2012 Leavenworth Residential Land Use Inventory and Analysis

The City of Leavenworth recognizes that it is necessary to update the 2003 Leavenworth Residential Land Use Inventory and Analysis and the Housing Element to understand the present and future patterns of residential development within the City Limits and City's Urban Growth Area (UGA). This information is necessary in order to evaluate the effectiveness of the existing comprehensive plan and evaluate population projections and allocations. To that end, it was decided that the City would conduct a review, update, analysis and evaluation of the data within the Comprehensive Plan and supporting documents.

The population allocation information from Chelan County and population and housing information obtained from the 2010 US Census is described herein.

The following Residential Land use Designations were inventoried:

- RL 6 – Residential Low 6,000 square feet
- RL 10 – Residential Low 10,000 square feet
- RL 12 – Residential Low 12,000 square feet
- RM – Residential Multi Family

The classification system for identifying land uses included the following categories:

Category	Description
Single family residential	A single residence on a parcel with associated accessory uses.
Multi family residential	A multi family structure (including duplex dwellings) on a parcel with associated accessory uses.
Commercial	A commercial operation as the primary use on a parcel (time-share condominiums, hotels, etc. are considered commercial operations as opposed to a residential category).
Industrial	An industrial operation as the primary use on a parcel.
Quasi – public	Churches, community clubs, etc.
Public	Public buildings, parks, utility structures, etc.
Vacant	Undeveloped property and/or property currently used for pastures, orchards, etc. where no other primary use is occurring.

Using the Chelan County Assessor's data base and mapping resources, the areas to be inventoried were identified. A summary of the existing land uses in the residentially designated areas of the Leavenworth City Limits and UGA is as follows:

Land Use	Acres
Single Family Residential	487.7
Multi Family Residential	16.6
Commercial	20
Industrial	0
Quasi-Public	13.4
Public	57.1

Vacant	215.9*
TOTALS	**810.7**

* "Vacant" includes some areas owned by public entities that are vacant, inlcuding some areas designated for right of way.

To aide in understanding if there might be existing developed parcels within the UGA that could be re-developed in the future, the data base was also sorted by vacant land and under-developed land in City Limits and UGA. The parcels that are **1 acre or larger in size** with existing **residential** development were then identified, as follows:

Parcel Size	Number of Parcels	Total Acres
1 to 2.99 acres	126	176
3 to 4.99 acres	21	86
5 to 9.99 acres	10	70
10 acres and larger	12	197
TOTALS	169	529

As stated above, the primary purpose for this residential land use analysis was to determine how much land was available within the existing City Limits and UGA to accommodate the projected population for the community. In conducting this type of analysis there are certain facts that must be established, and there are certain assumptions that need to be made with regard to future conditions. In addition to the knowledge gained in the land use inventory described above, it is important to know the following details:

1. In 2010, the Washington Office of Financial Management estimated the population from the 2010 Census within the City of Leavenworth at 1,965 people..
2. According to the Washington Office of Financial Management the population change rate in Chelan County is 1.4%. At this rate of growth, the 2025 population within the City Limits is 2,421. Within the CCD, the 2010 population is 2,375, and at this rate, the 2025 population would be 2,926. For the purposes of the 2010 update, the allocated 2025 population project of 5,071 shall remain until such time as the joint Chelan County/Cities process of allocating the Washington State Office of Financial Management 20-year projection for Chelan County is completed.
3. "Under Developed" is defined as those lots that are developed but are large enough by area to be subdivided and is dependent on the zoning district
    - R-6 Zoning: those lots greater than 12,000 sq ft.
    - R-10 Zoning: those lots greater than 20,000 sq ft.
    - R-12 Zoning: those lots greater than 24,000 sq ft.
    - RM Zoning: those lots greater than 12,000 sq ft
    - Planned development- 1 lot, and it depends on the conditions of the plat.
4. The analysis did not consider placement of existing structures as located within the lot to determine whether the lot could be subdivided.
5. Several shoreline lots which fit the criteria, but were developed to retain 200' of water/lot frontage were excluded because of the SMP regulatory conditions that would prevent further development.
6. The average persons per household in the 2010 Census is 2.59.
7. In 2003, the projected population allocated to the Leavenworth UGA in the year 2025 is 5,071, as determined by the joint Chelan County/Cities process of allocating the

Washington State Office of Financial Management 20-year projection for Chelan County (Please see attached Exhibit A for a description of this process).

The following assumptions were made with regard to future conditions:

1. The number of persons per household will remain at 2.59;
2. According to the Washington Office of Financial Management the population change rate in Chelan County is 1.4%
3. Given the additional projected population in the year 2025 (5,071) and the assumed persons per household (2.59), it is anticipated that an additional 1,958 dwelling units will be required within the City and UGA;
4. To maintain a stable, affordable supply of housing for the new population, a market factor of 15% is added to the number of needed additional dwelling units (1,958), for a total of 2,252 new dwelling units anticipated within the UGA and City;
5. Vacant land owned by public and/or quasi-public entities is not expected to be used for residential development;
6. Most of the vacant land identified in the land use inventory (215.9acres) will be available for development;

Vacant and Under-Developed Land in City Limits and UGA

Land Use Designation	Acres	#Parcels	Average ac	Max Parcel Size	Minimum Parcel Size
RL-6					
Under Developed	53.1	88	0.6	13.8	0.27
Vacant	47.5	42	1.1	14.4	0.04
RL-10					
Under Developed	232.3	124	1.9	23.7	0.56
Vacant	88.6	43	2.1	13.1	0.42
RL12					
Under Developed	8.2	7	1.2	1.9	0.56
Vacant	21.4	12	1.8	4.8	0.42
RM					
Under Developed	36.5	15	2.4	10.7	0.3
Vacant	58.5	15	3.9	15.2	0.04
Planned Development					
Under Developed	3.2	1	3.2	3.2	3.2
Vacant	-	-	-	-	-
Totals					
Total Under Developed	333.3	235			
Total Vacant	216	112			

7. Of the existing land within the residential districts, approximately 333.3 acres of Under Developed land is available for re-development within the planning horizon, and approximately 216 acres of vacant land is available for development within the planning horizon.:

- Of the total amount of land identified as available for development and re-development (549 acres), the following %'s are expected to be unavailable for the identified reason:

Less 15% for ROW and Critical Areas

Total Under Developed	283.3
Total Vacant	183.6

For Under Developed- subtract the minimum lot size for each parcel

		Less 10%
R6	44.6	40.1
R10	178.9	161.0
R12	5.6	5.0
RM	30.7	27.6
PD	2.7	2.4
Total	262.4	**236.2**

(This is based on the values in the table above for each district, not the 15% calculation immediately above [not double dipped])

- Of the total amount of land identified as available for development and re-development is **430** acres (194.4 acres of vacant land added to the adjusted "unused portion" of the underdeveloped land of 236.2 acres)

UGA- Census Summary

POP100	Total Population, 2010	2375
HU100	Total Housing Units, 2010	1455
OCC	Occupancy Rate, 2010	65%

Observations and Conclusions

Of the vacant land identified, the vast majority of it is located in the north end of the UGA above Pine Street, outside of city limits. .

Although this area has the majority of the vacant land within the existing residential designations, it also has a large portion of the critical areas (both wetlands and geologically hazardous areas). For example within the RM designation is Rattlesnake Mountain where there will be limitations on development because of steep slopes. The existing pattern of land divisions in this area also presents some challenges in that the predominance of existing 1 to 5 acre tracts are not as efficiently and cost-effectively developed as larger parcels are. Generally, these tracts will be re-developed in a piece-meal fashion through the short subdivision process, making the provision of public infrastructure more difficult.

In reviewing and analyzing the facts and assumptions presented above, it appears that there are approximately **430** acres of land available for development of new residential housing options

within the residential designations of the existing comprehensive plan. To accommodate the expected new dwelling units (2,252) within the existing UGA and City, it will be necessary to plan for an overall residential density of 5.24 dwelling units per acre. Expressed in terms comparable to the existing comprehensive plan, a density of 5.24 units per acre would be generally consistent with the RL 10 – Residential Low 10,000 square feet designation. In 2003, projections were developed which addressed the average density of 4.6 units per acre as the established standard with corresponding land use designations and densities. The challenges presented by the larger-tract development in the area north of Pine Street to reaching an average density of 4.6 units per acre in 2003 was achieved by the creation and designation of RL 6, the removal of the RL 20 district, and creation of an overall higher urban density (4 units per acre minimum).

The 2010 update of the data and 5.24 dwelling units per acre is similar to the 2003 projection of 4.6 units per acre, and no significant change is anticipated.

RL12 – 3.63 units per acre
RL 10 – 4.36 units per acre
RL 6 – 7.26 units per acre

Additional Data:

Cascade School District No. 228 is a Class-A public school district in Chelan County, Washington. The district includes the communities of Dryden, Lake Wenatchee, Leavenworth, Peshastin, Plain and Winton. Four of the district schools are located in the City of Leavenworth, while the fifth, Peshastin Dryden Elementary, is in the unincorporated community of Peshastin. The district office is located in Leavenworth, and the district school board currently has five members. As of 2005 the school district had an enrollment of 1454, with 76 full-time teachers for a ratio of 15 to 1. The largest school is Cascade High School with an enrollment of 534.

2002-03 Chelan County/Cities process to allocate OFM population projections for Chelan County.

The Growth Management Act requires that each County in the State, in cooperation with the cities and towns located within the county, use the official population projections developed by the State Office of Financial Management in planning for growth and development that is expected to occur during each jurisdiction's planning horizon. Although OFM provides an annual estimate of population by jurisdiction, they also prepare State-wide projections every five years by establishing low, medium and high growth projections for each County. In the spring of 2002, OFM distributed the official population growth estimates for all counties in the State, based on the United States Census that was conducted in 2000. Subsequently, Chelan County and the cities participated cooperatively in distributing the projected population throughout the different areas of the County. The three following assumptions were used to help guide this cooperative process of allocating population throughout the County:

- The OFM high series population projections most accurately reflect the current rate of population growth throughout Chelan County;
- The % of distribution of population among the County Census Divisions (CCD) will remain consistent with the existing distribution, as has been the case since the 1970 Census; and
- The overall goal for the County is to achieve a split of population between urban and rural areas within each CCD of 60%urban, 40% rural.

The 2000 US Census population for Chelan County was 66,616 with 5,902 people being located within the Leavenworth CCD. The City of Leavenworth UGA had approximately 2,432 of the CCD population in 2000, with the remainder spread throughout the CCD. Using the above assumptions as a basis, it is expected that the Leavenworth CCD will have 8,453 of the overall County population. Based on the county-wide goal stated above, it is being projected that approximately 60% of the CCD population in 2025 (5,071) will be located within the Leavenworth UGA. This is an increase of approximately 2,639 people within the UGA by the year 2025.

	2000 Population	**% of CCD**	**2025 Population**	**Target % of CCD**	**New Population**
Chelan County	66,616		101,859		32,243
Leavenworth CCD	5,902		8,453		2,551
Leavenworth UGA	2,432	41%	5,071	60%	2,639

Exhibit A

Leavenworth Capital Facilities Plan (CFP)

2012 – 2017 Six-Year Project List*

**Project construction dates, cost estimates for construction and engineering, and potential sources of funding for all projects are anticipated to be developed during the 2013-2014 budget process in the fall of 2012.*

Capital facilities are the durable goods portion of governmental service. They have a long-term useable life and can cost considerable amounts of tax dollars to construct. The process of obtaining capital facilities can require years of design, public involvement, budgeting and construction. Once constructed, capital facilities tend to become permanent, requiring an ongoing operations/maintenance cost.

As a result of the high cost of capital facilities, it is important for the government to prioritize and plan capital facilities as far ahead as possible. Lack of funding often results in some worthwhile projects being delayed as more urgent problems are addressed. A capital facilities plan must be prepared to comply with the Growth Management Act. The Act stipulates that the City must estimate what new or improved capital facilities will be needed for the next six to twenty years to support the probable growth in population.

Planning future capital facilities projects involves estimating the future needs for a variety of facilities and services. As part of the city's budgeting process, the capital facilities projections should be revised to recognize new needs or revised plans/costs. An annual review will assist in updating the highest priority projects.

This Capital Facilities Plan (CFP) is intended to serve as an objectively derived guide for the orderly growth and maintenance of the community. It will serve as the framework for coordinating capital improvement projects that implement the vision of the community. It is designed to be a valuable tool of the City Council, staff and private citizens, which enables the community to:

♦ Gain a better understanding of their existing public works systems and capacities;

♦ Identify potential problems associated with limited revenues and increased public demands for better services;

♦ Identify potential sources and programs that may be used to fund needed improvements; and

♦ Create a continuing process of setting priorities for needed capital improvements, based on consistent background information.

It is understood that some capital needs may go beyond the resources available through the general City revenues. Furthermore, future issues may develop quickly in response to citizens'

desires or a change in community standards or circumstances. The CFP is designed to be flexible to these situations by identifying different possibilities for funding beyond the norm, as well as attempting to identify which foreseeable needs will require some future action in order to be completed. The availability of optional funding sources such as bond issues, levies, tax and/or rate increases, loan or grant applications, etc., do exist. If the community is unable to contribute the full amount planned for in the CFP in any one year, the Plan is not abandoned but instead reviewed and amended to reflect changing circumstances.

Investments in Leavenworth's neighborhoods, water and sewer systems, parks, streets, and public facilities are an essential component of providing a comprehensive and functional capital facilities plan. Below are the project recommendations identified that either need retrofitting of an existing system or installation of a new system with cost estimates.

Sanitary Sewer System Projects

Project	Description	Amount
Barn Beach Restroom	Install restroom facilities along trail system near Barn Beach Reserve.	$50,000
Clarifier Modifications Wastewater Treatment Plant	Addition and replacement of waste treatment plant equipment.	
South Interceptor Sewer Trunk Line Replacement	May include the repair and/or replacement of the 12" sewer line located within the 42" stormwater line running under Highway 2	TBD
Front Street Division to 14th Sewer Main Replacement	Being completed with street reconstruction project.	$142,646
Chumstick to High School Sewer Main and Lift Station Installation	Project for Meadowlark Development to be developed as funding is secured from public grants and private developers.	$1,300,000
Commercial / Scholze Alley Sewer Project	Replacement of a non-standard sewer service main.	TBD

Water System Projects

Project	Description	Amount
Front Street Division to 14th Water Main Replacement	Being completed with street reconstruction project.	$169,437.52
Pine Street Water Main Installation	Will be completed with street reconstruction project.	TBD
Titus-Chumstick Water Main Installation	Project for Meadowlark Development to be developed as funding is secured from public grants and private developers.	$830,000
East Leavenworth Road Main	The project replaces approximately 3,900 of linear feet of failed 80 year-old, thin-walled, steel water transmission pipeline and appurtenances that serve as a major water supply feeder to the City of Leavenworth. The	$1,240,486

	project costs include, but are not limited to, design engineering, cultural/historic review, environmental documentation, geotechnical investigations, bidding, construction, and project management. These improvements will allow the jurisdiction to meet Local, State, and Federal requirements.	
Water Meter Replacement / Upgrade	System-wide replacement of aging/failing 20+ year old meters to include upgrades to all radio read meters.	$450,000
Well Pump and New Well	This project replaces a current existing well pump that is failing and includes costs for drilling and installation of an additional well.	$100,000

Storm System Projects

Project	Description	Amount
Front Street Division to 14th Stormwater Main Replacement	Being completed with street reconstruction project.	$112,761
Pine Street Stormwater Main Replacement	Will be completed with street reconstruction project.	TBD
Titus-Chumstick Stormwater System Installation	Project for Meadowlark Development to be developed as funding is secured from private developers.	TBD

Parks / Trails / Recreation

Project	Description	Amount
Park Trail Improvements	Pathways, erosion, turf, lighting, etc.	TBD
Skating Rink / Ball Park Refurbishing / Pocket Park	Inclusion of new park facilities including but not limited to an Ice Skating Rink and residential pocket parks. Refurbishment of existing ball parks.	TBD
Chumstick Multiuse Trail	Construct a trail system from the High School to North Road.	$430,000

Public Facilities

Project	Description	Amount
Parking Lots – Fruit Warehouse Lot, Department of Transportation Lots and City Lots	Demolition/Improvements on the Warehouse lot. Grading, asphalt, drainage, security & lighting, striping, signage and landscaping for all lots.	$660,000 (FW) $250,000 (other lots)
Recycle Center – Public Works Facility Improvements	Improvements include completion of fencing, additional lighting, painting of existing facility, and security.	$55,000

Icicle Station Phase II	This project includes BNSF required track improvements and design and construction of a depot station.	$1,590,400

Plans

Project	Description	Amount
Waste Water Treatment Facility Plan	Develop plans for implementation of new TMDL requirements.	N/A
Water System Plan	This plan is only referenced in this plan as a portion of all Citywide plans – improvements, costs and timelines for updates would be detailed specifically in the Water System Plan.	N/A
Sewer System Plan	This plan is only referenced in this plan as a portion of all Citywide plans – improvements, costs and timelines for updates would be detailed specifically in the Sewer System Plan.	N/A
Stormwater System Plan / Wetland Mitigation Plan	The Stormwater System Plan and Wetland Mitigation Plan are not yet developed. Studies are needed to develop a comprehensive plan.	N/A
Six-Year Transportation Improvement Plan	This plan is only referenced in this plan as a portion of all Citywide plans – improvements, costs and timelines for updates would be detailed specifically in the Six-Year Transportation Improvement Plan.	N/A
Transportation Plan/Element	This long-term transportation plan is only referenced in this plan as a portion of all Citywide plans – improvements, costs and timelines for updates would be detailed specifically in the Transportation Plan/Element.	N/A
Upper Valley Regional Trails Plan & Parks Plan	This plan is only referenced in this plan as a portion of all Citywide plans – improvements, costs and timelines for updates would be detailed specifically in the Upper Valley Regional Trails Plan and Parks Plan.	N/A
Shoreline Master Program	This plan is only referenced in this plan as a portion of all Citywide plans – improvements, costs and timelines for updates would be detailed specifically in the Shoreline Master Program.	N/A
Downtown Master Plan	This plan is only referenced in this plan as a portion of all Citywide plans – improvements, costs and timelines for updates would be detailed specifically in the Downtown Master Plan.	N/A

APPENDIX D

APPENDIX D

CHELAN COUNTY FIRE DISTRICT NO. 3

Capital Item	Estimated Cost	Responsible Org.
Apparatus (Fire Trucks)		
1250 GPM/1000 Gallon Pumper w/ Equipment	$ 135,000.00	City
500 GPM/2000 Gallon Tanker w/ Equipment	$ 120,000.00	District
2000 GPM/2500 Gallon Tanker w/ Equipment	$ 245,000.00	City/District
Equipment		
15 Sets of Turnouts (Helmet, PBI Hood, Coat, Pants & Boots)	$ 16,500.00	District
SCBA Fill Station	$ 5,000.00	City/District
SCBA Cascade System	$ 10,000.00	City/District
1200 Watt Generator w/ Two 500 Watt Light Poles	$ 2,500.00	District
Holmotro Rescue Tool Pump	$ 2,000.00	District
SCBA 12 Complete Air Packs	$ 23,000.00	City/District
Three 2500-3500 Watt Generators	$ 4,500.00	District
Two 24" Positive Pressure Ventilation Fans	$ 4,000.00	District
SCBA 18-20 SCFM Breathing Air Compressor System	$ 20,500.00	City/District
20 SCBA Spare Cylinders	$ 7,000.00	District
2000' Large Diameter (4") Hose, Appliances, and Fittings	$ 18,000.00	City

Where the City and District are identified as sharing costs, the costs will be 50/50. The City and Fire District's funding sources are approved bonds by the City and Fire District voters.

APPENDIX E

APPENDIX E

RIGHT-OF-WAY ANALYSIS

The following is the list of existing right-of-way (ROW) and the right-of-way needed for the street classification as assigned in the comprehensive plan. The street names below the primary street name indicate the section of the primary street right-of-way being considered. The heading of SUB/ABOVE indicates if there is substandard right-of-way or above standard right-of-way. If there is an S it is substandard; if there is an A it is above standard. The streets that have a high priority for improvement are listed in the 1996 Six Year Street Plan and in Appendix C of this plan.

EXAMPLE:

Ski Hill (Primary Street)
Birch-Pine (section of Ski Hill ROW is between these two streets)

STREET	CURRENT ROW In feet	NEEDED ROW In feet(minimum)	SUB/ABOVE
Commercial 3rd-8th	54/20	60	S
Pine Ski Hill-Cascade	20	60	S
Evans Ski Hill-Cascade	40	60	S
Evans Orchard-Central	50	60	S
Division Commercial-Front	56	60	S
Wheeler City limit-Ski Hill	30	50	S
Central Evans-Birch	50	50	
Pine Central-Summit	40	60	S

STREET	CURRENT ROW In feet	NEEDED ROW In feet(minimum)	SUB/ABOVE
Cascade Evans-Birch	50	50	
Commercial 8th-9th	70	60	A
9th Main-Commercial	60	50	A
Orchard Birch-Pine	50	50	
Pine Orchard-Central	20	60	S
Commercial Joseph-Mill	40	50	S
Evans Central-Summit	50	60	S
Price Birch-Cedar	60	50	A
Park Cherry-East end	60	50	A
Summit Evans-Ash	60	50	A
Burke Birch-Cedar	50	50	
Front 13th-14th	60	60	
Commercial 13th-14th	60	50	A
Pine Cascade-Orchard	20	60	S

STREET	CURRENT ROW In feet	NEEDED ROW In feet(minimum)	SUB/ABOVE
Cedar Central-Price	80	50	A
Whitman Ski Hill-Evans	50	50	
9th Commercial-Front	60	50	A
West end-Cherry	50	50	
Fir Hwy209-Pine	40	40	S
Birch Price-Burke	80/40	50	A/S
Evans Cascade-Orchard	40	60	S
Ash Central-Summit	60	50	A
Cherry West-Center	40	50	S
8th Main-Commercial	60	50	A
Front 10th-Division	50/40	60	S
Price Sherbourne-Birch	40/60	60	S
Commercial 12th-13th	60	50	A
Center end-Cherry	40	50	S

STREET	CURRENT ROW In feet	NEEDED ROW In feet(minimum)	SUB/ABOVE
Pine Summit-Price	40	60	S
Front Division-12th	60	60	
1st end-Commercial	40	50	S
Mill W. Whitman-W.Benton	40	60	S
Joseph Scholze-Commercial	60	50	A
Cedar Burke-Fir	60	50	A
Cascade Birch-Pine	50	50	
Kelly Birch-Cedar	60	50	A
Prospect Cherry-Ski Hill	40	50	S
Prospect Mine-Cherry	35	50	S
Scholze Joseph-Commercial	60	50	A
Commercial 9th-10th	70	60	A
Mill Hwy2-Whitman	50	60	S
Clinton W.Benton-W.Whitman	50	50	

STREET	CURRENT ROW In feet	NEEDED ROW In feet(minimum)	SUB/ABOVE
Orchard Evans-Birch	50	50	
Center Cherry-Ski Hill	50	50	
Benton Ski Hill-Evans	50	50	
Ash Summit-Price	60	50	A
Cherry Park-West	40	50	S
Commercial Mill-Scholze	40	60	S
Stafford O'Grady-Ski Hill	42	50	S
Front 9th-10th	50	60	S
8th Commercial-Front	60	50	A
Commercial Division-12th	60	50	A
Birch Central-Price	80	50	A
Pine Kelly-Burke	40	60	S
10th Commercial-Front	60	50	A
Summit Cedar-Price	60	50	A

STREET	CURRENT ROW In feet	NEEDED ROW In feet(minimum)	SUB/ABOVE
14th Commercial-Front	50	50	
Price Cedar-Pine	60	50	A
Ski Hill Whitman-Benton	50	60	S
Woodward Benton-Whitman	50	50	
3rd Commercial-Hwy2	50	50	
Central Birch-Pine	50	50	
Division end-Commercial	55	50	A
9th Front-Hwy2	60	60	
W.Whitman Clinton-Prospect	50	50	
Alpensee Strasse Hwy2-end of loop	60	50	A
Poplar Ski Hill-City limit	30	50	S
Cedar Kelley-Burke	80	50	A
Birch Ski Hill-Cascade	50	50	
13th Commercial-Front	50	50	

STREET	CURRENT ROW In feet	NEEDED ROW In feet(minimum)	SUB/ABOVE
Commercial 2nd-3rd	50	60	S
W.Benton Clinton-Prospect	50	50	
2nd end-Commercial	50	50	
12th Commercial-Front	50	50	
Burke Cedar-Pine	50	50	
Commercial 10th-Division	70	60	A
W Benton Mill-Clinton	50	50	
Ski Hill Evans-Birch	45	60	S
W.Whitman Mill-Clinton	50	50	
Ski Hill Center-Evans	45	60	S
Commercial 1st-2nd	50	60	S
Ski Hill Birch-Pine	45	60	S
Cherry Prospect-Park	40	50	S
Cedar Price-Kelley	80	50	A

STREET	CURRENT ROW In feet	NEEDED ROW In feet(minimum)	SUB/ABOVE
Front 8th-9th	60	60	
Park west end-Cherry	60	50	A
Center Ski Hill -Evans	50	50	
West Cherry-Ski Hill	50	50	
Pine Price-Kelley	40	60	S
Birch Cascade-Orchard	50	50	
Birch Orchard-Central	50	50	
Clinton end-W.Benton	50	50	
Summit Ash-Birch	60	50	A
Commercial Scholze-1st	50	60	S
Pine Burke-Fir	60	60	
Ski Hill Hwy2-Whitman	70	60	A
Ski Hill Benton-Center	45	60	S
Mine W. Benton-Prospect	15	60	S

STREET	CURRENT ROW In feet	NEEDED ROW In feet(minimum)	SUB/ABOVE
Kelley Cedar-Pine	60	50	A
O'Grady Center-end	50	50	
12th Front-Hwy2	50	50	
Front Hwy2-8th	25/60	60	S
12th end-Commercial	50	50	

LEVEL OF SERVICE

Level of Service A: This service represents free flow. Individual users are virtually unaffected by the presence of others in the traffic stream. Freedom to select desired speeds and to maneuver within the traffic stream is high. The general level of comfort and convenience provided to the motorist, passenger, or pedestrian is excellent.

Level of Service B: This service represents stable flow, but the presence of other users in the traffic stream begins to be noticeable. Freedom to select desired speeds is relatively unaffected, but there is a slight decline in freedom to maneuver within the traffic stream from LOS A. The level of comfort and convenience provided is somewhat less than that of LOS A, because the presence of others in the traffic stream begins to affect individual behavior.

Level of Service C: This service is a stable flow, but marks the beginning of the range of flow in which the operation of individual users becomes significantly affected by interactions with others in the traffic stream. The selection of speed is now affected by the presence of others, and maneuvering within the traffic stream requires substantial vigilance on the part of the user. The general level of comfort and convenience declines noticeably at this level.

Level of Service D: This service represents high density but stable flow. Speed and freedom to maneuver are severely restricted, and the driver or pedestrian experiences a generally poor level of comfort and convenience. Small increases in traffic flow will generally cause operational problems at this level.

Level of Service E: This level of service represents operating conditions at or near capacity level. All speeds are reduced to a low but relatively uniform value. Freedom to maneuver within the traffic stream is extremely difficult, and it is generally accomplished by forcing a vehicle or pedestrian to give way to accommodate such maneuvers. Comfort and convenience levels are extremely poor, and driver or pedestrian frustration is generally high. Operations at this level are usually unstable, because small increases in flow or minor perturbations within the traffic stream will cause breakdowns of flow.

Level of Service F: This level of service is used to define forced or breakdown of flow. This condition exists wherever the amount of traffic approaching a point exceeds the amount which can traverse the point. Queues form behind such locations. Operations within the queue are characterized by stop and go waves, and they are extremely unstable. Vehicles may progress at reasonable speeds for several hundred feet or more, then be required to stop in a cyclic fashion. Level of Service F is used to describe the operating conditions within the queue, as well as the point of the breakdown. It should be noted, however, that in many cases operating conditions of vehicles or pedestrians discharged from the queue may be quite good. Nevertheless, it is the point at which arrival flow exceeds discharge flow which causes the queue to form.

The above definitions are general and conceptual in nature. These definitions are from the Highway Capacity Manual.

CITY OF LEAVENWORTH

PARKS & RECREATION PLAN

2011

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INTRODUCTION

Public recreation is a needed service and benefit to the people of Leavenworth and surrounding populations. This plan articulates the needs, level of service, and resources required to facilitate recreation opportunities and administer parks and recreation programs. In 2011, the City identified the need to update its current Parks & Recreation Plan for the facilitation of the continued development of parks and establishment of recreation opportunities for the residents and visiting populations of Leavenworth.

As a primary recreation service provider in the Leavenworth area, the City recognizes the continued importance of parks and recreation services for the health, social, and economic benefits of the resident population, and for the enjoyment derived by visitors to the City throughout all four seasons of the year.

The Parks & Recreation Plan is organized to address the following objectives:

1. Evaluate and further define the appropriate organizational structure to manage parks and recreation services.
2. Inventory and evaluation of existing recreation facilities and activities.
3. Establish new, and revise current, policies to guide future decisions and implementation of parks and recreation services.
4. Solicit public input to forecast the demand for parks and recreation and identify future park and recreation service needs.
5. Identify a six-year capital improvement program and the long-range (20-year) objectives for land acquisition and facilities improvement.
6. Identify costs and related funding programs for recreation services, capital improvements, and maintenance.

COMMUNITY PROFILE

POPULATION, DEMOGRAPHICS, & GROWTH

The use of parks, school facilities, and natural resources for recreation purposes by residents and visitors alike has long been an established part of Leavenworth's lifestyle and business interests. Since its socio-economic resurgence beginning in 1963, with the Autumn Leaf Festival and subsequent adoption of the Bavarian theme, the City of Leavenworth has become nationally and internationally recognized as a destination or stopover for special events, festivals, and year-around outdoor recreation.

In the 20 years between 1990 and 2010, the population of Leavenworth increased approximately 16%, from 1,692 to 1,965. Estimating similar growth patterns for the next 20 years would take the City of Leavenworth to a population of approximately 2,280. Including the UGA and surrounding areas, the population in the PRSA is expected to reach approximately 2,700.

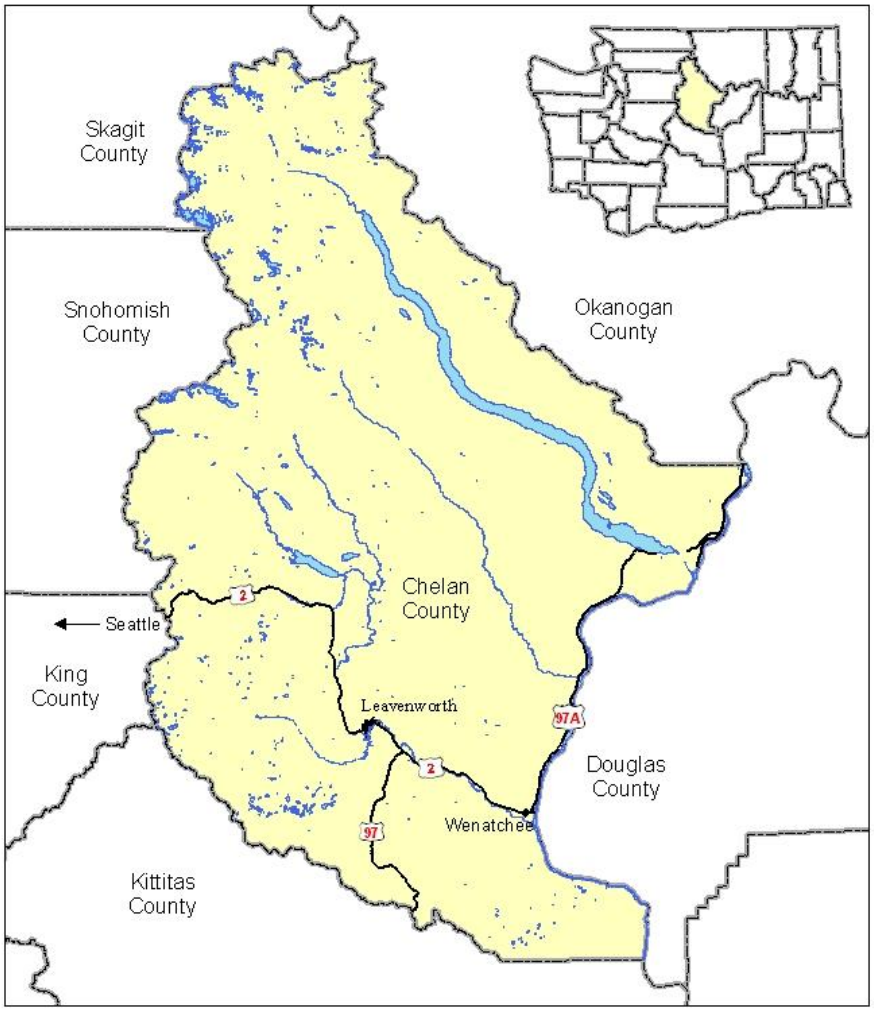
For the purposes of projecting park and recreation needs and establishing levels of service, the City should utilize both the 2010 population estimates and the 2030 population projections. Because of the importance of park and recreation services to Leavenworth's community, the City should also add an additional five (5) percent to the projections in order to ensure adequate park facilities. This would equate to approximately 2,400 people in the City Limits by the year 2030 and approximately 2,800 people including the UGA and surrounding areas. In addition, festivals and events, combined with the area's natural resources and recreational opportunities, currently bring approximately 2.2 million visitors to the Leavenworth annually.

Demographics data indicates that visitor populations will continue to grow in terms of total annual numbers and extended seasons. This visitor population has resulted in a higher demand on existing recreation resources, including parks, schools, and natural outdoor recreation features, such as the Wenatchee River,

Blackbird Island, Waterfront Park, the Ski Hill area, Fish Hatchery, and surrounding mountains and streams.

