



City of Leavenworth

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LEAVENWORTH, WASHINGTON 98826
(509) 548-5275 / FAX: (509) 548-6429
Web: www.cityofleavenworth.com

City Council
Cheryl K. Farivar - *Mayor*
Michael Molohon
Elmer Larsen
Robert Francis
Carolyn Wilson - *Mayor Pro Tem*
Gretchen Wearne
Mia Bretz
Margaret Neighbors
Joel Walinski - *City Administrator*

LEAVENWORTH CITY COUNCIL AGENDA

Leavenworth City Hall - Council Chambers
February 9, 2016 - 6:30 p.m.

Call to Order

Flag Salute

Roll Call

Consent Agenda

1. Approval of Agenda
2. Approval of January 26, 2016 Regular Meeting Minutes
3. 2016 Claims \$161,982.90
4. January 2016 Payroll \$214,999.66

Public Safety Report: Sargent Bruce Long, Liaison Officer

Comments from the Public on Items Not on the Agenda

Councilmember and Committee Reports

Mayor/Administration Reports

Public Hearing on Annexation Request Cascade School District at 6:45 PM

Resolutions, Ordinances, Orders and Other Business

1. Action: Ordinance 1520 – Cascade School District Annexation
2. Action: Ordinance 1521 – Fence Code and Sight Distance Update
3. Action: Special Use Permit – Noise / Ale-Fest 2016
4. Action: Animal Control / Humane Society Contract

Information Items for Future Consideration

1. Public Disclosure Commission Filing Deadline April 15th
2. Group Funding Applications due by March 1st – Contact City Hall

Council Committees - 2nd Tuesday
Public Safety 3:00 Parks 4:00 Public
Works 5:00

(Next Ordinance is 1522 - Next Resolution is 02-2016)

SUPPLEMENTAL COUNCIL AGENDA

Public Hearing on Annexation Request Cascade School District at 6:45 PM

The City Council is being asked to conduct a public hearing for the requested annexation inviting interested persons to appear and voice approval or disapproval of the annexation. During the City Council Hearing, the City Council:

- a. Gives proponents and opponents an opportunity to speak.
- b. The City Council decides whether to approve the annexation. If the Council decides to approve, the Council must enact an ordinance (motion) to annex the territory (Pursuant to RCW 35A.14.140). Subject to RCW 35.02.170, the ordinance may annex all or any portion of the proposed area but may not include in the annexation any property not described in the petition. Upon passage of the annexation ordinance, a certified copy shall be filed with the Board of Chelan County Commissioners.
- c. The Ordinance is prepared for tonight's Council action under "Resolutions, Ordinances, Orders and Other Business."

Mr. Bill Motsenbocker, Superintendent for and representing the Cascade School District, proposes to construct a new Elementary School for the Cascade School District and has requested annexation into the City on behalf of the Cascade School District. The property is located at 12240 Pine Street, Leavenworth, WA 98826: Section 02, Township 24 N, Range 17 E. and, identified as Chelan County Assessor's parcel no. 241701320100; and further described as Lot B of BLA 2014-291 together with that portion of Pine Street right-of-way just south of the parcel and Titus Road from Pine Street to the northern limit of the existing city limits on the east side of Titus Road. The facility will be a 48,000 square foot building (two story) on a 6.4 acre site and will include all site and utility infrastructure associated with the development. The project will also include new onsite pedestrian and vehicle circulation, sidewalks, parking and drop-off zones, asphalt playground, lawn play field, and landscape planters. Necessary utility infrastructure to support the proposal will be constructed.

Bill Motsenbocker submitted a letter of intent on August 13, 2015 for annexation, and the Cascade School District is owner of not less than 10% in assessed value of the approximately 6.4 acre property sought for annexation. On September 8, 2015, the City Council continued the discussion of the annexation to a date certain of October 13, 2015. On October 13, 2015 and upon request by Mr. Bill Motsenbocker, the Leavenworth City Council rescinded the Cascade School District Annexation Request until further request by the School District. After ongoing discussions with the Cascade School District and Chelan County, the School District has requested that the annexation process be reinstated for this parcel of property.

The elements within the signed and approved Petition for Annexation has been to assist the School District in their efforts on the design and development of the new elementary school and the beneficial use of this property; equally, the effort of the signed and approved Petition for Annexation was to assist the City in securing the right-of-way on Pine Street and securing a level of financial assistance by the School District for the improvements necessary on Pine Street. The signed and approved Petition for Annexation achieves these outcomes.

1. Ordinance 1520 – Cascade School District Annexation

The City Council is being asked to adopt Ordinance No. 1520. Adoption of Ordinance No. 1520 is the final step for the annexation of property owned by the Cascade School District located at 12240 Pine Street, Leavenworth, WA 98826 and, identified as Chelan County Assessor's Parcel No. 241701320100.

The following items are included under **TAB 1**:

- Ordinance 1520
- Signed and approved Petition for Annexation
- **MOTION:** *The Leavenworth City Council moves to adopt Ordinance 1520, Annexation of property owned by the Cascade School District located at 12240 Pine Street, Leavenworth, WA 98826 and, identified as Chelan County Assessor's Parcel No. 241701320100 together with that portion of Pine Street right-of-way just south of the parcel and Titus Road from Pine Street to the northern limit of the existing city limits on the east side of Titus Road.*

2. Ordinance 1521 – Fence Code and Sight Distance Update

The City Council is being asked to adopt Ordinance No. 1521. Ordinance No. 1521 amends Leavenworth Municipal Code (LMC) Sections 18.24.010 and 18.24.020 regarding Corner lot – Obstructions to visibility prohibited and Fences, walls and hedges – Restrictions (respectively).

During the regular Council meeting of October 13, 2015, Jose M. Blazquez, 120 Ski Hill Drive, Leavenworth provided testimony regarding an incorrectly placed fence. Although approved by the City of Leavenworth, it was not placed correctly. Mr. Blazquez stated that he initially placed the fence where he felt the property line was located, but did not get an actual survey. He asked that the City help him and not penalize him; the City Council heard his plea. The Council agreed that the code may need to be reviewed and possibly amended. City Administrator Walinski and Development Services Manager Pate reviewed the matter and committed to come back with a recommendation for the Council.

City Administrator Walinski met with the Residential Advisory Committee to receive feedback, input, and discuss a potential change to the fence standards and specifications. As a result of those meetings, the draft fence code amendment was crafted for the Council's consideration.

During the regular Council Study Session of December 8, 2015, the Council studied the draft fence code amendment and provided direction. The amendment was updated based on Council's desire, and was presented for Council review and study.

During the regular Council Study Session of January 12, 2016, the updated draft language was provided which included the requested changes by Council. The requirement to permit fencing was removed from the code. Discussions with the Public Safety Committee requested consideration of the ordinance to include a 3 inch gap requirement between board planks for solid (view obscuring) fencing. The new LMC requires civil action to address fence related concerns between neighbors. There was discussion of the need to have clear view triangles and fence heights as part of the amendment and those suggested by Sergeant Bruce Long during the Safety Committee meetings.

The following items are included under **TAB 2**:

- Ordinance No. 1521

- **MOTION:** *The Leavenworth City Council moves to adopt Ordinance 1521 adopting amendments to the Leavenworth Municipal Code to update LMC Sections 18.24.010 and 18.24.020 regarding Corner lot – Obstructions to visibility prohibited and Fences, walls and hedges – Restrictions (respectively).*

3. Special Use Permit – Noise / Ale-Fest 2016

The City Council is being asked to consider and approve a Special Use Permit (SUP) to allow increased noise levels for Ale-Fest being held on April 22 – 23, 2016. A staff report is prepared, with the recommendation for approval with conditions which addresses and removes or reduces noise impacts to surrounding businesses and neighbors.

The following items are included under **TAB 3:**

- Compliance Analysis – Special Use Permit
- Special Use Permit Agreement

- **MOTION:** *The Leavenworth City Council moves to approve the Special Use Permit for Ale-Fest.*

4. Animal Control / Humane Society Contract

The Council is being asked to consider approval of an Animal Control Contract with the Wenatchee Valley Animal Care & Control, LLC. The current City contract expired on December 31, 2015. The Animal Control Executive Director and City Administrator have extended the contract through March 31, 2016 to allow time for consideration of a new contract.

The proposed contract is similar to the contract in effect in the City of Cashmere. It requires Animal Control to accept animal complaints 24 hours per day; Animal Control will also answer and respond to complaints during the hours of 8:00 a.m. to 5:00 p.m., Monday through Sunday; and Animal Control will provide staffing to investigate and enforce violations of any state or city regulations pertaining to animals. The contract being proposed is for three years, costs would increase from approximately \$9,000 annually to \$16,000 in the first year and a one percent increase per year in the following years. In addition, the Humane Society would handle the licensing of animals and collect and retain the fees for that licensing. In 2015 this was approximately \$830.00. This item was discussed at the study session this morning. Council can consider approval of the contract or table the contract with instructions to staff on services they would want to see either included or removed from the contract.

The following items are included under **TAB A:**

- Draft 2016 – 2018 Contract
- Contract for Services 2013 – 2015
- 2015 Leavenworth Year End Report

- **MOTION:** *The Leavenworth City Council moves to approve the Animal Control Contract for services with the Wenatchee Valley Animal Control, LLC for a period of three years and authorizes the Mayor to sign said contract.*

**ORDINANCE NO. 1520
CITY OF LEAVENWORTH, WASHINGTON**

AN ORDINANCE PROVIDING FOR THE ANNEXATION OF CERTAIN REAL PROPERTIES DESCRIBED AS LOT B OF BLA 2014-291 TOGETHER WITH THAT PORTION OF PINE STREET RIGHT-OF-WAY JUST SOUTH OF THE PARCEL AND TITUS ROAD FROM PINE STREET TO THE NORTHERN LIMIT OF THE EXISTING CITY LIMITS ON THE EAST SIDE OF TITUS ROAD TO THE CITY OF LEAVENWORTH, WASHINGTON, INCORPORATING THE SAME WITHIN THE CORPORATE LIMITS THEREOF, AND ADOPTING ZONING REGULATIONS FOR THE ANNEXED PROPERTY

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

Section 1. The real property in Chelan County, Washington, described on Exhibit "A" and shown within Exhibit "B" attached hereto, owned by the Cascade School District located at 12240 Pine Street, Leavenworth, WA, 98826: Section 01, Township 24 N, Range 17 E. and, identified as Chelan County Assessor's Parcel No. 241701320100, contiguous to the City of Leavenworth, within the City of Leavenworth urban growth boundary, further described as Lot B of BLA 2014-291 together with that portion of Pine Street right-of-way just south of the parcel and Titus Road from Pine Street to the northern limit of the existing city limits on the east side of Titus Road, and is hereby annexed to and incorporated in the city limits of the City of Leavenworth, Washington.

Section 2. A certified copy of this ordinance shall be filed with the Board of County Commissioners of Chelan County, Washington in the manner provided by law.

Section 3. The annexed real property shall be subject to the City of Leavenworth Comprehensive Plan and City of Leavenworth zoning regulations and shall retain the existing zoning of Low Density Residential 6,000 (RL-6).

Section 4. The annexed real property shall be subject to the elements within the Petition for Annexation attached herein as Exhibit "B."

Section 5. This ordinance shall be recorded with the Chelan County Auditor and shall be binding upon the annexed real property and the future owners thereof. This ordinance shall take effect five days after its passage and publication as provided by law.

Section 6. The annexed real property herein shall be assessed and taxed at the same rate and on the same basis as other property in the City of Leavenworth, Washington to pay for all or any portion of the outstanding indebtedness to the City of Leavenworth approved by the voters, contracted, or incurred prior to, or existing at, the date of annexation.

Section 7. On September 8, 2015, the City Council continued the discussion of the

annexation to a date certain of October 13, 2015.

Section 8. On October 13, 2015 and upon request by Mr. Bill Motsenbocker, the Leavenworth City Council rescinded the Cascade School District Annexation Request until further request by the School District.

Section 9. After ongoing discussions with the Cascade School District and Chelan County, the School District requested that the annexation process be reinstated for this parcel of property.

Passed by the City Council of City of Leavenworth, Washington and approved by the Mayor at an open public meeting on the 9th day of February, 2016.

CITY OF LEAVENWORTH

By: _____
Cheryl Kelley Farivar, Mayor

Attest:

Chantell Steiner
City Clerk/Finance Director

Approved as to form:

Thom H. Graafstra, City Attorney

CERTIFICATION

I, the undersigned, City Clerk of the City of Leavenworth, Washington (the "City"), hereby certify as follows:

1. The attached copy of Ordinance No. 1520 (the "Ordinance") is a full, true and correct copy of an ordinance duly passed at a regular meeting of the City Council of the City held at the regular meeting place thereof on February 9, 2016, as that ordinance appears on the minute book of the City; and the Ordinance will be in full force and effect five days after publication in the City's official newspaper; and

2. A quorum of the members of the City Council was present throughout the meeting and a majority of those members present voted in the proper manner for the passage of the Ordinance.

IN WITNESS WHEREOF, I have hereunto set my hand this 9th day of February, 2016.