Map 1 below shows Leavenworth's location within Chelan County, Washington.

MAP 1: LEAVENWORTH VICINITY MAP



ORGANIZATIONAL STRUCTURE

Maintaining an appropriate organizational structure to administer the development, operation, and maintenance of park and recreation services is a matter that requires continuous attention. Currently, the City of Leavenworth maintains park facilities through its Public Works Department. Most park facilities are funded through the City's operating budget. These monies are mostly derived from retail sales tax. Monies for the City's swimming pool are generally derived from the Upper Valley Park and Recreation Service Area (the PRSA), which is a district that utilizes monies from property taxes for the operation and maintenance of the pool. However, the pool has been receiving $25,000-40,000 per year from the City's general fund to meet expenses.

There are three (3) examples of organizational structures for the operation and maintenance of park and recreation services found within Washington State's RCWs. Those three (3) organizational structures are: 1) A Special District for Parks & Recreation, managed by a separate body; 2) A Parks & Recreation Service Area, managed by the City; and, 3) A City Department of Parks & Recreation, or a combination.

The City of Leavenworth has chosen to operate under a combination of the above choices. First, the City's Public Works department utilizes a parks division for the on-going maintenance and operations of park facilities. The parks division also undertakes certain renovation and new park facilities projects. A parks subcommittee of the Leavenworth City Council oversees theses projects. Second, the City has entered into an interlocal agreement with Chelan County, the Peshastin Community Council, the Chumstick Community Council, and the Cascade School District to form the Upper Valley PRSA, to build, maintain, and operate an aquatic center, which houses the City's swimming pool.

CITY OF LEAVENWORTH PUBLIC WORKS DEPARTMENT – PARKS DIVISION

The projects are focused on neighborhood requirements or needs in community and neighborhood parks with school sites. Multi-purpose park development through interlocal agreements with the School District and other agencies has proven benefits for the entire community.

The City's Public Works Department is responsible for maintenance throughout the City, the maintenance and operation of the City's water plant and wastewater plant, and all park facilities. The parks division typically consists of three (3) eight-month employees and three (3) six-month employees. Along with the seasonal employees, the City employs a full-time, year-around field supervisor, who oversees the field operations for the entire Public Works Department.

UPPER VALLEY PARK AND RECREATION SERVICE AREA

In April of 1998, the City of Leavenworth, Chelan County, the Peshastin Community Council, the Chumstick Community Council, and the Cascade School District entered into an interlocal agreement, pursuant to RCW 39.34, for the construction of a new aquatic center that would benefit the residents within the City of Leavenworth and the surrounding areas. This interlocal agreement established the Upper Valley Park and Recreation Service Area Board of Directors, pursuant to RCW 36.68.400. The Board consists of:

1. One Chelan County Commissioner;
2. Two elected officials of the City of Leavenworth;
3. One member of the Cascade School District Board of Directors;
4. One representative of the Peshastin Community Council; and,
5. One representative of the Chumstick Community Council.

The PRSA may initiate park and recreation services utilizing all authorized taxing authority and funding program eligibility as provided under local, State,

and Federal programs. Levies may be solicited for either capital or operating funds and/ or for a cumulative reserve fund. General obligation bonds, for capital purposes only, may be brought before the voters at a special election.

The City, as facilitator of the PRSA, may enter into concession agreements, charge user fees and admission fees, and create enterprise activities or lease agreements for commercial recreation as additional revenue sources to support funding requirements of the Department (PRSA).

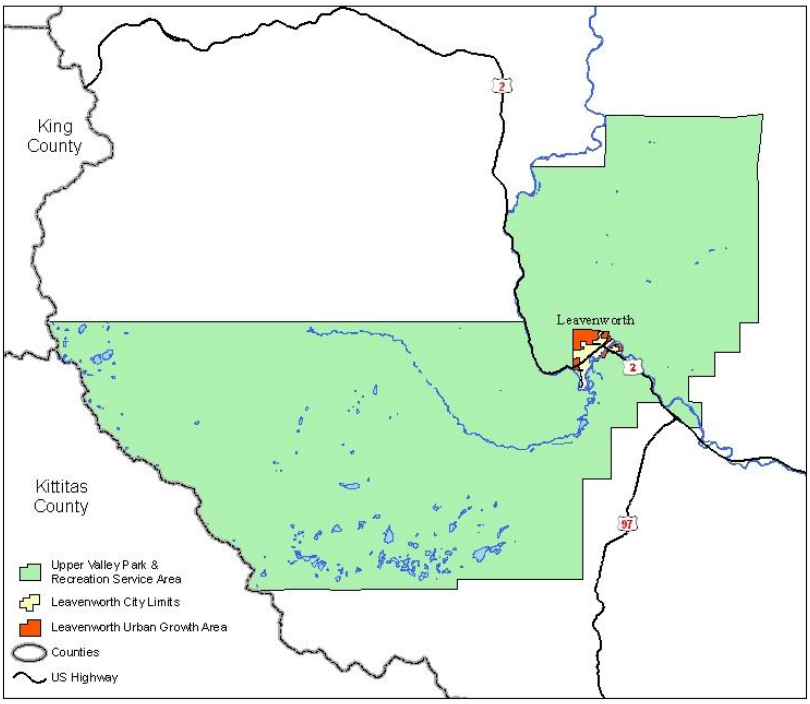
Revenue sources to support the development and operations of the PRSA include annual levy, tax levies, and bond issues. General fund (City and County), hotel and motel tax, special use tax, user fees, admission charges, concession contracts, and lease revenues may also be used. In addition, the PRSA is eligible for State and Federal funding programs as provided through grants, loans, and equipment purchase programs. More detail is available in RCW's 36.68, paragraphs 490, 500, 510, 520, 550, and 560.

RECREATION SERVICE AREA BOUNDARIES

Legal boundaries for a PRSA were established at the time of its creation in 1998. The criteria used for establishing the boundaries include identifiable recreation assets in terms of land, facilities, and recreation opportunities that exist, and/or may be created, within the City Limits and Urban Growth Area, and geographic areas beyond the Urban Growth Area where populations and recreation opportunities exist.

The Recreation Service Area includes all lands within the City of Leavenworth and the Urban Growth Boundary; the Ski Hill area to the north, including Chumstick Road; and the Leavenworth Hatchery to the south, continuing to the Stuart Range with Mountain Home Road on the east, Icicle Ridge and Tumwater Mountains to the west and north, and the community of Peshastin. Precise boundaries of the PRSA are identified within the interlocal agreement. **Map 2** generally indicates the service area boundaries.

MAP 2: PRSA SERVICE AREA MAP



INVENTORY

EXISTING PARKS & RECREATION RESOURCES

The four distinct seasons of the year are substantial drivers for the uses and types of recreational activities within the City of Leavenworth and the surrounding recreational areas.

The location, size, and amenities of each park are important factors to consider when understanding, establishing, and redefining the levels of use by residents and visitors.

The following table (**Table 2**) identifies existing parks, school sites, and outdoor resources that are available for recreation activities to the people of Leavenworth, surrounding populations, and visitor/tourist populations:

TABLE 2:
EXISTING FACILITIES

NAME	SIZE	FACILITIES	MANAGEMENT
Lion's Club Park / Swimming Pool	1.76 acres	Picnic shelter, picnic tables, Lion's Club equipment building, swimming pool with bath house, parking area, and landscaping	City of Leavenworth
Enchantment Park	39.46 acres	Two softball fields, little league field, park building with restrooms, changing rooms, and equipment storage, parking area, picnic tables, children's play equipment, and trails. Wildlife habitat, trails, raft launching, beaches, interpretive signs, and groomed ski trails	City of Leavenworth and Kiwanis Club

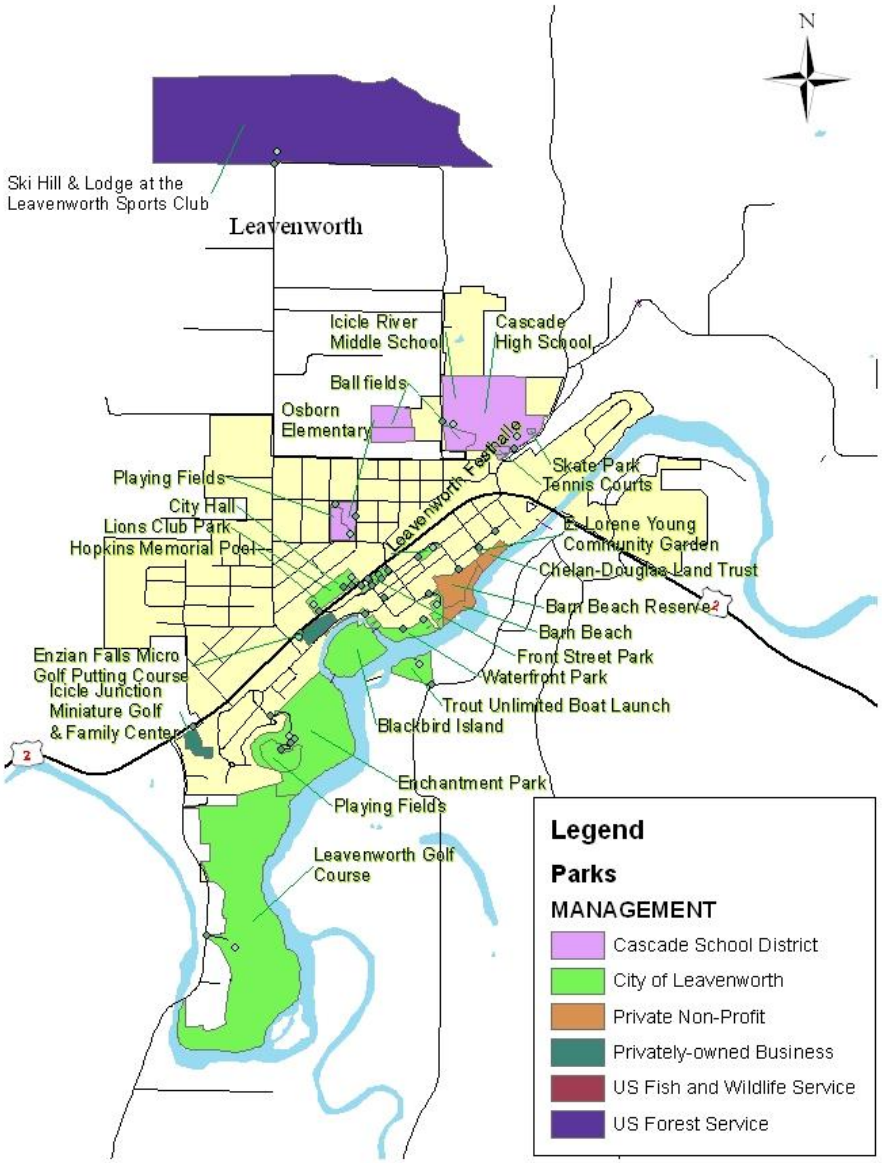
NAME	SIZE	FACILITIES	MANAGEMENT
Front Street Park	1.75 acres	Gazebo, restrooms, benches, arbor terrace, plaza, maintenance storage, interpretive kiosk, maypole	City of Leavenworth
Waterfront Park	15.12 acres	Beach, trails, interpretive signs, playground, amphitheatre, overlooks, restrooms, picnic tables, parking, and groomed ski trails, wildlife viewing	City of Leavenworth
Blackbird Island	14.12 acres	Trails, interpretive signs, overlooks, and groomed ski trails, wildlife viewing	City of Leavenworth
Trout Unlimited Park (City Boat Launch)	1.6 acres	Boat launch and parking, trails, wildlife viewing	City of Leavenworth
Icicle River Middle School & Cascade High School	36.09 acres	Athletic fields: softball, soccer, and football, tennis courts, basketball courts, parking, and skate park	Cascade School District (City maintains skate park)
Osborn Elementary	5.5 acres	Little league fields, play equipment, tetherball stands, swings, and children's play equipment	Cascade School District

NAME	SIZE	FACILITIES	MANAGEMENT
Ski Hill & Lodge at Leavenworth Winter Sports Club	142.0 acres	Alpine and cross-country skiing, trails, lodge, and parking area	U.S. Forest Service
Fish Hatchery	157.69 acres	Hatchery tours, Icicle River Nature Trail, wildlife viewing, benches, snowshoe tours, special activities: horseback rides, Leavenworth Summer Theatre, rafting, winter horse-drawn sleigh rides, cross-country skiing, and special events	U.S. Fish and Wildlife Service
Barn Beach Reserve	5.63 acres	Nature, cultural history, arts and outdoor education opportunities, Upper Valley Museum, trails, and signage, community garden	Private Non-profit
Kid's Fishing Pond		Kids fishing area near trails	Trout Unlimited
Leavenworth Golf Course	102.52 acres	18-hole public golf course with restaurant, shop, and storage facilities, groomed ski trails during the winter season	City of Leavenworth
Icicle Junction – Miniature Golf & Family Entertainment Center	2.66 acres	Family theme park, including miniature golf, arcade games, movie theatre, and other amenities	Icicle Junction: Privately-owned Business

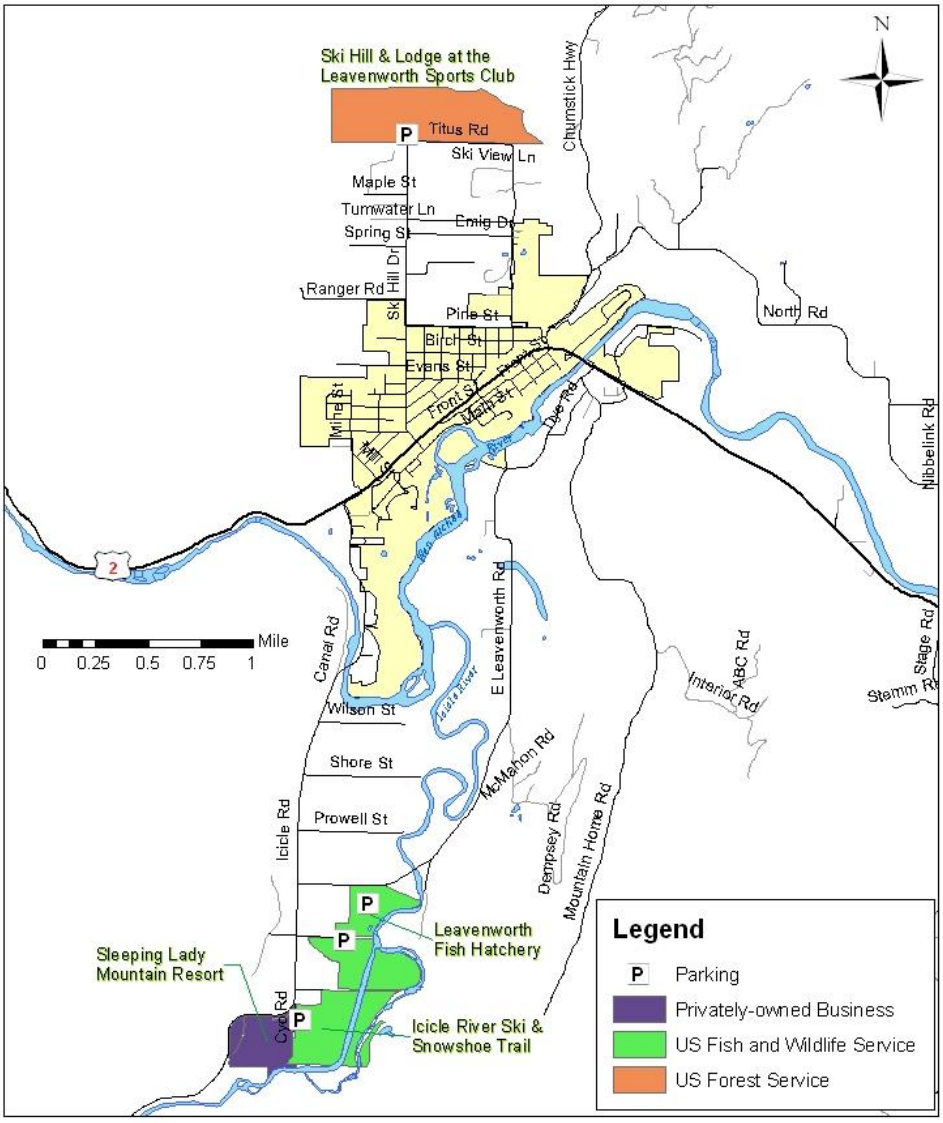
NAME	SIZE	FACILITIES	MANAGEMENT
Enzian Falls – Micro-golf Putting Course	3.15 acres	Professional putting course	Enzian Falls: Privately-owned Business
Chelan-Douglas Land Trust	3.34 acres	Nature, cultural history, and arts outdoor education opportunities and exhibits, Lorene Young Audubon Center, trails, and interpretive signage	Private Non-profit
All	**532.43 acres**	**Total Recreational Space Currently Available**	

Maps 3-5 show locations of Leavenworth area park and recreation facilities. **Map 3** identifies facilities in the City of Leavenworth, **Map 4** identifies facilities in the outlying area, and **Map 5** depicts the layout of area trails.

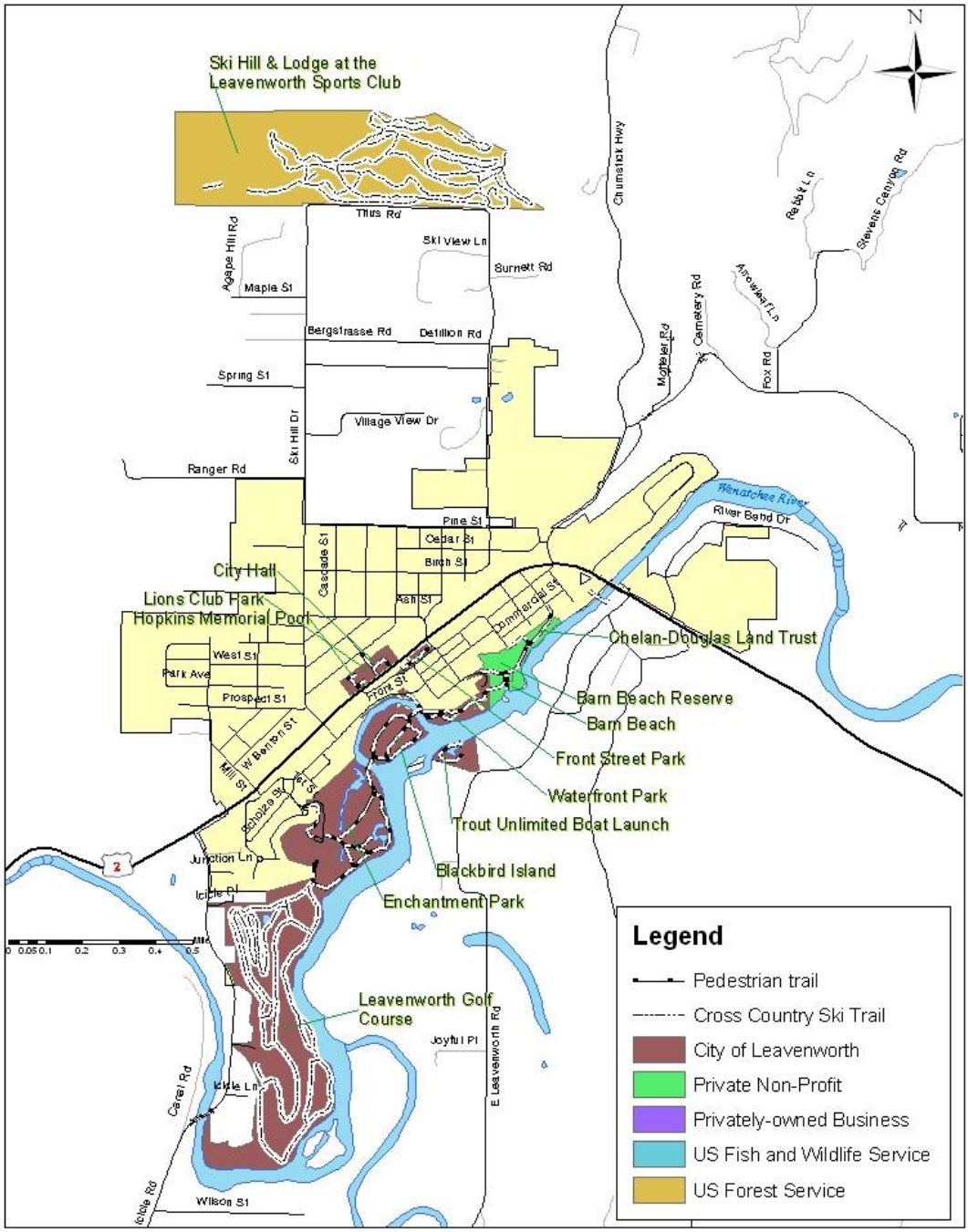
MAP 3: EXISITING PARKS & RECREATIONAL FACILITIES IN THE CITY OF LEAVENWORTH



MAP 4: EXISTING PARKS AND RECREATIONAL FACILITIES ADJACENT TO THE CITY OF LEAVENWORTH



MAP 5: EXISTING LEAVENWORTH AREA TRAILS



RECREATION ACTIVITIES & EVENTS

Presently, the City of Leavenworth provides swimming pool programs and ball field schedule coordination. Individuals and groups who utilize park facilities for activities, such as reunions, organized picnics, and weddings, may reserve facilities through City Hall. There are a number of user groups who utilize the parks and school sites for recreation activities. In addition, the Leavenworth Chamber of Commerce coordinates special events and produces or promotes certain festivals and outdoor recreation activities. Private businesses, non-profit entities, and other government agencies also provide recreation opportunities, guided tours, and events within the City of Leavenworth and surrounding area.

The categories and types of recreation activities available to resident and visitor populations within the Leavenworth Urban Growth Boundary and contiguous area are described in the following table (**Table 3**). The information listed was derived from a series of user group workshops and input from the Chamber of Commerce. The list does not necessarily reflect a comprehensive list of currently offered activities:

TABLE 3:
EXISITING RECREATION ACTIVITES & EVENTS

RECREATION / EVENT CATEGORY	TYPE OF ACTIVITY	SPONSOR
Individual Sports	Rafting Swimming Bicycling Hiking Skiing / Cross-country Skiing Jogging Snowshoeing Golf Walking Sledding Skateboarding Fishing Tennis	None
Organized Sports	Competition Swim Volks Marcher Soccer Basketball Wrestling Trap Shooting Competitions Boy Scout Activities Indoor Volleyball 4-H Club Activities Golf Football Little League Track & Field Cross-country Ski Team Tennis Girl Scout Activities Uni-cycle Cross-country Running Teams	
Passive Recreation	Picnics Wildlife Observation Relaxing in a Park Art in the Park	None

	Wildflower Observation Mushroom Hunting Walking Bird Watching	
Special Events / Festivals	Maifest Kinderfest 4-H Breakfast Kids Safety Day Accordion Festival Amber Leaf Theatre Autumn Leaf Festival Bon Appetite* Christkindlemarkt Rotary Bicycle Race Icicle Creek Concert Walk, Run, & Roll Icicle Creek Music* Fasching Craft Fair International Folk Dance Easter Egg Hunt Gold Wing Rally Leavenworth Summer Theater Sleeping Lady Festival Salmon Festival Christmas Lighting Festival Mary Bridges Road Race Car Club Rallies Bronn Journey Concert* Bandstand Music Ice Fest Oktoberfest Wine Walks *Indoor Activities / Events	
Historical / Cultural	Autumn Heritage Walk North Cemetery Tours	
Recreation Classes	Martial Arts Hatchery Society Interpretive Walks Summer Arts & Crafts Interpretive Trails	

Outdoor	Wildlife Viewing Whitewater Rafting Horseback Riding Hiking / Walking Mountain Biking Kayaking Sleigh Rides Snowmobiling Wild Berry Picking Astronomy Hayrides Fishing Mountain Climbing Bicycling Canoeing Floating Trips Nordic Skiing Alpine Skiing Camping	None
Senior Activities	Card Games Bazaars Chili Feed Movies Exercise Program Spaghetti Feed Nutritional Program	

POLICIES, GOALS, AND OBJECTIVES

COORDINATION AND COMPLIANCE WITH EXISTING PLANS

The City's Comprehensive Plan will incorporate portions of this plan and will reference the following plans. It is important for each plan to not only reference one another, but to work together and maintain consistent policies.

- ***Transportation Plan:*** The City developed a transportation plan to replace the transportation element in the Comprehensive Plan. The plan was adopted in October 2009, and provides the planning guidelines and policies for all transportation related facilities and activities, including those for the accommodation of non-motorized activities, such as bike paths, sidewalks, street access to recreation facilities, etc.

- ***Upper Valley Regional Trails Plan:*** An associated planning effort formally adopted by the City Council in October 2009, was the Upper Valley Regional Trails Plan. This plan focuses on creating non-motorized trail opportunities for the residents of the City of Leavenworth, residents within a five (5) mile radius outside the City, and visitor populations. The plan incorporates multi-modal trail opportunities for pedestrians, bicyclists, equestrians, and skiers. The plan also focuses on creating connectivity between existing trails throughout the planning area.

- ***Downtown Master Plan:*** The Downtown Master Plan is another plan that the City adopted in October 2009. The plan included extensive public outreach and input throughout the City. The plan focuses on the revitalization of the downtown area, which includes several park facilities.

LAND USE ELEMENT

Open Space/Recreation Goal 1: Conserve open space and encourage open space consideration in future development.

Rationale: Providing for open space will help to maintain the natural beauty of the planning area.

Open Space/Recreation Goal 2: Enhance public recreational opportunities by providing a variety of year-round active and passive recreational activities for both residents and visitors.

Rationale: Enhancing the recreational opportunities would provide an added attraction for visitors, thereby directly benefitting the area's tourist industry as well as providing recreational opportunities for residents.

Open Space/Recreation Goal 3: Recreational areas should have their own land use designation.

Rationale: Parks such as Enchantment Park should be designated specifically as recreational since residential or commercial designations would not be appropriate. In addition, land us activities such as parks tend to be long term activities that merit their own designation that allows outright expansion and uses appurtenant to the main use.

CAPITAL FACILITIES ELEMENT

General Goal 3: Develop and maintain parks and recreational facilities capable of serving the anticipated needs of Leavenworth, including the urban growth area.

Rationale: Parks and recreational facilities provide an added attraction to the area, thereby providing recreational opportunities for residents, as well as directly benefitting the area's tourist industry.

Goal 1: Connectivity

Facilitate the development of an interconnected trail system for the Upper Valley of Chelan County, consisting of sidewalks, bike lanes, and non-motorized shared-use paths for a variety of trail users including bicyclists, equestrians, cross-country skiers, and pedestrians of all ages and skill levels.

Objectives:

1. Combine different types of non-motorized routes in areas such as road rights-of-way, along rivers, utility corridors, and other natural corridors to create an interconnected system
2. Provide accessible routes to connect both residents and visitors to neighborhoods, schools, commercial areas, recreation facilities, community centers, attractions, and natural areas
3. Incorporate multiple modes of travel through all seasons including but not limited to pedestrians, bicyclists, equestrians, and cross-country skiers

Goal 3: Safety

Enable users to travel safely from their homes to community destinations and recreational facilities without using a motor vehicle.

Objectives:

1. Minimize conflicts between pedestrians, bicyclists, and vehicles
2. Eliminate obstacles to non-motorized travel
3. Improve the safety of the existing non-motorized system
4. Increase the awareness and use of ADA design requirements
5. Provide signs and/or signals for at-grade street crossings
6. Create design standards to promote safety and minimize conflicts between trail uses

Goal 4: Recreational Opportunities

Increase access to local and regional recreational opportunities for people of all ages and levels of mobility. Provide a variety of trail experiences by locating trails of varying lengths and difficulty through diverse terrain, scenery, and points of attraction to draw users and maintain their interest.

Objectives:

1. Improve existing facilities to make them more useable and easier to find
2. Improve opportunities for exercise by residents
3. Encourage use of trails, parks, and natural areas to promote active living
4. Expand on-site environmental education and interpretation of natural resources
5. Develop trail design standards to blend trails into the natural environment with as little environmental disruption as possible

Goal 5: Implementation

Provide trail advocates and agencies with the resources and knowledge needed to implement the regional trails plan. Raise awareness and encourage trail partnerships.

Objectives:

1. Create a planning document to pursue state, federal, and private grants to help construct non-motorized trails
2. Help build relationships between local agencies and foster multi-jurisdictional planning for trails and sharing of resources for recreational and transportation systems
3. Prioritize sections of trail for funding
4. Use existing rights-of-way, public land, and utility and rail corridors where possible to minimize cost of implementation

PARKS AND RECREATION PLAN GOALS AND OBJECTIVES

The following goals were developed for this plan, consistent with existing goals of other adopted City of Leavenworth documents. Goals are not in priority order.

Goal 1: Enhance public recreational opportunities by providing a variety of year-round active and passive recreational activities for all park and facility users.

Objective: Set development and improvement priorities to ensure that facilities for each season and user group are balanced within funding availability.

Goal 2: Increase access to local and regional recreational opportunities for people of all ages and levels of mobility.

Objective: Create new facilities and/or expand existing facilities with consideration for ADA accessibility, diverse user-ship, and specialty user groups.

Objective: Provide multiple opportunities, as not all facilities will be appropriate for all user groups.

Goal 3: Encourage use of trails, parks, and natural areas to promote active living.

Objective: Create signage, access points, parking, and other amenities that make facilities easy to find and inviting.

Goal 4: Develop new and maintain existing parks and recreational facilities capable of serving the anticipated needs of Leavenworth, including the urban growth area.

Objective: Consider the community residents and regional service area as well as the tourist population when planning park and recreation projects.

Goal 5: Develop sustainable facilities that are affordable to create and maintain.

Objective: Consider initial cost and long-term maintenance and improvement needs when prioritizing projects. Focus funding on projects that are cost-effective over the long-term.

Goal 6: Conserve open space and encourage open space consideration in future development.

Objective: Maintain and expand valuable open space areas for wildlife viewing, hiking, cross-country skiing, and conservation.

Goal 7: Provide a variety of trail experiences by locating trails of varying lengths and difficulty through diverse terrain, scenery, and points of attraction to draw users and maintain their interest.

Objective: Implement the Upper Valley Regional Trail Plan.

Goal 8: Improve non-motorized connectivity between parks and recreational facilities.

Objective: Provide connecting trails between existing and proposed facilities to allow for directed walking and/or biking access.

PUBLIC INVOLVEMENT

SURVEY

In September of 2011, the City of Leavenworth Parks and Recreation User Survey was distributed to all public utility users and distributed to local tourist and recreation related venues. A total of 2,077 surveys were distributed, and 127 responses received, for a response rate of 6%. The intent of the survey was to determine the level of use for existing facilities and opportunities, the user's perceived needs for upgrades or extensions of those facilities, and the demand for additional facilities not currently available in the Leavenworth PRSA. A copy of the survey with compiled results is located in Appendix A.

As of November 3, 2011, the City had received 97 responses to the hard copy survey and 30 responses to the online survey. Of the 127 surveys received, 61 percent of respondents reportedly live within the City of Leavenworth or its UGA, with another 23% living within the Cascade School District, and 7% in other areas of North Central Washington. Only 5% of respondents reported living in other areas of Washington State. No responses were received from visitors from out of State or out of the United States. As such, these survey responses primarily reflect the needs/desires of the citizens rather than the needs/desires of the tourist population.

The survey indicates that over 50% of all respondents were in the 20 -54 year age range, with 38% of that coming from the 35-54 age group. The under-20 age group represented 27% of respondents, with the 55 and over age group making up less than 20%.

Participation in park related activities among respondents was high, with 80% indicating daily or weekly usage. The facilities reported as most frequented include: walking/hiking trails (91%), cross-country ski trails (61%), swimming pool (52%), biking trails (47%), rafting/tubing areas (40%), other swimming areas (37%), and snow skiing (30%).

When asked what they would like to see more of in the future, respondents weighed in heavily on three areas: more walking/hiking trails (53%), more biking trails (50%), and ice skating/hockey (48%). Similarly, when asked what other facilities made sense for Leavenworth, 56% of respondents indicated ice skating rink, with 33% expressing interest in a community garden. Interestingly, 13% of respondents added a write-in category related to a winter weather cover for the pool, an indoor pool, or an expanded year-round pool. Both the ice rink and the indoor pool came up repeatedly in

comments and blank sections marked 'other' for respondents to add ideas. Although the survey did not give a category for more cross- country ski trails, seven respondents wrote in a need for more ski trails.

Facilities around the Wenatchee River have the highest usage among respondents, with 77% stating they use Blackbird Island, 75% Waterfront Park, 60% Barn Beach Reserve, and 59% Enchantment Park. Nearly 80% reported visiting these parks more than once per month. When asked to rank existing parks and facilities, 69% listed snow sports areas as good or excellent, 61% listed parks as good or excellent, 58% listed the swimming pool as good or excellent, 57% listed trails as good or excellent, and 54% listed the golf course as good or excellent. Ball fields and river sports areas received slightly lower marks of 41% and 43%, respectively. Sport courts were ranked extremely low, with 21% of respondents listing them as poor or fair.

In response to a question on funding parks and facilities, the majority of respondents (54%) favored grant funding for initial construction, with long term maintenance covered by public works funds. Approximately 33% of respondents selected 'create taxing district' as a means to fund new facilities and maintain existing facilities. While one comment correctly noted that there is already a park taxing district, the existing PRSA currently only serves to fund the swimming pool, which is supplemented each year by City general funds.

Three items stand out throughout the surveys: 1) Trails of all kinds are important to the community members, 2) The community members love their pool and would like to see it expanded and open year-round, 3) The community members want to see an ice skating rink built in Leavenworth. These items will be incorporated into the Level of Service and Capital Facilities planning sections of this plan.

PUBLIC MEETINGS & ADOPTION

A public meeting was held on September 29, 2011 to discuss the proposed elements of the Park Plan and receive public comments. Approximately 20 people attended the meeting. Comments included requests for a playground area north of the highway, improvements to Enchanted Park play area and ballfields, better trail signage and parking, improvements to the pool facility, and a downtown RV park. A Planning Commission meeting of November 2, 2011, in which the draft plan was introduced, was open to the public. Two members of the public attended this meeting. The only specific comment was related to the need for more connecting trails for cross-country skiing and hiking. An advertised public workshop took place on November 15, 2011. Attendees at this meeting gave the highest rankings to expanded and improved trails, and the creation of an ice rink facility. A log of all comments is included in **Appendix A**.

The adoption process was initiated with an advertised public hearing before the Planning Commission on January 4, 2012, and followed by an advertised public hearing before the City Council on February 14, 2012.

Stakeholders, including owners and managers of existing recreational facilities, community user groups, and representatives of the tourist industry, were issued personal invitations to participate in the public meetings and hearings. **Appendix A** includes the list of invited stakeholders.

Comment sheets and copies of the survey were available at the meeting, as well as opportunities to post ideas on display boards.

COMMUNITY IDENTIFIED NEEDS/WANTS/CONCERNS

Between the surveys and public meeting comments, the following themes arose repeatedly:

1. Expansion and improvement of hiking/walking trails, biking trails, and cross-country ski trails. Signage, connectivity, and trail maintenance were mentioned most often.

2. An ice rink and pavilion.

3. Improvements to or expansion of the pool at Lion's Club Park to allow for use year around. Some comments described a cover system for the existing pool, others described an indoor facility.

4. Playgrounds or children's play areas north of Highway 2.

5. Better mapping and signage for all parks and trails. Visitors have difficulty locating the access to Enchantment Park.

6. More parking at the riverfront.

7. Expansion of ball fields and soccer fields to regulation size. This could include terracing the hillside at Enchantment ball fields and adding fencing.

8. Add grass and shade trees to Enchantment Park play area.

9. Additional public restrooms in park areas.

As indicated, survey results show that trails have the highest usage of all parks and recreation facilities in the Leavenworth area. Trail users have requested improvements to trails and expansion of trails. Participants in the September public meeting spoke also of the need to better identify trail access with signage and maps, and to provide more parking at trail access points.

Not surprisingly, some conflicting issues arose from the public comments and surveys. For instance, while some comments cited a need for better access for commercial outfitters, better parking near the river, and removal of logs from the river related to swimming and tubing; several comments expressed frustration at commercial tubing in the Wenatchee River. Those comments included complaints about garbage, too many tourists and no room for locals, disrespect for private property, vulgar language, and others. This is an issue that will not likely be addressed by this process, but between activist groups and regulatory agencies. However, if the City is able to provide better parking and signage at designated areas for commercial users, locals may be directed to different areas for river enjoyment.

Another conflict identified by the public comments was the balance between park and recreational facilities for locals versus tourists. The previous issue is likely a subset of this one. It will be incumbent upon the City leaders to find a way to provide suitable and sufficient recreation opportunities for citizens, while still providing opportunities for the tourism that drives the City's economy.

NEEDS ASSESSMENT/LEVEL OF SERVICE

Level of service (LOS) standards are measures of the amount and quality of park and recreation sites and facilities that must be provided to meet a community's basic needs and expectations. Standards provide specific targets that help measure progress toward meeting community open space objectives. Typically, LOS measures are expressed as ratios of facility capacity relative to demand by park/facility users. Other LOS measures may include a classification system for parks, which indicates size, features, and proximity within a service area. Classifications may include mini-parks, neighborhood parks, school-parks, community parks, large urban parks, natural resource areas, greenways, sports complexes, private parks/recreation facilities, walking/hiking trails, connector trails, on-street bikeways, all-terrain bike trails, cross-country ski trails, and equestrian trails. At present, the City of Leavenworth operates about 73.85 acres of land that is developed and used for active and passive recreation purposes, including individual and organized sports. In addition, the Cascade School District has about 44.59 acres of land, which houses acreage set aside for various types of outdoor recreation, including individual and organized sports, along with other types of activities.

The unique qualities of the Leavenworth area, including geography, rivers, seasons, and population interests imply a high-value on the use of natural resource lands and other recreation assets in the vicinity, including Ski Hill, Icicle Creek, and the Fish Hatchery. These factors combine to have a modifying effect on any LOS standard that may be expressed by acres of land per 1,000 population. If, for example, a level of service standard of 6.5 acres per 1,000 population is used, the total land area, at a Leavenworth community build-out population of 2,800 within the City Limits, would be 18.2 acres. At present, there are about 176.33 acres of park land in the City that are considered developed and usable. Combined with other facilities within the service area, the total available park and recreation space is over 532 acres. Thus, the need for additional land by the year 2030 would appear to be unsubstantiated.

However, the population of Leavenworth is increased by approximately 2.2 million tourists per year. These tourists utilize the parks, trails, and recreational facilities in the area, reducing the availability for residents. Because the Leavenworth area offers year-around recreational activities, the total can conservatively be divided equally over a 12-month period. Using that calculation, the City of Leavenworth hosts over 183,000 tourists per month. At 6.5 acres per 1,000 people, this population group would require 1,190 acres of park and recreation land.

When tourists are utilizing the available recreation lands, residents are often crowded out. It is important for the City to determine how to meet the needs of residents while accommodating the

tourists that drive the community's economic engine. Specific areas may need to be created for local use only, while other facilities may be expanded to allow for shared use.

With input from the community, the City continues to look at new opportunities to expand the park system, create more recreational opportunities, and find ways to redevelop existing facilities to be more compatible with the community's needs. New projects may include, utilizing the Upper Valley Regional Trails Plan along with this plan to expand non-motorized transportation opportunities; especially those that create safer and more sustainable options for a variety of users.

Input from the Leavenworth community defined two distinct areas of need/request within the parks and recreation system. The first is a clearly identified need to upgrade and improve existing facilities. These facilities include several elements of Enchantment Park, multiple trail facilities and their access points, and the community swimming pool. The second area of need relates to requests for new facilities such as an ice rink, additional playgrounds, and regulation sized baseball and soccer fields. **Tables 4 and 5** depict the community-identified needs/requests.

TABLE 4:
EXISTING COMMUNITY-IDENTIFIED PARK AND RECREATION FACILITY IMPROVEMENT NEEDS

Park or Facility	Existing Condition	Improvement Need/Request
Enchantment Park	Unshaded play area	Grass and shade in and around play area
Enchantment Park	Small ball fields with steep slopes on sides and no bleachers	Expand one ball field, add fence, terrace hillsides for safety and seating
Enchantment Park (Wenatchee River)	Difficult to find access point	Signage and map identifier
Riverfront Trails (Wenatchee River)	Difficult to find access points, washing out	Signage and map identifiers; maintenance
Riverfront (Wenatchee River)	Minimal parking	Additional Parking
Swimming Pool	Seasonal	Cover or enclose for year-round use
Soccer Fields	Undersized	Expand or create new
Hiking/biking/cross-country trails	Difficult to find, no connectivity	Mapping, signage, connecting segments, maintenance
Golf Course	Golf cart paths are narrow and unkempt	Expand and maintain golf cart paths
Kid's Fishing Pond	Difficult to find and lots of trash	Signage and regular clean-up

TABLE 5: NEW OR EXPANDED COMMUNITY-IDENTIFIED FACILITY NEEDS

Desired Use	Expected Usage	Facility Need/Request
Ice Rink pavillion	Community skating and hockey	One in downtown
Additional Playgrounds	Children's play areas	One north of Highway and one in downtown
Ball Fields	League Use	Two new regulation size fields
Soccer Fields	League Use	Two new regulation size fields

Table 6 provides a proposed Level Of Service based on the community-identified needs.

TABLE 6: PROPOSED LEVEL OF SERVICE

Item	Proposed LOS	Existing Facilities	Proposed Facilities
Playgrounds	Five – evenly dispersed throughout community	One at Enchantment Park; One at Waterfront Park; One at school	One at Lion's Club Park One north of Highway 2 Improve area at Enchantment
League size sport fields	Two Baseball Two Soccer Football Fields	One soccer field at school for school use Football field at High School	Four sport fields Three new if one at Enchantment can be expanded
Swimming Pool	One year-round pool	One seasonal pool	New pool or enclosure to make it usable year-round
Trails	See Upper Valley Regional Trails Plan 2009		Complete system as defined in Leavenworth Upper Valley Regional Trails Plan 2009

Item	Proposed LOS	Existing Facilities	Proposed Facilities
Trail Access	Clear signage at every trail access point – public map of trails for entire system. Parking for up to 50-100 vehicles at Wenatchee riverfront trails.	Minimal signage and no public maps available. Minimal parking at river area not clearly designated.	Map brochures with trails, access points and parking clearly identified. Better signage and parking at: Waterfront Park, Enchantment Park, Barn Beach, Blackbird Island, and Boat Launch
Skate Park	One complete skate park	Phase 1: Intermediate to Advanced	Phase 2: Beginner to Intermediate; shade trees
Public Restrooms	Needed at all major public gathering areas	Front Street; Enchantment Park; Swimming Pool; Waterfront Park	Expand women's restrooms at Front St.; Add restrooms at Lion's Club Park, Barn Beach, parking area at Waterfront Park, and Boat Launch
Ice Rink	One covered ice rink for community use and league hockey.	None.	One new covered ice rink (with multi-use pavilion for events and concerts).
Golf Facilities	Varied golfing opportunities	One 18-hole course; One mini-golf course; One putting course	No new facilities needed
Boat Launch	One on Wenatchee	One on Wenatchee River	No new facilities needed

	River		
Item	Proposed LOS	Existing Facilities	Proposed Facilities
Picnic areas	Provide varied opportunities for picnic areas in community	Multiple picnic areas throughout community and parks/trails system	BBQ facilities, shade/shelter at Enchantment Park
Rearing Pond and kids fishing area	One	One on Wenatchee River	Signage
Natural areas, educational opportunities	Provide multiple opportunities for nature exploration and education, guided and unguided	Barn Beach Reserve, USFWS Fish Hatchery, Chelan-Douglas Land Trust	Multiple opportunities available through other entities. City may desire to create a wetland park area for viewing and preservation near Ski Hill.
Snow Sport Areas	Cross-country skiing, downhill skiing, tubing/sledding, snowshoeing, ski jump	Ski area at Ski Hill Lodge, cross-county and snowshoe areas along trail system, tubing and sledding at Front Street Park.	Improved grooming of trail system for cross-country skiing. Possible tubing/sledding area at other parks.

CAPITAL FACILITIES AND FUNDING PLANS

In addition to community-identified needs, as discussed above, City staff has identified facility improvement needs for existing parks. In determining priorities for capital facilities planning, both of these areas must be considered in determining capital facilities expenditures for the next 6-20 years.

Identified facility improvement needs include:

Lions Club Park/Swimming Pool

- Children's playground needed near swimming pool
- Announcement Board into park
- Open bathroom facilities when City Hall is not open
- Standing water/drainage issue needs to be addressed
- Install a sink with water facilities in older picnic shelter

Enchantment Park

- Improve drainage to eliminate saturated soil condition on ballfield #3
- Plant shade trees
- Install fence near top or middle of slope, install signage, and plant trees to prevent sledding on slope
- Relocate or resurface gravel trails that have washed out due to flooding
- Terrace hillsides to provide for seating (ensure ADA accessibility)
- Extend field #2 or install 'home-run' fencing about 16 feet in height
- Install lighting, begin with field #2
- Construct a new storage building with a concession area
- Relocate batting cages and construct basketball & tennis courts
- Repair/replace fence
- Create a user fee for large tournaments

Front Street Park

- Implement renovations and repairs to gazebo
- Create two weatherized information kiosks (gazebo-type structures)
- Re-plant trees on the City's side of the private parking area adjacent to Hwy 2
- Reinforce pavers from east side of the restrooms to the grassy area on the west side of the park
- Cover west side stairs with snap-up or permanent cover for winter
- Re-grade areas where erosion and drainage issues occur
- Create a better activity schedule to allow grass to recover, or move inflatable toys out of Front Street Park
- Obtain a new snow machine to provide more snow for sledding
- Look into installing a rope on the side of the hill for climbing assistance for sledding
- Replace worn out street furniture with new that comply with Downtown Master Plan
- Replace six old lighting fixtures with new that comply with Downtown Master Plan
- Control drainage from upper parking areas

Trout Unlimited Park

- Re-name park to make it more recognizable for public use
- Continue to provide parking lot maintenance including top course and finish grading
- Add picnic area and restrooms

Waterfront Park/Blackbird Island

- Continued erosion control of frontage and trails needs to be addressed
- Upgrade old and failing restroom facilities
- Investigate timed door locking systems for restrooms
- Extend lighting from the amphitheater to the parking lot on the east end
- Continue to maintain and repaint amphitheater and investigate vandalism
- Replace roof on amphitheater
- Re-paint railings
- Replace noxious weeds with plantings as approved by Shoreline Master Program

- Follow through with other Washington Department of Fish and Wildlife (WDFW) or Chelan County-related bioengineering projects to protect fish
- Remove unstable or dangerous trees on both sides of trail
- Investigate ways to improve lighting at play structures
- Grade parking area and open drainage channel to address drainage issues

Miscellaneous Park Improvements

- Construct Phase II of the skate park
- Provide more/better signage throughout system
- Investigate bank stabilization options to prevent erosion of trails at Blackbird Island, Barn Beach, and Commercial Street from 3rd to 8th
- Investigate designated launch points for erosion control and habitat management

The community-identified needs and staff-identified needs were compared with the existing goals and policies to create the Capital Facilities Priorities listed in **Table 7**.

TABLE 7: CAPITAL FACILITIES PRIORITIES

Priority	Item	Goal	Timeline
1	Implement Tier I Priority Improvements of Upper Valley Regional Trails Plan	1,2,3,4,5,6,7	6 years, see trail plan
2	Trails at waterfront (improve access by providing signage, maps, and better parking)	1,2,3,7,8	2012
3	Playground improvements at Enchantment Park (Grass and trees)	1,2,3,4,8	2012
4	Improve drainage (Enchantment ball fields, Lion's Club Park, Front Street Park)	4,8	2012-2014
5	Create map of all park and trail facilities. Install signage at each facility to correspond with map.	1,2,3,7,8	2013

6	Ice Rink and Multi-use pavilion	1,2,3,4,8	2013
7	Erosion/flood control (waterfront trails, Blackbird Island)	4,5,6,7,8	Ongoing 2012-2016
8	Playground at Lion's Club Park	1,2,3,4,5,8	2014
9	Enchantment Park (Terrace Hillside for seating and safety)	1,2,3,4,5,8	2014-2015
10	Create wetland park area for viewing and preservation – sites to be determined		2014-2015
11	Playground North of Hwy 2 (Siting study)	1,2,3,4,5	2015
12	Skate Park (lighting and security)	1,2,3,4,8	2016
	Swimming Pool (enclose pool for year-round use)	1,2,3,4,8	20-year plan
	Sport Fields (build regulation size baseball and soccer fields for league play - 2 each)	1,2,3.4.5.8	20-year plan

FUNDING AND IMPLEMENTATION

The City of Leavenworth currently budgets for park maintenance and operations expenses, capital facilities, and staff hours.

An analysis of budgeted expenditures from 2008-2011 provides a four-year average for each category. **Table 8** compares the four-year average with the 2011 and 2012 budgets for these items. These expenditures were funded from the City's general fund or from lodging taxes. Because the Community Swimming Pool is funded by the PRSA, those expenditures are detailed separately from other park expenditures.

TABLE 8: BUDGETED PARKS EXPENDITURES

	4-year Average	2011 Budget	Proposed 2012 Budget
Park Staffing	$222,175	$229,343	$262,950
Park O&M	$147,450	$111,395	$120,516
Park Capital	$36,250	$3,000	$22,000
Total Parks	**$405,875**	**$343,738**	**$405,466**
Pool Staffing	$94,475	$92,500	$96,000
Pool O&M	$121,500	$77,423	$74,084
Pool Capital	$9,500	$5,000	$7,500
Total Pool	**$225,475**	**$174,923**	**$177,584**
TOTAL ALL	**$631,350**	**$518,661**	**$583,050**

Current revenue sources for Leavenworth Parks include user fees, leases, PRSA levy, and general fund revenue. Budgeted expenditures generally reflect revenues available. **Table 8** shows a drop in Capital and O&M expenditures in 2011, compared to the four-year average, for both parks and pools. This drop in expenditures does not necessarily indicate that less

money was needed in 2011, but likely that less money was available to meet those needs. As a result, some general maintenance may have been minimized, while capital expenditures have been delayed.

In order to meet the current and anticipated need identified in Tables 5 and 6, the City will need to find additional sources of revenue. Potential sources of new revenue could include:

- Increase in user fees
- New user fees
- Bond financing
- PRSA levied property taxes
- Rural Development Loan Fund
- Partnership with other agencies such as WDFW or Port of Chelan County
- Public fundraising campaigns
- Grants

Potential grants and agency partners are detailed below. Information about other potential funding sources may be found in Appendix B. Funding Options.

The Washington State Recreation Conservation Office (RCO) is the most likely source of grant funding for park and trail projects. RCO accepts grant applications every two years. A variety of programs are available through RCO, each with its own, unique requirements and matching fund obligations.

Grant programs through the Washington State Department of Transportation (WSDOT) are available for trails, sidewalks, and Transportation Enhancements. The Transportation Enhancement funds are distributed through the Regional Transportation Planning Organization (RTPO), and can be used for special kinds of projects that are accessible from State Highways. These projects include water access areas, rest areas, historic sites, educational opportunities, and trails.

Other agencies, such as the WDFW, Chelan-Douglas Land Trust, and the Port of Chelan County often partner to create projects that promote responsible use of natural resources, habitat enhancement, or economic development.

In creating a plan to fund multiple improvements or additions to Leavenworth's park and recreation facilities, it will be important to consider historic local funding levels as well as potential outside sources. **Table 9** represents proposed implementation timelines and funding for selected projects. The potential funding column takes many sources into consideration. In actual implementation of this plan, the City will want to be flexible on the timeline, in order to move forward on any project for which funding becomes available. For instance, if a grant opportunity or specialized funding becomes available that would not match any projects on the 6-year plan, but would apply to a project on the 20-year plan, the City could avail itself of the opportunity to pursue the funding if appropriate matching funds or staff time could be made available. It is also important to keep in mind that the timelines for project completion are projections, not mandates, and will be highly dependent on the ability of the City to obtain the necessary funding.

TABLE 9: FUNDING AND IMPLEMENTATION TIMELINE

9A. City of Leavenworth 6-Year Capital Facilities Development and Improvement Program

Project	Projected Costs	Dedicated Funding	Potential Funding	Timeline
Trail/Park Access				
Improve parking (main street access road and parking)	$600,000		Transportation Enhancement	2013/2014
Improve signage w/maps	$15,000		RTP	2012
Ice Rink				
Secure property		City-owned		2012
Develop engineering and architectural plans for building and parking	$750,000	$30,000 in private funds	Private funds and CERB or EDA	2012
Construction of basic facility	$1,500,000		Private funds/ CERB or EDA	2013
Construction of additional amenities including restrooms, bleachers, locker rooms, pavilion	$3,000,000		Private funds and CERB or EDA	
Lion's Club Park/ Swimming Pool				
Enclose swimming pool; analyze building stability	$1,500,000		LWCF, YAF, WWRP	20-year Plan
ADA sidewalk to shelter	$4,000	$4,000		2012-2013
Create inclusive children's playground	$65,000		YAF, LWCF, Shane's Inspiration	2014

Enchantment Park				
Ballfield #2 installation of 'home run' fence, drainage improvements	$50,000		LWCF, YAF, WWRP	2014
Plantings: shade trees and grass at playground	$6,000	$3,000 undesignated O&M	Service organization donation	2012
Installation of lighting on one ballfield	$150,000		YAF	2014-2015
Contour hillsides	$40,000		YAF	2013
Waterfront Parks Improvements				
Erosion control, trail repair, boat launch expansion, picnic area, viewing project		$7,500 general fund	RCO– ALEA, BFP, RTP, WWRP	
Golf course improvements	$7,000	$7,000	Golf course match	2012
Playground N of Hwy 2				
Site location study	$15,000		LWCF, WWRP, CDBG	2015
9B. Associated Regional 6-Year Capital Facilities Development and Improvement Program				
Create wetland mitigation park area for viewing and preservation – sites to be determined	Unknown			2014-2015
Implement Tier I of Upper Valley Trail Plan	[1]			

[1] Costs from 2009 Upper Valley Trail Plan increased by a factor of 15%.

Chumstick Highway missing sidewalks between City and North Road	$655,500	Federal, State, County	TIB/County	2012-2103
Icicle Station Shared Use Trail	$1,529,500		Transportation Enhancements	2015-2016
Trail/Park Access				
Improve parking (main street access road and parking)	$600,000		Transportation Enhancement	2013/2014
Improve signage w/maps	$15,000		RTP	2012

9C. City of Leavenworth 20-Year Capital Facilities Development and Improvement Program

Project	Projected Costs	Dedicated Funding	Potential Funding
Skate Park			
Complete lighting and security	$25,000		LWCF, YAF
Sport Fields			
Analyze need, acquire property, develop plans, construction	$2,000,000		LWCF, WWRP
Playground N of Hwy 2			
Acquire property, develop plans, construction	$250,000		LWCF, WWRP

9D. Associated Regional 20-Year Capital Facilities Development and Improvement Program

Project	Projected Costs	Dedicated Funding	Potential Funding
Upper Valley Trail Plan			

Tier 1 Implementation			
Ski Hill/Freund Canyon Trail	Unidentified		WWRP Trails, USFS
Valley Trail – Leavenworth to Peshastin	$1,679,000		STP, WWRP, Transportation Enhancements

Privately Funded Projects

The following privately funded projects are in progress or have recently been completed.

- Gazebo at Front Street Park, $100,000, Project Bayern;
- Lion's Club Park sign, $5,000, Lion's Club & Project Bayern;
- Trail at boat launch, $2,500, Chelan County.

Guide to Grant Acronyms

ALEA = Aquatic Lands Enhancement Account (an RCO program)

BFP = Boating Facilities Program (an RCO program)

CERB = Community Economic Revitalization Board (State Agency)

EDA = Economic Development Administration (Federal Agency)

LWCF = Land and Water Conservation Fund (an RCO program)

RCO = Recreation Conservation Office (Washington State Agency)

STP = Surface Transportation Program

TIB = Transportation Improvement Board

WWRP = Washington Wildlife and Recreation Program (an RCO program)

YAF = Youth Activities Fund (an RCO program)

APPENDIX A. PUBLIC INVOLVEMENT

PARK PLAN STAKEHOLDER LIST

Residential Advisory Committee

Elmer Larsen; elmer.larsen@nwi.net

Annie Schmidt; isnibo@hotmail.com

Mark Villalobos; lobocito1@aol.com

Cheri Farivar; position4@cityofleavenworth.com

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Marshall West; marbet@charter.net

Susan Noland; rdubsuz@nwi.net

Matt Fields; 11worthdesign@11worth.com

Kevin Rieke; kevinrieke@nwi.net

Leavenworth Senior Center

Marshal West; see above

Chamber of Commerce

Nancy Smith; director@leavenworth.org

Barn Beach Reserve

Jeff Parsons; jparsons@barnbeachreserve.org

Or jparsons@nwi.net

U.S. Forest Service

Wenatchee River Ranger District

Jeff Rivera, Ranger; jrivera@fs.fed.us

OR jeffrivera@fs.fed.us

Leavenworth Fish Hatchery

Corky Broaddus; corky@broaddus@fws.gov

WDFW

Cooperative Extension, Outreach and Partnerships

Corky Broaddus; see above

Cascade School District

Steve McKenna; SMcKenna@cascade.wednet.edu

Cascade Kodiaks

Principal - Mike Hill; mhill@Cascade.wednet.edu

Athletic Director - Elia Ala'ilima-Daley; edaley@Cascade.wednet.edu

Upper Valley Swim Team

astanich@verizon.net

carol.ann@charter.net

Pool Manager

Elizabeth Thomson; noweat@lycos.com

Lions Club

Duane & Pat Russell; duanepat@nwi.net

Leavenworth Winter Sports Club

General Manager Bob Black

Damian Browne; info@schocolat.com

Ms. Chris Clark / Secretary; imbikin@gmail.com

Shaun Seaman / Alpine Position; info@skileavenworth.com

Chelan-Douglas Land Trust

Mickey Flemming; mickey@cdlandtrust.org

Osprey Rafting

Gary Plannagan; gary@ospreyrafting.com

Trout Unlimited – Icicle Valley #391

Dennis McMahon; mcmahon@nwi.net

Icicle Junction

565 Highway 2

Karl Ruether ; karl@icicleinn.com

Enzian Falls

Rob Johnson; robert@posthotelandspa.com

Robin Johnson; robin@posthotelandspa.com

Lyman Boyd; Lyman@bavarianlodge.com

Tube Leavenworth

Dave Johnson; havefun@letsgotubing.com

Ski Hill Heritage Foundation – covered in Winter Sports Club invites

Tony Keyser; tkeyser@tcco.com

PSRA - city

PARKS, RECREATION, & OPEN SPACE SURVEY

Results include 97 paper surveys and 30 online surveys as of November 03, 2011

1. How often do you use parks or open spaces in or near the City of Leavenworth?

Daily (47) Weekly (54) Monthly (12) Less than monthly (12) Never (1)

Other:

1. Seasonally

2. What types of amenities do you currently enjoy?

Walking/Hiking trails (115)

Biking trails (60)

Baseball/Football/Soc fields (27)

Golf Course (24)

Mini-golf Course (2)

Skate Park (13)

Tennis/Basketball courts (18)

Children's play areas (27)

Swimming pool (66)

Other swimming areas (47)

Boat launches (20)

Camping areas (28)

Fishing areas (26)

Viewing areas (37)

Amphitheater (18)

Rafting/Tubing areas (51)

Cross-country ski trails (78)

Snow skiing (38)

Sledding/Tubing (19)

Horseback rides (4)

Sleigh rides (10)

Other:

1. Snow Shoeing
2. Mountain bike trails
3. Paddle boarding lakes & Rivers
4. Snowmobile trails
5. Horseback trail rides in area forest
6. Rock climbing in valley
7. Snow machines
8. Summer theater locations
9. Year round pool
10. Ice skating rink for hockey
11. Barn Beach
12. Rock climbing
13. Open space appreciation for wildlife to be undisturbed by us.

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3. What would you like to see more of in the future?

Walking/Hiking trails (67)

Biking trails (64)

Baseball/Football/Soc fields (14)

Ice skating/Hockey (61)

Tennis/Basketball courts (9)

Children's play areas (16)

Swimming areas (16)

Boat launches (4)

Fishing areas (5)

Viewing areas (12)

Amphitheater (6)

Other:

1. Picnic
2. Trail map with description of difficulty and elevation

3. Bike paths off road
4. Bike trails in town, between town
5. Mountain Bike trails
6. Year round swimming pool! Forget the ice arena.
7. Indoor pool
8. Indoor rock climbing gym
9. Indoor pool
10. Enclosed Pool
11. Bike lanes, all around icicle valley loop (E Leavenworth Rd. to Icicle)
12. Golf course improvements
13. Complete walking trail from Leavenworth to Wenatchee
14. Ski trails
15. Swimming pool extended season
16. We can't afford what we currently have
17. Year round pool.
18. Cross-country mountain bike trails.
19. Ice rink.
20. Bike trail connecting Cashmere to Leavenworth
21. Indoor swimming pool
22. Trails that connect Leavenworth to Wenatchee
23. Cross-country ski trails (four identical comments)
24. ICE RINK PLEASE !!!!!!!
25. Wildlife viewing areas
26. Biking trails – summer/xcountry skiing-winter
27. Picnic area by the river
28. Outdoor theater venues
29. New high school performing arts space
30. Cross country skiing
31. City RV park
32. Fire pit
33. Ice Rink
34. Trail to Wenatchee for bikes/walks
35. Indoor swimming areas
36. Year round pool
37. Cross-country mountain bike trails
38. Connected loop with Cashmere, Dryden, Wenatchee

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4. What other facilities make sense for Leavenworth?

Indoor sports courts (17)

Indoor Football/Soccer Arena (3)

Water Park (23)

Bowling alley (19)

Off-road vehicle trails (3)

Ice skating rink (71)

Horseshoes (8)

Community garden (42)

RV dumping station (27)

Other:

1. RV spots at golf course, also better Frisbee golf.
2. Museum
3. Parking
4. Indoor swim pool for winter exercise paid for by user fees – also great year around!
5. Indoor climbing gym
6. Indoor rock climbing gym
7. Bigger or another pool indoor or covered pool for longer season
8. Indoor pool
9. Laundromat and fast food that's not McDonalds.
10. Higher outfield fence for lower ball field at Enchantment park
11. Waterslide for the community pool
12. Indoor pool
13. Indoor pool
14. Paved roads absent of potholes
15. Cover system to allow for winter swimming at pool
16. How about just covering the existing pool so that it can be used year round
17. Year round pool
18. Children's playground in Lion's Club park
19. No indoor arenas and no water park
20. RV dump station is much needed
21. City RV Park, Oak Harbor and Chelan have RV park downtown near water
22. Connection trails, walking and biking
23. Indoor sports courts and indoor football/soccer arenas – no. Waterpark, really? No. Off-road trails, puh-lease . . . there's enough!
24. Indoor pool
25. Movie theater
26. Indoor pool
27. Preservation of natural landscape – minimize human disturbances – less commercial river traffic
28. I would love an indoor football/soccer arena but not sure how great the demand would be
29. More skiing and connected trails
30. Cross-country ski trails
31. Hiking trails starting at Ski Hill

32. More hiking trails
33. Indoor swimming pool

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5. What parks / facilities do you frequent?

Waterfront Park (95)

Enchantment Park (75)

Blackbird Island (98)

Barn Beach Reserve (76)

Boat Launch (19)

Skate Park (9)

Front Street Park (55)

Icicle Junction (17)

Swimming Pool (62)

Lion's Club Park (23)

Other:

1. Museum
2. Icicle Junction Theater
3. Ski Hill
4. Ski Hill
5. Ski Hill, Fish Hatch, Golf Course in winter
6. Fish Hatchery, Golf Course, Ski Hill (xcountry skiing and running)

---

6. How often do you visit the parks/facilities in Question 5?

Once per month (14) More than once per month (98) Less than once per month (10)

---

7. How should Leavenworth fund park development and maintenance?

Build with grants & maintain with public works funds (68)

Build no new facilities unless they can be financed by general fund (24)

Create a Park District (taxing authority (39)

Create/increase user fees (18)

Impact fees (7)

Other:

1. Keep user fees as low as possible or preferably non-existent since parks are part of the magnet to attract visitors – who are the backbone of the local economy.
2. Only if developed through PRIVATE enterprise.
3. Not Sure
4. Create/increase user fees for things like a water park
5. Build a parking facility and charge for parking. It's astonishing this has not been done already. All kinds of revenue would increase if there were adequate parking.
6. Combination of all, perhaps
7. Private industry
8. Tax the tourist!!
9. Don't we already have a park district?
10. Funding needs to come partially from tourists.
11. No user fees except for community pool
12. All of the above
13. No increase in user fees
14. Dedicate a percentage of the general fund received from local sales taxes so the residents can also benefit from the inconvenience and hassle of all the festivals and such that make accessing our park system more difficult on any given weekend!!
15. Build with private support, user fees should cover cost of operation, & grants should help with initial construction
16. Continue with commercial fees
17. Build no new facilities if no grants are awarded
18. User fees for things like water park, indoor sports court, ice skating, etc. But not trails, fishing area, etc.
19. Unsure
20. Re: Create a park district, "no! No more taxes". Re: Create/increase user fees, "and then no one will use".
21. Private financing/development for things like a movie theater
22. Yes, and offer programs like many other towns, like summer day camp and sports
23. A combination of grants and creation of a Park District
24. Build with grants, maintain with general fund but not unless there is funding available to maintain!!!

25. Dedicate a percentage of the general fund received from local sales taxes so the residents can also benefit from the inconvenience and hassle of all the festivals and such that make accessing our park system difficult on any given weekend!!
26. Build with private support, user fees should cover cost of operation, and grants should help with initial construction

---

8. Where do you live?

Within the Leavenworth City Limits or UGA? (78)

Within the Cascade School District Boundary? (29)

Outside Leavenworth area, but within North Central Washington? (9)

Outside NCW, but in Washington State? (6)

Outside Washington State, but in U.S.? (0)

Outside United States? (0)

---

9. What are the ages of the people in your household that frequent Leavenworth parks?

(Please indicate the number of people in each age group.)