CITY OF LEAVENWORTH, WASHINGTON

Chantell Steiner, City Clerk

EXHIBIT A

CASCADE SCHOOL DISTRICT ANNEXATION DESCRIPTION

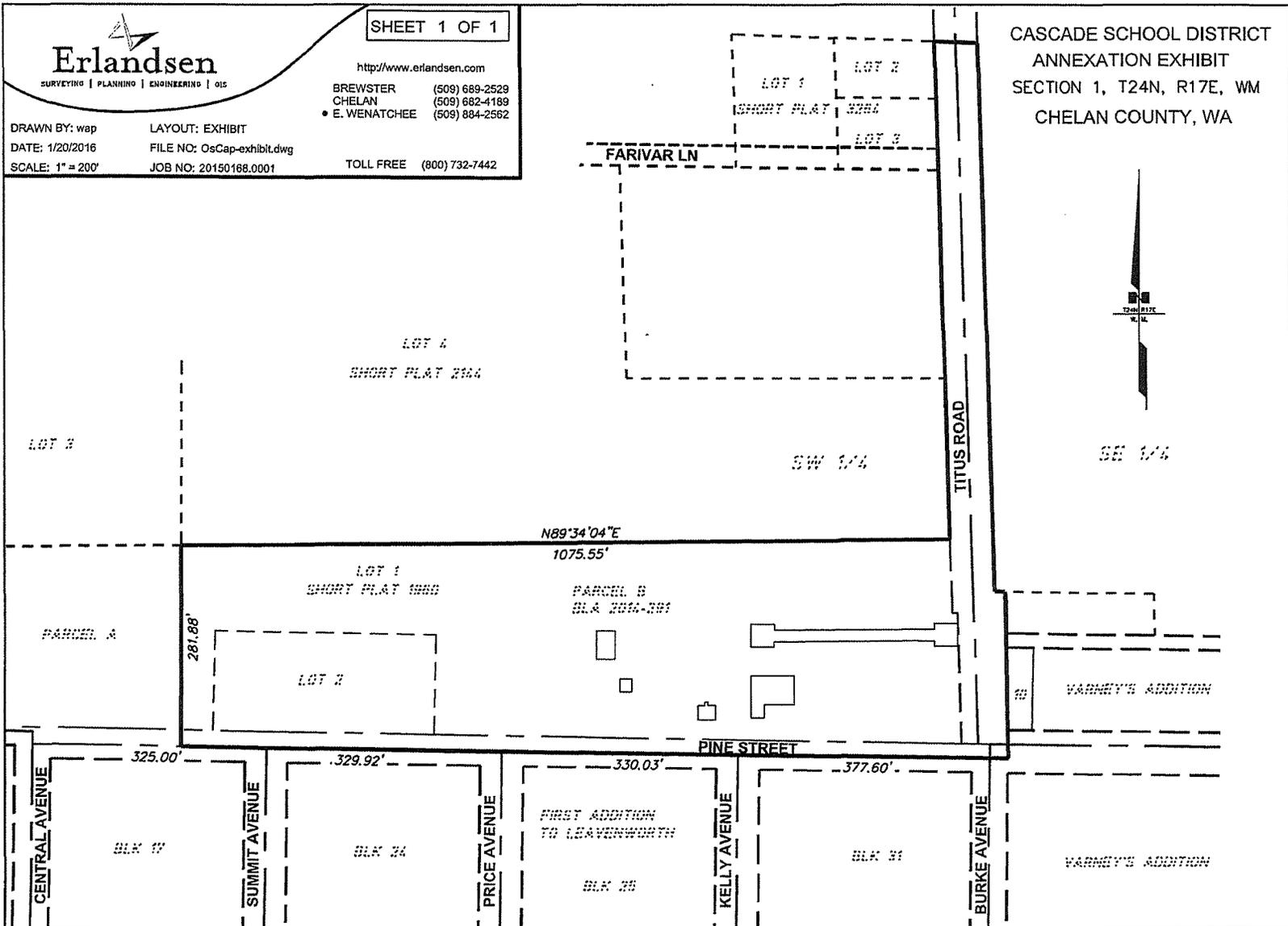
That portion of Lots 1 and 2, as delineated on Scamahorn Short Plat No. 1960, Chelan County, Washington, recorded March 20, 1990, in Book SP-7 of short plats, pages 7 and 8, lying East of the following described line:
Beginning at the Southwest corner of Lot 4 of the Jack Brender Short Plat No. 2144, Chelan County, Washington, recorded November 8, 1990 in Book SP-8 of short plats, page 15; thence extending the West line thereof South 0°10'35" West 243.84 feet to the North line of Pine Street as measured 15.00 feet North of the East-West center line of the Southwest quarter of Section 1, Township 24 North, Range 17 East of the Willamette Meridian,

TOGETHER WITH that portion of a county road known as Pine Street lying North of of those monuments established for the plat of First Addition to Leavenworth as set by Arvid Grant and Associates for the City of Leavenworth, bounded on the West by the Southerly extension of the above described line and bounded on the East by the Southerly extension of the East line of the right of way of a county road known as Titus Road.

ALSO TOGETHER with that portion of the right of way for county road known as Titus Road bounded on the North by the Easterly extension of the North line of Lot 2 of Farzan Farivar Short Plat No. 3264, Chelan County, Washington, recorded November 30, 1995 in Book SP-13 of Short Plats, Page 32 to the East line of said Titus Road and bounded on the South by the North right of way line of a city/county road known as Pine Street.

Excluding any areas already annexed into the City of Leavenworth.

EXHIBIT B



**PETITION FOR ANNEXATION
TO
THE CITY OF LEAVENWORTH, WASHINGTON**



(RCW 35A.14)

**TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF LEAVENWORTH,
WASHINGTON**

The undersigned, being the owners as defined in RCW 35A.01.040 (9) (a) through (d), of not less than sixty percent (60%) in value, according to the assessed valuation for general taxation of the property for which annexation is petitioned, do hereby petition that such territory be annexed to and made a part of the City of Leavenworth, Washington, under the provisions of RCW 35A.14 et seq, and any amendments thereto, of the State of Washington.

The territory sought to be annexed is legally described on the attached Exhibit A which is incorporated herein, which legal description complies with RCW 35A.14.410. A map outlining the boundaries of the real property sought to be annexed is attached hereto and marked Exhibit B and is incorporated herein.

The City Council of the City of Leavenworth met with the initiating parties at a regular, open public City Council meeting on the 8th day of September, 2015, and on the 26 day of January, 2016 and determined that the City would accept the proposed annexation on the conditions set forth below:

1. The City would require the assumption of City indebtedness by the area proposed to be annexed.
2. The undersigned have been informed and will be required, in accordance with applicable Leavenworth city ordinances, prior to annexation, to transfer to the City of Leavenworth their present water rights, unless otherwise agreed with the City, as a condition of annexation. The terms and conditions of the transfer of the water rights to the City of Leavenworth pursuant to this annexation shall be set forth in a written agreement or agreements approved by the City Council prior to annexation.
3. The property will be zoned Low Density Residential 6,000 (RL6) and a conditional use permit will be necessary for the Cascade School District to move forward with their project and the development of the property.
4. The initiating petitions agree not to contest that the northern Pine Street Right of Way (ROW) line lies 30 feet north from the 16th Section Line and will convey ROW by means of a Quitclaim Deed to the City to that line without charge if required by City.
5. The City requires the Cascade School District to provide two hundred thousand dollars (\$200,000) as the contribution towards the infrastructure improvements to include, but are not limited to, all street and frontage improvements necessary to support the proposed elementary school; and the completion of the full uninterrupted length of 1/2 street improvements required for Pine Street. Except for ROW as set out in 4 and improvements as set out in 6 below, City shall not require or impose any condition on the Cascade School District to contribute any other

funds or conduct any other improvements through the completion of the currently planned roadway improvements of Pine Street.

- a. These funds will be used by the City of Leavenworth within five (5) years from the date of annexation for the improvements to Pine Street noted above.
6. The School District would be required to complete the following necessary improvements within five (5) years from the date of annexation:
 - a. Any necessary water and/or sewer utility transmission lines necessary to serve the property.
7. The City of Leavenworth agrees to retain and allow the non-conforming status of existing single family residence, and further agrees that the portion of the garage and second floor of existing home may remain in place for the conversion to the Cascade School District administrative office subject to the removal of any part of the structure that is within approximately six (6) feet of the recognized ROW line in item Number 4 of this agreement. The City and School District agree to cooperate as necessary to insure that the Cascade School District property is a legal parcel and the existing single family residence can be used to its fullest potential within the guidelines listed above.
8. The City of Leavenworth agrees to assist the Cascade School District in the development of the proposed elementary school which may include a requirement of off-site wetland mitigation. The City has offered three potential receiver sites for such mitigation. The City would retain ownership and long-term stewardship, and the Cascade School District would be responsible for construction and monitoring for up to five years if required. Upon acceptance of this Petition and its conditions, the parties agree to work on Development Annexation Agreement concerning the conditions set out in this Petition and including the location, development, construction, monitoring and use of the wetland mitigation area described specifically in this paragraph.

The above conditions are disclosed by the minute entry regarding the same in the minutes of the Leavenworth City Council meeting on the 26 day of January 2016.

WHEREFORE, the undersigned petition the City of Leavenworth, Washington as follows:

(a) That appropriate action be taken to entertain this petition, fixing a date for a public hearing, causing a notice of the hearing to be published in one or more issues of the Leavenworth Echo and causing notice of the hearing to be posted in three public places within the territory proposed for annexation, specifying the time and place of such hearing, and inviting interested persons to appear and voice approval or disapproval of such annexation; and

(b) That appropriate action be taken to complete a Development Annexation Agreement; and

(c) That following such hearing, the City Council determine by ordinance that such annexation shall be made, that such property annexed shall become a part of the City of Leavenworth, Washington subject to its laws and ordinances then and thereafter in force, and the terms of the Development Annexation Agreement and the conditions set out in this Petition.

The petitioners subscribing hereto agrees that all property within the territory hereby sought to be
Petition of Annexation

annexed shall be zoned Low Density Residential 6,000 (RL6) and shall be assessed and taxed at the same rate and on the same basis as other property within the City of Leavenworth, Washington, including assessments or taxes in payment of any bonds issued or debts contracted prior to or existing at the date of annexation.

WARNING

Every person who signs this petition with any other than his or her true name, or who knowingly signs more than one of these petitions, or signs a petition seeking an election when he or she is not a legal voter, or signs a petition when he or she is otherwise not qualified to sign, or who makes herein any false statement, shall be guilty of a misdemeanor.

ADDRESS OF PARCELS INCLUDED WITHIN THIS ANNEXATION AGREEMENT:

12240 Pine St.

<u>Date</u>	<u>Signature of Petitioner</u>	<u>Tax Parcel No.</u>
1-29-16		241701320100

**ORDINANCE NO. 1521
CITY OF LEAVENWORTH, WASHINGTON**

**AN ORDINANCE OF THE CITY OF LEAVENWORTH, WASHINGTON
ADOPTING AMENDMENTS TO THE LEAVENWORTH MUNICIPAL
CODE TO UPDATE LMC SECTIONS 18.24.010 AND 118.24.020.**

WHEREAS, the Leavenworth City Council desires to amend the Leavenworth Municipal Code to update LMC Sections 18.24.010 and 118.24.020 regarding Corner lot – Obstructions to visibility prohibited and Fences, walls and hedges – Restrictions (respectively); and

WHEREAS, on October 13, 2015, Jose M. Blazquez, 120 Ski Hill Drive, Leavenworth provided testimony regarding an incorrectly placed fence. Although approved by the City of Leavenworth, it was not placed correctly. Mr. Blazquez stated that he initially placed the fence where he felt the property line was located, but did not get an actual survey. He asked that the City help him and not penalize him; the City Council heard his plea. The Council agreed that the code may need to be reviewed and amended.

WHEREAS, the Residential Advisory Committee provided feedback, input, and discussed changing the fence standards and specifications; and

WHEREAS, on December 8, 2015, the City of Leavenworth Council studied the proposed amendment; and

WHEREAS, on January 12, 2016, the City of Leavenworth Council studied the final amendment; and

WHEREAS, the amendment is consistent with the City of Leavenworth Comprehensive Plan.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LEAVENWORTH, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. The amendment to update the Leavenworth Municipal Code to update LMC Sections 18.24.010 and 118.24.020 regarding Corner lot – Obstructions to visibility prohibited and Fences, walls and hedges – Restrictions (respectively) is hereby amended to read as set out in Attachment A.

Section 2. This ordinance shall be in effect five (5) days after its passage and publication in accordance with law.

Passed by the City Council of the City of Leavenworth, Washington and approved by the Mayor at an open public meeting on the 9th day of February, 2016.

CITY OF LEAVENWORTH

By: _____
Cheryl K. Farivar, Mayor

Attest:

Chantell Steiner
City Clerk/Finance Director

Approved as to form:

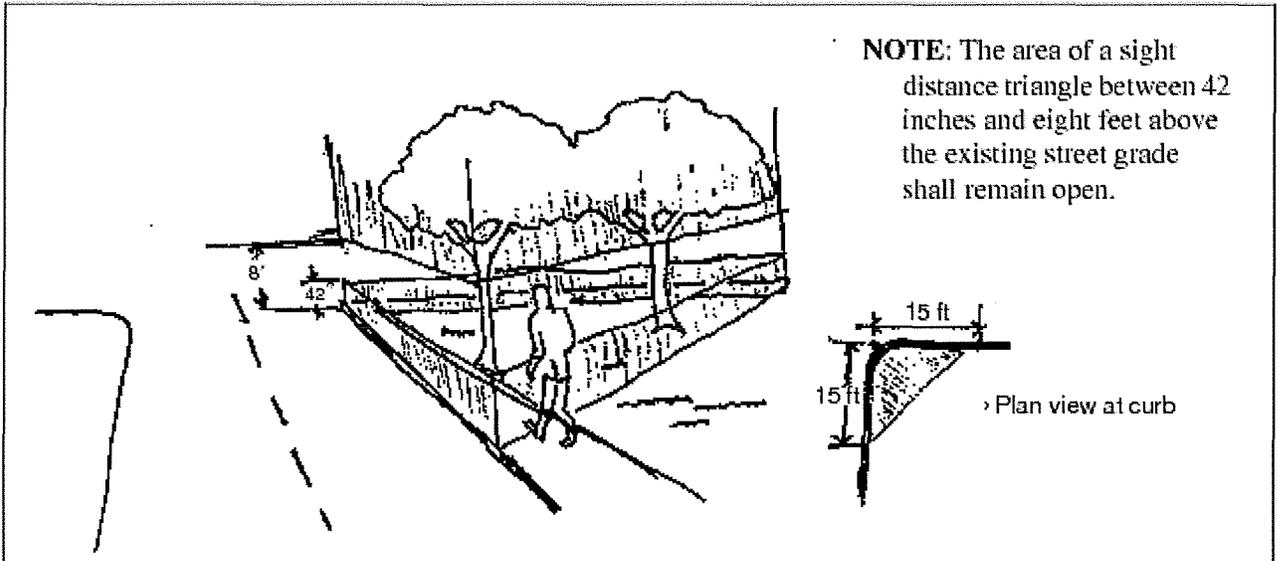
Thom H. Graafstra, City Attorney

Attachment A

18.24.010 Corner lot – Obstructions to visibility prohibited.

Except for utility poles, trunks of approved street trees, and traffic control signs, the following sight distance provisions shall apply to all intersections, roadways, and site access points:

- A. A sight distance triangle area as determined by subsection (B) of this section shall contain no view obscuring fence, berm, vegetation, on-site vehicle parking area, signs or other physical obstruction between 42 inches and eight feet above the existing street grade.



B. The sight distance triangle at:

1. A street intersection shall be determined by measuring 15 feet along both street property lines beginning at their point of intersection. The third side of the triangle shall be a line connecting the endpoints of the first two sides of the triangle; or
2. A site access point shall be determined by measuring 15 feet along the street lines and 15 feet along the edges of the driveway beginning at the respective points of intersection. The third side of each triangle shall be a line connecting the endpoints of the first two sides of each triangle.