0-4 years (20) 5-14 years (44) 15-19 year (25) 20-34 years (45) 35-54 years (128)
55-70 years (64) over 70 years (9)

---

10. How would you rate the City of Leavenworth and area recreational facilities?

Parks:	Poor (1)	Fair (14)	Moderate (23)	Good (65)	Excellent (12)
Trails:	Poor (0)	Fair (16)	Moderate (24)	Good (62)	Excellent (11)
Ball fields:	Poor (30)	Fair (12)	Moderate (16)	Good (44)	Excellent (8)
Sport Courts:	Poor (10)	Fair (17)	Moderate (14)	Good (13)	Excellent (1)
Fishing Areas:	Poor (4)	Fair (8)	Moderate (22)	Good (27)	Excellent (5)
Camping Areas:	Poor (10)	Fair (4)	Moderate (17)	Good (39)	Excellent (7)
Swimming Pool:	Poor (4)	Fair (5)	Moderate (14)	Good (41)	Excellent (33)
Other Swimming Areas:	Poor (5)	Fair (12)	Moderate (24)	Good (29)	Excellent (6)
Snow Sports Areas:	Poor (0)	Fair (7)	Moderate (12)	Good (48)	Excellent (39)

River Sports Areas:	Poor (4)	Fair (10)	Moderate (17)	Good (38)	Excellent (17)
Golf Course:	Poor (0)	Fair (0)	Moderate (9)	Good (37)	Excellent (32)

Additional Comments:

1. There is so much we can do to enjoy this paradise: public parks, gardens, trails, bicycle lanes, rec. center, gym, Front St. food plaza, marked walking tour with mile markers.
2. Cops-cops. We need cops.
3. Remember the museum?
4. Enchantment Park play area needs shade
5. With all of the pedestrians who frequent the east end of Pine St., the speed limit should be down to 20mph like on Burke St.! The kids use it constantly to get to the high school and middle school.
6. Do something about the abuses from river tubing customers
7. Too many tubes in the river with disrespect to private property, vulgar language, garbage – my family no longer uses the river because of this.
8. We don't use parks other than Lion's Club for 4-H event once a year
9. An indoor pool would be a HUGE asset to our community. I am sure it's impossible, but it would be GREAT if we could use it for schools and community both!!
10. Parking, parking, parking, which is chargeable!
11. Parks and river overrun by tourists/river rafters. Make tour operators pay!!
12. Let them build a tram/gondola into alpine area.
13. We need year around swimming pool. We don't need more tourist oriented facilities. I.e. Ice rink. Build things for the local community, not seasonal tourist garbage!! I.e. lame/small seasonal tourist orientated swimming pool. It's 92 degrees out and the pool is closed?!!!
14. What happened to the multi-use trail plans we saw in the last couple years? Those were nice!
15. What this city needs is a weed czar. We are being overrun with all kinds of weeds I streets, vacant lots, and many residents don't even try to control them. It's too bad the city can't have an aggressive spraying program! Thank you!
16. Commercial tubing is out of control! Please limit use via city put-in and take-out access locations permit. Way too many people!
17. Golf course needs maintenance.
18. The tubing on Wenatchee needs to be controlled!!
19. Lower Ski Hill Road needs major help! Cars swerve all road width to avoid bumps and potholes. This before parks, arenas, beautifications, etc. Why these expensive special mailings?? Use the Echo.
20. We need an ice rink!
21. Park on North side of Highway 2 please. Preserve some pasture land/wildlife/bird habitat off of Pine or Ranger road.
22. Golf course cart paths need to be added/upgraded.
23. I would like to see more attention paid to resident's needs. A healthy residential community complements Leavenworth's intense tourism.
24. Would love more hike/bike/run trails, especially toward Wenatchee
25. Would kike pool extended and covered if possible. It is 95 degrees on September 10.
26. City and Area are two entirely different entities.
27. More support for commercial outfitters: designated loading/unloading
28. We need more riverfront parking for tourists

29. Barn Beach and boat ramp have very dangerous logs in popular swimming areas
30. Need a children's play area at Lions Club Park
31. Thanks for allowing me to speak!
32. River sports areas need more safety information
33. Indoor swimming pool
34. State "poor" for camping areas: unless you consider USFS campground, then Excellent
35. Parking during the day should be fore pool patrons only. I've seen motor homes towing boats which took up a total of 8 parking places
36. Need more snow sport areas and keep walkers off ski trails
37. A City owned RV park would provide revenue stream
38. Love that we have Enchantment Park. Bummer we can only use it spring and fall – covered in snow through winter and far too hot in summer. How about some shade cloth or trees?
39. Ice Rink! All year pool!
40. Long term I would love to see a community rec center that could be used by local and tourists alike – indoor courts, pool, gym, etc. These standard in thriving ski towns in other areas (CO, Sandpoint, ID, etc.)
41. We need a sidewalk along Pine Street for kids walking/biking to IRMS & CHS
42. We need more public bathrooms and parking areas
43. Address the rudeness of our local bicyclists. They ride the sidewalks and push people out of their way. Most do not wear helmets. Have witnessed two or three in particular who ride regularly and do not use bicycle lanes provided. Week before Autumn Leaf we saw on Mon. requests walkers mover over. "Coming Thru" was his comment.
44. We need lost more free parking and bathrooms. We want tourists and they need access to above. Many times we've been asked why we didn't think of these things when designing our city.
45. Not enough trails
46. Need our swimming pool indoors
47. Thank you
48. More art installments
49. Too much commercial river traffic in last 2 years
50. Why can you not put this survey online and save $?!

COMMENT LOG AS OF 10/15/2011

	Comment	Source	Response
1	Happy with the parks - likes the parks and facilities. Expressed a need for more children's playgrounds. Would like to see one right in town, perhaps at Lion's Club Park.	Public Meeting 9/29/2011 Verbal Comments	This park had a playground at one time, but the facilities became out dated and were removed.
2	Would like to see ballfields expanded to attract tournaments.	Public Meeting 9/29/2011 Verbal Comments	In response to request to expand ball fields, noted that there is not really a practical way to expand the top two fields.
3	Upper Valley Swim team's goal is to teach kids a life skill, not to win. We want to serve more kids and not turn anyone away. Offer low fees and lots of scholarships.	Public Meeting 9/29/2011 Verbal Comments	It was suggested that the PRSA could take care of this – park staff said it would be easy
4	One thing that would help is a gate in another area of the fence to provide a staging area.	Public Meeting 9/29/2011 Verbal Comments	
5	Happy with parks. Would like to see a cover for pool to allow year around us; ice rink; designated sledding hill; more parking for riverfront facilities.	Public Meeting 9/29/2011 Verbal Comments	
6	Website needs more pictures, better listing of parks, good maps. Also maps should be available at parking areas by trails	Public Meeting 9/29/2011 Verbal Comments	
7	Cherry trees attract bears and should be removed around trail areas.	Public Meeting 9/29/2011 Verbal Comments	
8	Also like to see an RV park in town, near the water. Look at Oak Harbor and Chelan for	Public Meeting 9/29/2011 Verbal Comments	

	examples.		
9	Need play areas and ball fields north of Highway 2.	Public Meeting 9/29/2011 Verbal Comments	
10	The play area at Enchantment Park needs trees for shade and a grassy area. Waterfront park restrooms need to be updated	Public Meeting 9/29/2011 Verbal Comments	
11	Expansion of walking/biking trails. Create more of a loop system.	Public Meeting 9/29/2011 Verbal Comments	
12	Water is available for irrigation at Enchantment Park play area – agrees that grass and trees are needed. Waterfront park is somewhat hidden and map isn't making it easy to find.	Public Meeting 9/29/2011 Verbal Comments	
13	Banks around ballfield could be tiered for safer mowing access and to provide seating.	Public Meeting 9/29/2011 Verbal Comments	
14	Front Street needs more restroom stalls – more capacity for women. Also need restrooms at Lion's Club Park when City Hall and Pool are closed.	Public Meeting 9/29/2011 Verbal Comments	
15	Soccer fields are under-sized. City doesn't have any full size soccer fields (except two behind bus barn that are generally for school use).	Public Meeting 9/29/2011 Verbal Comments	
16	Purchased property in Leavenworth because of the parks/trails and recreational areas. Noted also that Enchantment Park is hard to find – she has to lead visitors to it.	Public Meeting 9/29/2011 Verbal Comments	

17	Infields at ball fields need to be dug up and re-done. Lots of gravel.	Public Meeting 9/29/2011 Verbal Comments	
18	Is there a Park Board for public participation?	Public Meeting 9/29/2011 Verbal Comments	
19	City could purchase property in Ski Hill area to create a wetlands park. This park could include a pond with viewing areas and adjacent ball fields and parking. Wetland area could be set up as off-site mitigation for other development in areas of City where wetlands would be impacted.	Public Meeting 9/29/2011 Verbal Comments	
20	"Bubble" building over pool for year round use	Public Meeting 9/29/2011 Written Comments	
21	In-water hazards should be removed – popular swimming areas – Barn Beach and boat ramp	Public Meeting 9/29/2011 Written Comments	
22	More riverfront parking	Public Meeting 9/29/2011 Written Comments	
23	Improved river access at Icicle Road Bridge	Public Meeting 9/29/2011 Written Comments	
24	Designated unloading area for tubing, paddle boarding, kayaking at Icicle Road Bridge	Public Meeting 9/29/2011 Written Comments	
25	Warning signs at beaches about deep, fast water	Public Meeting 9/29/2011 Written Comments	
26	Add a grassy area with trees for picnics etc. at skate park.	Public Meeting 9/29/2011 Written Comments	

27	Add grass around play area in Enchantment Park.	Public Meeting 9/29/2011 Written Comments	
28	Seating on banks at Enchantment Park.	Public Meeting 9/29/2011 Written Comments	
29	Grass and trees around play toys at Enchantment Park.	Public Meeting 9/29/2011 Written Comments	
30	Riverfront Park needs more day use parking.	Public Meeting 9/29/2011 Written Comments	
31	Pool needs a winter structure so you can open it year round.	Public Meeting 9/29/2011 Written Comments	
32	A mountain bike trail that is easy – not deadly. Something relatively flat that meanders through trees and such.	Public Meeting 9/29/2011 Written Comments	
33	Pool needs to be a jewel in the town: sparkling and held at high value.	Public Meeting 9/29/2011 Written Comments	
34	There should be a swim team rep. on committees whose decisions affect the pool.	Public Meeting 9/29/2011 Written Comments	
35	The swim team may need a gate installed in the fence to facilitate swim meet traffic flow of swimmers.	Public Meeting 9/29/2011 Written Comments	

36	Establish safe bike routes through town and mark signage. Make a path along Pine Street that is separate from street; tons of kids walk every day, and especially during snow times, it is dangerous! The berms make is so narrow and it is slick by nature. Cars can't stop quickly.	Public Meeting 9/29/2011 Written Comments	
37	Any park should include soccer fields – especially a large fully field soccer area.	Public Meeting 9/29/2011 Written Comments	
38	Lion's Club Park needs bathrooms and a ramp up to shelter for handicapped use.	Public Meeting 9/29/2011 Written Comments	
39	Leashes on dogs.	Public Meeting 9/29/2011 Written Comments	
40	Paved trails may not work for bike riders – speed – walker/biker conflict.	Public Meeting 9/29/2011 Written Comments	
41	Full-sized soccer fields – with lights – with capability to hold tournaments, so need bathrooms, too.	Public Meeting 9/29/2011 Written Comments	
42	Terrace the hillside at Enchantment Park – safety!	Public Meeting 9/29/2011 Written Comments	
43	Improved maintenance of pool – temp, cleanliness, updated facility, finish on pool surface (that is under water).	Public Meeting 9/29/2011 Written Comments	
44	Expanded ski trails with varied loops to increase the Km of trails.	Public Meeting 9/29/2011 Written Comments	

45	Larger sledding area should be designated. More than just Front Street.	Public Meeting 9/29/2011 Written Comments	
46	Try to link hiking trails at Enchantment with Ski Hill – especially for cross-country skiing.	Public Meeting 9/29/2011 Written Comments	
47	Remove logs from river.	Public Meeting 9/29/2011 Written Comments	
48	Terrible logs at Barn Beach and boat ramp right in the middle of popular recreation and swimming areas – should be removed.	Public Meeting 9/29/2011 Written Comments	
49	Connect trails along base of Tumwater Mountain (where they cut a road during the fires of '94) connect this to Enchantment via safe Highway 2 crossing and in effect, be connected to Waterfront Park.	Public Meeting 9/29/2011 Written Comments	
50	Change map colors so objects are more easily differentiated. Change adoption date from 2011 to 2012.	60-day review comments from Recreation Conservation Office	
51	21 Email comment letters were received requesting that the ice rink be a priority city project.	60-day review comments	

52	A packet of 111 letters in support of the ice rink project was received by the city.	60-day review comments	

APPENDIX B. FUNDING OPTIONS

Normally, a Department of Park & Recreation is funded through a number of tax based sources, user fees, and grant programs administered by local, State, and federal agencies. The basic division and allocation of funds is for administration, operations, maintenance, and capital improvement programs. In the City of Leavenworth, the parks division of the Public Works Department is budgeted for each year. The majority of the money is derived from retail sales tax. This budget covers all items related to maintaining parks facilities, except for the City swimming pool. The swimming pool is funded through the PRSA, which depends upon funding derived from property taxes. It is recommended that financing programs for future development and maintenance of park and recreation facilities be considered within the context of the following policy statement:

"It is the objective of the City of Leavenworth to achieve a balance between recreation program service costs and revenue generation in order to enhance the City's financial ability to meet its recreation goals while reducing the burden of tax-based funding for facilities and recreation services."

Such a cost and revenue "balance" may be achieved by policies that require a portion of revenues generated from tax-based sources to be supplemented with funds that come from enterprise sources, interlocal agreements, and privatization. The City should advance specific financing opportunities within its present statutory capability and then combine new funding alternatives as it determines appropriate for acquisition, development, operations, and maintenance of park and recreation facilities.

The following is a brief explanation of funding programs, which the City may seek to employ as administrative actions or, if necessary, establish by ordinance:

LEASES & CONCESSION CONTRACTS

The City may establish lease or concession service agreements for selected categories of recreation activities. Lease or concession contracts may be multi-year, renewed annually, or established for a single activity. Contracts negotiated on a percentage of gross revenues against guaranteed minimums should be considered as opportunities become apparent and a valid recreation activity is identified for such contracts.

Concession contracts may also allow participation in facilities improvements where long-term relationships are to be developed.

Examples of lease and concession contracts include food and beverage sales, novelty sales, sports services, special event programs, entertainment, and commercial recreation ventures.

One such venture is the Leavenworth Golf Course. The City owns the land and the Golf Club operates, maintains, and makes physical improvements to the facility that serves resident and visitor populations. The Leavenworth Golf Course is a recreation enterprise activity that generates revenue to the City of Leavenworth. A fee or user tax that is applied to green fees paid by golfers could result in a source of funds that aids in the support of administration and operations of parks and recreation.

USER FEES

A fee structure preferred by recreation service organizations is a system of individual activity fees. This reflects the common desire to offer traditional recreation activities free of any fees or charges while enabling the City to defray facility operating costs and expenses for intensive activities such as league sports, special events, or specialized sports, such as swimming or skiing.

The actual fee schedule is a function of policy and may be subject to periodic review. Adoption of user fee schedules should consider "market values" for recreation services which have a modifying effect on the amount of user fees charged. User fees do not off-set all public costs for parks and recreation and should be considered as a financial off-set of recreation programs, operations, and maintenance expenses. User fees should be carefully evaluated because the fee may create a higher expectation of facilities and services, which would most likely increase the costs of maintaining parks facilities further.

SPECIAL FUND FOR PARK & RECREATION

Some City governments have approached the public to request their support for parks and recreation through creation of a special or benefit assessment. The funds are used exclusively for park land acquisition and development and serve as the basis for securing property for future construction. This revenue source is normally assessed annually on an "assessment unit" basis for residential parcels with clearly defined public benefits within a specific service area and for a specified amount.

BOND FINANCING

There are several bonding mechanisms used for parks and recreation. The creation and flow of bond revenues involves a public debt financing requiring legal and/or voter consideration in some instances. These funding mechanisms should be considered for use as a function of enterprise activity where public/private recreation development opportunities are found.

GENERAL OBLIGATION FUNDS

Used for development of public facilities, such as in a special service area where there are requirements for infrastructure to allow development to progress for public facilities.

REVENUE BOND FUNDS

Revenue bonds encompass a broad category of financing mechanisms. For the purposes of project development, revenue bonding procedures may be used based on authorizing statutes or based on leasehold values of land, facilities, and operating entities that create a cash flow. The City of Leavenworth may enter into a public/private agreement for development of commercial recreation activities. Assuming the land is publicly owned, the lease value, in the form of rent, may be dedicated as a contributing source of security for creation of a revenue bond to pay for certain other public recreation needs.

The recommended policy of economic performance by which the City's enterprise may function is as follows:

"The Department will identify and utilize a combination of revenue centers with emphasis on formation of public/private joint ventures, partnerships or lease/ concession agreements. Such revenue centers shall be organized to create funds to support the

Parks & Recreation Department, to create a capital trust fund, and to create a revenue share to support qualified public service (non-revenue) programs that are for the well-being of the community."

If enterprise activities are instituted, it is recommended that the Administration be empowered by the City Council to carry-out policies and administrative procedures regarding the creation of new revenue sources, including the following:

1. Land lease/development agreements with private corporations for recreation development.

2. Land lease/development agreements with public and private entities for the development and operations of a special events and entertainment center.

3. Concession or operating agreements for promotion and administration of festivals or special events.

4. Land lease/development agreements for a community conference centers, family health and fitness centers, aquatic center, picnic facilities, and other forms of joint development projects.

5. Operating and concession agreements for novelty and food sales linked to other seasonal recreation activities such as cross-country and alpine skiing.

In addition, the following may be considered for projects which show creativity, partner-sharing, and/or leveraging to be used by applicants. The primary focus is on gaining financial leverage, thereby improving the effectiveness of each dollar spent from the bond.

JOINT DEVELOPMENT

Public/private or public/public interlocal partnerships designed to leverage each dollar through the added economics of joint development in areas of acquisition, O&M, infrastructure development, joint use parking/school/park programs, etc.

STEWARDSHIP

Enhancement and maintenance of a natural resource areas.

JOINT USE

While not actually joint development, there may be opportunities such as joint use for recreation activities and/or service requirements, parking, etc.

PHILANTHROPY

Contributions from private donors may provide land, facilities, operations support funding, or be in the form of a gift to the public for a specified purpose.

EASEMENTS

Interlocal, rights-or-way, and/or conservation.

PUBLIC STATUTORY FUNDING PROGRAMS

The principal public funding sources applicable to the parks and recreation development program are in the categories of local, State, and federal programs.

The State of Washington Recreation and Conservation Office administers funding programs that may be useful for certain elements of implementation. Also, the Federal Government has several funding agencies that provide funds for projects which promote recreation and leisure activities.

In addition, there are a number of legislative or ordinance funding sources that provide for community improvement, including infrastructure development.

The following identifies the currently enacted statutory funding programs that may be considered for recreation and leisure activities development. The programs cited will apply to a combination of funding requirement or specific project objectives. For example, some funding sources are for the purpose of acquisition only; others are for specific capital improvements; while yet others provide for a combination of acquisition, capital projects, operations, and maintenance requirements.

Local Funding Programs:

1. Property Tax
2. Retail Sales Tax
3. Interest Earnings
4. Real Estate Excise Tax
5. General Obligation Bonds
6. Interfund Transfers
7. Sale of Land
8. Surface Water Management – Capital
9. Developer LID
10. Lease Revenue Fund
11. Administrative Tax
12. Port District Fund
13. Interlocal Agreements

State Funding Programs:

1. ALEA - Aquatic Lands Enhancement Account
2. BFP - Boating Facilities Program
3. BIG - Boating Infrastructure Grant Program
4. ESRP - Estuary and Salmon Restoration Program
5. FARR - Firearms and Archery Range Recreation Program
6. FFFPP - Family Forest Fish Passage Program
7. LWCF - Land and Water Conservation Fund
8. NOVA - Nonhighway and Off-Road Vehicle Activities Program
9. RTP - Recreational Trails Program
10. Salmon Recovery
11. WWRP - Washington Wildlife Recreation Program
12. Farmland Preservation

13. YAF - Youth Athletic Facilities

Federal Funding Programs:

1. ISTEA Surface Transportation Enhancement Activities Program (STP)
2. ISTEA National Recreational Trails Fund
3. National Highway Safety Act
4. Recreation & Public Purposes Act
5. Surplus Real Estate Program
6. Economic Development Administration Grants & Loan Programs
7. National Park Foundation Grants and Programs
8. Catalog of Federal Domestic Assistance
9. Bureau of Land Management
10. National Park Service
11. National Park Service Land and Water Conservation Funds
12. Fish and Wildlife Service
13. Urban Park and Recreation Recovery Program
14. Save America's Treasures Grants Program
15. Historic Preservation Fund Grants-in-Aid

It should be noted that most or all of the public funding sources listed are highly competitive. Participation in the funding programs, administered by federal and state agencies, is dependent upon meeting the criteria of the funding program, including time frames and participation requirements.

PUBLIC DEBT FINANCING

Public debt funding programs are provided through Washington State statutes for many of the objectives described in the Plan. The issuers of public debt financing or obligations include General Law Cities, Joint Powers Authority, and/or a Public Development Authority, and in some instances, a non-profit corporation in partnership with a public authority. The legal authority and level of debt (capital) created for each financing technique described in the following text will have to be determined on a case-by-case basis.

The financing techniques herein described may provide for both short-term and long-term financing. Each technique must be evaluated for its use and/or suitability to any particular element of the Plan or Capital Improvement Program.

LONG-TERM FINANCING TECHNIQUES

General Obligation Bonds

Used for development of public facilities, such as in a special area where there are requirements for infrastructure to allow development to progress for public facilities. Funds may be used for revenue generating projects which retires the debt on an accelerated basis; however, the public debt remains with the taxpayer. Under a voted general obligation bond, voters would authorize a city issued bond and simultaneously authorize the City to increase property taxes to pay debt service on the bond. To be approved, the ballot measure must receive a 60% approval

and the total number of "Yes" votes must be at least be equal to 40% of the number of voters who voted in the most recent general election. State law limits the amount of voted general obligation bonds that a city can issue to 2.5% of the city's assessed valuation.

Council manic (Limited Tax) General Obligation Bonds

The governing body of a city can authorize the issuance of limited tax general obligation bonds. While these bonds would not have a dedicated source of payment, such as an excess property tax levy, they would be secured by pledge of the city to pay debt service. State law limits the amount of limited tax general obligation bonds that a city can issue to 1.5% of the city's assessed valuation.

Revenue Bonds

Revenue bonds encompass a broad category of financing mechanisms. For the purposes of project development, such as golf courses, etc., revenue bonding procedures may be used based on authorizing statutes or based on lease-hold values of land, facilities, and operating entities that create a cash flow. Cities also have authority to issue revenue bonds for utility purposes such as water service, sewer service, refuse, and stormwater drainage.

Joint Powers Authority

Normally a public authority formed from two or more governmental or non-profit entities and based on lease agreements, project revenues and insurance programs. Most often these projects are public facilities; however, they can be joint, such as public and private.

Lease Revenue Bonds

Lease revenue bonds are based on a lease agreement and are not subject to the constitutional debt limitation. However, lease revenue bonds require that the leaser be either a governmental entity approved to issue the bonds or a non-profit corporation that issues the bonds on behalf of a government body. Lease revenue bond proceeds may be combined with tax-based revenues to support the cost of land acquisition, facilities, and operational expenses. Thus, a private discretionary resource of funds and a public resource of funds combine to achieve a financing objective.

Special Assessment

Special assessments may be created where the public benefit of the assessment can be clearly defined and there is a public purpose, while the total assessment does not exceed the cost of the improvement and related bond financing.

SHORT-TERM FINANCING TECHNIQUES

Bond Anticipation Notes

Bond Anticipation Notes (BANs) are used to obtain financing for projects for which bonds are authorized, but not yet issued. BANs permit issuance of debt in increments as work on a project progresses and before a portion or the entire bond proceeds are made available.

Grant Anticipation Notes

Grant Anticipation Notes (GANs) may be issued to reduce or eliminate cash flow deficits with a secured federal or State grant or loan.

Tax & Revenue Anticipation Notes

Tax & Revenue Anticipation Notes (TRANs) are issued to eliminate cash flow deficits in otherwise unrestricted fund accounts of a public entity before receipt of taxes or other dedicated revenues during a particular fiscal year.

Commercial Paper

Commercial paper combines financial management techniques used by corporations with the borrowing authority granted to public entities. Commercial Paper may be used instead of or combined with short-term notes to provide short-term borrowing to cover cash flow deficits.

Leavenworth Downtown Master Plan

Best
Physical Plan
WA APA / PAW
2009

To improve upon the brilliant vision of those who had the foresight to dream about, work for, and achieve a success. . .

Plan Highlights

- Authentic illustrations which incorporate community meeting comments,
- Three beautiful new plazas, two redesigned plazas, and an alley system designed to bring pedestrian traffic into all areas of the downtown,
- A first glimpse at the new street furnishings,
- Ways you can become involved,
- And more to come. . .

Adopted October 2009

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The Downtown Master Plan Steering Committee 55

Coming Soon

Phase Two

1. **Wayfinding Signage Strategy**
2. **Plaza Plans**

Letter from the Mayor and Steering Committee:

We are excited to present you with the City of Leavenworth's Downtown Master Plan! This plan is the result of over four years of meetings and planning. The information in this plan was developed from a tremendous amount of detail and documentation. The plan is presented in a simplified format for ease in reading and assimilation of the concepts therein.

In this plan, we do not try to recreate Leavenworth's downtown in a different manner—we simply work to enhance the original vision for this community and to build upon the existing framework and infrastructure. In doing so, we hope to fulfill our mission:

To improve upon the brilliant vision of those who had the foresight to dream about, work for, and achieve a success. . .

Mayor Rob Eaton
Nancy Smith
Tibor Lak
Oliver Brulotte
Michael Molohon
Peter DeVries
Fred Dowdy
Morey Grosse
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Project Manager/Author
Connie Krueger, AICP
Director of Community Development

Past Members
Larry Langston

About the plan. . .

It has been close to forty years since the people of the City of Leavenworth came together and chose to adopt a Bavarian Theme for our City and by that process, revitalized and reinvigorated our central commercial core. The time has now come for us to revitalize and reinvigorate the streets, sidewalks, and street architecture which are vital elements of our tourist economy, and in the process, also replace our aging and under-capacity utility infrastructure.

The current condition of the streets has its roots in the late 1970s, when they were paved without an adequate base under the asphalt. Time and weather have done their work and our streets have deteriorated. In 2001, the Mayor's Downtown Task Force identified the need to reconstruct the streets in the commercial core, with the ultimate goal of ensuring the continued success of Leavenworth's tourism industry. The Task Force recommended that the project include street repaving, renovation of existing sidewalks and construction of new sidewalks, and the addition of pedestrian-scale street lighting. The City staff also identified the need to reconstruct portions of the downtown sidewalks to reduce safety hazards and to update aging infrastructure such as water, sewer, stormwater utilities, and to provide applicable fire flow for future development and re-development.

In 2001, the City and the Chamber of Commerce mailed a survey to business owners, seeking input on the formation of an LID or Parking and Business Improvement Area. Few responses were received and the progress on the work stalled. In 2004, the City Council formed a Downtown Master Plan Steering Committee to start working again on the work that originally began in 2001. The Steering Committee worked initially to delineate the preliminary scope of the project and the related processes, and in April and November of 2005 public meetings were held to gather ideas and input prior to entering into the detailed planning processes. For more than a year, the Steering Committee worked to address every idea which came out of these meetings. This is now a permanent committee which has worked for more than 4 years on the conception, design, and implementation of the plan. The process has taken a great deal of time because as each idea was evaluated, alternative ideas and approaches also arose which required evaluation. The staff concept drawings and artistic illustrations incorporate the ideas raised by the public, after further refinement by the Steering Committee, and place them in a simplified context. *They are not perfect, but they are intended to be concepts to guide the committee as they work to further refine and explore the feasibility of each idea as detailed drawings are created for each phase of the road reconstruction project.*

In the past years, City staff has completed applications for a variety of grants to begin the work on this project. To date, the City has been awarded funding for and has completed construction of the first components of the project, the construction of 9th Street and Commercial Street from 8th to 9th Streets, and has procured grant funding for improvements of at-grade pedestrian crossings, with the installation of pedestrian activated beacons on Highway 2. The City has also secured consultants for the background work involved with the formation of a Local Improvement District and is continually investigating and seeking additional grant resources.

This document is geared toward economic development opportunities through revitalization and reconfiguration of the current physical environment. It also includes important policy components, future plans for parks and recreation, and many other items. To date, this document has driven a large amount of investment into the downtown, including:

Interest in development of hundreds of units of condos and large commercial projects.

Grant funding for the construction of 3 major roads, with a remaining 7 components to be funded.

Funding for an Amtrak Station, with an initial estimate of $700,000.

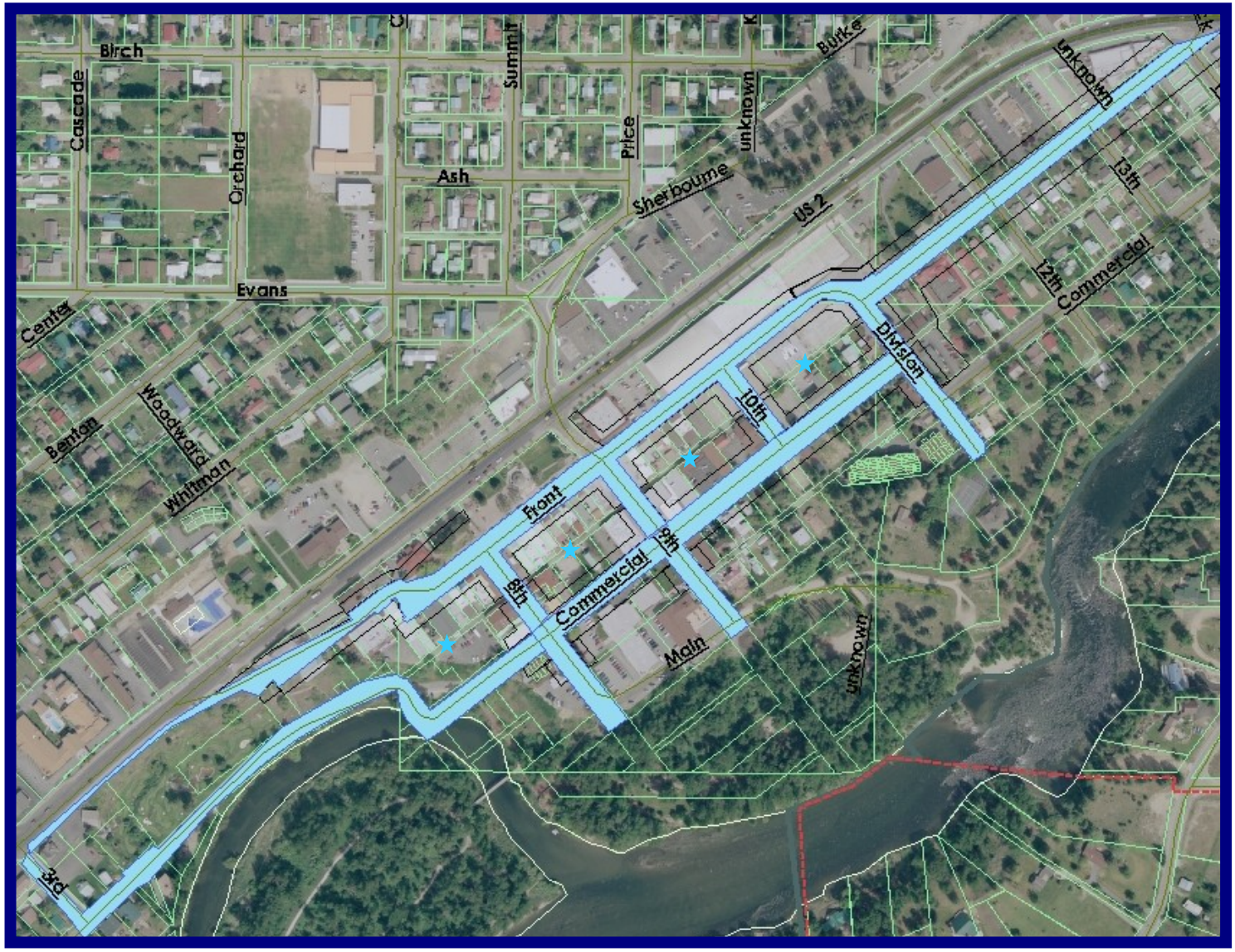
Planned improvements of many existing building facades which are not currently compliant with the Bavarian Theme.

The plan has also spurred donations of land, street furniture, development of dedicatory plazas, parks, and other investments of private money into the dream.

Developers and the public alike are vigorously excited by the plan. For the many people who deeply love Leavenworth, this is an opportunity to become part of Leavenworth's emerging future as it is being created. This plan will be an important economic development tool to the City in the coming decades and will continue to be a catalyst for the continued beautification and strengthening of our Bavarian Village well into the future.

- Connie Krueger, AICP, Director of Community Development

Map of Primary Geographic scope



★ Project area includes alleys

How to Use the Concept and Artistic Illustrations

The Concept and Artistic Illustrations assimilate the ideas initially raised in the public meetings, which have undergone further refinement by the Steering Committee and place the end results in a simplified context. The Artistic Illustrations were crafted to provide conceptual illustrations and to help guide future detailed design work. The Concept Illustrations show an overview of the project area and were originally developed by Community Development staff to include the design elements, such as a pedestrian tunnel and plaza areas, which were identified as desirable elements during the public meetings and Steering Committee meetings. Many of the original Concept Illustrations have been further refined after the Steering Committee and City staff explored their feasibility. Some detailed drawings can be found within this plan. Please keep in mind that all of the illustrations in this section are conceptual and do not necessarily reflect the final design or construction. On the page following each illustration is detailed list of conceptual features included in the drawing.

As you review the illustrations, please note that there may be features or text which are placed on one illustration but not on another, this is typically because of lack of space. The illustrations are intended to be viewed together in order to understand the larger plan. There are also symbols for items such as lights, waste receptacles, and benches. This does not necessarily mean that the location shown on the illustration is a pre-determined location for the item—just that the item will be present in the general area and that the feasibility of future location will be further analyzed at an appropriate time.