18.24.020 Fences, walls and hedges – Restrictions.

Notwithstanding other provisions of this title, fences, walls and hedges shall meet the following requirements:

- A. Front and Side Street Yards. Six feet maximum height with minimum three (3) inch visible gaps between board plank fences or cyclone fences without lath interlacing, or three and one-half feet maximum height within 10 feet of the front and/or side street lot lines for solid (view obscuring) fencing;
- B. Side Yards. six feet maximum height;
- C. Rear Yards. Six feet maximum height;

- D. It is the property owner's responsibility to accurately locate all property lines. The property owner shall stake the property line prior to fence installation activities, and such stakes shall remain throughout fence installation activities;
- E. This chapter applies to all residential districts unless specifically stated otherwise. [Ord. 1089 § 4(Exh. D), 1998.]



City of Leavenworth

Compliance Analysis – Special Use Permit

To: City Council
From: City of Leavenworth Development Services Department
Date of Report: February 4, 2016
Subject: Special Use Permit Application – Leavenworth Ale-Fest Noise Extension
Council Date: February 9, 2016

PROJECT INFORMATION

Request: The Applicant seeks approval of a Special Use Permit (SUP) to allow for entertainment and music for Leavenworth Ale-Fest beyond the Leavenworth Municipal Code standard times and levels. In summary, the Applicant requests a Special Use Permit in order to vary from the sound and noise limitations in LMC 9.33.030 on **Friday, April 22, 2016** between the hours of **6:00 PM and 10:00 PM**, and **Saturday, April 23, 2016** between the hours of **2:00 PM and 9:00 PM**.

In summary, “The Leavenworth Ale-Fest is the annual fundraiser for the Leavenworth Nutcracker Museum. This year we will have approximately 32 participating breweries from the Pacific Northwest. We will have a new feature of an IPA from Far Away table. In addition, to the breweries there will be live music every 90 minutes with a 30 minute break between each 45 minute set and food booths provided by local businesses. This will mark the tenth year for the Leavenworth Ale-Fest...”

Owner / Sponsor: Rebeca Wadkins
 Treasurer
 Leavenworth Nutcracker Museum
 PO Box 129
 Leavenworth, WA 98826

Location of Project: The project site is located within the Leavenworth Festhalle building (1001 Front Street), Leavenworth, Washington.

Adjacent Land Uses:

North: Der Turmplatz buildings (retail and restaurant uses) and paid parking lot zoned Central Commercial Zoning District.

- South: Hotels / Motels (Evergreen Inn and R&D investments), a single family residence and mixed commercial zoned General Commercial Zoning District
- East: Condominiums and varied commercial uses zoned General Commercial Zoning District
- West: Iceberg Brewery and varied commercial uses zoned Central Commercial Zoning District

CONSISTENCY ANALYSIS

Leavenworth Municipal Code: According to the Leavenworth Municipal Code (LMC) 9.33.040, the City Council may grant exemptions upon meeting specific criteria. Conditions and provisions for granting special use permit varying from the sound and noise limitations in LMC 9.33.030:

1. The special use permit is necessary; and
2. There exists a special circumstance relative to size, topography, location or surroundings of the subject property; and
3. The requesting property owner or agency has provided a plan for mitigation of noise which will be implemented on the approval of the special use permit; and
4. That the granting of the special use permit will not be materially detrimental to the comfort, health, or safety of the public; and
5. That the special use permit is limited to not more than 14 days in any 90-day period

Staff Analysis:

1. The special use permit is necessary (Ale-Fest is not exempt pursuant to 9.33.040 (G)). According to the Applicant, “the request of variance is a precaution for the event. Ale-Fest continues to be an indoor event and the music is kept inside the walls of the Festhalle;” and
2. Special circumstances exist. According to the Applicant, “The Ale-Fest is an indoor event and the music is kept inside the walls of the Festhalle. There are two points at our event where the sound escaped the walled structure. One point is located directly to the left of the main stage where the bands/sound production company uses it as an access point, a load in / load out area, throughout the festival. The second area where sound from the event escapes is located at the back loading dock. The loading dock is used for the refrigerated beer truck and for patrons to enjoy the outdoors, weather permitting.” Noise will be limited to live music, voices, vehicle deliveries, and other ancillary sources; and
3. The Applicant has provided a site plan to the City of Leavenworth and stated, “For the last five years the event has stayed within the permitted noise variance granted by the City Council. As in previous years, we will take decibel readings through the festival to ensure we will stay within the limits.” Operational plans include Ale-Fest representatives actively monitoring the site which includes noise control. According to the Applicant, “we have no problem taking decibel reads periodically throughout the day and reporting it to the Council. We would like to be prepared in the event the decibel does reach outside the permitted limit;” and
4. The special use permit will not be materially detrimental to the comfort, health, or safety of the public. According to the Applicant, “this year will mark the tenth year of the Leavenworth Ale-Fest.” The City has no record of receiving complaints regarding noise associated with past Ale-

Fest events. The Applicant has entered into discussions with the City to receive comments and address known impacts. The Applicant has taken steps to control, remove or reduce impacts which may be materially detrimental to the comfort, health, or safety of the public with past activities; and

5. The Applicant requests a Special Use Permit for one day (no more than 14 separate event days in any 90-day period).

Conclusion:

The Applicant has demonstrated compliance with the LMC, and with condition, compliance with the LMC is anticipated. Therefore, the proposal is consistent with the various applicable sections within the Leavenworth Municipal Code. The Special Use Permit will not have known adverse impacts to adjacent properties.

RECOMMENDATION

City of Leavenworth Staff recommends approval of the Special Use Permit subject to the below Conditions of Approval (note the "Permittee" is the Applicant of the Special Use Permit):

1. The Permittee shall allow no live or recorded amplified music after 10:00 PM on the date identified.
2. The Special Use Permit is for the purpose of varying from the sound and noise limitations of Leavenworth Municipal Code (LMC) 9.33.030 during live music events specifically identified within the Special Use Permit request, and shall not be construed as any approval for other operations and/or actions of the Permittee. Excepting the provisions of the Permit, the Permittee shall operate in a manner which does not violate the provisions of LMC Chapter 9.33 and other applicable LMC chapters regarding noise, sound, and conduct at all times, and shall not create noise disturbance. "Noise disturbance" means any sound which annoys, disturbs, or perturbs reasonable persons with normal sensitivities, or any sound which unreasonably injures or endangers the comfort, repose, health, hearing, peace, or safety of persons or animals.
3. The Permittee shall not cause or permit any amplified sound or noise from the subject premises to intrude into the property of another person which sound or noise exceeds the maximum permissible noise levels of 90 dBA.
4. As disclosed within the Special Use Permit application materials, the Permittee shall monitor noise levels during the term of the Permit in order to provide mitigation for noise exceeding 90 dBA as required by LMC 9.33.040 (I). The Permittee shall submit a report to the City within 60-days following the end of the event which details noise levels occurring during the event. Noise readings shall be taken on at least two differing occasions during the term of the Permit, and during times at which live amplified music is occurring. Readings shall be taken from locations as approved by the City. The Permittee may self-monitor or hire a qualified outside firm to obtain noise level readings.
5. Speakers and/or transmission devices shall be located within the Festhalle only and directed into the event space where the customers are located. At no time shall speakers or other

transmission devices be placed outside of the subject property (outside of the building), and shall not be directed toward adjacent properties.

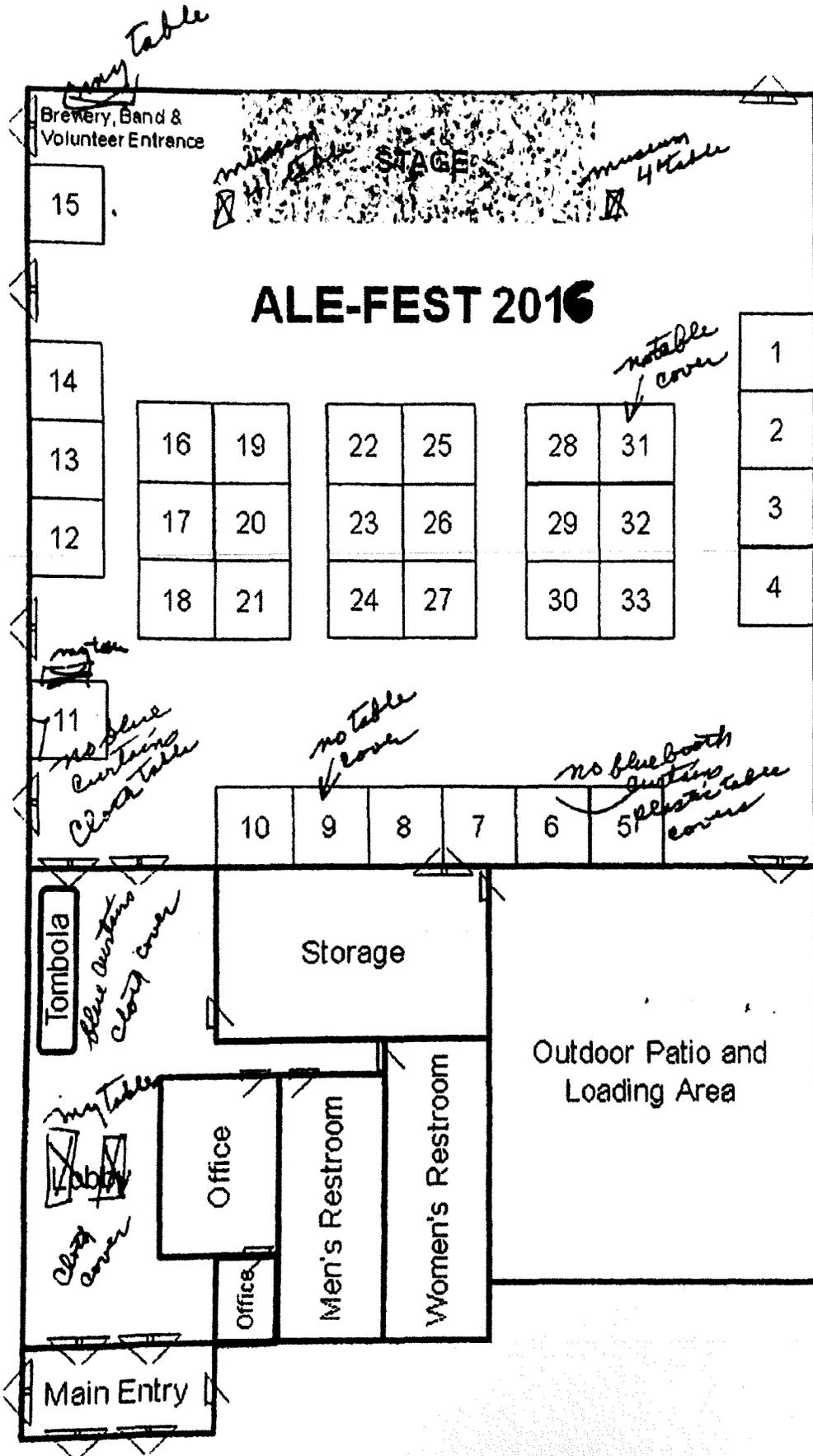
6. The Permittee shall be responsible for informing any designee(s), employee(s), and/or person(s) responsible for management of business and/or event of the Special Use Permit. The Special Use Permit shall be provided to all of Permittee's designee(s), employee(s), and/or persons responsible for management of business and/or event.
7. In the event a sound measurement is taken in accordance with LMC 9.33 which exceeds the sound levels authorized by this Permit, the City shall have the right to revoke this Permit and issue a Notice of Civil Noise Infraction pursuant to LMC 9.33.050 and subject to the civil remedies and civil penalties authorized in LMC 21.13.080.
8. Any subsequent changes to the operation shall be subject to the review and approval of the City and shall require amendment of the Permit.
9. The Special Use Permit does not imply, warrant, or guarantee any vested status in regards to the use, or future issuance of such Permit.
10. The Permit shall be subject to termination by the City without notice and at the discretion of the City for any reason including but not limited to any determination by the City that the use violates the provisions of any State, federal, or local law or ordinance, or the provisions of the Permit. Upon revocation of the Permit, the Permittee shall have whatever rights and responsibilities they had prior to issuance of the Special Use Permit.
11. The Special Use Permit does not represent approval for any other action or activity, business or use, change of existing status or operations, additional advertisement, use of hawking, signage and/or any other action of the Permittee except as specifically described within the Special Use Permit.
12. The City shall have the right to inspect for compliance with the conditions of the Permit and other applicable laws.

Attached Exhibits:

Exhibit A – Site Plan

Exhibit B – Letter of request for Special Use Permit

Exhibit C – Draft SUP, including Attachment with approved locations for sound pressure level readings for the event



Centre

EXHIBIT B

January 5, 2016

Joel Walinski

PO Box 287

Leavenworth, WA 98826

Attn: City Council

Dear Joel Walinski and Leavenworth City Council,

Subject: Noise Variance for 2016

This letter will serve as the Leavenworth Nutcracker Museum's formal request for a noise variance of the current city requirements on the days of April 22nd and April 23rd, 2016. The noise variance request is for the hours of 6:00pm to 10:00pm on April 22nd and the hours of 2:00pm to 9:00pm on April 23rd, 2016 located at the Leavenworth Festhalle, 1001 Front Street in Leavenworth. The Leavenworth Ale-Fest is the annual fundraiser for the Leavenworth Nutcracker Museum. This year we will have approximately 32 participating breweries from the Pacific Northwest. We will have a new feature of an IPA from Far Away table. In addition, to the breweries there will be live music every 90 minutes with a 30 minute break between each 45 minute set and food booths provided by local businesses. This will mark the tenth year for the Leavenworth Ale-Fest.

The request of the noise variance is a precaution for this event. Ale-Fest continues to be an indoor event and the music is kept inside the walls of the Festhalle.

For the last five years the event has stayed within the permitted noise variance granted by the city council. As in previous years we will take decibel readings throughout the festival to ensure we will stay within the prescribed limits. Sound and lighting will be provided by local Erick Link. Private Security is provided by Phoenix Protective Services. We have been without incident with Phoenix running point as our security provider.

Please let me know if I can get additional information for you. We look forward to another successful event and enjoy working with the City of Leavenworth to make this a successful event.

Respectfully,

Rebeca Wadkins

Leavenworth Ale-Fest Co-Chair

Leavenworth Nutcracker Museum

To Lessee: Rebeca Wadkins
Leavenworth Nutcracker Museum
PO Box 129
Leavenworth, WA 98826

DEFAULTS AND REMEDIES

All permit fees shall be payable to the City by the Permittee in advance. In the event the City is required to bring any action to enforce any covenant contained in this agreement, the prevailing party in any such action shall be entitled to reasonable attorney fees approved by the court. Venue shall be in Chelan County, Washington.

Dated this ____ day of _____, 2016.

IN WITNESS WHEREOF, We have hereunto set our hands the day and year first herein above written.

PERMITTEE:

CITY OF LEAVENWORTH:

Rebeca Wadkins

Joel Walinski, City Administrator

Attest:

Chantell Steiner, Finance Director/City Clerk

EXHIBIT "A"

Real Property Description / Use

The permit agreement ("Permit" or "Special Use Permit") allows for the Permittee to have live amplified music on **Friday, April 22, 2016** between the hours of **6:00 PM – 10:00 PM** and **Saturday, April 23, 2016** between the hours of **2:00 PM and 9:00 PM** inside of the Festhalle building located at 1001 Front Street, Leavenworth, for the Ale-Fest fundraising event.

EXHIBIT "B"

Temporary use of amplified music.

Conditions of Approval:

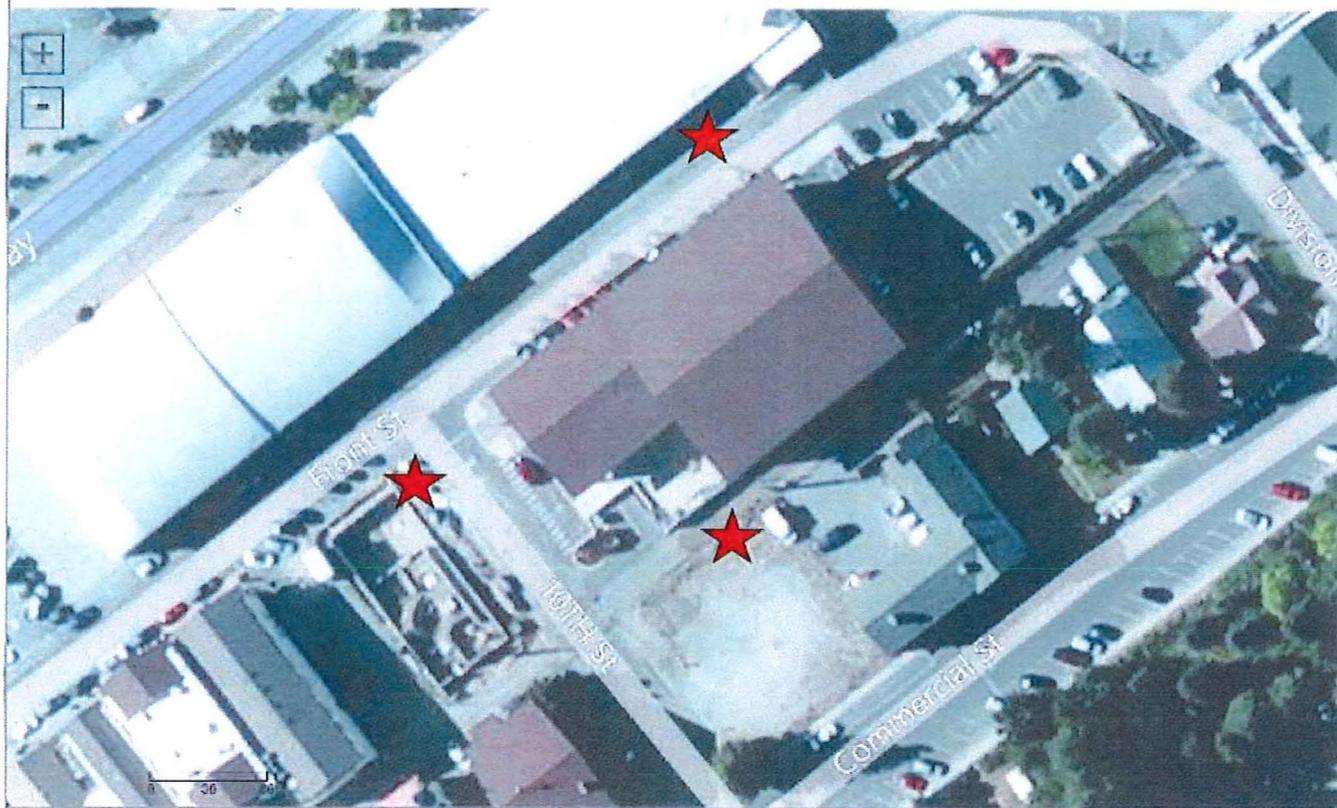
1. The Permittee shall allow no live or recorded amplified music after 11:00 PM on the dates identified.
2. This Special Use Permit is for the purpose of varying from the sound and noise limitations of Leavenworth Municipal Code (LMC) 9.33.030 during live music events specifically identified within the Special Use Permit request, and shall not be construed as any approval for other operations and/or actions of the Permittee. Excepting the provisions of the Permit as disclosed in Exhibit "A," the Permittee shall operate in a manner which does not violate the provisions of LMC Chapter 9.33 and other applicable LMC chapters regarding noise, sound, and conduct at all times, and shall not create noise disturbance. "Noise disturbance" means any sound which annoys, disturbs, or perturbs reasonable persons with normal sensitivities, or any sound which unreasonably injures or endangers the comfort, repose, health, hearing, peace, or safety of persons or animals.
3. The Permittee shall not cause or permit any amplified sound or noise from the subject premises to intrude into the property of another person which sound or noise exceeds the maximum permissible noise levels of 90 dBA.
4. As disclosed within the Special Use Permit application materials, the Permittee shall monitor noise levels during the term of this Permit in order to provide mitigation for noise exceeding 90 dBA as required by LMC 9.33.040 (I). The Permittee shall submit a report to the City within 60-days following the end of the event which details noise levels occurring during the event. Noise readings shall be taken on at least two differing occasions during the term of the Permit, and during times at which live amplified music is occurring. Readings shall be taken from locations as approved by the City on Attachment "1." The Permittee may self-monitor or hire a qualified outside firm to obtain noise level readings.
5. Speakers and/or transmission devices shall be located within the Festhalle only and directed into the event space where the customers are located. At no time shall speakers or other transmission devices be placed outside of the subject property (outside of the building), and shall not be directed toward adjacent properties.
6. The Permittee shall be responsible for informing any designee(s), employee(s), and/or person(s) responsible for management of business and/or event of this Special Use Permit. This Special Use Permit shall be provided to all of Permittee's designee(s), employee(s), and/or persons responsible for management of business and/or event.
7. In the event a sound measurement is taken in accordance with LMC 9.33 which exceeds the sound levels authorized by this Permit, the City shall have the right to revoke this Permit and issue a Notice of Civil Noise Infraction pursuant to LMC 9.33.050 and subject to the civil remedies and civil penalties authorized in LMC 21.13.080.
8. Any subsequent changes to the operation shall be subject to the review and approval of the City and shall require amendment of this Permit.
9. This Special Use Permit does not imply, warrant, or guarantee any vested status in regards to the use, or future issuance of such Permit.

Exhibit "B"

Conditions of Approval, Continued:

10. This Permit shall be subject to termination by the City without notice and at the discretion of the City for any reason including but not limited to any determination by the City that the use violates the provisions of any State, federal, or local law or ordinance, or the provisions of this Permit. Upon revocation of the Permit, the Permittee shall have whatever rights and responsibilities they had prior to issuance of this Special Use Permit.
11. This Special Use Permit does not represent approval for any other action or activity, business or use, change of existing status or operations, additional advertisement, use of hawking, signage and/or any other action of the Permittee except as specifically described within this Special Use Permit.
12. The City shall have the right to inspect for compliance with the conditions of this Permit and other applicable laws.
13. Permittee shall comply with all State and local laws related to noise.

Attachment 1



dBA sound level reading locations

"dBA" means the sound pressure level in decibels measured using the "A" weighting network on a sound level meter. The sound pressure level, in decibels, of a sound is 20 times the logarithm to the base 10 of the ratio of pressure of the sound to a reference pressure of 20 micropascals.

"Sound level" means a weighted sound pressure level measured by the use of a sound level meter using an A-weighted network and reported as decibels, dBA.

"Sound level meter" means a device which measures sound pressure levels and conforms to Type I, S1A, Type II or S2A, as specified in the American National Standards Institute Specification Section 1.4 (1971) as now exists or as hereafter amended or modified.

LEAVENWORTH CITY COUNCIL
Study Session Agenda
City Hall - Council Chambers
February 9, 2016 9:00 a.m.

9:00 – 9:15 Chamber Report

This time is provided for a Chamber of Commerce representative to provide an update to the City Council on items of interest to the Chamber and City.

9:15 – 9:35 Animal Control / Humane Society – Dawn Davies

The Council will be given an update on the Wenatchee Valley Animal Care & Control (WVAC) and the current working status of the contract between the City and Wenatchee Valley Animal Care & Control, LLC. Ms. Dawn Davies, Executive Director, will be in attendance to provide the update to the City Council and field any questions. The City and Wenatchee Valley Animal Control contract did expire on December 31, 2015. Discussions between Ms. Davies and the City Administrator have allowed for the current contract to be extended while a new contract is considered.

The current contract allows City residents to drop stray animals and retrieve lost animals at the Animal Humane Center. The contract also allows for Animal Control to quarantine animals at their location, transport animals to the center if an Animal Control Officer is available (this is an added fee charged to the City), and Animal Control, if called by a Sheriff Deputy Officer or City personnel, will respond if an Animal Control Officer is available. The current contract does not cover a response by Animal Control if contacted by the general public. In addition, this contract does not cover any Animal Control Officer time for investigations; for example, a vicious dog enforcement issue. While this generally has worked while the contract has been in place, annually there are 2 – 3 animal incidents that a higher level of response would be helpful in the resolution of the incident.

One of the concerns in previous contracts was the response time for Animal Control because of the distance from the Animal Control Center located in Wenatchee to Leavenworth and the staffing level of Animal Control. Often a call would come in and by the time Animal Control did respond, the animal was no longer in the vicinity. Another issue had been animals left in vehicles; often these calls were first responded to by Sheriff Deputies. The responding officers would then call Animal Control for follow-up. Because of the distance issue, the incident could tie up a Sheriff's Officer for a significant time period or by the time Animal Control did respond, the owner of the vehicle had returned and left the scene. In 2015, the City Council approved an amendment to the Leavenworth Municipal Code 6.04.012 Confinement of animal(s) in vehicle infraction. This code amendment provided the Sheriff's Deputies the authority to issue a citation to the vehicle operator if and when an animal was left in a vehicle during warm weather. This amendment helped in addressing the animal in vehicle issue, however, the travel time for the Animal Control officers will remain an issue and will continue to be an issue in any new contract.

The current draft contract for review and discussion is similar to the contract in effect in the City of Cashmere. It requires Animal Control to accept animal complaints 24 hours per day; Animal

Control will also answer and respond to complaints during the hours of 8:00 a.m. to 5:00 p.m., Monday through Sunday; and Animal Control will provide staffing to investigate and enforce violations of any state or city regulations pertaining to animals. The contract being proposed is for three years, costs would increase from approximately \$9,000 annually to \$16,000 in the first year and a one percent increase per year in the following years. In addition, the Humane Society would handle the licensing of animals and collect and retain the fees for that licensing. In 2015 this was approximately \$830.00.

The following items are included under **TAB A:**

- Draft Contract 2016 – 2018
- Contract for Services 2013 – 2015
- 2015 Animal Control/Leavenworth Year End Report

9:35 – 10:15 Parking Improvements

This time is provided for a discussion regarding possible improvements to Parking Lots P1 and P2 which are located at the old fruit warehouse site; and P3 which is located to the west of the Festhalle. P1 is at the street level of Hwy. 2 and Front Street; P2 is approximately 12 FT lower than Hwy. 2 with access off of Front Street. Both are paid parking lots; P1 is operated via a pay station located on the East side of P1 adjacent to Front Street; P2 is operated via a Pay Box with a numbered stall honor system; P3 is also operated via a Pay Box with a numbered stall honor system.

The Council previously had identified a number of improvements for the operation of these lots. Previously a wall stabilization project for Lot P2 was completed in 2014, landscaping was completed for P1 in 2013, and fall protection between the two lots was completed in 2012. The improvements identified by the City Council for further consideration included: replacement of the fencing bordering lot P2, fencing protection and fall protection, lighting and electrical access to support other uses, additions of electrical charging stations, and the addition of pay stations for lots P2 and P3.

Early in 2015, the City contracted with Mr. Aaron Schmidt, P.E. IntegriTech to conduct some initial scoping and cost estimates to address the future project of fence replacement and electrical improvements. On May 12, 2015 Mr. Schmidt, P.E. met with the members of the Public Works Subcommittee to review the initial findings and provided a presentation to the full Council at the June 9, 2015 Study Session. At that time, the Council requested further development of plans and specification for the improvements. The meeting today will be a review of the current status and a review of the cost estimate.

The following items are included under **TAB B:**

- Scope Summary Overlay 09 FEB 2016
- Cost Estimates: Pedestrian Railing, Jersey Barrier, Boulders, & Electrical Improvements.
- PCP Series Luminaire Head for P2
- Electric Vehicle Charging Station
- Pedestrian Handrail Detail
- Electrical Plan Set

10:15 – 10:35 Council Communication

This time is provided to discuss Citizen/Council Communication. The question was asked, how does a suggestion, complaint, question, initiative from a citizen get communicated to the City Council or Administration; and then what action is taken. Included under TAB C is a general outline of how these items currently flow through and are responded to by the City.

Many of the operational requests are addressed by staff on a day by day basis, especially if the City Council has already provided guidance by approving a policy, addressed the issue within the Leavenworth Municipal Code, or the item is addressed within the Comprehensive Plan or supplemental planning elements. A number of initiatives or suggestions may also be acted by the administration on if they identify efficiency or reduced expenditure for the operation of the City.

Other initiatives or recommendations may require additional City Council action or discussion. Typically these items are directed to a sub-committee for additional review and development if there is consensus by the Council. At times when there is not an interest by the Council for further consideration and the item is not moved forward; at the committee level, the item is discussed and considered, and the presenter may be asked to attend a committee meeting to discuss the proposal. The committee at some point will make a recommendation on how to address the issue. This may be a request to the administration or referring the item with a recommendation back to the full council.

This time has been set aside to review this process and open it to discussion.

The following items are included under **TAB C**:

- Communication Flow Chart

10:35 – 11:00 2016 Draft Agenda Items & Objectives and Project Tracker

The Council is being provided the quarterly Project Tracking spreadsheets. The Project Tracking is not a comprehensive list of all the work being completed or the tasks underway by the City; however, this does reflect the City projects and tasks that have been directed by the Council as priorities. Each project includes some annotations of status or description, anticipated completion, and stage (progress level). This is intended to relay progress and ensure that the City is on target with the needs of the community and Council priorities. This document is updated and provided to the Council on a quarterly basis. In addition, staff has provided the City Council 2016 Future Agenda Items. The current status of the project is list under the APR column and this document will be distributed again at the end of April with updates.