Artistic Illustrations

and

Concept Illustrations

Artistic Illustration—12th and Front Streets Looking West (Division Street to Highway 2)

Artistic Illustration—12th and Front Streets Looking West (Division Street to Highway 2)

Vision:

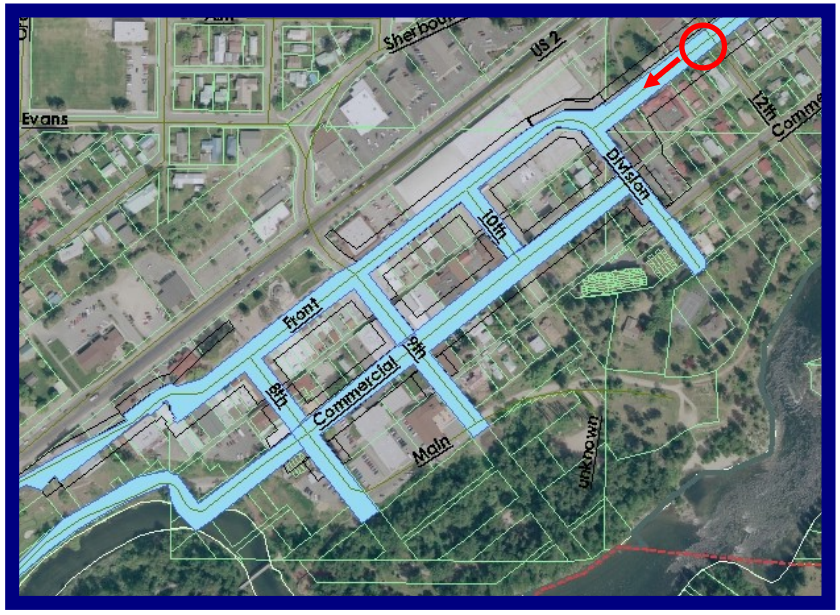
Front Street, from Division Street to Highway 2, will be reconstructed to serve as a separate and distinct commercial zone district in a "grand boulevard" style which ties into the downtown with similar but slightly different design features. It will also function as a dramatic new entry point into the downtown core. The street will be redesigned for increased parking and increased sidewalk widths for bus shelters, kiosks, cafés, and other similar types of uses. With the exception of Commercial Street at Waterfront, this is the only street which will be lined with street trees. This will be done to enhance the boulevard concept.

Features visible in this drawing:

- A new focal point by the Festhalle to guide visitor's eyes down Front Street
- New street signs and lights
- Street trees
- Landscaped bulb-outs and pedestrian crossings with seating, statues, lights, and signs
- Wide paver sidewalks
- Newly designed bus shelters
- New benches and planters
- Bollard lights at pedestrian crossings

*Please refer to the concept illustrations to view items not shown in the artistic illustrations

Illustration View Point:



Artistic Illustration—9th and Commercial Streets South-west (Highway 2 to Division Street)

Artistic Illustration—9th and Commercial Streets Looking South-west (Highway 2 to Division Street)

Vision:

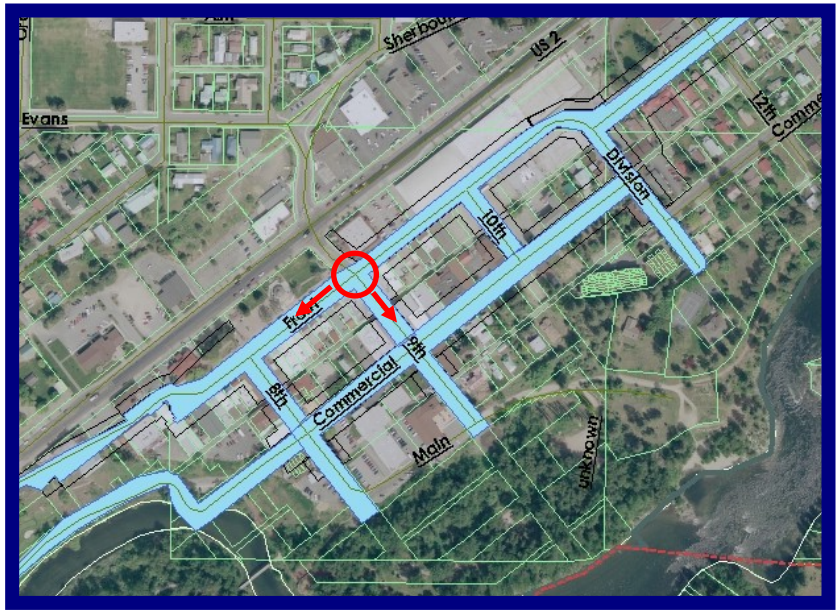
Front Street, from Highway 2 at Gustav's east to Division Street, will be reconstructed to enhance the function of the entire length of the road for festivals and to tie together outlying cross streets and the Festhalle into the downtown core. A hybrid plaza will be created which runs the length of this section. Portions of the plaza, or even the entire plaza, can be closed off with removable bollard/barricades for festival use. A new plan for Front Street Park, which more effectively integrates the park into the plaza concept, will also be crafted. A new or improved performance stage and greater accessibility and functionality for the multiple users of the park will be addressed in this planning process. Handrails and/or heating will be used to address safety concerns on steep slopes and in icy areas. The feasibility of a bridge or tunnel under Highway 2 for safe movement of pedestrians from outlying areas into the downtown will also be investigated.

Features visible in this drawing:

- Continuous hybrid plaza
- Handrail and heated sidewalk on east side of Front Street Park
- New street signs and lights
- Landscaped bulb-outs and pedestrian crossings with seating, statues, lights, and signs
- New benches and planters
- Paver sidewalks

*Please refer to the concept illustrations to view items not shown in the artistic illustrations

Illustration View Point:



Artistic Illustration—10th and Commercial Streets Looking East

Artistic Illustration—10th and Commercial Streets Looking East

Vision:

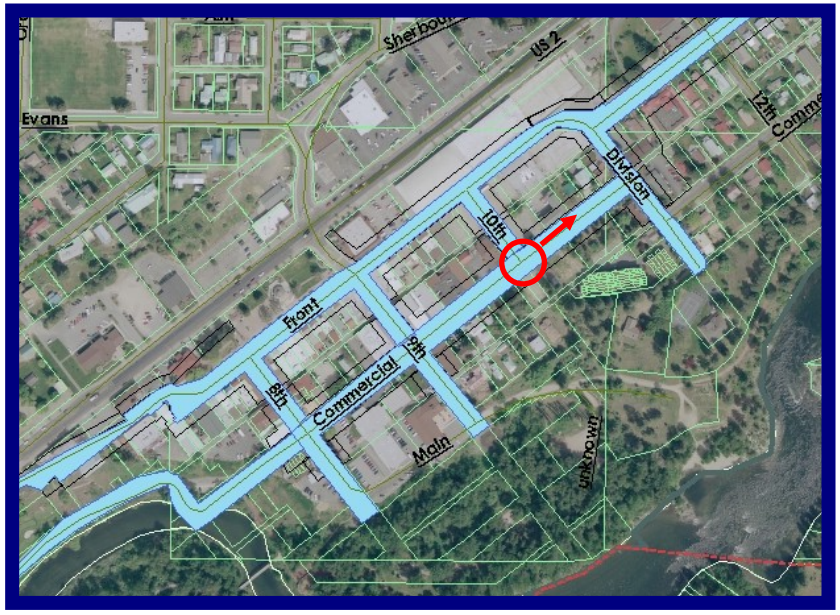
Commercial Street will be reconstructed to enhance the function of the street and to draw visitors into the facilities located there. The sidewalks, landscaped bump-outs, and other design elements are the same as those of Front Street to provide a visual nexus to bring activity into this area. New plazas will be created at 8th Street and Commercial Street, and at 10th Street and Commercial Street, to attract visitors to rest, enjoy the water features and statuary, and maybe even view a live performance. These improvements, paired with the extension of the Front Street hybrid plaza, should bring more activity towards the Festhalle, into side streets, and into this area. Safety issues will also be addressed.

Features visible in this drawing:

- 10th and Commercial Street Plaza
- New street signs and lights
- Landscaped bulb-outs and pedestrian crossings with seating, statues, lights, and signs
- New benches and planters
- Paver sidewalks
- Angle parking maintained on one side of street
- Bollard lights at pedestrian crossings

*Please refer to the concept illustrations to view items not shown in the artistic illustrations

Illustration View Point:



Artistic Illustration—9th Street Alley Looking East

Artistic Illustration—9th Street Alley Looking East

Vision:

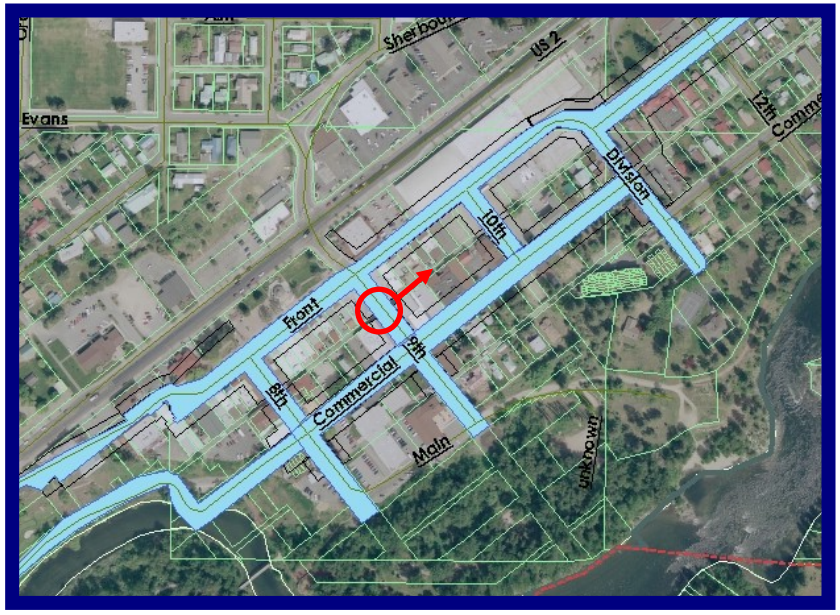
The continuous alley between Front Street and Commercial Streets will be reconstructed to enhance the function as a pedestrian corridor with new colored surfacing material, lights and flowers on the back of buildings, and with more effectively and attractively contained waste receptacles. It is recognized that functionality of this corridor for deliveries and waste storage must be maintained, so this area is not envisioned as an area to stop and sit, but rather an attractive corridor for pedestrian activity.

Features visible in this drawing:

- Colored paver, concrete, or asphalt thoroughfare and pedestrian crossings
- Lights, signs, and flower baskets installed at rear of buildings by property owners
- Attractive waste receptacles with screening
- New lights at alley corners

*Please refer to the concept illustrations to view items not shown in the artistic illustrations

Illustration View Point:



Artistic Illustration—Front Street Looking West

Artistic Illustration—Front Street Looking West

Vision:

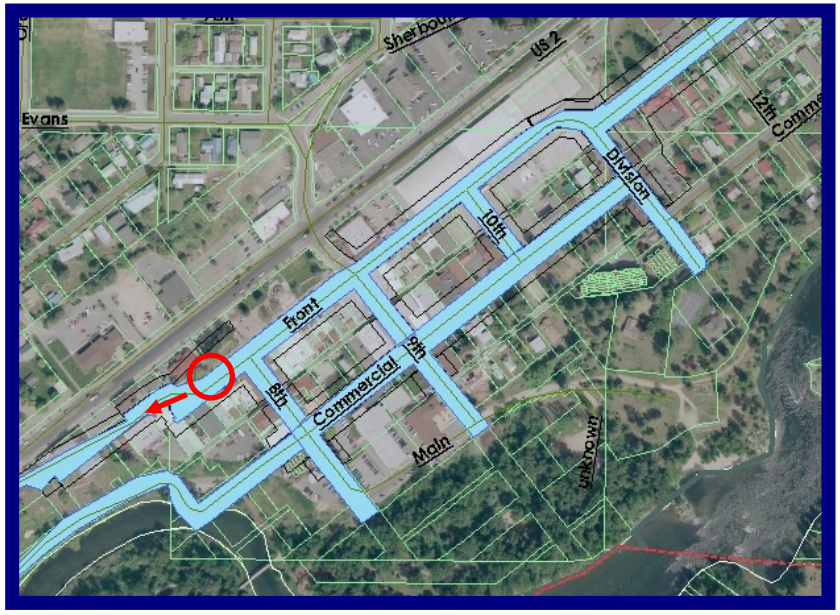
Front Street, from Highway 2 at Gustav's running east to Division Street, will be reconstructed to enhance the function of the entire length of the road for festivals and to tie together outlying cross streets and the Festhalle into the function of the downtown core. A hybrid plaza will be created in this section of Front Street. Portions of the plaza or even the entire plaza can be closed off with removable bollard/barricades for festival use. Safety concerns such as steep slopes and icy areas will be addressed. A new plan for Front Street Park, which more effectively ties the park into the plaza concept, will also be crafted. A plaza shall be created to address winter safety and ADA accessibility concerns at the location shown at the left. This plaza will also serve as additional park space, a performance arena for small groups, and a possible trolley stop, among many things. The Steering Committee is recommending that this plaza will also commemorate the Royal Ladies of Leavenworth.

Features visible in this drawing

- Royal Lady Plaza
- Meandering path
- Paver sidewalk rounding outside edge for ADA accessibility
- New benches and planters
- New lights
- Seating, statues, lights, and signs

*Please refer to the concept illustrations to view items not shown in the artistic illustrations

Illustration View Point:



Artistic Illustration—Commercial Street at Waterfront

Artistic Illustration—Commercial Street at Waterfront

Vision:

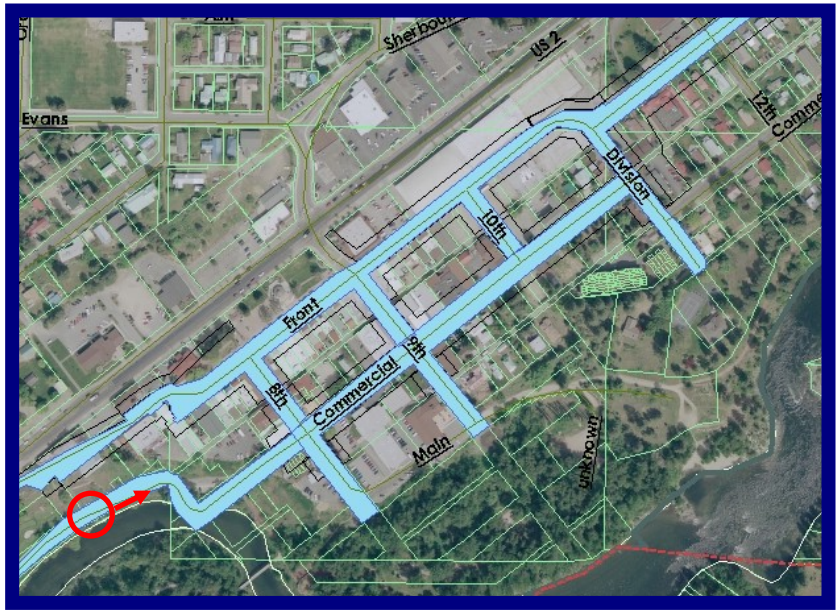
Commercial Street, west of 8th Street running along the river to 3rd Street, will be reconstructed to serve as an additional entry point into the downtown, which will also tie into recreational opportunities and to residences and hotels to the west of the downtown core. The little known gem of the City will have an avenue of trees with lights mounted inside to provide diffused down-lighting onto the street and associated pedestrian areas along the river. There will be a new plaza cantilevered over the bluff above the river which can be used for performances, viewing, and as an interpretive site. This will enhance the value of the surrounding properties, maintain the river bank in a natural state, and provide a place with incredible ambiance for all. In addition, the street will be re-designed for increased parking and sidewalks on the north side. With the exception of Front Street, between Division Street and 14th Street, this is the only street which will be lined with trees. This is done to enhance the avenue concept.

Features visible in this drawing:

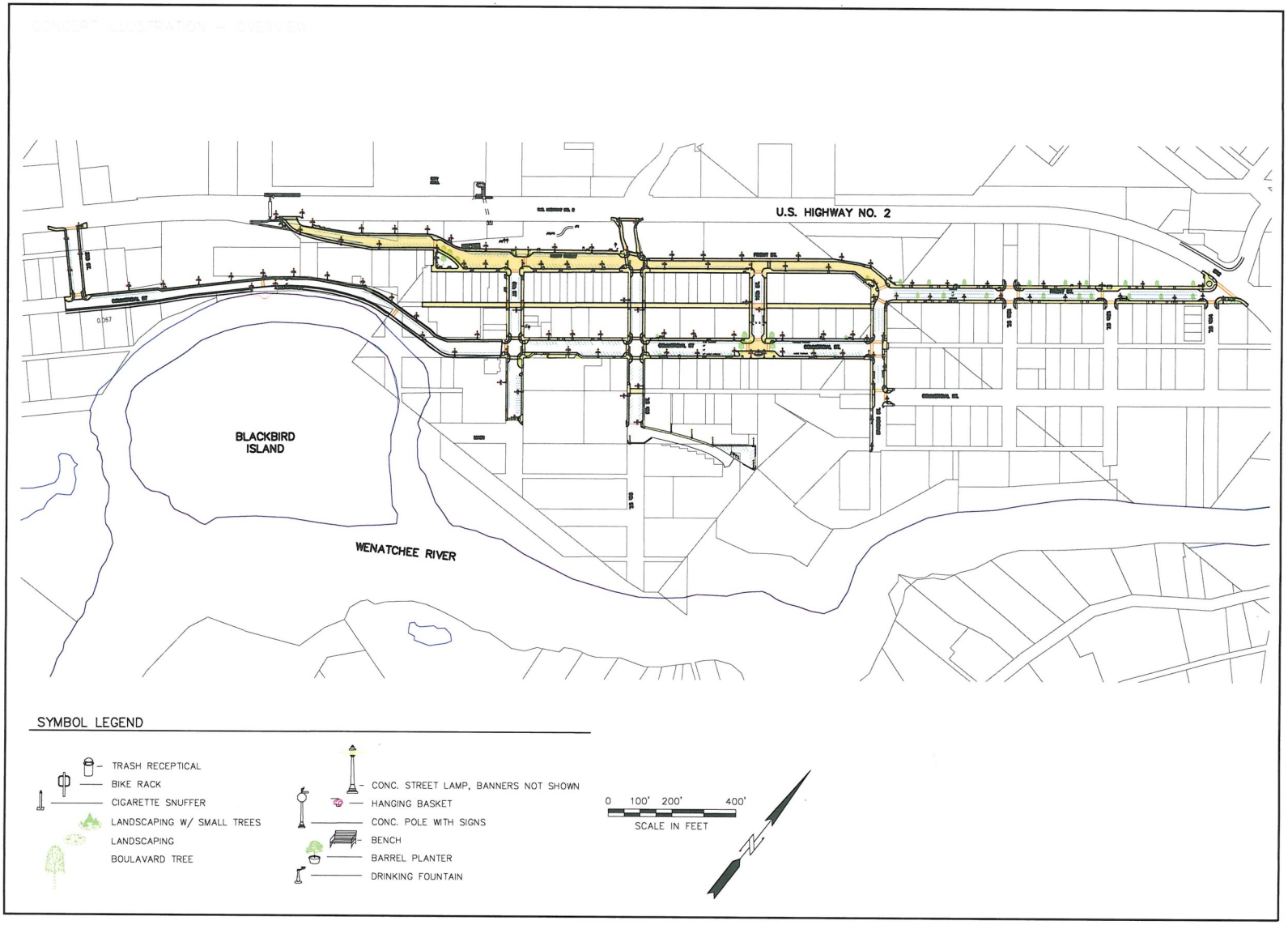
- New plaza with performance stage and interpretive signs
- New lights
- Street trees with lights
- New benches and planters
- Bollard lights at pedestrian crossings

*Please refer to the concept illustrations to view items not shown in the artistic illustrations

Illustration View Point:



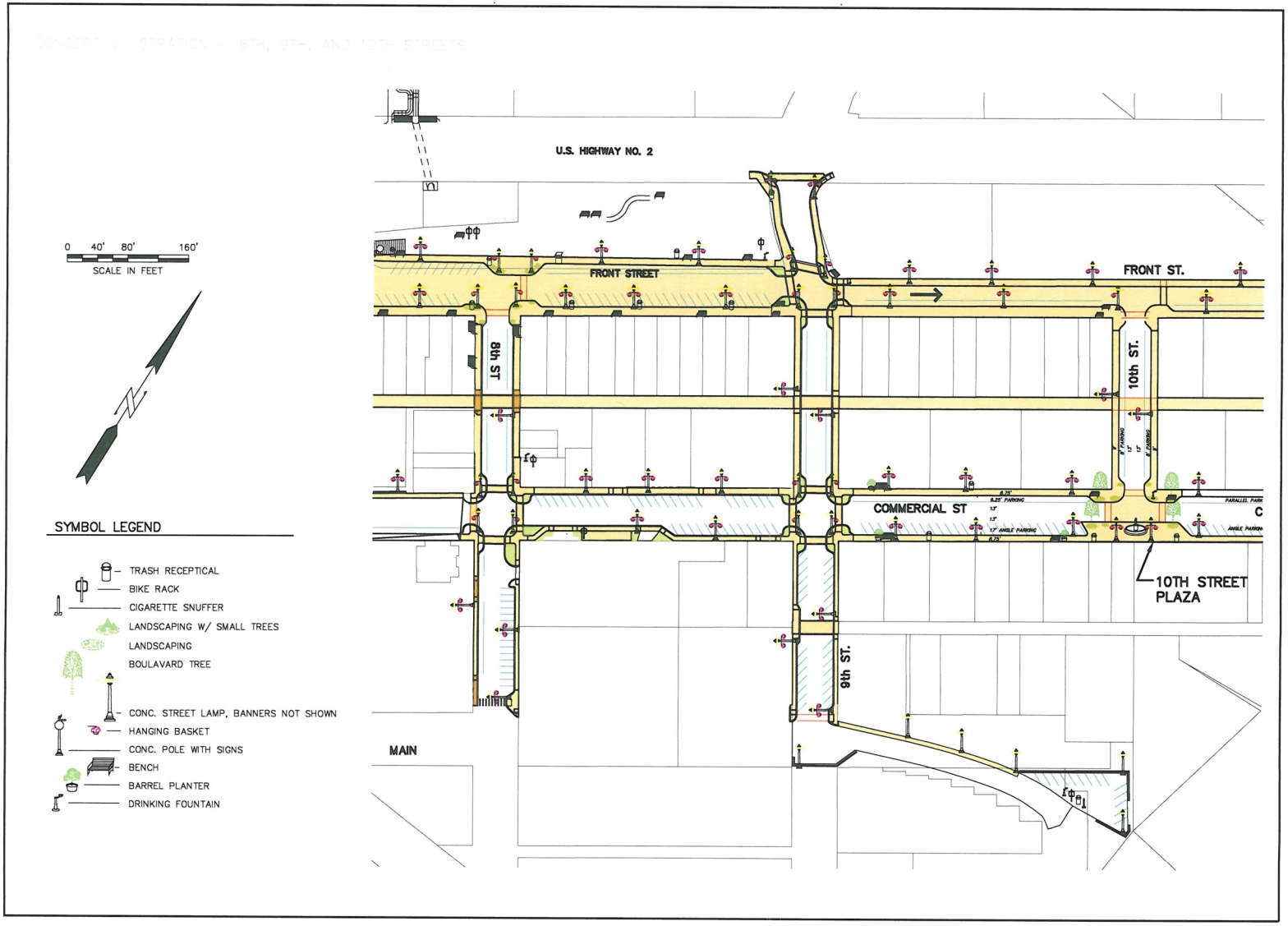
Concept Illustration—Downtown Core



Concept Illustration—Downtown core

- Install continuous pavers on Front Street to create a hybrid plaza from Highway 2 to the Festhalle.
- Where feasible, install a rolled curb stormwater system and other necessary stormwater infrastructure upgrades – improvements which enhance the function and feel of the hybrid plaza.
- Reinforce one-way traffic patterns along Front Street for vehicular and pedestrian safety.
- Enhance safety for pedestrians crossing Highway 2 by investigating the feasibility of a pedestrian bridge or tunnel.
- Develop a plaza area across from Front Street park with an ADA accessible pathway, landscaping, tables, benches, statuary, water feature, and lighting.
- Install a deck around the oak tree by the Innsbrucker Building on Front Street.
- Intersperse bicycle racks in the vicinity of Front Street Park.
- Create a formal trolley bus stop adjacent to Front Street Park.
- Create a new plan for Front Street Park, including investigating a new performance stage.
- Investigate the feasibility of meandering the roadway of Front Street for traffic calming.
- Install sidewalks composed of pavers along all streets in the downtown core.
- Install stamped and colored asphalt, concrete, or pavers along the alley parallel to Front Street and Commercial Street.
- Install new gas lamp style street lights with beautiful, long-lasting concrete poles. Create a sense of old world ambiance with diffused lighting.
- Create corner bulb-outs which decrease pedestrian crossing distances and provide a location for lights, signage, landscaping, and street furniture at crosswalks.
- Intersperse benches and planter boxes throughout the streetscape along both sides of the streets.
- Place new waste receptacles throughout the streetscape in key locations.
- Investigate placing recycle receptacles which mirror the look and feel of existing waste receptacles.
- Utilize new passive structures such as removable bollards or attractive barricades for temporary street closures during festivals.
- Investigate prohibiting vehicle access directly onto Front Street to aid in future hybrid plaza concept, to enable multi-directional traffic routing, and to avoid pedestrian/vehicle conflicts.
- Remodel the pergola structure in Front Street Park to include heated stairs and increase usability and ambiance.
- Update aging or below-capacity utility infrastructure (water, sewer, and stormwater).

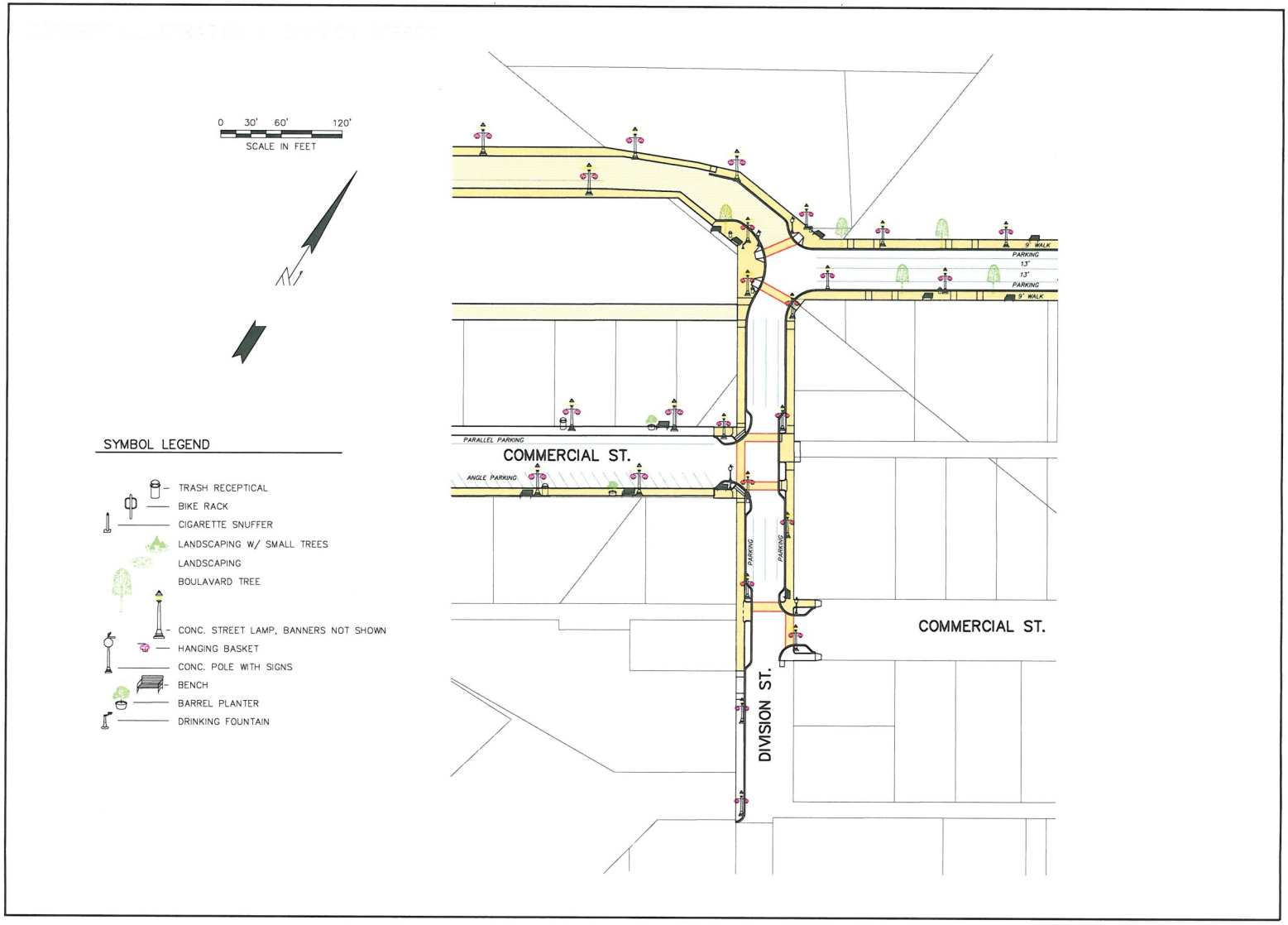
Concept Illustration—8th, 9th, and 10th Streets



Concept Illustration—8th, 9th, and 10th Streets

- Repair/replace existing damaged street lighting on the southwest corner of the intersection of 8th Street and Front Street.
- Install curb and gutter stormwater system and other necessary stormwater infrastructure upgrades/improvements.
- Reconfigure the existing storm drain on the west side of the alley and 8th Street.
- Install driveway entrances to alleys perpendicular to cross streets.
- Create an 8th Street plaza plan located at the 8th Street public restrooms.
- Extend crosswalks across Division Street, 9th Street, and 8th Street.
- Install sidewalks composed of pavers along all streets.
- Install stamped and colored asphalt, concrete, or pavers along the alley parallel to Front Street and Commercial Street.
- Install new gas lamp style street lights with beautiful, long-lasting concrete poles. Create a sense of old world ambiance with diffused lighting.
- Create corner bulb-outs which decrease pedestrian crossing distances and provide a location for lights, signage, landscaping, and street furniture at crosswalks.
- Intersperse benches and planter boxes throughout the streetscape along both sides of the streets.
- Place waste receptacles throughout the streetscape in key locations.
- Utilize new passive structures such as removable bollards or attractive barricades for temporary street closures during festivals.
- Update aging or below-capacity utility infrastructure (water, sewer, and stormwater).

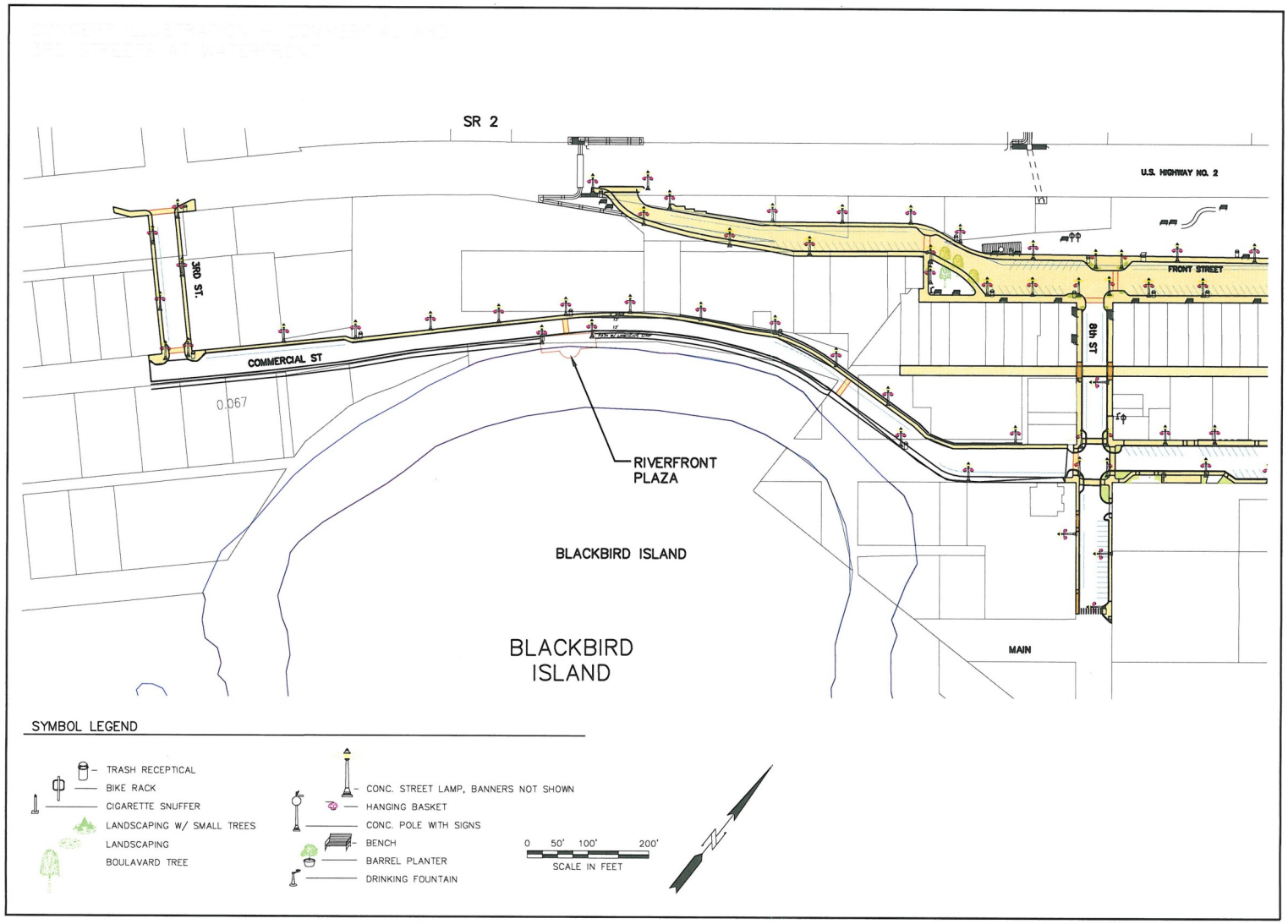
Concept Illustration—Division Street



Concept Illustration—Division Street

- Develop a roundabout or other focal point (when viewed looking to the west) at the intersection of Division Street and Front Street.
- Develop a potential plaza area adjacent to the northwest of the intersection of Division Street and Front Street.
- Install paver sidewalks along both sides of Division Street.
- Install stop and yield signs to facilitate pedestrian and vehicular safety and the flow of traffic.
- Fix drainage problems at the northwest corner of the intersection of Division Street and Commercial Street.
- Expand parking along both sides of Division Street, where appropriate.
- Install multiple crosswalks with signs for traffic calming.
- Install sidewalks composed of pavers along all streets in the downtown core.
- Install stamped and colored asphalt, concrete, or pavers along the alley parallel to Front Street and Commercial Street.
- Install new gas lamp style street lights with beautiful, long-lasting concrete poles. Create a sense of old world ambiance with diffused lighting.
- Create corner bulb-outs which decrease pedestrian crossing distances and provide a location for lights, signage, landscaping, and street furniture at crosswalks.
- Intersperse benches and planter boxes throughout the streetscape along both sides of the streets.
- Place waste receptacles throughout the streetscape in key locations.
- Reinforce one-way traffic patterns along Front Street for vehicular and pedestrian safety.
- Utilize new passive structures such as removable bollards or attractive barricades for temporary street closures during festivals.
- Update aging or below-capacity utility infrastructure (water, sewer, and stormwater).