The following items are included under **TAB D**:

- Project Tracking Document
- City Council 2016 Future Agenda Items

11:00 – 11:10 Quarterly City Newsletter Recommendations – Distribution in March

The City will be publishing the quarterly Mayor and City Council Newsletter in late February – early March. Article topics at this time include but are not limited to:

- “A Minute With the Mayor” – Property Taxes
- Vacation / Overnight Rentals in the Residential Neighborhoods – Nathan Pate
- Leavenworth Pride Award Recipient – Sue Cragun
- Spring Clean-up Coming Soon – Herb Amick / Sue Cragun
- Detecting Water Leaks – Sue Cragun
- Festhalle Improvements – Sue Cragun
- Upcoming Festivals and Events – Sue Cragun
- Leavenworth Recycle Center – Sue Cragun
- Update on current / upcoming City projects – Herb Amick / Sue Cragun

Staff is requesting any additional suggestions from the Council at this time.

The following items are included under **TAB E**:

- Winter 2015 Newsletter

11:10 – 11:30 Council Open Discussion

- Confirm Retreat Meeting Date / Location
- Other



CONTRACT FOR SERVICES

THIS AGREEMENT, made and entered effective April 1, 2016 between the CITY OF LEAVENWORTH, a municipal corporation, organized under the laws of the State of Washington, hereinafter called the "CITY" and the Wenatchee Valley Animal Care & Control, LLC, a non-profit corporation existing under the laws of the State of Washington, hereinafter called "WVAC" agreed as follows:

1. The term of this agreement shall be Three (3) years, from the 1st day of April, 2016 until the 31st day of March, 2018 or until terminated as provided herein.

2. WVACC, in consideration of the City's financial support which shall be delineated hereinafter, agrees to provide the following:

(a) To furnish and maintain the present animal shelter existing at 1474 S. Wenatchee Ave., Wenatchee, and all necessary equipment for handling stray animals, impounded animals, and animals received by WVACC from citizens of the City of Cashmere. These facilities shall include all kennels and facilities for the humane disposal of sick and injured animals.

(b) To keep the WVACC shelter open for the purpose of receiving animals and allows animals to be redeemed by citizens for a minimum of four hours each day, to be hours which are convenient to the citizens of the City of Leavenworth, except legal holidays, and four additional days for training and meetings for shelter staff.

(c) To maintain twenty-four (24) hour phone services for the purpose of receiving complaints from the citizens of the City, and to answer and respond to complaints during the hours of 8:00 a.m. to 5:00 p.m., Monday through Sunday,

answering all inquiries from said citizens of the City.

(d) To enforce all state laws pertaining to animals and all city ordinances pertaining to the control and licensing of animals, the disposal of animals, and any and all other regulations relative to animals within the City of Leavenworth. In addition to maintaining the phone service, a person shall be on call to respond to emergency situations and to respond to complaints within the limitations of WVACC personnel in order to provide the service as specified herein.

(e) To employ a person or persons who shall enforce the laws and regulations as specified in subparagraph (d) by investigating complaints, impounding animals, securing evidence of violations of city ordinances or state laws, and furnishing reports of said violations to the appropriate city officials and also appearing in court in the case of prosecution of any of these violations. The person or persons so employed to perform its obligations under this agreement shall be employees of WVACC and not employees of the City.

(f) License Issuance. The WVACC shall issue dog licenses as required by the ordinances of the City, and shall collect and retain the required fees, and shall maintain appropriate records of funds collected. Animals sold by the WVACC to private individuals residing in the City shall not be released to their new owners until a valid City license is obtained. The WVACC is responsible for administration of the licensing program, including payment for all labor and materials required.

(g) To maintain complete records of fees collected, animals received, animals disposed of, complaints received and investigations conducted and shall make such records available for the City's inspection at all reasonable times at the place of business of WVACC. In the event of a public record request to the City, WVACC shall cooperate with the City to respond to such requests.

(h) The City shall defend, indemnify, and hold WVACC harmless for claims, losses, demands and causes of action arising from WVACC's services to the City pursuant to the agreement in the event any claims, losses, demand, and/or causes of action result from WVACC enforcement of City Animal Control ordinances and are based upon said animal control ordinances being alleged unenforceable as written WVACC shall defend, indemnify and hold the City harmless for all other claims, losses, demands and causes of action arising from WVACC's services to the city pursuant to this agreement. WVACC shall submit to the City a Certificate of Insurance evidencing commercial General Liability Insurance of one million dollars combined single limits per occurrence, and a copy of the endorsement naming the City as an additional insured. WVACC will also carry one million dollars of automobile liability coverage as well as two million General Aggregate coverage.

(i) To furnish all equipment and supplies used in performing WVACC's obligations arising from this agreement, except equipment and supplies which the City shall furnish from time to time at it's own volition in the event of special circumstances..

(j) To provide public information and information regarding the proper treatment of domestic animals.

3. The City hereby agrees as follows:

(a) To permit WVACC as partial compensation for the services as specified herein, to retain all license fees, impounding, board, and vaccination fees collected by WVACC. (2015:

(b) To pay WVACC from the City's funds the amount specified in this agreement.

(c) The City shall cooperate with WVACC to see that each employee of WVACC who is employed to enforce any obligations and any City animal control

ordinances assumed hereunder shall have the authority to act on behalf of the City to issue citations for violations of animal ordinances.

(d) To consult with WVACC and its employees and to educate WVACC and its employees of the city ordinances.

4. The City shall pay to WVACC the sum of \$16,000.00 for a period commencing on the first day of April, 2016 through March 31, 2017 and \$16,160.00 for April 1, 2017 through March 31, 2018 (1% increase) and \$16,321.60 for April 1, 2018 through March 31, 2019 (1% increase). Said payments shall be in twelve equal increments per contract year. Each payment to be made at the end of each calendar month from the date of the commencement of this agreement).

5. Assignment. The Wenatchee Valley Animal Care & Control, LLC is a not for profit subsidiary of the Wenatchee Valley Humane Society.

6. This agreement may be discontinued by either party at any time by directing a written notice to the other at least ninety (90) days in advance of the intended termination date.

IN WITNESS WHEREOF, the parties hereto have affixed their signatures and the day and year above written.

WENATCHEE VALLEY
ANIMAL CARE & CONTROL

APPROVED BY THE CITY COUNCIL OF
THE CITY OF LEAVENWORTH

Executive Director, Dawn Davies
1474 S. Wenatchee Ave
Wenatchee, WA 98801

Mayor, Cheryl K. Farivar
700 Hwy. 2.
Leavenworth, WA 98826

Dated: _____

Dated: _____

Approved as to form:

Thom H. Graafstra, City Attorney

\$ 9000.00

COPY

CONTRACT FOR SERVICES

THIS AGREEMENT is made and entered into this 23 day of April, 2013 between the CITY OF LEAVENWORTH, a municipal corporation, organized under the laws of the State of Washington, hereinafter called the "CITY" and **WENATCHEE VALLEY ANIMAL CONTROL LLC**, a non-profit corporation existing under the laws of the State of Washington, hereinafter called "ANIMAL CONTROL".

RECITALS

- A. The City's geographical boundaries lie entirely within the Chelan County; and,
- B. The City possesses the power, legal authority, and responsibility to provide animal control services within its boundaries; and,
- C. The Wenatchee Valley Animal Control LLC possesses an established animal control unit and possesses the power and legal authority to extend those services into the geographical area of the City; and,
- D. RCW 39.34.080, authorizes a public agency to contract with any other public agency to perform any governmental service, activity, or undertaking which each public agency entering into the contract is authorized by law to perform; and,
- E. The City desires to enter into an agreement with the Animal Control whereby the Animal Control will provide animal transport services to the Wenatchee Valley Animal Shelter operated by the Wenatchee Valley Animal Humane Society and those animals would be held in good health and safety for the required time periods for impoundment or quarantine. While every attempt is made to protect animals, Animal Control, may at its sole discretion, determine an animal to have injuries, health or behavioral problems which could lead to humane euthanasia"
- F. The City also recognizes the need for its citizen to access the services provided by the Wenatchee Valley Animal Humane Society animal shelter.

The parties agree as to the term of this agreement shall be from the 1st day of May, 2013 until the 31st day of December 2015 or until terminated as provided herein. For purposes of this Agreement, the term "animals" shall refer to any member of the classes reptile, bird, or mammal, except man. Animals that are considered "wildlife" as determined by Animal Control are excluded from any services or provisions outlined within this contract.

SCOPE OF SERVICES:

Animal Control, in consideration of the City's financial support, which shall be delineated hereinafter, agrees to provide the following:

1. To furnish and maintain the present animal shelter existing at 1474 S. Wenatchee Ave. Wenatchee, and all necessary equipment for handling stray animals, impounded animals, and animals received by Animal Control from citizens of the City of Leavenworth. These facilities shall include all kennels and facilities for the humane disposal of sick and injured animals.
2. To keep the Animal Control shelter open for the purpose of receiving animals and allow animals to be redeemed by citizens for a minimum of four hours each day, to be hours which are convenient to the citizens of the City of Leavenworth except Wednesdays and legal holidays and four additional days for meetings and training for the shelter staff.
3. To provide animal shelter services for animals delivered for the following periods:
 - a) Seventy-two (72) hours from the hour of delivery if the animal is not licensed and has no known owner.
 - b) Seventy-two (72) hours from the date of delivery if the animal is licensed or has a known owner.
 - c) The impoundment or boarding rates for 2013 are fifty (\$50) dollar impound fee, fifteen (\$15) dollar per day boarding, and a fifteen (\$15) dollar vaccination charge for animals not having up to date vaccinations. The fees are subject to annual review and update by the Animal Shelter Board.
 - d) In the event an animal is turned in by a Leavenworth City resident or an animal is turned in belonging to a City of Leavenworth resident and the shelter fees are not paid by the animal owner the City of Leavenworth will be responsible for reimbursement of the impoundment/boarding fees to Animal Control. The initial thirty (30) impoundments shall be considered reimbursed under the City's base agreement, any additional impoundments exceeding thirty (30) where the pet owner refuses to pay, or a stray animal has been turned in which was located within the City; the City shall be billed for direct reimbursement.
 - e) The City shall be provided the names of individuals delivering animals from within the City of Leavenworth and the names of animal owners who refuse to pay for boarding charges for their animals.

4. ANIMAL CONTROL will during the period provided in paragraph 3, release the animal to any person who has evidence of the ownership of said animal.
5. An animal may not be released until all administrative, impound, and board fees, as established jointly by Animal Control and City of Leavenworth, have been paid by the person seeking release of the animal. Said fees, pursuant to the terms of this Agreement, shall become the property of Animal Control.
6. Animals that have bitten people will be quarantined for a period of ten (10) days and then returned to their owners or disposed of at the discretion of Animal Control.
 - a. The 2013 fees for quarantine are Fifty (\$50) dollar intake fee, Fifteen (\$15) dollar per day boarding, and a Fifteen (\$15) dollar vaccination charge for animals not having up to date vaccinations. The fees are subject to annual review and update by the Animal Shelter Board.
7. Animal Control shall be reimbursed in full by the City for the costs the transport of animals provided by Animal Control personnel from the City of Leavenworth to the animal shelter. The expected service level for response time shall be a minimum of sixty (60) minutes to a maximum of three (3) hours from the time authorized City personnel contacts Animal Control dispatch. Animal Control has the sole responsibility of assigning the priority of response and the allocation of their resources in providing this service. The projected rate of payment to Animal Control for animal control transport service for 2013 shall be:
 - a) 7:00 AM. to 10:00 PM on non-holiday Monday through Friday. A 2013 fee of \$110 for each call for service (numbered event). This fee is based on the direct cost to the Animal Control to provide for the average animal control related call for service based on mileage, hourly wage and benefits.
 - b) 10:00 PM to 7:00 AM, after hours, weekend, and holiday callouts. A 2013 fee of \$250 for each call for emergency service (numbered event).
 - c) The Animal Control shall invoice the City for all animal transport services. Invoices will be sent within Twenty (20) days after the last day of the previous quarter, (and include a report of all animal transport services provided under this agreement, including all calls for service (numbered events), by hour and type, to which Animal Control responded and upon which the billing is based.
 - d) The fees listed in Section 7.a) and 7. b). for subsequent years shall be calculated and provided to the City by August 1, to coincide with the City's budget cycle.

8. Animal Control will not be expected to respond to calls or animal complaints from the general public. They will respond to calls from the designated City officials with the primary service function to transfer animals that have been contained to the Wenatchee Valley Animal Shelter. The expected service level for response time shall be a minimum of sixty (60) minutes to a maximum of three (3) hours from the time authorized City personnel contacts Animal Control dispatch. Animal Control has the sole responsibility of assigning the priority of response and the allocation of their resources in providing this service. Animal Control will coordinate with the Chelan County Sheriff's Office to best facilitate the transfer of animals when necessary.
9. To furnish all equipment and supplies used in performing Animal Control's obligations arising from this agreement, except equipment and supplies which the City shall furnish from time to time at their own volition.
10. Animal Control shall have the authority to sell or dispose of animals after the period provided in paragraph I.E if not claimed as provided in paragraph I.F. The proceeds of such sale shall belong to Animal Control. Any such sale or disposition by Animal Control shall be in accordance with all applicable state statutes and administrative codes.
11. Animal Control shall defend, indemnify, and hold City harmless for claims, losses, demands and causes of action arising from Animal Control's performance of this agreement. Animal Control shall submit to the City a Certificate of Insurance evidencing commercial General Liability Insurance of one million dollars combined single limits per occurrence, and a copy of the endorsement naming the City as an additional insured.
 - a. Minimum Scope of Insurance. The Contractor shall obtain insurance of the types described below:
 - i. Automobile Liability Insurance. Automobile Liability insurance shall be obtained covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
 - ii. Commercial General Liability Insurance. Commercial General Liability insurance shall be obtained and shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop gap liability, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide the Aggregate Per Project Endorsement ISO form CG 25

03 11 85. There shall be no endorsement or modification of the Commercial General Liability insurance for liability arising from explosion, collapse or underground property damage. The City shall be named as an insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured- Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing equivalent coverage.

iii. Workers' Compensation Coverage. Contractor shall maintain Workers Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

b. Minimum Amounts of Insurance. The Contractor shall maintain the following insurance limits:

i. Automobile Liability Insurance -- a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.

ii. Commercial General Liability Insurance -- shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and a \$2,000,000 products-completed operations aggregate limit.

c. Insurance coverage shall be primary. The insurance policies are to contain, or be endorsed to contain, the following provision for Automobile Liability and Commercial General Liability insurance:

The Contractor's insurance coverage shall be primary insurance with respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be in excess of the Contractor's insurance and shall not contribute with it.

d. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

CITY COMMITMENT AND FINANCIAL RESPONSIBILITY:

1. To permit Animal Control as partial compensation for the services as specified herein; to retain all impounding fees collected by Animal Control.
2. To pay Animal Control from the City's funds such sum as the City and Animal Control shall annually agree upon, which sum shall be budgeted by the City of Leavenworth for the next ensuing year.

3. The City shall cooperate with Animal Control to see that each employee who is employed to enforce any obligations assumed hereunder shall have the authority to act on behalf of the City to issue citations for violations of animal ordinances.
4. To consult with Animal Control and its employees and to educate Animal Control and its employees of the city ordinances.
5. The City shall pay to Animal Control the sum of One Thousand Five Hundred (\$1,500) dollars for the period commencing on the first day of May 2013 and expiring on December 31, 2015. Payments of Two Thousand Two Hundred and Fifty (\$2,250) dollars per quarter thereafter.
6. In addition, the City shall pay to Animal Control an additional quarterly amount which is calculated and based on the charges for animal transport services (Scope of Services Paragraph 7) and costs associated with impound and quarantine not recovered by Animal Control. A quarterly invoice shall be sent by Animal Control within twenty (20) days of the end of the quarter and payment will be submitted by the City within 20 days of receipt of invoice.
7. Said payment shall be made in quarterly installments, the first one fourth to be made in May and then one fourth in each calendar quarter after that commencement of this agreement. Either party may terminate this agreement by directing a written notice to the other party at least ninety (90) days in advance of the intended termination.

Animal Control and The City further agree that Animal Control shall provide the City with a Quarterly "Case Detail" report which shall provide information and an accounting of all Animal Control actions and responses regarding animals within the City of Leavenworth.

Animal Control and City representatives will review the contract obligations and responsibilities in September of each contract year. Any subsequent amendments to the contract will be approved by each party.

IN WITNESS WHEREOF, the parties hereto have affixed their signatures and the day and year above written.

WENATCHEE VALLEY ANIMAL CONTROL


Dawn Davies, Executive Director

CITY OF LEAVENWORTH


Cheryl K.
Farivar, Mayor


Joel Walinski, City Administrator



Wenatchee Valley Animal Care & Control

1474 S Wenatchee Avenue

Wenatchee, WA 98801

Phone: (509) 662-9577 ext. 1 Fax: (509) 665-7612

City of Leavenworth 2015 Year End Report

Number of Investigated Incidents

Total - 16

Investigations of Interest

Citations Issued – 0

Dangerous Dogs – 0

Potentially Dangerous Dogs – 0

Animal Bites – 0

Number of Animals Received

Intake/Outcome	Dogs	Cats	Other
Strays	8	13	1
Owner Surrender	6	12	0
Return to Owner	3	0	0
Adoptions	11	22	1



City

Festivals

- | | | |
|------------------------|---------------------------------|---------------------|
| — Ped. Railing (~620') | ⊕ Power to Existing Pay Box (1) | ⚡ 3-Phase Power (1) |
| ● Boulder (~17) | ● New Pay Box (2) | |
| ● Street Light (6) | ⚡ Car Charging Stations (2) | |
| ■ Sconce (3) | — Jersey Barrier | |

- | |
|--------------------------|
| ▲ Power Supply Point (2) |
|--------------------------|

TAB B

COST ESTIMATE - PEDESTRIAN RAILING

PROJECT: P1, P2, & P3 Parking Lot Improvements

DATE: Jun-15

OWNER: City of Leavenworth

PAGE: 1

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
Commercial Street Reconstruction Project - Installed					
	2 1/2" pipe, 3/4" pipe balusters	500	FT	\$169.00	\$84,500.00
	same	120	FT	\$169.00	\$20,280.00
					\$104,780.00
Wenatchee Quality Welding (Cashmere) - Installed					
	2 1/2" pipe, 3/4" pipe balusters	500	FT	Estimate not yet received	
	Powder coating	500	FT	\$22.00	\$11,000.00
	Ornamental picket	150	Each	\$20.00	\$3,000.00
	same	120	FT	Estimate not yet received	
Wenatchee Quality Welding (Cashmere) - Installed					
	1 1/2" Pipe, 3/4" pipe balusters	500	FT	\$55.00	\$27,500.00
	Powder coating	500	FT	\$22.00	\$11,000.00
	Ornamental picket	150	Each	\$20.00	\$3,000.00
					\$41,500.00
	same	120	FT	\$81.00	\$9,720.00
					\$51,220.00
Far West (Wenatchee) - no installation					
	1 1/2" pipe, 5/8" square pickets	500	FT	\$58.00	\$29,000.00
	Powder coating	500	FT	\$20.00	\$10,000.00
					\$39,000.00
	same	120	FT	\$78.00	\$9,360.00
					\$48,360.00

COST ESTIMATE - ELECTRICAL IMPROVEMENTS

PROJECT: P1, P2, & P3 Parking Lot Improvements

DATE: Jan-16

OWNER: City of Leavenworth

PAGE: 4

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	AMOUNT
1	Line Extension & Transformer (PUD)	1	Each	\$8,000.00	\$8,000.00
2	Line Extension Costs (City)	1	Each	\$10,300.00	\$10,300.00
3	Service Connection Fee (S1)	1	Each	\$1,400.00	\$1,400.00
4	Service Connection Fee (S2)	1	Each	\$2,300.00	\$2,300.00
5	Service Connection Fee (S3)	1	Each	\$2,300.00	\$2,300.00
	PUD-Related Cost				\$24,300.00
6	S1C1 (P1 Street Lights)	1	Each	\$34,200.00	\$34,200.00
7	S1C2 (P1 Pay Station Power)	1	Each	\$900.00	\$900.00
8	S1C3 (P1 Car Charger #1)	1	Each	\$7,100.00	\$7,100.00
9	S1C4 (P1 Car Charger #2)	1	Each	\$4,300.00	\$4,300.00
10	S2C1-17 (P1 Oktoberfest Supply #1)	1	Each	\$29,000.00	\$29,000.00
11	S3C1-17 (P1 Oktoberfest Supply #2)	1	Each	\$22,300.00	\$22,300.00
12	S4C1 (Future P1 3Ø)	1	Each	\$3,400.00	\$3,400.00
13	S5C1 (P2 Street Lights)	1	Each	\$34,800.00	\$34,800.00
14	S5C2 (P2 Pay Station)	1	Each	\$21,400.00	\$21,400.00
15	S6C1-18R (P2 Oktoberfest Outlets)	1	Each	\$21,200.00	\$21,200.00
16	S8C1 (P3 Pay Station)	1	Each	\$21,200.00	\$21,200.00
17	Electrical Permits (S1, S2, S3)	3	Each	\$250.00	\$750.00
	Improvements Cost				\$200,550.00
18	Contingency		%	15%	\$33,800.00
19	Engineering & Inspection		%	10%	\$22,500.00
20	Sales Tax		%	8.4%	\$18,900.00
	Admin Cost				\$75,200.00
Total					\$300,050.00

PCP Series Crossarms & Wall Bracket

SPECIFICATIONS

3 ALONG NW WALL OF P2
W/STANDARD LUMINAIRE HEAD

CONSTRUCTION

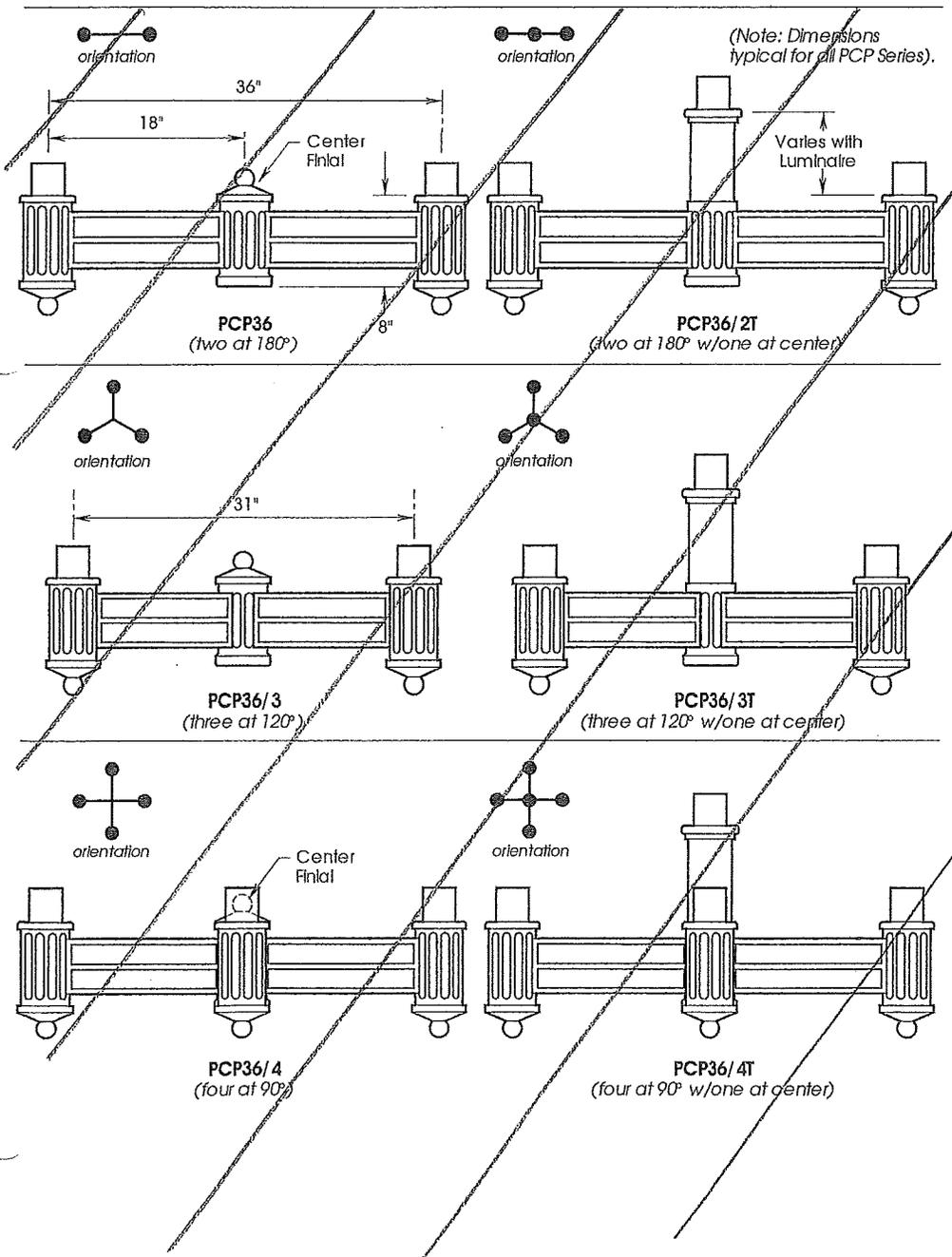
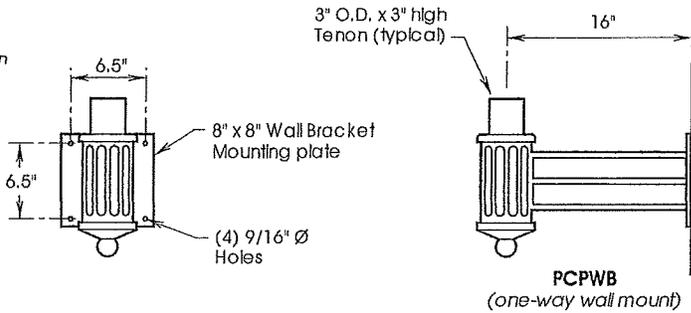
The crossarms and wall brackets shall be one-piece construction. For wall brackets, the arm shall be welded to a flat wall plate. All welding shall be per ANSI/AWS D1.2-90. All welders shall be certified per ANSI/AWS D1.2-90 Section 5.

MATERIALS

The arm assemblies shall be heavy-wall, copper free, cast aluminum produced from certified ASTM 356.1 Ingot per ASTM B-179-95a or ASTM B26-95. The center luminaire extension piece and wall bracket mounting plate shall be aluminum, ASTM 6061 alloy, heat treated to a T6 temper. All hardware shall be stainless steel. All exterior hardware shall be tamper resistant.

INSTALLATION

The crossarms shall slip-fit a 3" O.D. x 5" post top tenon and attach with socket set screws. The center finial shall be removable. The wall bracket shall have four 9/16" dia. holes for mounting to the wall. (Bracket mounting hardware furnished by others.) Both crossarms and wall bracket shall have 3" O.D. tenons for luminaire mounting.



ORDERING INFORMATION

Choose the **boldface** catalog nomenclature that best suits your needs and write it on the appropriate line.

Example: **PCP36/2T ANBK**

Series	Finish	
PCPW	one	ANBK Black
PCP36	two	ANDB Dark Bronze
PCP36/2T	three	ANDG Dark Green
PCP36/3	three	ANVG Verde Green
PCP36/3T	four	ANPP Prime Painted
PCP36/4	four	CM Custom Match
PCP36/4T	five	CS Custom Select
	# of luminaires required	RAL colors

NOTES: 1. For finish specifications and color options, see "Finish" section in catalog.

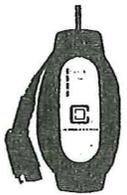
ANTIQUE Street Lamps

2011-B W. Rundberg Ln. • Austin, TX 78758 • Ph (512) 977-8444

Level 2 - 240V, 12A-16A (2.8kW-3.8kW) Charging



Level 2 - 240V, 40A+ (9.6kW-19.2kW) Charging



Level 1 - 120V, 12A+ (1.4kW-2.4kW) Charging



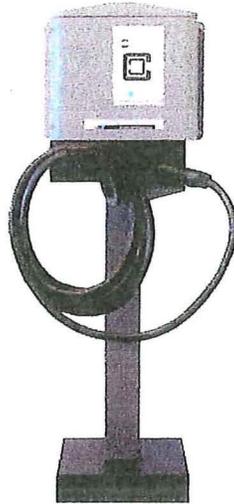
Accessories



International



Upgrade Kits



CS-100 Pedestal Mount, 70/80 amp EV Charging Station, 25 ft cable

\$2,895.00

- **Charging Amperage:** 70/80A Selectable (19.2kW max)
- **Supply Circuit:** 208/240V, 100A
- **Installation:** Hardwired
- **Cord Length:** 25 feet
- **Enclosure:** NEMA 4; indoor/outdoor rated, fully sealed
- **Warranty:** 1 year
- **Certification:** UL, cUL, ETL, cETL
- **CS-100 Dimensions:** 22"H x 17"W x 8"D (mounting holes 16" on center)
- **Price:** \$2895

Made in America

Add to cart

SKU: 0224-00-000-0300-00-015. Tags: [70/80 amp](#), [70/80A](#), [CS-100](#), [hardwired](#).