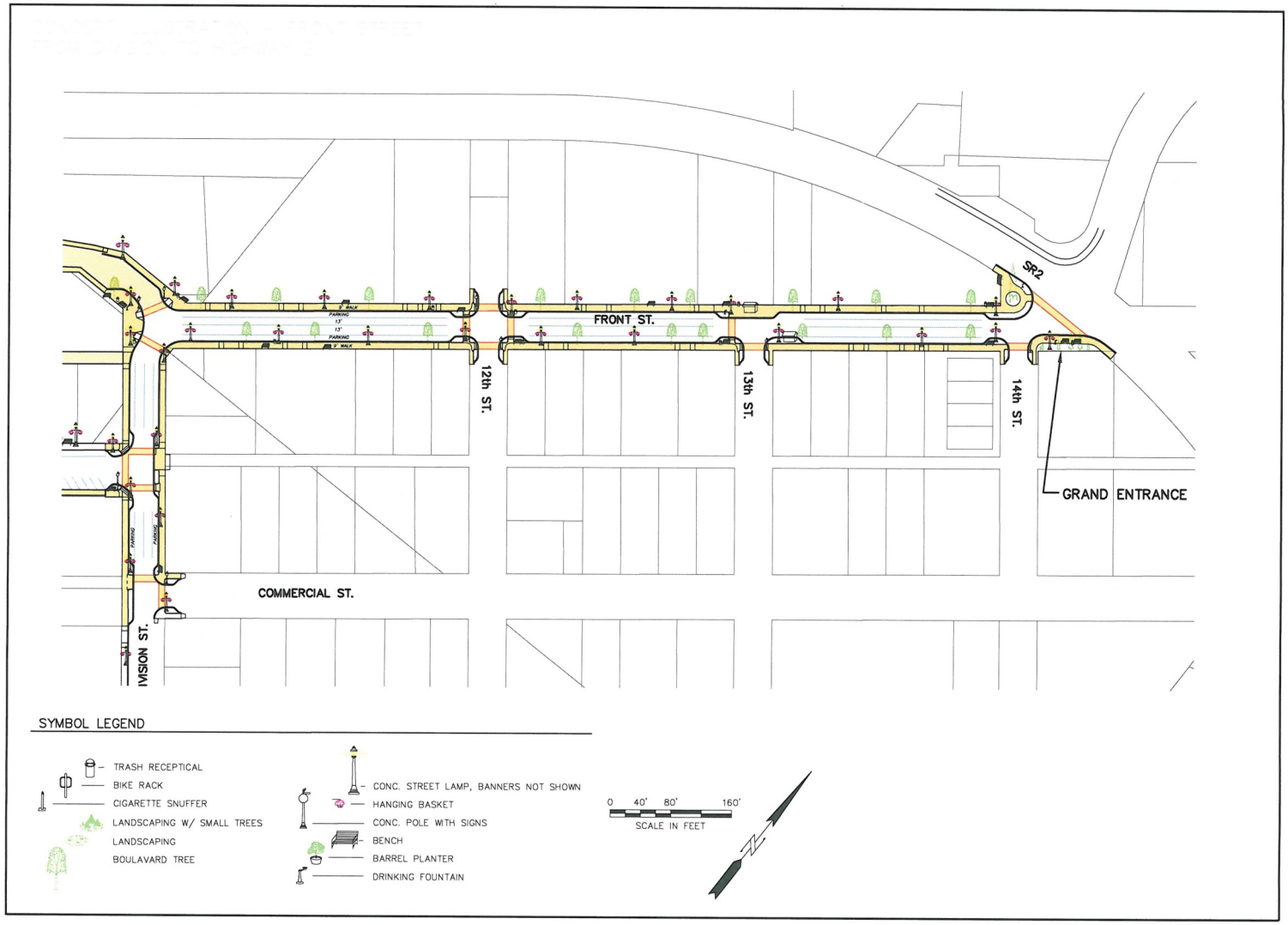
Concept Illustration—Commercial and 3rd Streets at Waterfront



Concept Illustration—Commercial and 3rd Streets at Waterfront

- Install bicycle lanes on 3rd Street and on Commercial moving west toward the hotel and residential districts, as well as other recreational facilities.
- Extend the sidewalks along Commercial Street from 3rd Street west towards the hotel and residential districts.
- If possible, create a multipurpose pathway that is separated from the roadway by a landscaping strip along the south side of Commercial Street, from 8th Street to Enchantment Park.
- Install sidewalk and parallel parking along the north side of Commercial Street from 8th Street to 3rd Street.
- Create lighting along the river pathway by planting trees and attaching light fixtures to the trees.
- Create an entertainment and viewing plaza deck extending over the bluff of the Wenatchee River with benches, planter boxes, bollard lighting, and other focal points.
- Develop an improved access point to Waterfront Park to the west of Blackbird Lodge.
- Install pet waste disposal bag dispensers.
- Install sidewalks composed of pavers along all streets.
- Install new gas lamp style street lights with beautiful, long-lasting concrete poles. Create a sense of old world ambiance with diffused lighting.
- Intersperse benches and planter boxes throughout the streetscape along both sides of the streets.
- Place waste receptacles throughout the streetscape in key locations.
- Update aging or below-capacity utility infrastructure (water, sewer, and stormwater).
- Widen road to enhance functionality for truck and emergency vehicle access.

Concept Illustration—Front Street from Division Street to Highway 2



Concept Illustration—Front Street from Division Street to Highway 2

- Create roundabout or other focal point/traffic safety device at Front Street and Division Street intersection.
- Create extra wide sidewalks along both sides of the street.
- Plant street trees along both sides of the street.
- Install a curb and gutter stormwater system and other necessary stormwater infrastructure upgrades.
- Create angle parking along the south side of Front Street and parallel parking along the north side of Front Street.
- Install an information kiosk for tourist information.
- Create a grand scale entrance to the City of Leavenworth with signage, an archway, or other focal point at the intersection of Front Street and Highway 2.
- Investigate the installation of bicycle lanes along both sides of 14th Street, Commercial Street from 14th Street to Division Street, and along the south end of Division Street.
- Vary bench styles and add street trees, wider sidewalks, and focal points to enhance the feel of this area as a commercial district, which is different than the downtown; one that caters more to condominiums, hotels, and restaurants. The street trees and focal points will also create the sense of a grand entrance and a boulevard.
- Install sidewalks composed of pavers along all streets.
- Install new gas lamp style street lights with beautiful, long-lasting concrete poles. Create a sense of old world ambiance with diffused lighting.
- Create corner bulb-outs which decrease pedestrian crossing distances and provide a location for lights, signage, landscaping, and street furniture at crosswalks.
- Intersperse benches and planter boxes throughout the streetscape along both sides of the streets.
- Place waste receptacles throughout the streetscape in key locations.
- Update aging or below-capacity utility infrastructure (water, sewer, and stormwater).

Street Furniture

and

Urban Design Elements

Viewing the Street Furniture and Urban Design Elements:

The street furniture, surfacing, and landscaping materials found on the following pages take the ideas initially raised in the public meetings and by the Steering Committee, to the next level. The products and designs seen here are the result of countless hours of work by City staff, the Steering Committee, and the Leavenworth Design Review Board in locating, choosing, and approving the products.

Street furnishings were evaluated for esthetics, functionality, durability, availability, ease of maintenance, and cost. While searching out and selecting these items, staff and Steering Committee members kept in mind that the furnishings should compliment the Old World Bavarian Theme and provide functionality while also blending in with the surroundings in order to maintain focus on the buildings, shops, and environment. For this reason, and to ensure fluidity of design throughout the entire geographic scope of the project, most of the items are black and fairly simple in design. The Steering Committee decided to demonstrate products prior to making a long-term commitment to purchasing large quantities; therefore, several of these items have been purchased and are on display through the downtown.

Surfacing materials and landscaping were also evaluated for their esthetics, functionality, durability, availability, and cost, with special attention given to the viability of these items in our climate extremes. While all of the design elements found on the following pages will need to hold-up to deep snow, as well as the summer's heat, the plants and pavers were looked at closely to evaluate such concerns as breakage from plowing and heavy snow, as well as tolerance to the scorching sun.

The following pages contain photos depicting each product and a narrative explaining some of the factors involved in their selection.

Benches

These photos depict the selected bench style for the downtown core. There are two frame styles. The frames are constructed of high quality, durable cast iron, and the bench can be bolted down for additional security. The seat is made of recycled materials for long-term wear and ease of maintenance. The red color on the bench pictured here will not be utilized.

The seat shown below is a special seat which may be used in our plaza areas.

Benches are available for sponsorship by individuals, businesses, and organizations who are interested in contributing to the success of the Downtown Plan—see page 52!

Samples are currently placed at:

8th Street Restroom Plaza and

Front Street Park.

Light Fixtures and Poles

The illustration to the right shows the light fixtures and light posts which will be used in the project. The light poles will incorporate arms for seasonal flags and flower baskets (basket arm shown below). The light fixture will be designed to diffuse light and create a safe, but warm nighttime ambiance. Electricity and irrigation are also to be incorporated. The poles will be constructed of beautiful etched concrete for aesthetics, length of life, and durability.

Flags

Light poles will be equipped with flag arms in order to display seasonal and festival flags similar to, and including, the examples seen here.

Sign Poles and Signs

Decorative sign posts in the same finish as the light poles will be used at intersections for the mounting of traffic and street name signs. The street name signs are a curved design with a double sign (small sign above larger sign) so that street names in both English and German can be displayed.

Samples are currently placed at: 8th and Front Street (pole and fixture), and in Front Street Park (fixture on top of existing pole).

Waste Receptacles

When choosing a waste receptacle it is important that it be rugged, easily serviced, the correct size, stain resistant, easy to clean, and has a lid design which incorporates slats which prevent the entry of large items. It is also important that the receptacle does not have spaces where waste can move to the outside of the can where it will be on display to the public.

After much investigation and the investment of a sample container, the Steering Committee came to the conclusion that the containers which the City already owns (pictured at left) could be retro-fitted to fulfill the needs identified and would be much more cost effective than ordering all new containers. After the attaching of a liner to prevent trash from sticking between the interior can and the exterior slats and a new powder coating to match the containers with the new light poles and other fixtures, this has revealed itself as an ideal option.

Recycle receptacles, which are the same style, may also be used.

A sample is currently placed at:

8th Street Restroom Plaza

Pavers

Located at the left (top) is the style of paver which has been selected to be placed in the streets and sidewalks. This paver has a slightly rounded top. The color will not be grey as shown here, but rather the color blend that is shown in the photo at the bottom left. In plaza areas, the street pavers will be laid in a herringbone pattern as shown (top left) to maintain the strength of the road base and to allow for the product to be machine-laid rather than hand-laid. By using machine-laid pavers the cost of the street will be dramatically reduced.

The pavers pictured above can be seen on 9th Street and Commercial Street in the downtown core.

A sample is currently placed at: 8th Street Plaza Restroom

Cigarette Snuffers

With the onset of new laws in the State of Washington which do not allow people to smoke inside, more and more smokers are moving outdoors. We see the impact in the residue which is left on our City streets. The committee originally tried to find snuffers which were incorporated into, or on the side of, waste receptacles, but unfortunately, the designs available do not have "winter friendly" snuffer systems or are too expensive. The snuffer at left is a particularly well-designed model which is easily serviced and can be bolted down for security. The snuffers are black to blend in with the surrounding area and to mesh the modern style better with the new benches, waste receptacles, and other items. The City will continue to search for styles which can be integrated into the waste receptacles.

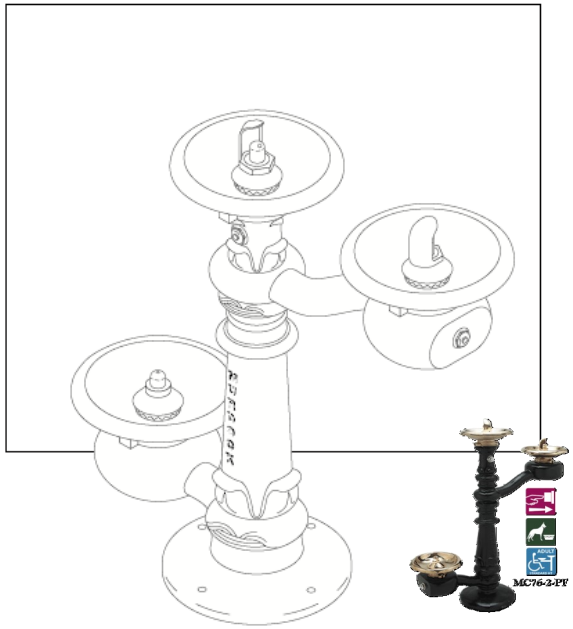
Traffic Barriers

When City streets are shut down for festivals, a barricade, which serves as a barrier between pedestrians and vehicles, will be needed. The City now uses well-seasoned traffic barriers, which while effective, are very unattractive. It is important that any barrier will be easy to move, tough, durable, visible at all hours, difficult to knock down, capable of carrying signage, and also compliments the Bavarian theme if possible. The Committee will investigate removable bollards as well as removable barricades as part of the decision-making process.

Drinking Fountains

At right are examples of several types of drinking fountains which will be investigated for use within the project. Note the pet-friendly fountain (far right) and the ADA accessibility.

Dual-Bowl Drinking Fountain With Wheelchair Arm & Pet Fountain



A sample product has been installed in the 8th Street Restroom Plaza area!

Bike Racks

This simple bollard style bike rack will allow bike riders to chain-up in a variety of areas throughout the downtown. The compact style of this bollard eliminates the large amount of space required for a traditional rack and will allow placement in more areas. The bollard will be black (shown in green) to blend in with the surrounding area and to mesh the modern style better with the new benches, waste receptacles, lights, and other items.

A sample is currently placed at:

Front Street Park (behind the restrooms)

Bus shelters

This photo shows a type of bus shelter which will be located in the project area. These custom-made shelters will be placed in strategic areas to emphasize the beauty of the location—such as in one of the many plaza areas. Link Transit has agreed to work with the City on replacement of the existing shelters and to make a financial contribution equivalent to the cost of one of the existing shelters per year. A different style may be used it a pre-manufactured shelter can be found and is approved by the Design Review Board.

Pet waste stations

This dog waste station will be used in strategic locations within the project area. Many of the dog waste receptacles available have an industrial design and contain extremely detailed instructions for use. This waste station is a simple style which does not detract from the theme, is compact and efficient, and is made of durable materials. The stations will also be utilized throughout the Waterfront Park area.

Samples are currently placed at:

Waterfront Park and Lions Club Park.

Planters

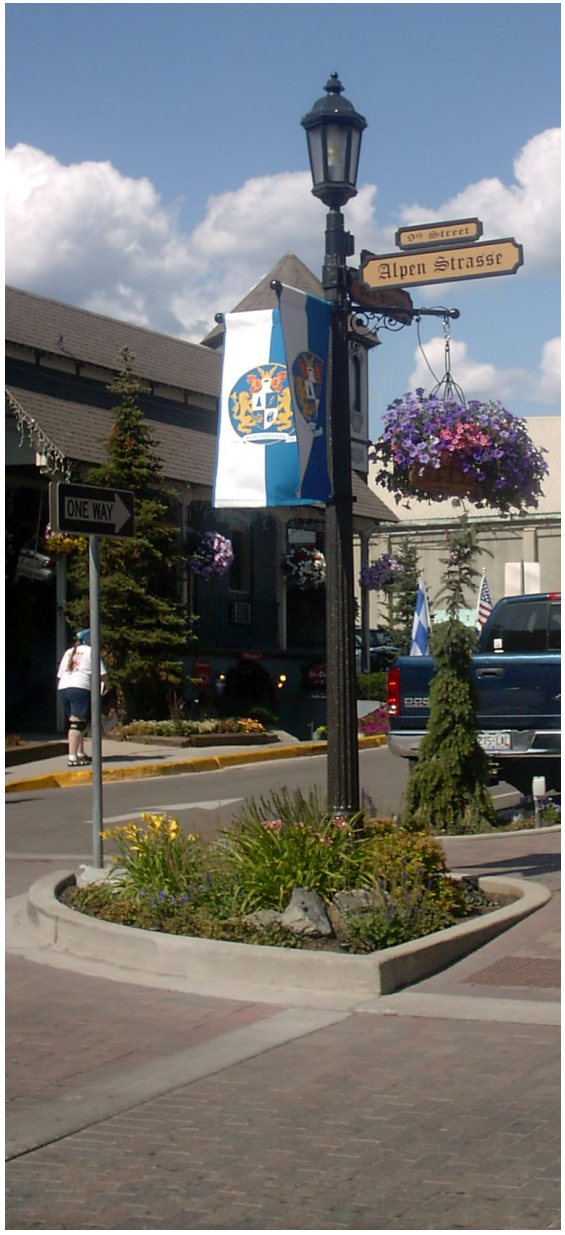
The planters shown to the right and below represent a large and small version of the planters recommended for use in the downtown. These planters have a flat back which allow for them to take-up less sidewalk area by placing them against the building wall while still providing a large planting area. Business owners are encouraged to order these planters when considering the replacement or purchase of planters for their building.

Samples are currently placed at:

City Hall

Landscaping

At the right is the new landscaping for the bulb-outs as installed on 9th and Commercial Streets. These simulate the Alpine garden design which is so popular at the east end of Front Street Park. The City worked with a subcontractor as part of the 9th Street reconstruction project on further refinement of these landscaping concepts. The trees selected are dwarf conifers. The ground cover is heat, cold, pollution, and pedestrian activity tolerant. All materials are easy to replace.



Landscaping

The original concept of the landscaping for the downtown project was developed to reflect our mountains, conifers, under-story plants, grasses, and wild flowers, but on a much smaller scale, and with nursery grown dwarfs that represent native plants. The elements of the design include:

Reflection of mountains - blue granite rock;

Large vertical element: dwarf conifers with conical, weeping, open conical shape, height about 12 feet, narrow spread for traffic and pedestrian safety;

Small vertical element: dwarf conifers , height less than 3 feet, very narrow spread;

Under-story and woody plants: spirea, salvia;

Wild flowers: daylilies, balloon flowers;

Ground covers: Labrador violets, blue star creeper;

Bulbs: daffodils, grape hyacinth;

Grasses: dwarf purple fountain grass; and,

Color scheme: yellow, blue, violet, burgundy, cream, purple, lavender, and shades of green.

The choice of plant materials were also based on allowing our unique buildings and artistry to be viewed rather than blocked by large scale plants. Pedestrian safety was a major factor in concept development since the bulb-outs (planting areas) would be located at intersections. The selection of plants would also need to provide seasonable interest. Several landscape drawings were reviewed by committees to determine whether the concept would be suitable. Once the concept was approved, the arduous task of finding plants that would see the design through to accomplishment began. A reputable nursery with capabilities of plant searching, selection, storage and plant care, reasonable pricing, and delivery services was selected. The process occurred over the period of approximately one year and produced exactly what we were looking for in regards to design. *Continued on next page…*

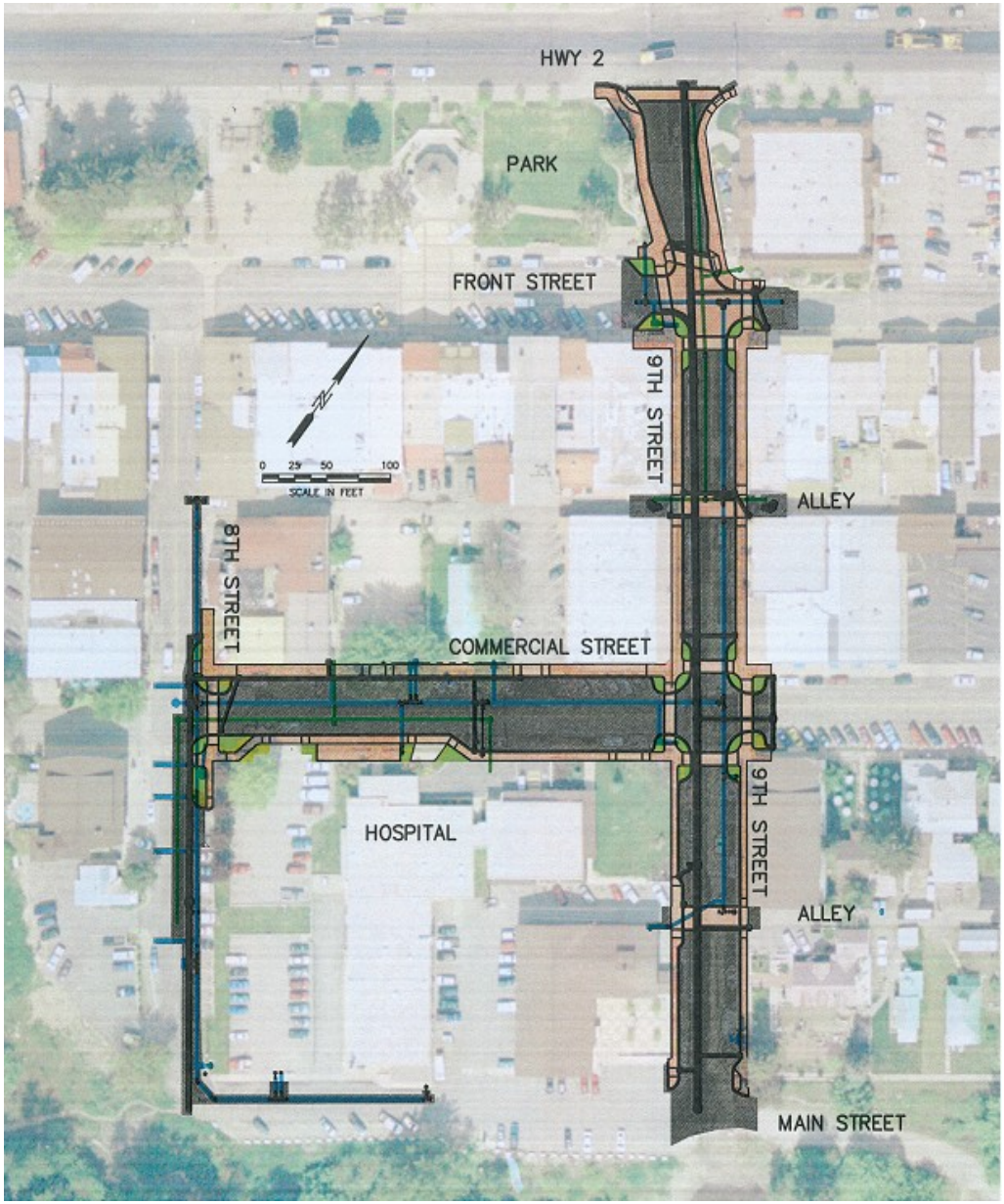
The last task to tackle was to provide a suitable environment for the landscape plants. We worked together with the project managers, project engineers, and others to create specifications for the bulb-outs that would provide irrigation and soil mix that would create an environment that would sustain the landscape. We are going to use the largest sized containers of plants available from the nursery to give the landscape a more finished appearance, but not yet fully grown to maturity. The size of the plants at maturity will be:

Botanical	Common	Shape	H	S
TREES				
Chamaecyparis obtusa 'Nana Gracilis'	Nana Gracilis Falsecypress	Pyramidal	20'	5'
Picea abies 'Pendula'	Weeping Norway Spruce	Weeping	15'	5'
Picea omorika 'Pendula Bruns'	Bruns Weeping Serbian Spruce	Weeping	8'	Narrow
Picea glauca 'Jeans Dilly'	Jean's Dilly Dwarf White Spruce	Conical	4'	3'
SHRUBS				
Hemerocallis 'Happy Returns'	Happy Returns Daylily (Rebloomer)	Clumping	18"	18"
Hemerocallis X Silaom Tiny Tim	Daylily Lavender Blue Baby	Clumping	18"	18"
Pennisetum setaceum 'Eaton Canyon'	Dwarf Purple Fountain Grass (Summer)	Clumping	3'	3'
Platycodon grandiflorus 'Zwerg'	Zwerg Dwarf Balloon Flower (Summer)	Clumping	8"	18"
Salvia 'May Night	May Night Salvia (Spring to Fall)	Mounding	2'	2'
Spiraea X bumalda 'Magic Carpet"	Magic Carpet Spirea (Spring)(Foliage)	Mounding	18"	2'
GROUND COVERS				
Isatoma fluvilatilis	Blue Star Creeper (Spring/Summer)	Spreading	2'	2'
Viola Labrador Violet	Labrador Violet (Spring/Fall)	Spreading	2"	1'
BULBS				
Muscari	Blue Spike	Naturalize	10"	8"
Muscari armeniacum	Grape Hyacinth	Naturalize	10"	8"

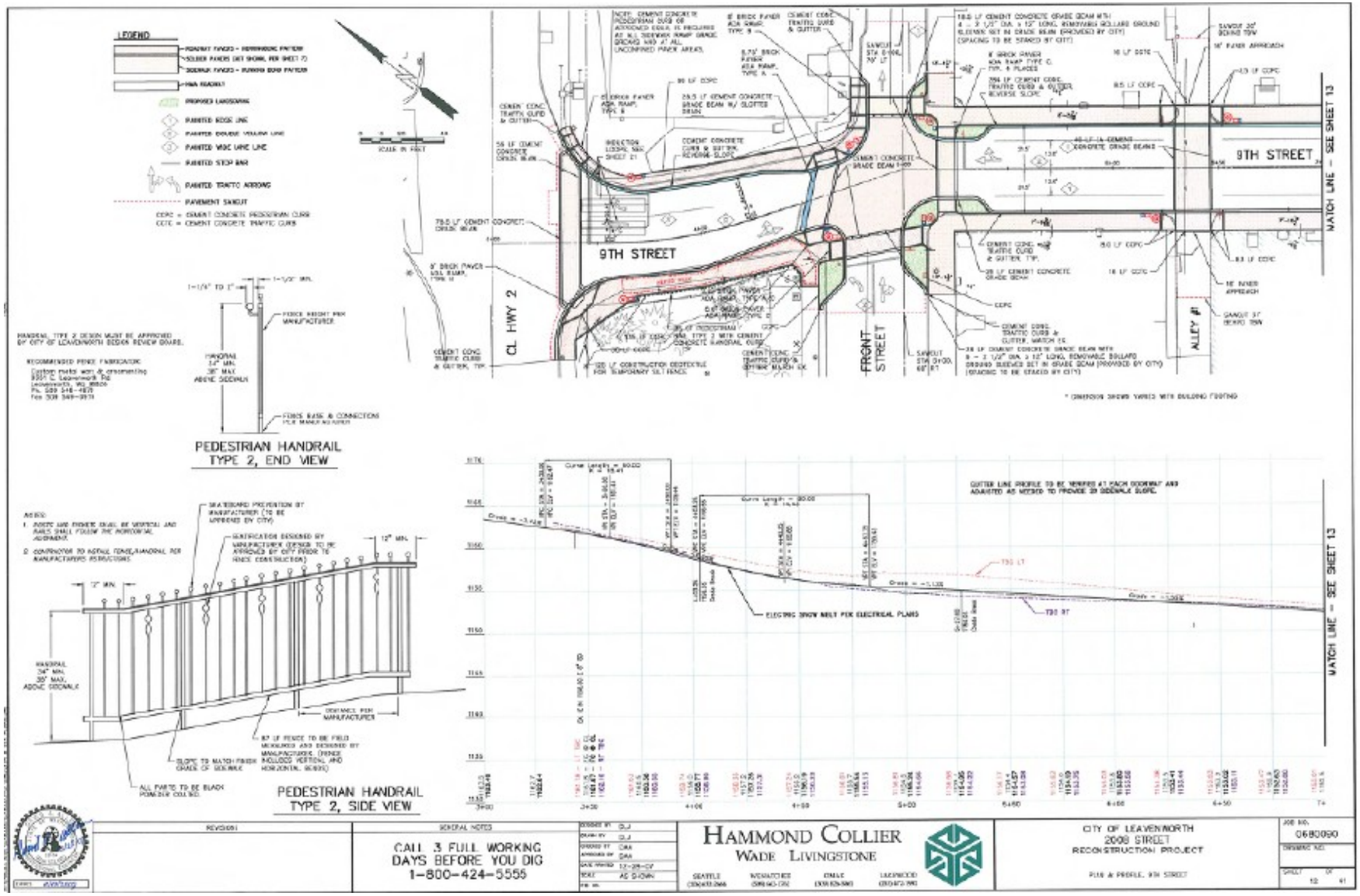
Phase One

Construction Documents

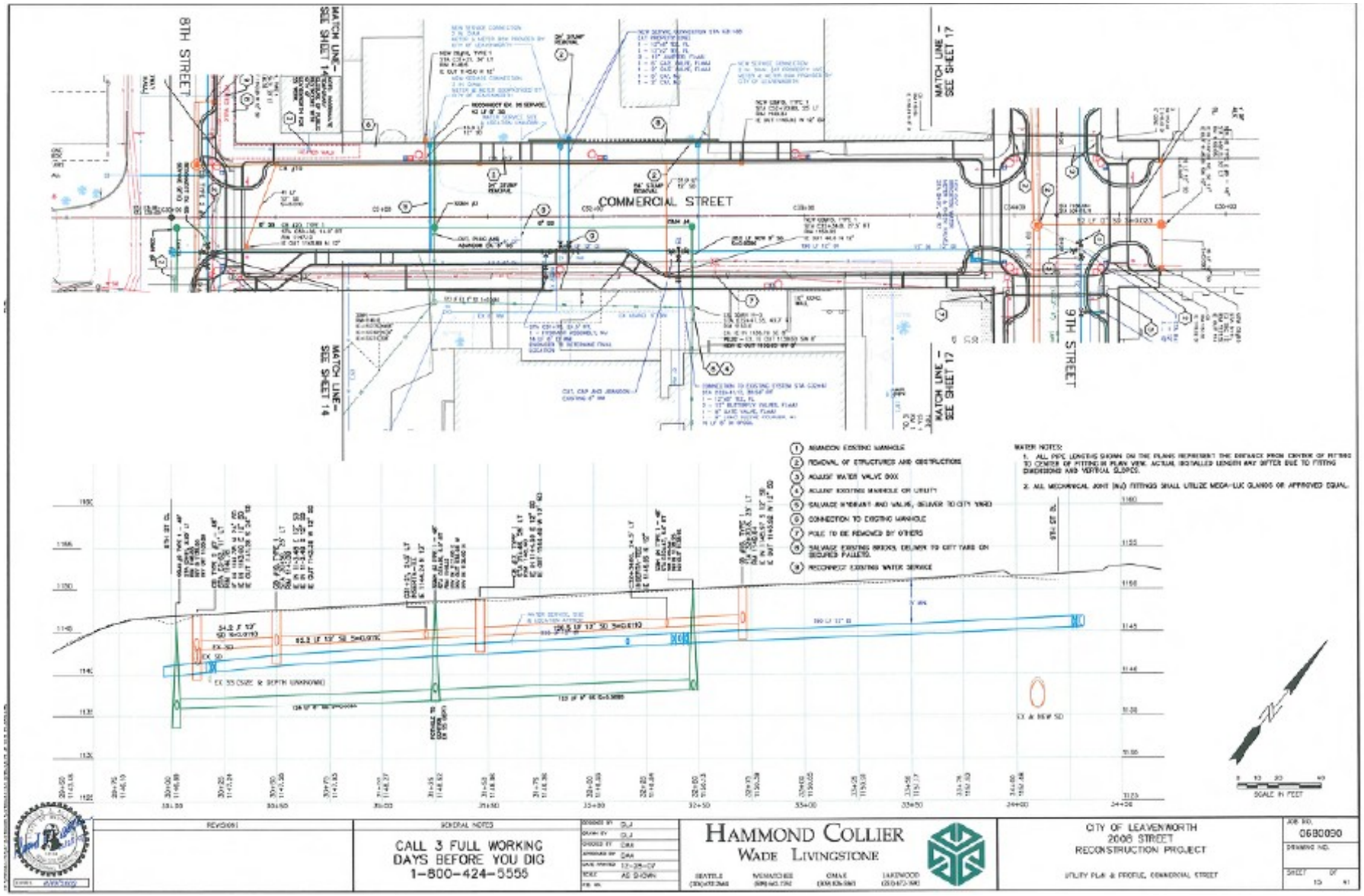
Phase One Construction—Project Area Ortho Image