Description Additional Information

ClipperCreek's CS-100 mounted on a sturdy 4" x 4" cold rolled steel pedestal.

CS-100:

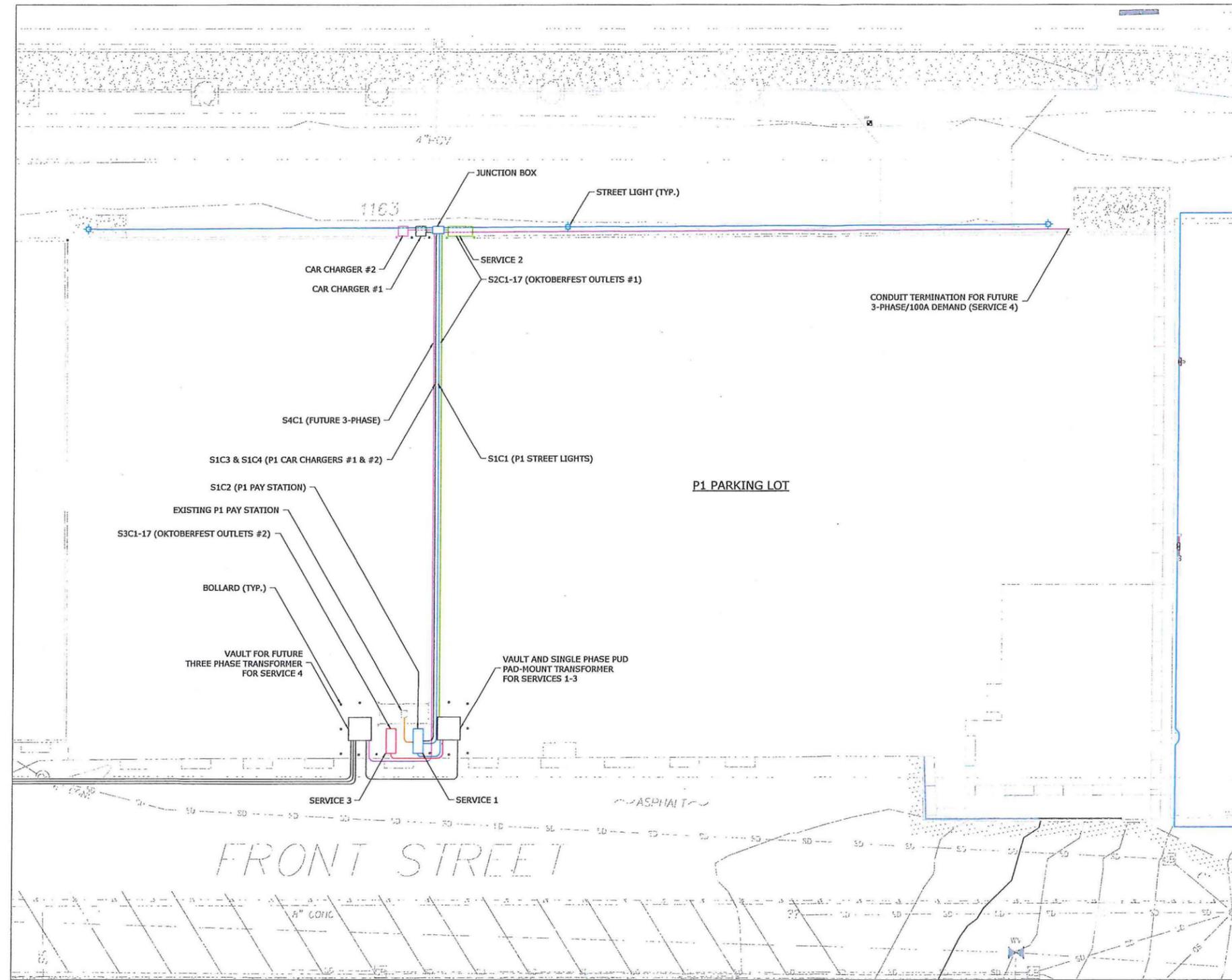
- Service Entrance: 208V to 240V - 100 Amp Branch Circuit (70/80 Selectable Amps continuous), single phase, 2 wire w/ground
- 22" H x 17" W x 8" D (559mm H x 432mm W x 203mm D) NEMA 4 Construction
- Operating Temperatures: -22 F to 122 F (-30 C to 50 C)
- UL Listed
- 25 Ft Charging Cable

Pedestal:

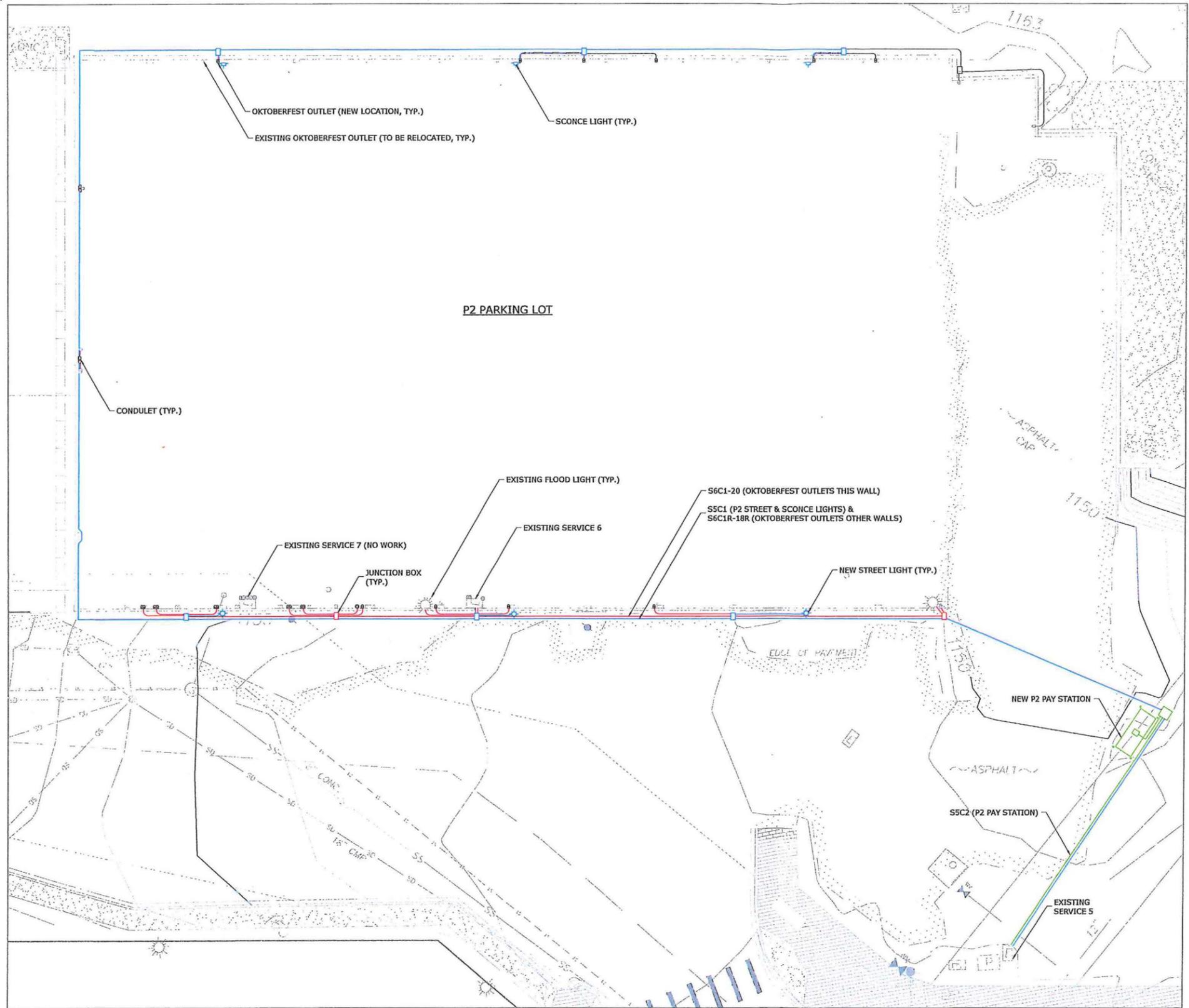
- 4" Cold Rolled Steel 1/4" thick

>> View Manual

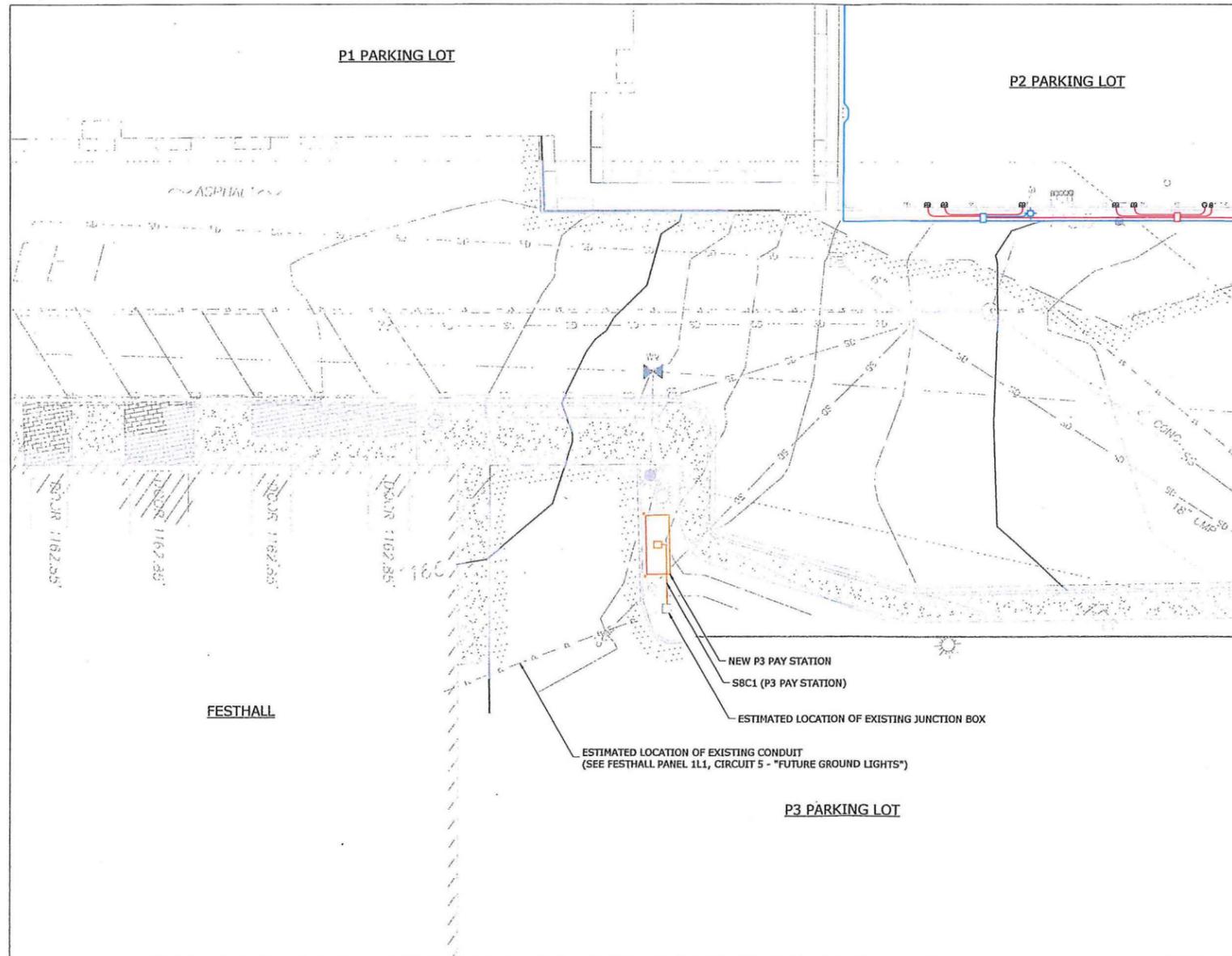
>> View Brochure



		INTEGRITech	
		4350 Icicle Road Leavenworth, WA 98826	(509) 548-5765 www.IntegrITech.info
CITY OF LEAVENWORTH P1, P2, & P3 PARKING LOT IMPROVEMENTS ELECTRICAL SITE PLAN - P1			
Design: ADS	Drafting: ADS	Review: WES	Date: DEC 2015
Scale: 1" = 10' - 0"	Plan Number: 1-28	Sheet: 1 OF 3	Rev: --



INTEGRITech			
4350 Icicle Road Leavenworth, WA 98826		(509) 548-5765 www.IntegrITech.info	
CITY OF LEAVENWORTH			
P1, P2, & P3 PARKING LOT IMPROVEMENTS			
ELECTRICAL SITE PLAN - P2			
Design: ADS	Drafting: ADS	Review: WES	Date: DEC 2015
Scale: 1" = 10' - 0"	Plan Number: 1-28	Sheet: 2 OF 3	Rev: --



	INTEGRIT^{TECH}		
	4350 Icicle Road Leavenworth, WA 98826		(509) 548-5765 www.IntegrITech.info
CITY OF LEAVENWORTH P1, P2, & P3 PARKING LOT IMPROVEMENTS ELECTRICAL SITE PLAN - P3			
Design: <u>ADS</u>	Drafting: <u>ADS</u>	Review: <u>WES</u>	Date: <u>DEC 2015</u>
Scale: <u>1" = 10' - 0"</u>	Plan Number: <u>1-28</u>	Sheet: <u>3 OF 3</u>	Rev: <u>--</u>



Annual Objective and Project Tracker 2016
 JANUARY 2016

Objective Description	Lead	Estimated Completion Date	% Completion				Comment (Updated Quarterly)
			APR	JULY	OCT	DEC	
Financial Policy Review	CS/JW	April 2016	-				The Council (Finance Committee) reviewed and found no need to make changes in 2015 to Res. 10-2014 Financial Policies for defining fund balances, reserves, debt capacity, and investments to assist in annual budgeting; this will be reviewed again in 2016 for any recommended changes.
City/TBD Biennial Budgets & PRSA Annual Budget	CS	Nov/Dec 2016	-				The City and Transportation Benefit District budget on a biennial basis; the 2017/2018 Calendar Years Budget will be developed this year beginning with the budget retreat scheduled for March 4, 2016 The Upper Valley Park & Recreation Service Area (PRSA) budget is adopted yearly by the PRSA Board and is incorporated as part of the City's biennial budget process. A detailed budget calendar will be created and distributed by no later than June.
Cost Allocation Plan	CS	March 2016	90				In the last audit for the City a recommendation was made to create a written cost allocation plan. This plan should include methodologies for how certain items are expended across multiple funds such as payroll costs, costs charged to the Central Services and Equipment Rental & Revolving Loan Funds, and insurance. At this time the selected consultant has developed a draft of the Cost Allocation Plan and city staff is working on additional final amendments before presenting to the Council for review by the first quarter of 2016.
Quarterly City Newsletter	ALL	Nov. 2016	-				Publication months: FEB. MAY. AUG. NOV.
Flood Control Zone District (FCZD)	Chelan Cty/HA	Oct. 2015	10				The FCZD Steering Committee has had the initial meeting; the goal of the group is to develop the Chelan County Flood Control Plan. Council provided update at October 2015 Study Session, work continues on developing master plan.
City/TBD/PRSA Annual Reports - 2015	CS	May 29, 2016	-				These reports are required by the State annually to be completed within 150 days in the year following the previous year.