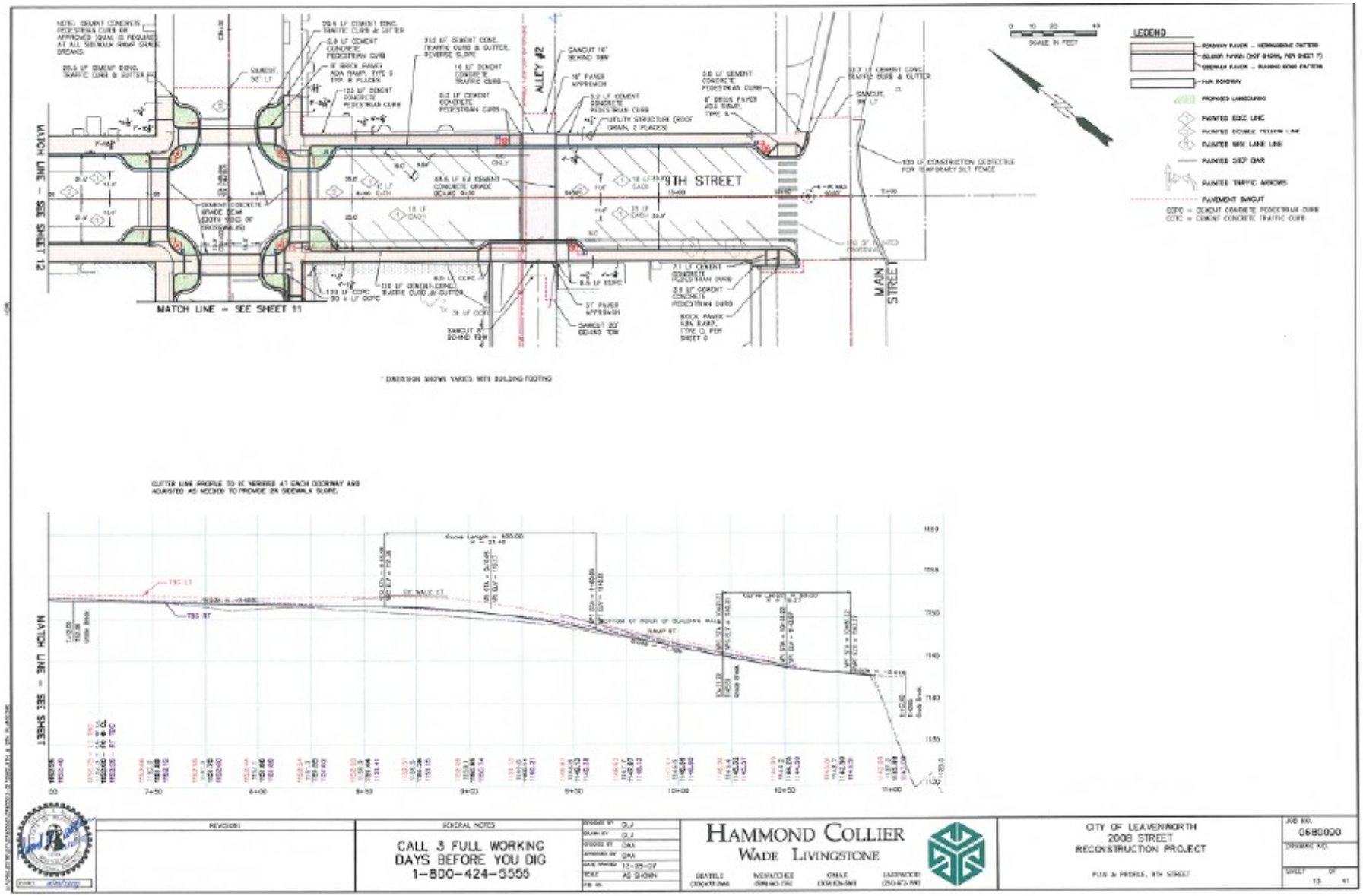
Phase One Construction—Improvements to 9th Street between Highway 2 and Commercial Street



Phase One Construction—Improvements to Commercial Street between 8th and 9th Streets



Phase One Construction—Improvements to 9th street between Commercial and Main Streets



Programs, Policies, and Projects

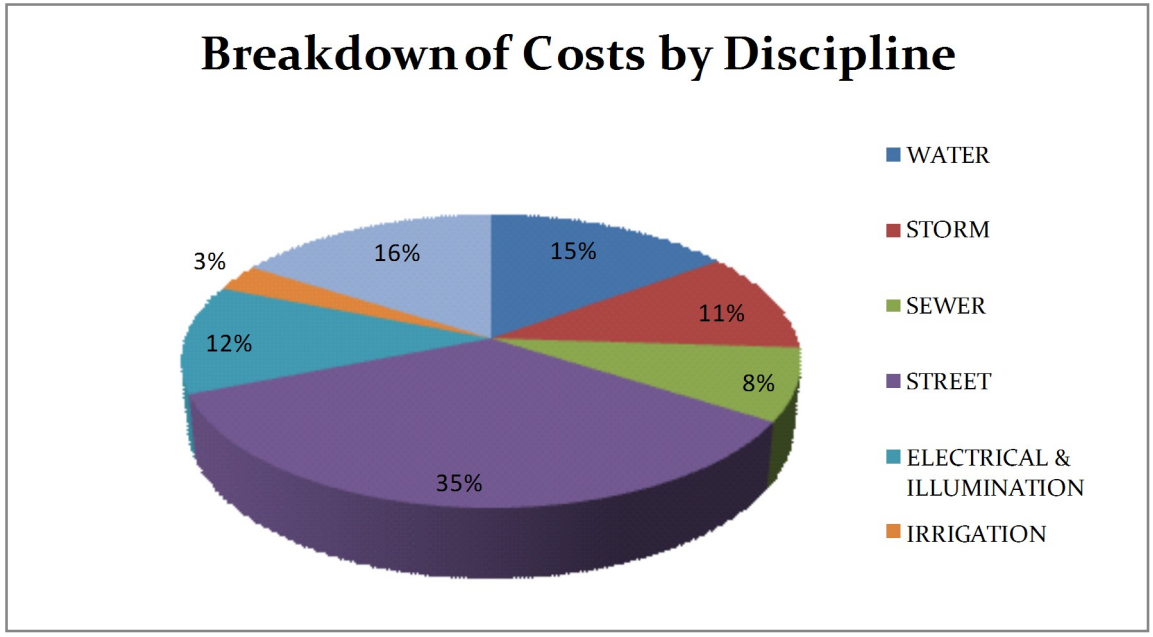
The following list of programs, policies, and projects are concepts that have or will be explored. The items that the Steering Committee have already explored have feasibility and other opinions listed along with the item.

Programs	**Feasible**	**Comments**
Create a tree replacement program	Yes	• The Parks Committee will work on a landscaping plan for Front Street Park • Front and 12th Street – two large trees on SW corner will need to be re-moved • Investigate use of trees as part of plaza and corner plantings
Alley cleanup	Yes	• Install colored concrete or asphalt rather than pavers • Enclose garbage cans in City-approved enclosure • Group dumpsters • No seating or planters • Ask property owners to paint, clean back of buildings, and install lighting
Investigate idea of City sponsored café clean-up program	No	• Create ordinance requiring clean-up • Possible partnerships for business owners to enter into
Work with churches/schools on provisions of parking during festivals	Possibly	• Address signage strategy
Investigate charging for parking	No	• This has been looked at in the past • Unfriendly to visitors • City cannot enforce without additional staff • Staff to enforce parking is not where the City wants to invest
Create diversions on the North side of Highway 2 for festivals	Yes	• Create a "Greater Leavenworth Area:" map from park budget • Tie into overall parking strategy • Work with Link to provide service area
Find sponsor groups for provision of statutes and other amenities	Yes	• Send letter to different service clubs, Big R, and the Alcoa foundation
Policies		
Amend codes for stronger enforcement for skateboard abuse	Yes	• Work with Sheriff to get more foot patrol • Enforce codes we do have • Review codes for weakness
Amend codes to allow café use of sidewalks/ plazas within specific uses	Yes	• Already done through special use permit • Place in Chamber newsletter • Investigate maximizing sidewalk widths throughout the project

Policies Continued…	Feasible	Comments
Create regulations for construction timing	Possibly	• Hours of construction are limited by codes • Look into possible code amendments if this becomes more of a problem
Do not expand commercial zones into other areas to force redevelopment of existing commercial areas	Yes	
Create regulations to regulate delivery times/ locations	Possibly	
Create regulations which require more articulation of doorways and murals	Possibly	• Ask entities to sponsor mural creation on blank walls • Review design code to require articulation on blank faces
Create regulations which allows more use of City park systems by carriages, etc.	Possibly	• Ask Parks Committee to look at
Create regulations related to LID implementation	Yes	
Investigate creating setback requirements for properties on Front Street from Division to 14th/Highway 2 and on the alley which runs south of the prop on the south side of Front Street from Division to 14th/Highway 2	Yes	
Projects		
Historic plaque program	Possibly	• Ask Centennial Committee/Upper Valley Museum to work on
Holistic Signage Plan	Yes	• Phase 2 of Downtown Master Plan
Pet waste stations and/or establishment of dog park areas	Possibly	• Assign to City Council Committee such as parks
Acquire property/create plazas outside of the Front Street area to direct foot traffic to alternate locations	Yes	• Create plaza as shown on illustrations at Commercial and 10th Streets • Create plaza
Create planters which discourage skateboard abuse	No	• We need to design the town for normal use • Enforce skateboarding laws
Complete the 8th Street Plaza	Yes	
Purchase a water truck to clean streets/alleys	Possibly	
Underground utilities during reconstruction	Yes	
Investigate feasibility of a train downtown	No	

Financial Breakdown by Discipline

This plan showcases the aesthetically pleasing aspects of the downtown re-development projects. As seen in the concept illustrations and supplemental lists, there are many more elements involved in creating the designs seen in the artistic illustrations. Below is a breakdown of the elements of each project and their estimated percent of cost assessment.



Contribute to the Downtown Master Plan

Contribute your Ideas to the Downtown Plan!

The City and the Steering Committee is currently working on Phase II of the design for the Downtown Master Plan. Phase II involves the development of a way-finding signage strategy to eliminate redundant public signage and to make existing signage more effective. Phase II also involves the development of a variety of Plaza Plans. These plazas are intended to be amazing public places. The Steering Committee has developed renditions of how the proposed plazas in the downtown area might look, and would like to maximize the uniqueness of these areas by understanding more about what your favorite place might look, sound, smell, or feel like. Tell us something you saw on your last trip to Europe or even your last trip to Wenatchee or tell us what is special about a place where you pause for coffee or drive to for a picnic. We would like to capture the essence of the ideas you share, so if you could relate it to one of the plazas or to a place you think we should create would be even better. Please visit www.cityofleavenworth.com/masterplan/myfavoriteplaces.htm to see our plaza renditions. Once there, you can submit your ideas. Ideas related to public signage are also welcome. If you don't have access to the internet, please contact the Community Development Department at City Hall or by calling (509)548-5275 to submit your ideas.

Sponsorship—one fantastic way to be involved. . .

Sponsor A:

Bench—see next page!

Cigarette Snuffer

Bike Rack

Pet Waste Station

Waste Receptacle

Recycle Receptacle

Sponsor B:

Drinking Fountain

Light Fixture and Pole

Bus Shelter

Public Art

Statuary

Section of Pavers

Street Segment

Park Feature

Plaza

Etc. . .

Contact the Community Development Department at City Hall or (509) 548-5275 for more information!

Support Leavenworth's Downtown and Parks

With the purchase of a Commemorative Bench

With the revitalization of Leavenworth's Downtown and park systems, the City of Leavenworth is offering this opportunity for individuals and organizations to contribute to the improvements and show their love for Leavenworth by donating a bench.

Benches

These beautiful, long lasting benches utilize a 90% post-consumer high-density polyethylene seat and back-rest with cast -iron anchored supports. Benches are six-foot in length and are available in black and cedar finish. Prices include purchase and installation of the bench and maintenance for the life of the bench.

#57-60PL (left)
Cost = $767.00* plus shipping

#143-60PL (below)
Cost = $761.00* plus shipping

Black

Commemorate your contribution with a plaque showing your love for Leavenworth! Benches can be personalized with a cast metal plaque inset into the back-rest that will enable you to dedicate the bench in honor of special occasions, individuals, businesses or events.

See reverse for details.

*Prices subject to change without notice

Commemorative Bench Information and Order Form

Cost: Price varies by style selected (see order form)*. Cost of shipping is based on weight (usually around $300.00 per bench) and will be billed separately. Please enclose your check for the purchase price of the bench and commemorative plaque if included (see below) with your order. Prices subject to change without notice.

Donations are tax deductible!

Bench Style: All benches are six-feet long and made of a high-density polyethylene seat and back-rest in faux cedar finish with black cast-iron legs/supports. Please choose between leg styles.

Location: Benches will be utilized throughout downtown Leavenworth and our park system. Not all bench locations have been identified in the Downtown Master Plan. If you know of a location where a bench currently exists, you may propose that location for replacement, or you may choose a general location (i.e. Front Street Park or Commercial Street). The City will work to fulfill requests but cannot guarantee placement in specific locations.

Plaque: 2" x 10" cast metal inset into the backrest of each bench with custom inscription.
Cost = $250.00 per plaque (one per bench only).
Inscription maximum: 3 lines, 45 characters each (including spacing and punctuation).

Maintenance: The City of Leavenworth will install and maintain all benches for the life of the bench. While benches will be anchored to prevent theft, the City of Leavenworth takes no responsibility to replace stolen benches or plaques or benches or plaques which are vandalized beyond repair.

*Prices subject to change without notice

Order Form

Please Print

Sponsor Name:_____

Mailing Address:_____ City:_____ State:____Zip:_____

Phone:_____ E-mail:_____

Proposed Location:_____

Plaque Inscription: Please leave blank line(s) to indicate space(s)

_ _

_ _

_ _

Bench Style	Quantity	Bench Unit Price		Plaque (optional)	Total
57-60 PL Cedar/Black	_____	$767.00	+	$220.00	_____
143-60 PL Cedar/Black	_____	$761.00	+	$220.00	_____

Total Ordered: _____ Total Price*: _____

*Cost of shipping will be billed separately in future. Prices subject to change without notice.

Mail completed form with your donation to:
City of Leavenworth
Department of Community Development
PO Box 287
Leavenworth ,WA 98826

Make checks payable to:
City of Leavenworth

For more information call 509-548-5275

Support Leavenworth's Downtown and Parks

With the purchase of a sidewalk or park fixture

Purchase a fixture which will be an important addition to our Downtown Master Plan and Park System. Adding these new fixtures throughout Leavenworth will enhance the beauty of the village by keeping a uniform look and feel throughout town, and will last for years to come. . .

Fixtures

Pet Station #DDS-03
Cost = $299.00* Plus Shipping

Bike Bollard #401-42-2/S-1
Cost = $355.00* Plus Shipping

These beautiful, long lasting fixtures have been carefully chosen by the Leavenworth Downtown Committee to offer durability while enhancing the beauty of the village.

Pet stations are made of recycled "Everlasting Lumber". Other fixtures are cast metal with black powder-coated finish.

Black

Waste Receptacle #COL-PC
Cost = $330.00* Plus Shipping

Commemorate your contribution with a plaque showing your love for Leavenworth!
Fixtures can be personalized with a brass plaque that will enable you to dedicate the fixture in honor of special occasions, individuals or businesses, or events.
See reverse for details.

Smoke Snuffer #301-32
Cost = $258.00* Plus Shipping

*Prices subject to change without notice

Fixture Information and Order Form

Cost: Price varies by fixture selected (see order form) and includes purchase, installation and maintenance for the life of the fixture*. Cost of shipping is based on weight (between $20.00 and $100.00 per fixture) and will be billed separately. Please enclose your check for the purchase price of the fixture and commemorative plaque if included (see below) with your order.
Donations are tax deductible!

Fixtures: Pet stations are made of "Everlasting Lumber" 95% - post-consumer recycled plastic in desert tan color. All other fixtures are cast metal with black powder coated finish.

Location: Fixtures will be utilized throughout downtown Leavenworth and our park system. Not all locations have been identified in the Downtown Master Plan. You may specify a general location (i.e. Front Street Park or Commercial Street) for a fixture and the City will work to fulfill requests but cannot guarantee placement in specific locations.

Plaque: Brass plaques mounted to the exterior of each fixture with custom inscription. The size of the plaque depends on the fixture purchased. Cost = $20.00 per plaque (one per fixture only). Inscription maximum: 3 lines, 45 characters each (including spacing and punctuation).

Maintenance: The City of Leavenworth will install and maintain all fixtures for the life of the fixture. The City takes no responsibility to replace stolen fixtures or plaques or fixtures or plaques which are vandalized beyond repair.

*Prices subject to change without notice

Order Form

Please Print

Sponsor Name:_____

Mailing Address:_____ City:_____ State:____Zip:_____

Phone:_____ Fax:_____ E-mail:_____

Proposed Location:_____

Plaque Inscription: Please leave blank line(s) to indicate space(s)

_ _

_ _

_ _

Order: Fixture	Quantity	Unit Price		Plaque (optional)	Total
Pet Station	_____	$299.00	+	$20.00	_____
Waste Receptacle	_____	$330.00	+	$20.00	_____
Bike Bollard	_____	$355.00	+	$20.00	_____
Cigarette Snuffer	_____	$258.00	+	$20.00	_____
Total Ordered:	_____			Total Price*:	_____

*Cost of shipping will be billed separately in future. Prices subject to change without notice.

Mail completed form with your donation to:
City of Leavenworth
Department of Community Development
PO Box 287
Leavenworth ,WA 98826

Make checks payable to:
City of Leavenworth

For more information call 509-548-5275

The Downtown Master Plan Steering Committee

About the Steering Committee

The Downtown Master Plan Steering Committee is a group of community members, business owners, agency representatives, City Council members, Design Review Board members, and City staff. This standing committee meets approximately once a month since 2005 to ensure consistency and continued progress in the design and implementation of the Downtown Master Plan.

Members

Mayor Rob Eaton
Nancy Smith—Chamber of Commerce
Tibor Lak—Business Owner and City Council
Oliver Brulotte—Business Owner
Michael Molohon—City Council
Peter DeVries—City Council
Fred Dowdy—Business Owner and Design Review Board
Morey Grosse—Real Estate Agent
Kevin Rieke—Business Owner

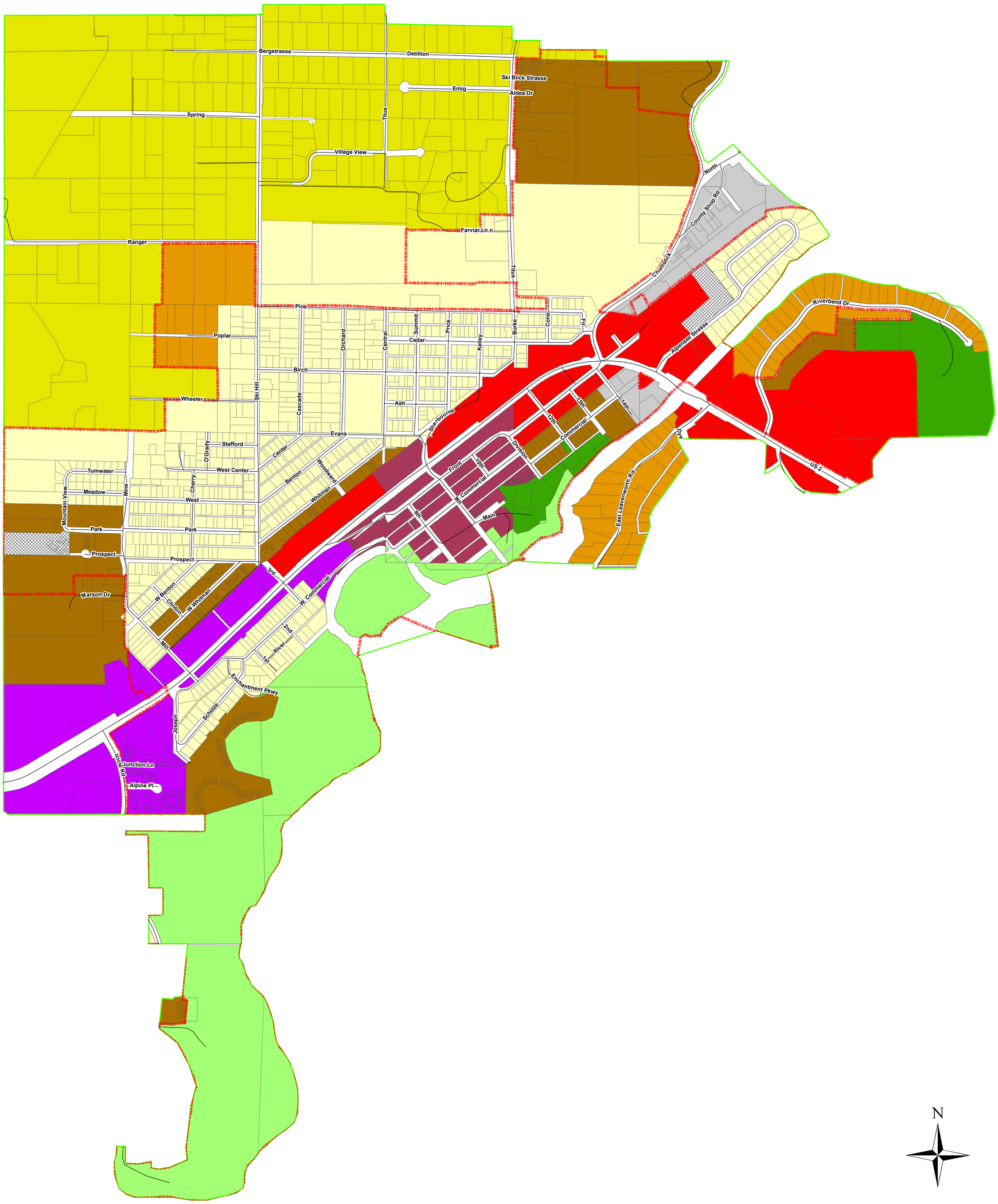
Project Manager

Connie Krueger, AICP—Director of Community Development

Past Members

Larry Langston—Former Business Owner

PO Box 287
Leavenworth, WA 98826



City of Leavenworth

1:4,200

0 0.1 0.2 0.4 0.6 0.8 Miles

Legend

- City Limits
- Urban Growth Area
- Leavenworth Parcels

Leavenworth Zoning

- Central Commercial Zone
- General Commercial Zone
- Tourist Commercial Zone
- Light Industrial Zone
- RL-6 Zone
- RL-10 Zone
- RL-12 Zone
- Residential Multi-family Zone
- Planned Development Zone
- Recreation Public Zone
- Recreation Zone

SCJ ALLIANCE
ENGINEERING AND PLANNING SERVICES

DEPARTMENT OF
ECOLOGY
State of Washington

SMA Grant Agreement No. G1200425

between the

State of Washington Department of Ecology

and the

City of Leavenworth

Project: Comprehensive Shoreline Master Program Update

THIS is a binding agreement entered into by and between the State of Washington, Department of Ecology, (PO Box 47600, Olympia, Washington, 98504-7600) hereinafter referred to as the "DEPARTMENT" or as "ECOLOGY" and the **City of Leavenworth**, hereinafter referred to as the "RECIPIENT" to carry out activities described herein, and as authorized by the Washington State Legislature under Chapter 173-26 of the Washington Administrative Code (WAC) for shoreline implementation.

RECIPIENT Name:	**City of Leavenworth**
Department:	P.O. Box 287
Address:	Leavenworth, WA 98826
RECIPIENT Project Coordinator:	**Nathan Pate**
Telephone Number:	(509) 548-5275
E-mail address:	dsmanager@cityofleavenworth.com
Fiscal Contact for RECIPIENT:	**Chantell Steiner**
Telephone Number:	(509) 548-5275
E-mail Address:	chantell@cityofleavenworth.com
Payee on Warrant:	**City of Leavenworth** P.O. Box 287 Leavenworth, WA 98826
Project Officer for the Department:	**Clynda A. Case** SEA / Washington State Department of Ecology Central Regional Office 15 W. Yakima Ave, Ste 200 Yakima, WA 98908
	Telephone Number: (509) 457-7125
E-mail address:	clca461@ecy.wa.gov

The source of funds provided by ECOLOGY are from the 2011-13 Washington State Legislature under Engrossed Substitute House Bill 1087, §302 for Shoreline Implementation and/or the Local Toxics Control Account.*

Maximum Grant Amount, Fiscal Years 1 & 2 (7/1/11-6/30/13):	$ 4,000
Total Grant Amount:	**$ 4,000**

State Maximum Cost Share Rate over two years: 100% UP TO a maximum of **$ 4,000**

The effective date of this agreement is from July 1, 2011 to June 30, 2013.

General Note

This Standard Scope of Work is presented in increments that correspond to the steps needed to prepare a locally adopted comprehensive Shoreline Master Program (SMP) update. The planning tasks in this scope of work correspond to the phases in Figure 1: Shoreline Master Program Planning Process. "Tasks" A and B are common to all phases of the scope of work and are conducted throughout the update process; whereas "phases" are sequent specific work programs.

Some of the tasks included in this scope of work will overlap in time and may be completed simultaneously with other tasks. Some tasks are iterative (e.g., analyzing cumulative impacts, developing regulations) and may involve various steps conducted at different times in the process before they are completed.

Project Deliverables

The Recipient shall perform the following tasks with deliverables sent to Ecology's Project Officer, indicated on Page 1 of this agreement. Select deliverables will require a *draft* submittal as well as a *final* submittal. All deliverables per the scope of work below will be in Microsoft Word format, include accompanying maps as applicable and submitted in one (1) digital and one (1) hard copy version unless otherwise specified and with the following exceptions:

- **Final SMP:** 1 digital and 3 hard copies.
- **Quarterly Progress Reports and Payment Requests:** one hard copy each to be submitted with original signatures in blue ink, **due** October 20, January 20, April 20, and July 20 for each quarter until SMP adoption.

Scope of Work

Project Description:

The Recipient will complete an update of the SMP that is developed and adopted in a manner consistent with the procedural and substantive requirements of the Shoreline Management Act (SMA) and its implementing rules, including the Shoreline Master Program Guidelines (Guidelines). The SMP update process includes completion of inventory and analysis reports with corresponding maps and illustrations that characterize shoreline ecological conditions; development of shoreline policies, environment designations, and use regulations; as well as analysis of cumulative impacts and uses, preparation of a shoreline restoration plan and a formal local adoption process. The Recipient will incorporate public participation in all phases of the SMP update. The Recipient may use consultant support as appropriate.

Work Program: The Recipient shall perform the following tasks and phases:

Tasks Common to All Phases 1 - 3

Task A: Coordination

Coordinate throughout the SMP update process with Ecology and other applicable state agencies, neighboring jurisdictions, and Indian tribes as provided in the Guidelines and SMA procedural rules. In addition, consult with all other appropriate entities which may have useful scientific, technical, or cultural information, including federal agencies, watershed management planning units, salmon recovery lead entities, universities and other institutions, local individual outdoor recreationists and conservationists, and organizations with special expertise representing these interests.

Coordinate with adjacent jurisdictions that share areas within shoreline jurisdiction (for example, jurisdictions on the same lake or stream) for the purpose of efficiently using grant funds; sharing information and methods of analysis; drafting compatible SMP policies, regulations, environment designations; and coordinating public involvement.

Attend Ecology-sponsored coordination meetings, which occur on a regular basis, for the duration of the project. Provide Ecology opportunities for review of draft deliverables at appropriate intervals. When requested, the recipient shall include a written response to Ecology's comments on draft deliverables.

Ecology will provide ongoing technical assistance on data sources and approaches, and will evaluate consistency of deliverables with the Shoreline Management Act and applicable guidelines throughout the update process.

Deliverables:

1. Documentation of contacts in quarterly progress reports.

   Dates Due: October 20, January 20, April 20, and July 20 each year until SMP adoption.

2. Written responses to Ecology's comments on draft deliverables, when requested. (May be provided in email format).

   Date Due: Following receipt of Ecology's comments.

Task B: Secure qualified consultant services & Public Participation

B.1: **Secure qualified consultant services:** The Recipient must prepare a detailed scope of work for consultant services consistent with the grant scope of work and enter into a contract with the selected consultant.

Deliverable: Final executed consulting contract

Date Due: *5-30-2012.*

B.2: Implement Public Participation Plan

Throughout all Phases of the SMP update process, the RECIPIENT shall inform and involve the public in updating the SMP consistent with the objectives of the Shoreline Management Act (see RCW 90.58.130) and WAC 173-26. Public participation should actively engage all shoreline users and should include establishing local citizen and technical advisory committees, sharing information at open houses and workshops,

conducting user surveys, and maintaining an interactive world wide web site. Public participation shall continue through the formal public hearing and local SMP adoption process.

Deliverable: Documentation of public participation in quarterly progress reports.

Dates Due: January 20, April 20, July 20 and October 20 each year until SMP adoption.

Phased Work 1 - 3

The Recipient shall prepare a complete, locally approved Draft SMP by completing Phases 1 through 3 described below and in the *Shoreline Master Program Planning Process:*

http://www.ecy.wa.gov/programs/sea/grants/smp/pdf/SMP_Planning_Process.pdf

PHASE 1: Complete Draft SMP and Cumulative Impacts Analysis

Task 1.1: Develop general SMP goals, policies and regulations

Prepare general shoreline goals and policies that are applicable throughout the area within shoreline jurisdiction. Optional SMP components may include general SMP regulations that apply in all environment designations.

Task 1.2: Develop environment designations

Develop environment designations that are appropriate to current waterfront conditions per the findings of the shoreline inventory and characterization. Shoreline environment designations may be comprised of those recommended in the guidelines; the existing local SMP; unique, locally developed environments; or any combination of these, so long as they are consistent with WAC 173-26-211 environment designation criteria.

Prepare draft maps illustrating the land and water area contained within mapped shoreline designation boundaries together with justification and rationale for the proposed designations. Boundaries of shoreline environment designations shall be clearly mapped. Optional shoreline jurisdiction areas, including entire floodplains and buffers for critical areas, should be mapped and designated if they are included within shoreline jurisdiction. A map clearly illustrating existing designations compared to proposed designations should be prepared. A narrative rationale describing reasons for maintaining or changing the designations shall be included.

Task 1.3. Develop environment-specific shoreline use & modification policies, regulations and standards

Prepare draft policies and regulations for environment designations, all uses discussed in the SMP Guidelines, and shoreline modifications. The draft policies and regulations for shoreline environment designations shall, at a minimum, identify:

- Shoreline use and modification activity goals and policies.
- Shoreline uses and modifications that are prohibited and allowed by Substantial Development Permit or Conditional Use Permit.
- Bulk dimensional standards (buffers, setback, density, etc).

- Shoreline modification activity standards.
- Any local policies or regulations adopted by reference, if relied upon to satisfy SMA or guidelines requirements.

Optional SMP components may include:

- Shoreline use and dimensional standards listed in matrices, by environment designation. (*Strongly encouraged*).

Task 1.4 Develop SMP administrative provisions

Prepare draft provisions for SMP administration, including necessary elements and timelines for permit administration, compliance, and enforcement. Statements about the role of Ecology in permit decisions should be included.

A definitions section should be prepared. Definitions should be particular to SMP administration, consistent with the SMP's implementing rules. Definitions should be clearly and concisely written.

Optional SMP components may include additional administrative provisions, if not inconsistent with SMA procedural rules and the guidelines. An SMP "user's guide" may be prepared.

Deliverables:

1. Complete Draft SMP including:
   - Draft general goals and policies and optional general regulations.
   - Draft environment designations and draft environment maps.
   - Draft environment-specific shoreline use and modification policies, regulations, and standards
   - Draft administrative provisions.
   - Maps showing environment designations within shoreline jurisdiction.
2. An SMP Submittal Checklist completed as relevant to task (adding incrementally to earlier completed tasks).

Date Due: **Initial** Draft: *8-28-2012;*
Second Draft: *12-12-2012 (Will also go to City Council about same date).*

(**Note:** Please provide Ecology with sufficient time, approximately 45 to 60 days, to review and comment on the draft documents).

Task 1.5 Prepare preliminary cumulative impacts analysis

Evaluate and analyze draft SMP policies, regulations and environment designations to show how they achieve no net loss of shoreline ecological functions during the planning period. The analysis will include incremental and cumulative impacts of future uses and development allowed by the proposed SMP as an ongoing part of the update process. The analysis will identify how proposed SMP regulations and standards and restoration activities will avoid and offset expected impacts of future permitted and exempt shoreline development. Scenario-based impacts analysis is encouraged. The cumulative impacts analysis may need to be revised if the initial document shows that cumulative impacts would result from the draft SMP.

(**Note:** The preliminary cumulative impacts analysis should be submitted at the same time as the Draft SMP).

Deliverable: A cumulative impacts analysis of the SMP demonstrating how no net loss of ecological functions will be achieved over time at in the jurisdiction.

Date Due: ***Draft*** *8-20-2012.* ***Final*** *Due: 12/30/2012 with Final Submittal to Ecology.*

*(**Note:** Please provide Ecology with sufficient time, approximately 45 to 60 days, to review and comment on the draft cumulative impacts analysis).*

Task 1.6: Demonstrate how Phase 1 complies with the Guidelines

Fill in SMP Submittal Checklist for the tasks that you have completed under Phase 1.

Deliverables: An SMP Submittal Checklist completed as relevant to task (adding incrementally to earlier completed tasks).

Date Due: *08-20-2012.*

PHASE 2: Restoration Planning, Revisiting Phase 1 Products as Necessary

Task 2.1 Prepare restoration plan

Based on the Inventory and Characterization report, develop a plan for restoration of impaired ecological functions in specific shoreline reaches. Restoration plans should include:

- Identification of degraded areas, impaired ecological functions, and sites with potential for ecological restoration.
- Goals and priorities for restoration of degraded areas and impaired ecological functions.
- Existing and ongoing restoration projects and programs.
- Additional projects needed to achieve restoration goals and implementation strategies, including identification of prospective funding.
- Times and benchmarks for achieving restoration goals.
- Mechanisms to ensure that restoration projects and programs will be implemented.

Consult with organizations conducting restoration work for assistance in developing restoration strategies. The restoration plan should identify overlaps in how and where restoration work is being conducted. An implementation strategy should include recommendations for coordination between groups doing restoration work. A list of specific prioritized restoration projects may be included as an appendix to the SMP.

Deliverable: A complete restoration plan and implementing strategy.

Dates Due: ***Draft:*** *8-20-2012;* ***Final:*** *12-30-2012.*

*(**Note:** Please provide Ecology with sufficient time, approximately 30 to 45 days, to review and comment on the draft restoration plan).*

Task 2.2: Revisit draft SMP and cumulative impacts analysis; finalize SMP jurisdiction maps

Based on findings in the cumulative impacts analysis, re-evaluate and revise the draft SMP environment designations, policies, and regulations in response to Ecology comments on the preliminary draft materials developed in Phase 1 as necessary to assure that they are adequate to

achieve no net loss of ecological functions. Revise the cumulative impacts analysis as needed to reflect changes in the draft SMP. This version will be the Planning Commission recommended draft.

Prepare final jurisdiction maps (digital) of Shorelines of the State that will be subject to the local SMP.

Deliverables:

1. Revised designations, policies, and regulations that address the findings of the cumulative impacts analysis.
2. Revised cumulative impacts analysis.
3. Final SMP jurisdiction maps and boundary descriptions

Date Due: *1-20-2013;* ***Draft*** *SMP to be reviewed by City Council by 2-30-2013.*

*(**Note:** Please provide Ecology with sufficient time, approximately 45 to 60 days, to review and comment on the revised draft SMP and other documents).*

Task 2.3: Demonstrate how Phase 2 complies with the Guidelines

Fill in SMP Submittal Checklist for the tasks that you have completed under Task 2.

Deliverables: An SMP Submittal Checklist completed as relevant to task (adding incrementally to earlier completed tasks).

Date Due: *12-30-2012.*

PHASE 3: Local SMP Adoption Process

Conduct a local review and adoption process for the proposed SMP as provided in the SMA, WAC 173-26, and the State Environmental Policy Act. The SMP shall contain shoreline policies, regulations, environment designations, definitions, required administrative provisions, and a clear description of final SMP jurisdiction boundaries together with copies of any provisions adopted by reference.

Task 3.1: Assemble complete Final Draft SMP

Assemble a complete draft SMP for Town Council review and approval and formal submittal to Ecology. This draft would include response to Ecology informal comments on the preliminary draft submitted.

Task 3.2: Complete SEPA review and documentation

Conduct and document SEPA review pursuant to chapter RWC 43.21C, the State Environmental Policy Act

Task 3.3: Provide GMA 60-day notice of intent to adopt

Upon conclusion of Tasks 3.1, and 3.2, local governments planning under the Growth Management Act must notify Ecology and the Department of Commerce of its intent to adopt the SMP as least sixty days in advance of final local approval, pursuant to RCW 36.70A.106 and WAC 173-26-100 (5).

Task 3.4: Hold public hearing

Hold at least one public hearing prior to local adoption of the draft SMP, consistent with the requirements of WAC 173-26-100. The names and mailing addresses of all interested parties providing comment shall be compiled.

Task 3.5: Prepare a responsiveness summary

Prior to adoption of the draft SMP by the local elected body, prepare a summary responding to all comments received during the public hearing and the public comment period, discussing how the draft SMP addresses the issues identified in each comment.

Task 3.6: Adopt SMP and submit to Ecology

Complete the adoption process for the SMP update and submit the locally-adopted Draft SMP to Ecology.

Task 3.7: Demonstrate how Phase 3 complies with the Guidelines

Fill in the SMP Submittal Checklist for the tasks that you have completed under Phase 3.

Deliverables:

1. A complete, locally adopted SMP including maps, with relevant supporting documentation.
2. SEPA products (checklist, MDNS or EIS; SEPA notice.
3. Evidence of compliance with GMA notice requirements.
4. Public hearing record.
5. Response to comments received.
6. A complete SMP Submittal Checklist.

Date Due: *12-30-2012.*

Budget Summary and Conditions

Very Important Note: *Due to state law, all state funds that are disbursed to local governments under these grants are appropriated in the state budget on a biennial basis. Funds appropriated for each biennia of the grant must be spent on eligible activities within that two-year period. Local governments are not allowed to carry unexpended funds past that date.*

We are aware that state and local fiscal years are not on the same schedule; however, state law requires strict adherence to the state biennial funding cycles for state agreements. Grantees are strongly encouraged to actively manage their projects to ensure that spending occurs at budgeted levels within the time constraints specified on page one.

1. **Project Administration:** For the administration of this agreement the RECIPIENT must follow the current edition of the *Administrative Requirements for Ecology Grants and Loans* (Yellow Book). http://www.ecy.wa.gov/biblio/9118.html
2. **Invoicing:**
   - Grants are awarded on a reimbursable basis. The Recipient initially pays project costs as they incur. Invoicing to Ecology is usually by quarter but not more often than once per month. Upon presentation of an invoice to Ecology, Ecology's share of the project is reimbursed to the Recipient.

- Expenditures will be monitored by the Ecology Fiscal Office for compliance with the budget (see below). Budget deviations are allowed between tasks (e.g., a grantee may spend less money on one task and more on another), but in no circumstances may the RECIPIENT exceed the total project cost. If the total of all budget deviations exceeds 10% of the entire project cost, the Ecology Project Officer may require a written budget redistribution. When submitting invoices to Ecology, **the RECIPIENT shall itemize all costs by task** and provide subtotals by task on Ecology's Form C2, Voucher Support Form. All payment requests must have forms A, B, C (and D if applicable), be accompanied by a commensurate progress report, and receive Ecology Project Officer approval before payment can be released.

  NOTE: For payment requests, the RECIPIENT must use the Ecology forms provided. Otherwise, Ecology will return requests to the RECIPIENT for submittal on the correct forms.

- The RECIPIENT must **maintain complete backup documents** including but not limited to all invoiced costs and time sheets - signed and dated by employee and supervisor. The RECIPIENT must keep these expenses in grant files according to budget task for a period of three years after project completion and make them available at any time for inspection by the DEPARTMENT.

- Requests for reimbursement must be **submitted at least quarterly** but not more than once per month by the RECIPIENT on state invoice voucher forms.

- The **indirect rate must not exceed 25 percent** of direct (staff) labor and benefit costs. This rate covers space utilities, miscellaneous copying, telephone, motor pool, janitorial services, records storage, rental, county fiscal and legal services, etc. Items not included in this list must be reported with the first payment request and must remain consistent for the life of the grant.

- **Right to Audit:** The Recipient agrees that payment(s) made under this grant shall be subject to reduction for amount charged thereto which are found after audit examination not to constitute allowable costs under this grant. The Recipient shall refund by check payable to the DEPARTMENT the amount of such reduction of payments under completed or terminated grants

3. **Estimates:** Near the end of each fiscal year, Ecology's Fiscal Office requires specific expenditure information anticipated from each jurisdiction up to June 30 of that given year. This information is compiled by Ecology as a cash flow projection in order to draw down sufficient liquid funds to cover cumulative expenditures.

4. **Final payment** of grant projects is contingent on receipt of viable work products as listed in the grant document.

5. **Funding Budget** (for RECIPIENT reporting and Ecology tracking purposes): The source of funds provided by ECOLOGY are from the 2011-13 Washington State Legislature under Engrossed Substitute House Bill 1087, §302 for Shoreline Implementation and/or the Local Toxics Control Account.*

Maximum Grant Amount, Fiscal Years 1 & 2 (7/1/11-6/30/13):	$ 4,000
Total Grant Amount:	**$ 4,000**

State Maximum Cost Share Rate over two years: 100% UP TO a maximum of **$ 4,000.**

Estimated Expenditure Budget

Phase / Task	Years 1 & 2 Fiscal Years 12 & 13 7/1/2011 – 12/30/2012	Total Project
Tasks Common to All Phases:		
A. Project Coordination	100	100
B. Implement Public Participation Plan	400	400
Phased Work:		
1. Develop SMP and Cumulative Impacts Analysis	1,500	1,500
2. Restoration Planning / Revisit Phase 1 products as necessary	500	500
3. Local Adoption Process	1,500	1,500
Total	**4,000**	**4,000**

Special Terms and Conditions

1. **Administrative Guidelines:** The Recipient shall comply with the Department's current edition of "Administrative Requirements for Ecology Grants and Loans", ("Yellow Book") publication number 91-18. The Recipient shall be responsible for maintaining appropriate financial records throughout the life of the project and in accordance with these guidelines.

2. **Responsibilities of the Project Coordinator:** The Recipient's Project Coordinator shall be responsible for the procedural obligations under this agreement in addition to his/her duty to coordinate the planning effort hereunder. Recipient shall cooperate with all parties concerned in every way possible to promote successful completion of the services described in the Scope of Work.

3. **Progress Reports**. The RECIPIENT shall prepare and submit quarterly progress reports to the DEPARTMENT throughout the life of the grant. Reports shall be submitted no later than 20 calendar days after the end of the reporting period as follows:

Progress Report	Reporting Period	Date Due
First Quarter	July 1 – September 30	October 20
Second Quarter	October 1 – December 31	January 20
Third Quarter	January 1 – March 31	April 20
Fourth Quarter	April 1 – June 30	July 20

For Report Contents and Ecology's form: Please visit our website at:

http://www.ecy.wa.gov/programs/sea/grants/smp/forms.html

County or City Name **Grant No. G1200__** **Project Title** **Task Title** **Task Number** **Date**

4. **Identification of Project Materials** - All reports, maps, and other documents published as part of this grant agreement shall carry the name of the RECIPIENT, Ecology's grant number (in the upper right hand corner), title, the specific task number of the product and date centered on the front cover or title page (or in the case of maps, the block which contains the name of the Government unit or Department) and acknowledgment of the source of funding as follows:

5. **Format for Publications and Brochures: Any (hard copy) publications or brochures** required as a product of this agreement shall conform to minimum standards of size, 8-1/2" x 11" white, recycled paper equivalent in weight to 20 lb. bond, single spaced, printed both sides, no less than 1" margins. Photos, illustrations, and graphs must be of reproducible quality. Any publications or brochures intended for public distribution shall comply with graphic requirements as specified in Ecology's "Publications Handbook", publication number 91-41 and any additional specifications as may be outlined in the Scope of Work.

6. **Quality Assurance Project Plan (QAPP).** IF this project involves the collection of environmental measurement data, the RECIPIENT must prepare a QAPP to ensure the consistent application of quality assurance principles to the planning and execution of all activities involved in generating this data. The plan shall be conducted in accordance with the DEPARTMENT's Guidelines for the Preparation of Quality Assurance Project Plans for Environmental Studies, current edition, (Ecology Publication No. 04-03-030). The plan must describe the monitoring and data quality objectives, procedures, and methodologies which will be used to ensure that all environmental data generated will meet these requirements. The size and complexity of the plan should be cost effective and in proportion to the magnitude of the sampling effort. The RECIPIENT may also reference Technical Guidance for Assessing the Quality of Aquatic Environments, February 1994 (Ecology Publication No. 91-78), in developing the plan. The QAPP shall be composed of a concise description of the environmental measurement aspects of this project. Ecology's Project Officer shall review and approve this plan prior to initiation of work.

   The QAPP should describe the following elements:
   - Assumptions that direct the collection and analysis of data;
   - Resources used (such as flights for aerial photos);
   - Resource documents that will be consulted;
   - Field methods employed;
   - Office methods employed;
   - Training level of staff involved in data collection and analysis;
   - Equipment / materials to be used
   - Procedures to assure accurate calibration of field instruments.

   Other supporting documentation, including example QAPPs, QAPP templates, and field SOPs may be found at Ecology's Quality Assurance website:
   www.ecy.wa.gov/programs/eap/quality.html

7. **Coordination with Ecology's Geographical Information System (GIS).** If this project involves developing GIS data, the RECIPIENT shall coordinate with Ecology's GIS office in an effort to promote compatibility and to encourage sharing of geospatial data. To facilitate data sharing, the DEPARTMENT utilizes the following standards:

8.

Ecology's GIS Standards	
ESRI's ARC/INFO	Current version
ESRI's ArcView	Current Version
Horizontal Datum	NAD 83 HARN
Vertical Datum	NGVD 88
Projection System	Lambert Conic Conformal
Coordinate System	WA State Plane Coordinates
Coordinate Zone	South
Coordinate Units	Feet
Accuracy Standard	+/-40 Feet (1:24,000) minimum accuracy to within a foot of the true North American datum system
Vector Import Format	ArcExport, DLG and/or DXF, shapefiles
Raster Import Format	TIFF, BIL/BIP, RLC,GRID,ERDAS, SID

Whenever possible, the Recipient is encouraged to utilize the standards listed above when compiling data. To discuss the usage of other standards, please contact Jerry Franklin at 360 407-7470; Fax: 360 407-6902; E-Mail: jfra461@ecy.wa.gov or Dan Saul at 360-407-6419; E-Mail: dsau461@ecy.wa.gov for further data sharing and compatibility information.
The RECIPIENT shall submit copies to Ecology's Project Officer with complete documentation as it relates to all digital data, GIS coverages, shape files, related tables and map products.

9. **Washington State Minority and Women's Business Participation. The RECIPIENT** agrees to solicit and recruit, to the maximum extent possible, certified minority-owned (MBE) and women-owned (WBE) businesses in purchases and contracts initiated after the effective date of this Agreement.

In the absence of more stringent goals established by the RECIPIENT's jurisdiction, the RECIPIENT agrees to utilize the DEPARTMENT'S goals for minority- and women-owned business participation in all bid packages, request for proposals, and purchase orders. These goals are expressed as a percentage of the total dollars available for the purchase or contract and are as follows:

Construction/Public Works	10% MBE	6%WBE
Architecture/Engineering	10% MBE	6%WBE
Purchased Goods	8% MBE	4%WBE
Purchased Services	10% MBE	4%WBE
Professional Services	10% MBE	4%WBE

No contract award or rejection shall be made based on achievement or non-achievement of the goals. Achievement of the goals is encouraged, however, and the RECIPIENT and ALL prospective bidders or persons submitting qualifications shall take the following affirmative steps in any procurement initiated after the effective date of this Agreement:

a. Include qualified minority and women's businesses on solicitation lists.

b. Assure that qualified minority and women's businesses are solicited whenever they are potential sources of services or supplies.

c. Divide the total requirements, when economically feasible, into smaller tasks or quantities, to permit maximum participation by qualified minority and women's businesses.

d. Establish delivery schedules, where work requirements permit, which will encourage participation of qualified minority and women's businesses.

e. Use the services and assistance of the State Office of Minority and Women's Business Enterprises (OMWBE) and the Office of Minority Business Enterprises of the U.S. DEPARTMENT of Commerce, as appropriate

By signing this Agreement, the RECIPIENT certifies that the above steps were, or will be followed. Any contractor engaged by the RECIPIENT under this agreement shall be required to follow the above five affirmative steps in the award of any subcontract(s).

The RECIPIENT shall report to the DEPARTMENT at the time of submitting each invoice, on forms provided by the DEPARTMENT, payments made to qualified firms. The report will address:

a. Name and state OMWBE certification number of any qualified firm receiving funds under the voucher, including any sub-and/or sub-subcontractors.

b. The total dollar amount paid to qualified firms under this invoice.

10. **Restrictions on Lobbying:** Each bidder/applicant/recipient/ subrecipient of this agreement is generally prohibited from using Federal funds for lobbying the Executive or Legislative Branches of the Federal Government in connection with this award. This agreement is subject to Section 319 of Public Law 101-121, which added Section 1352, regarding lobbying restrictions, to Chapter 13 of Title 31 of the United States Code. The new section is explained in the common rule, 15 CFR Part 28 (55 FR 6736-6748, 2/26/90).

11. **Consistency:** It is the responsibility of the RECIPIENT to ensure that all sub-RECIPIENTS and contractors comply with the terms and conditions of the agreement and that the State of Washington is named as an express third-party beneficiary of such subcontracts with full rights as such.

12. **Grant Closeout:** All products for this project shall reflect an end date on or before *December 30, 2012* and shall be submitted to the DEPARTMENT on or before **January 20, 2013** or as otherwise specified in the Scope of Work. Completed end-of-biennium estimate forms and final payment requests must be submitted in accordance with notification provided by Ecology's Fiscal Office.

13. **All Writings Contained Herein.** This agreement, the appended "General Terms and Conditions", and the DEPARTMENT'S current edition of "Administrative Requirements for Ecology Grants and Loans", contains the entire understanding between the parties, and there are no other understandings or representations except those set forth or incorporated by reference herein. No subsequent modification(s) or amendment(s) of this agreement shall be of any force or effect unless in writing, signed by authorized representatives of the RECIPIENT and DEPARTMENT, and made a part of this agreement.

General Terms and Conditions are appended to this agreement. See Appendix 1.

In Witness Whereof, the parties hereby execute this grant agreement

Washington State
Department of Ecology

Gordon White Date
Program Manager
Shorelands and Environmental

Approved as to form by
The Assistant Attorney General

City of Leavenworth

Cheryl K. Farivar 6-22-12
Signature, Authorized Official Date

Cheryl K. Farivar
Print Name of Authorized Official

Mayor
Title of Authorized Official

(Note: Insert additional signature blocks(s) and/or pages if more than one signature block is required)

Appendix 1

GENERAL TERMS AND CONDITIONS
Pertaining to Grant and Loan Agreements of the Department of Ecology

A. RECIPIENT PERFORMANCE

All activities for which grant/loan funds are to be used shall be accomplished by the RECIPIENT and RECIPIENT's employees. The RECIPIENT shall only use contractor/consultant assistance if that has been included in the agreement's final scope of work and budget.

B. SUBGRANTEE/CONTRACTOR COMPLIANCE

The RECIPIENT must ensure that all subgrantees and contractors comply with the terms and conditions of this agreement.

C. THIRD PARTY BENEFICIARY

The RECIPIENT shall ensure that in all subcontracts entered into by the RECIPIENT pursuant to this agreement, the state of Washington is named as an express third-party beneficiary of such subcontracts with full rights as such.

D. CONTRACTING FOR SERVICES (BIDDING)

Contracts for construction, purchase of equipment and professional architectural and engineering services shall be awarded through a competitive process, if required by State law. RECIPIENT shall retain copies of all bids received and contracts awarded, for inspection and use by the DEPARTMENT.

E. ASSIGNMENTS

No right or claim of the RECIPIENT arising under this agreement shall be transferred or assigned by the RECIPIENT.

F. COMPLIANCE WITH ALL LAWS

1. The RECIPIENT shall comply fully with all applicable Federal, State and local laws, orders, regulations and permits.

Prior to commencement of any construction, the RECIPIENT shall secure the necessary approvals and permits required by authorities having jurisdiction over the project, provide assurance to the DEPARTMENT that all approvals and permits have been secured, and make copies available to the DEPARTMENT upon request.

2. Discrimination. The DEPARTMENT and the RECIPIENT agree to be bound by all Federal and State laws, regulations, and policies against discrimination. The RECIPIENT further agrees to affirmatively support the program of the Office of Minority and Women's Business Enterprises to the maximum extent possible. If the agreement is federally-funded, the RECIPIENT shall report to the DEPARTMENT the percent of grant/loan funds available to women or minority owned businesses.

3. Wages And Job Safety. The RECIPIENT agrees to comply with all applicable laws, regulations, and policies of the United States and the State of Washington which affect wages and job safety.

4. Industrial Insurance. The RECIPIENT certifies full compliance with all applicable state industrial insurance requirements. If the RECIPIENT fails to comply with such laws, the DEPARTMENT shall have the right to immediately terminate this agreement for cause as provided in Section K.1, herein.

G. KICKBACKS

The RECIPIENT is prohibited from inducing by any means any person employed or otherwise involved in this project to give up any part of the compensation to which he/she is

otherwise entitled or, receive any fee, commission or gift in return for award of a subcontract hereunder.

H. AUDITS AND INSPECTIONS

1. The RECIPIENT shall maintain complete program and financial records relating to this agreement. Such records shall clearly indicate total receipts and expenditures by fund source and task or object.

All grant/loan records shall be kept in a manner which provides an audit trail for all expenditures. All records shall be kept in a common file to facilitate audits and inspections.

Engineering documentation and field inspection reports of all construction work accomplished under this agreement shall be maintained by the RECIPIENT.

2. All grant/loan records shall be open for audit or inspection by the DEPARTMENT or by any duly authorized audit representative of the State of Washington for a period of at least three years after the final grant payment/loan repayment or any dispute resolution hereunder. If any such audits identify discrepancies in the financial records, the RECIPIENT shall provide clarification and/or make adjustments accordingly.

3. All work performed under this agreement and any equipment purchased, shall be made available to the DEPARTMENT and to any authorized state, federal or local representative for inspection at any time during the course of this agreement and for at least three years following grant/loan termination or dispute resolution hereunder.

4. RECIPIENT shall meet the provisions in OMB Circular A-133 (Audits of States, Local Governments & Non Profit Organizations), including the compliance Supplement to OMB Circular A-133, if the RECIPIENT expends $500,000 or more in a year in Federal funds. The $500,000 threshold for each year is a cumulative total of all federal funding from all sources. The RECIPIENT must forward a copy of the audit along with the RECIPIENT'S response and the final corrective action plan to the DEPARTMENT within ninety (90) days of the date of the audit report.

I. PERFORMANCE REPORTING

The RECIPIENT shall submit progress reports to the DEPARTMENT with each payment request or such other schedule as set forth in the Special Conditions. The RECIPIENT shall also report in writing to the DEPARTMENT any problems, delays or adverse conditions which will materially affect their ability to meet project objectives or time schedules. This disclosure shall be accompanied by a statement of the action taken or proposed and any assistance needed from the DEPARTMENT to resolve the situation. Payments may be withheld if required progress reports are not submitted.

Quarterly reports shall cover the periods January 1 through March 31, April 1 through June 30, July 1 through September 30, and October 1 through December 31. Reports shall be due within thirty (30) days following the end of the quarter being reported.

J. COMPENSATION

1. Method of compensation. Payment shall normally be made on a reimbursable basis as specified in the grant agreement and no more often than once per month. Each request for payment will be submitted by the RECIPIENT on State voucher request forms provided by the DEPARTMENT along with documentation of the expenses. Payments shall be made for each task/phase of the project, or portion thereof, as set out in the Scope of Work when completed by the RECIPIENT and approved as satisfactory by the Project Officer.

The payment request form and supportive documents must itemize all allowable costs by major elements as described in the Scope of Work. Instructions for submitting the payment requests are found in "Administrative Requirements for Ecology Grants and Loans", part IV, published by the DEPARTMENT. A copy of this document shall be furnished to the RECIPIENT. When payment requests are approved by the DEPARTMENT, payments will be made to the mutually agreed upon designee.

Payment requests shall be submitted to the DEPARTMENT and directed to the Project Officer assigned to administer this agreement.

2. Period of Compensation. Payments shall only be made for actions of the RECIPIENT pursuant to the grant/loan agreement and performed after the effective date and prior to the expiration date of this agreement, unless those dates are specifically modified in writing as provided herein.

3. Final Request(s) for Payment. The RECIPIENT should submit final requests for compensation within forty-five(45) days after the expiration date of this agreement and within fifteen (15) days after the end of a fiscal biennium. Failure to comply may result in delayed reimbursement.

4. Performance Guarantee. The DEPARTMENT may withhold an amount not to exceed ten percent (10%) of each reimbursement payment as security for the RECIPIENT's performance. Monies withheld by the DEPARTMENT may be paid to the RECIPIENT when the project(s) described herein, or a portion thereof, have been completed if, in the DEPARTMENT's sole discretion, such payment is reasonable and approved according to this agreement and, as appropriate, upon completion of an audit as specified under section J.6. herein.

5. Unauthorized Expenditures. All payments to the RECIPIENT may be subject to final audit by the DEPARTMENT and any unauthorized expenditure(s) charged to this grant/loan shall be refunded to the DEPARTMENT by the RECIPIENT.

6. Mileage and Per Diem. If mileage and per diem are paid to the employees of the RECIPIENT or other public entities, it shall not exceed the amount allowed under state law for state employees.

7. Overhead Costs. No reimbursement for overhead costs shall be allowed unless provided for in the Scope of Work hereunder.

K. TERMINATION

1. For Cause. The obligation of the DEPARTMENT to the RECIPIENT is contingent upon satisfactory performance by the RECIPIENT of all of its obligations under this agreement. In the event the RECIPIENT unjustifiably fails, in the opinion of the DEPARTMENT, to perform any obligation required of it by this agreement, the DEPARTMENT may refuse to pay any further funds thereunder and/or terminate this agreement by giving written notice of termination.

A written notice of termination shall be given at least five working days prior to the effective date of termination. In that event, all finished or unfinished documents, data studies, surveys, drawings, maps, models, photographs, and reports or other materials prepared by the RECIPIENT under this agreement, at the option of the DEPARTMENT, shall become Department property and the RECIPIENT shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials.

Despite the above, the RECIPIENT shall not be relieved of any liability to the DEPARTMENT for damages sustained by the DEPARTMENT and/or the State of Washington because of any breach of agreement by the RECIPIENT. The DEPARTMENT may withhold payments for the purpose of setoff until such time as the exact amount of damages due the DEPARTMENT from the RECIPIENT is determined.

2. Insufficient Funds. The obligation of the DEPARTMENT to make payments is contingent on the availability of state and federal funds through legislative appropriation and state allotment. When this agreement crosses over state fiscal years the obligation of the DEPARTMENT is contingent upon the appropriation of funds during the next fiscal year. The failure to appropriate or allot such funds shall be good cause to terminate this agreement as provided in paragraph K.1 above.

When this agreement crosses the RECIPIENT's fiscal year, the obligation of the RECIPIENT to continue or complete the project described herein shall be contingent upon appropriation of funds by the RECIPIENT's governing body; Provided, however, that nothing

contained herein shall preclude the DEPARTMENT from demanding repayment of ALL funds paid to the RECIPIENT in accordance with Section O herein.

3. Failure to Commence Work. In the event the RECIPIENT fails to commence work on the project funded herein within four months after the effective date of this agreement, or by any date mutually agreed upon in writing for commencement of work, the DEPARTMENT reserves the right to terminate this agreement.

L. WAIVER

Waiver of any RECIPIENT default is not a waiver of any subsequent default. Waiver of a breach of any provision of this agreement is not a waiver of any subsequent breach and will not be construed as a modification of the terms of this agreement unless stated as such in writing by the authorized representative of the DEPARTMENT.

M. PROPERTY RIGHTS

1. Copyrights and Patents. When the RECIPIENT creates any copyrightable materials or invents any patentable property, the RECIPIENT may copyright or patent the same but the DEPARTMENT retains a royalty-free, nonexclusive and irrevocable license to reproduce, publish, recover or otherwise use the material(s) or property and to authorize others to use the same for federal, state or local government purposes.

Where federal funding is involved, the federal government may have a proprietary interest in patent rights to any inventions that are developed by the RECIPIENT as provided in 35 U.S.C. 200-212.

2. Publications. When the RECIPIENT or persons employed by the RECIPIENT use or publish information of the DEPARTMENT; present papers, lectures, or seminars involving information supplied by the DEPARTMENT; use logos, reports, maps or other data, in printed reports, signs, brochures, pamphlets, etc., appropriate credit shall be given to the DEPARTMENT.

3. Tangible Property Rights. The DEPARTMENT's current edition of "Administrative Requirements for Ecology Grants and Loans", Part V, shall control the use and disposition of all real and personal property purchased wholly or in part with funds furnished by the DEPARTMENT in the absence of state, federal statute(s), regulation(s), or policy(s) to the contrary or upon specific instructions with respect thereto in the Scope of Work.

4. Personal Property Furnished by the DEPARTMENT. When the DEPARTMENT provides personal property directly to the RECIPIENT for use in performance of the project, it shall be returned to the DEPARTMENT prior to final payment by the DEPARTMENT. If said property is lost, stolen or damaged while in the RECIPIENT's possession, the DEPARTMENT shall be reimbursed in cash or by setoff by the RECIPIENT for the fair market value of such property.

5. Acquisition Projects. The following provisions shall apply if the project covered by this agreement includes funds for the acquisition of land or facilities:

a. Prior to disbursement of funds provided for in this agreement, the RECIPIENT shall establish that the cost of land/or facilities is fair and reasonable.

b. The RECIPIENT shall provide satisfactory evidence of title or ability to acquire title for each parcel prior to disbursement of funds provided by this agreement. Such evidence may include title insurance policies, Torrens certificates, or abstracts, and attorney's opinions establishing that the land is free from any impediment, lien, or claim which would impair the uses contemplated by this agreement.

6. Conversions. Regardless of the contract termination date shown on the cover sheet, the RECIPIENT shall not at any time convert any equipment, property or facility acquired or developed pursuant to this agreement to uses other than those for which assistance was originally approved without prior written approval of the DEPARTMENT. Such approval may be conditioned upon payment to the DEPARTMENT of that portion of the proceeds of the sale, lease or other conversion or encumbrance which monies granted pursuant to this agreement bear to the total acquisition, purchase or construction costs of such property.

N. SUSTAINABLE PRODUCTS

In order to sustain Washington's natural resources and ecosystems, the RECIPIENT is encouraged to implement sustainable practices where and when possible. These practices include use of clean energy, and purchase and use of sustainably produced products (e.g. recycled paper). For more information, see www.ecy.wa.gov/sustainability.

O. RECOVERY OF PAYMENTS TO RECIPIENT

The right of the RECIPIENT to retain monies paid to it as reimbursement payments is contingent upon satisfactory performance of this agreement including the satisfactory completion of the project described in the Scope of Work. In the event the RECIPIENT fails, for any reason, to perform obligations required of it by this agreement, the RECIPIENT may, at the DEPARTMENT's sole discretion, be required to repay to the DEPARTMENT all grant/loan funds disbursed to the RECIPIENT for those parts of the project that are rendered worthless in the opinion of the DEPARTMENT by such failure to perform.

Interest shall accrue at the rate of twelve percent (12%) per year from the time the DEPARTMENT demands repayment of funds. If payments have been discontinued by the DEPARTMENT due to insufficient funds as in Section K.2 above, the RECIPIENT shall not be obligated to repay monies which had been paid to the RECIPIENT prior to such termination. Any property acquired under this agreement, at the option of the DEPARTMENT, may become the DEPARTMENT'S property and the RECIPIENT'S liability to repay monies shall be reduced by an amount reflecting the fair value of such property.

P. PROJECT APPROVAL

The extent and character of all work and services to be performed under this agreement by the RECIPIENT shall be subject to the review and approval of the DEPARTMENT through the Project Officer or other designated official to whom the RECIPIENT shall report and be responsible. In the event there is a dispute with regard to the extent and character of the work to be done, the determination of the Project Officer or other designated official as to the extent and character of the work to be done shall govern. The RECIPIENT shall have the right to appeal decisions as provided for below.

Q. DISPUTES

Except as otherwise provided in this agreement, any dispute concerning a question of fact arising under this agreement which is not disposed of in writing shall be decided by the Project Officer or other designated official who shall provide a written statement of decision to the RECIPIENT. The decision of the Project Officer or other designated official shall be final and conclusive unless, within thirty days from the date of receipt of such statement, the RECIPIENT mails or otherwise furnishes to the Director of the DEPARTMENT a written appeal.

In connection with appeal of any proceeding under this clause, the RECIPIENT shall have the opportunity to be heard and to offer evidence in support of this appeal. The decision of the Director or duly authorized representative for the determination of such appeals shall be final and conclusive. Appeals from the Director's determination shall be brought in the Superior Court of Thurston County. Review of the decision of the Director will not be sought before either the Pollution Control Hearings Board or the Shoreline Hearings Board. Pending final decision of dispute hereunder, the RECIPIENT shall proceed diligently with the performance of this agreement and in accordance with the decision rendered.

R. CONFLICT OF INTEREST

No officer, member, agent, or employee of either party to this agreement who exercises any function or responsibility in the review, approval, or carrying out of this agreement, shall participate in any decision which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is, directly or indirectly interested; nor shall he/she have any personal or pecuniary interest, direct or indirect, in this agreement or the proceeds thereof.

S. INDEMNIFICATION

1. The DEPARTMENT shall in no way be held responsible for payment of salaries, consultant's fees, and other costs related to the project described herein, except as provided in the Scope of Work.

2. To the extent that the Constitution and laws of the State of Washington permit, each party shall indemnify and hold the other harmless from and against any liability for any or all injuries to persons or property arising from the negligent act or omission of that party or that party's agents or employees arising out of this agreement.

T. GOVERNING LAW

This agreement shall be governed by the laws of the State of Washington.

U. SEVERABILITY

If any provision of this agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this agreement which can be given effect without the invalid provision, and to this end the provisions of this agreement are declared to be severable.

V. PRECEDENCE

In the event of inconsistency in this agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order: (a) applicable Federal and State statutes and regulations; (b) Scope of Work; (c) Special Terms and Conditions; (d) Any terms incorporated herein by reference including the "Administrative Requirements for Ecology Grants and Loans"; and (e) the General Terms and Conditions.

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