Annual Objective and Project Tracker 2016
 JANUARY 2016

Objective Description	Lead	Estimated Completion Date	% Completion				Comment (Updated Quarterly)
			APR	JULY	OCT	DEC	
Lodging Tax Annual Report	CS	March 1, 2016	25				This report is required by the State to be completed annually by March 1 st of each year.
Icicle Work Group	JW	TBD	25				The Icicle Work Group is made up of various stakeholders with interests in the stream flow and water rights associated with Icicle Creek. A basic package of projects has been developed with the stakeholders asked to review and support the base package of project to move forward for NEPA/SEPA scope review.
Water Rights Application	JW	TBD	5				SB 6513, Senator Parlette has confirmed moving this bill forward in the 2015/2016 session. This is a priority item for the Council's Legislative Priorities. City Council Members, Mayor and City Admin. participated in the Senate Public Hearing. Further testimony will be required if the bill moves forward to the House.
Personnel Hiring	JW	TBD	20				The Water Supervisor has given notice of retirement February 15, 2016. Ms. Arnica Briody has been employed to fill this position. Her start date is February 8, 2016. The City currently is in the process of filling an open Park/Utility Maintenance Worker Position.
Loadman Weight System	HA/CS	TBD	85				At this point Staff continues to have issues with hardware and software equipment and data collection. Presently the system hardware is being redesigned, at the contractor's expense, in an attempt to meet project specifications.
Grant Administration	CS	Dec. 2016	-				Currently the finance department is administering 12 open grants. Grant related projects include Citywide Improvements (DOT - Federal), CDBG (Federal), Commercial Street 3 rd -8 th (DOT-Federal & TIB - State), DOE Solar/Energy (2 DOE grants – both State), Stormwater/Wetland Mitigation Grant (DOE – State). Chumstick Trail / Utility Improvements (DOT-Federal) Additionally Finance continues to monitor Meadowlark LID Project Costs for the offsite utilities. Finance staff continues to work on closing out the Citywide Improvement grant and will be working on closing the Commercial Street project, Solar/Energy & Stormwater/Wetland grants next. Two new grants for crosswalks (DOT – Federal) have begun reporting in 2016 for planning stages as well as the TIB Residential repair grant and WWTP Loan/Grants to begin in 2016.

Annual Objective and Project Tracker 2016
 JANUARY 2016

Objective Description	Lead	Estimated Completion Date	% Completion				Comment (Updated Quarterly)
			APR	JULY	OCT	DEC	
Regional Stormwater / Wetland Strategy / Management Plan	All	Oct. 2016	60				"Green infrastructure" Planning Commission workshop and public forum (third forum) held on November 18, 2015. Planning Commission will now work on development of Master Plan for Project Area.
Accessory Dwelling Unit Code Update	NP	March 2016	-				Differing and varied housing plays an important role in achieving Council's priorities to increase the supply of housing options across the City. Reduce or remove limitations, restrictions, and/or standards as an incentive to remove or reduce illegal "black market / underground" conversions.
Review and study Overnight / Vacation Rentals in the residential neighborhoods	NP	Dec. 2016	-				Vacation / overnight rentals are specifically listed for commercial districts, and vacation / overnight rentals are not listed in residential districts. The "black market / underground" conversions exist, and the Council desires to address this topic.
Transportation Element update - Future Streets Map	NP	Dec. 2016	-				Update the future streets map within the Transportation Element, and add streets to create planned circulation patterns ("Grid" street).
LMC and Comp Plan - Create "forgiving fees" LMC and/or "forgo fees" option	NP	Dec. 2016	-				Research has begun to create the option for the Council to forgive or forgo fees to support or subsidize City desired projects.
Proactive approach to Tiny Homes / Tiny Dwelling Units. Clarify distinction of Duplex and new ADU regulations. Study substandard lot (less than 60ft) and building size ratio	NP	Dec. 2016	-				The "tiny home" trend is developing throughout the nation, and the Council desires a proactive approach to this housing option. With the update of the ADU regulations, how is such differing from a Duplex? Study small lots, and research if 'sized right' buildings are necessary to address "scale" and impact.

Annual Objective and Project Tracker 2016
 JANUARY 2016

Objective Description	Lead	Estimated Completion Date	% Completion				Comment (Updated Quarterly)
			APR	JULY	OCT	DEC	
The Pine Village KOA Comp Plan amendment from R to TC. Return Camp Grounds to the TC listed uses. Address Park Models and other existing uses / criteria for Camp Grounds	NP	Dec. 2016	-				The Pine Village KOA property will need a Comp Plan amendment (KOA: R - TC). The Comp Plan needs to be updated to reflect the zoning established by annexation; and the inadvertent removal from the Listed Uses will be fixed; and criteria for CUP updated to reflect current trends and the industry.
KOA Annexation	NP/JW	TBD	70				Ownership change of property, annexation progress currently on hold. Staff has met with new owners and provided previous engineering and planning documents. New owner is developing plans for water/sewer and roadway improvements.
Ida Allen Trust rezone from RL 6 to LI	NP	Dec. 2016	-				This proposal seeks to rezone three properties adjacent to the existing LI district from residential to Light Industrial. The property appears more conducive for these uses and the owner desires this district.
Increase height of GC from 35' to 50'	NP	Dec. 2016	-				The proposal seeks to amend the development regulations to change the maximum height of the General Commercial zone to be consistent with the Central Commercial district zoning.
Willkommen Village rezone from RM to GC Willkommen Village rezone from RL 12 to RL10	NP	Dec. 2016	-				This proposal seeks to rezone a portion of a 29.9 acre parcel to create a mixed use development. The existing parcel is currently bisected by Residential Low Density 12,000, Multifamily Residential, and General Commercial district zoning. The proposal is to change all of the zoning to General Commercial zoning – excepting the northern portion of the lot directly adjacent to Riverbend Drive, which will become Residential Low Density 10,000 zoning.

Annual Objective and Project Tracker 2016
 JANUARY 2016

Objective Description	Lead	Estimated Completion Date	% Completion				Comment (Updated Quarterly)
			APR	JULY	OCT	DEC	
Economic Development Element review and update	NP	Dec. 2016	-				State mandated comprehensive plan and development regulations (RCW 36.70A.130) update. Consistency: Live/ work units, Incubator sites, Home Occupation, Commercial Recreation and more.
LMC - Definitions - consolidation (Compile definitions of LMC Title 21 and Title 18).	NP	Dec. 2016	-				For ease of use definitions can be consolidated into one section of the LMC. In addition, the existing LMC uses same terms with differing definitions.
LMC - Update the OWBAT Substantial Alteration threshold.	NP	Dec. 2016	-				Exempt sprinkler costs or other similar life safety improvements from the calculations of substantial alterations. Expand Admin Deviations and flexibility in review of remodels in regarding to "triggering" the threshold for total exterior compliance with the OWBAT.
"Split Zoning" clean-up city-wide. Alleys as delineators.	NP	Dec. 2016	-				Review the existing land use maps and revised to remove "bisected" properties.
Mandatory Comp Plan and development regulations update.	NP	Dec. 2016	-				State mandated comprehensive plan and development regulations (RCW 36.70A.130) update. Entire Comp Plan reviewed and adopted for 2017. Although the City has progressed to meet this mandate by updating and adopting individual elements and plans, a final complete "package" in include a final review and adoption be create a 2017 Comprehensive Plan (including all elements and plans)

Annual Objective and Project Tracker 2016
JANUARY 2016

Objective Description	Lead	Estimated Completion Date	% Completion				Comment (Updated Quarterly)
			APR	JULY	OCT	DEC	
TMDL Regulations and Compliance WWTP	JW/HA Varela & Asst.	Initial Project Planning 2016 Construction 2020	15				City in communication with DOE, City of Cashmere and PUD to discuss application of TMDL measurement protocol.
Waste Water Treatment Plant Facility Plan: TMDL Compliance/Facility Upgrades WWTP	JW/HA Varela & Asst.	December 2016	20				This is the Waste Water Treatment Plant Comprehensive Plan update that is required to be completed by the City prior to the end of 2016. City finalizing contract with DOE and Varela & Associates.
Waste Water Treatment Plant Discharge Permit Renewal	JW/HA	TBD	40				Initial flow information, compliance info, and request for renewal submitted to DOE in August 2014. The renewal of this permit has been put on hold administratively by the Department of Ecology while the City develops the Waste Treatment Facility Plan.
Utility Rate Study	CS/JW	Sept 2016	5				RFQ being developed for consultant services for utility rate study. Includes review of operational and capital costs, revenue stream, and cost allocation to user classes.
Well Improvements	AB/HA	Summer 2016	10				Interior painting of well house needed, Well # 2 maintenance/repair scheduled for 2016.
Well Site Grounds Cleanup	HA	2015	80				Project includes general cleanup and organization of surrounding property. Initial planning completed and work has begun as of April. Work continues with completion scheduled Spring 2016.
Assistance to Leavenworth Winter Sports Club (LWSC), Ski Hill Area	JW/HA	TBD	30				City has completed engineering review and legal review of providing water access. In 2015 City Council approved \$20,000 in funding request for LWSC. Awaiting review opinion of Forest Service on temporary snow making. Council to consider 4 year commitment for funding of LWSC in Budget Development.

Annual Objective and Project Tracker 2016
 JANUARY 2016

Objective Description	Lead	Estimated Completion Date	% Completion				Comment (Updated Quarterly)
			APR	JULY	OCT	DEC	
Festhalle Improvements	JW/HA	TBD	90				The rollover bond funds from 2014 total \$34,000. Leavenworth Electric under contract for electrical upgrades in kitchen 90% completed. Festhalle Oversight Committee to consider future developments – staging, rack and pole equipment, light bar, etc.
Warehouse Parking Improvements	JW/HA	October 2015	25				Current remaining funds are at \$95,042. Council reviewed scope of improvements with IntegriTech Engineering firm: lighting, fall protection, etc.
Wenatchee River Trails / Bank Restoration	HA / NP	Summer 2015	80				This project is a partnership with Chelan County Department of Natural Resources, includes limiting access to several locations and then improving those access locations. All work with the exception of the rock access steps has been completed. Rock access construction by Chelan County Department of Natural Resources remains unknown at this time.
DOT Property Acquisition	JW	TBD	20				City Council has reviewed possible purchase of a portion of Hwy. 2 DOT Property at August Study Session. Proposal letter sent to DOT Central Region Office, awaiting response. Awaiting DOT review and response, tentative date Apr. 2016.
Pine Street Funding Strategy	JW/HA	Dec 2016	-				Applications for STP Funding, Safe Routes to School and TIB this year will be focused on acquiring funds for Pine Street Reconstruction.
Gustav's/LINK Transit Crosswalks	HA/JW	Sept 2017	10				Funding has been secured for the installation of two Pedestrian Crosswalks on Hwy. 2. TD&H has been contracted for design work.

Annual Objective and Project Tracker 2016
JANUARY 2016

Objective Description	Lead	Estimated completion Date	% Completion				Comment (Updated Quarterly)
			APR	JULY	OCT	DEC	
Chumstick W/S - Multi Use Trail Project	JW/HA	Sept. 2016	-				City authorization for bid in Jan. 2016. Awaiting final review and authorization for DOT to proceed.
Meadowlark On-site Utility Improvement Project	JW/HA	TBD	20				This project is the installation of water and sewer utility lines for the Meadowlark Affordable Housing Project. The project will be funded through the CDBG Funds and Funds from the Developer; however the construction project will be managed by the City. Final construction plans are currently under review, City Council will need to authorize this project for bid. Financial information has been requested from developer for project to proceed. City continues to have discussions with Department of Commerce on CDBG expenditures.
Meadowlark Strasse Street Extension to Chumstick Hwy.	JW/NP /HA	TBD	-				Begin conversations with developer and Chelan County on future road construction project. Design and funding program need to be developed.
Cemetery Software	AR/HA	Sept 2016	95				Project includes replacement of outdated software. Initial data transfer and software installation has been completed. Additional missing data is in the process of being installed in conjunction with fine tuning of the application.
Cemetery Kiosk	HA	Sept 2016	50				Project involves developing a directional Kiosk at the cemetery based on the capabilities of the new software. Awaiting software completion and data entry of lot information.
Residential Street Asphalt Maintenance Program	HA	August 2017	-				City awarded TIB Funding for reclamation and asphalt improvement to Whitman Street and Commercial Street (3rd to Joseph). Engineering for this year and work completed early 2017.
Commercial (3 rd to 8 th)	JW/ TD&H	Sept. 2015	98				Physical Completion. Paperwork review and processing to close out project. Ribbon Cutting in March 2016 (In-conjunction with TIB Board Meeting).
Facility Energy Audit and Projects	HA/JW	Sept 2015	98				City Hall, Festhalle, Waste Treatment Plant, Outdoor Pool 98% complete. In 2016 energy use will be monitored and an assessment completed to ensure energy savings are consistent with those identified in the Performance Grade Energy Audit completed in 2014.

**Annual Objective and Project Tracker 2016
JANUARY 2016**

Equipment Purchases:	Lead	Completion Date	2016 Recommended Equipment Purchases			
2016 Forklift	HA/CS	December 2016	-			This is the replacement of the 1987 Clark Forklift .Est. cost is \$18,000. This item was not included in the original budget and if replaced will be included as a budget amendment.
2016 – New Request for a 2 nd Loader	HA/CS	June 2016	-			The City utilizes two front end loaders, one is owned by the City and the other is rented for 5 to 6 months per year to generally assist in snow removal during winter months. Staff is looking at the annual rental cost which ranges from \$20 - \$24K per year to be offset by a loan to purchase a second loader. The estimated cost for a newer used loader is about \$100K and could be purchased over a 5 to 10 year period that may reduce costs for the City.
2016 Ford F-350 XL Super Duty 4x4 Truck/Plow/Dump/Sand	HA/CS	Oct 2016	-			This is the replacement of the 1999 Ford F-350 4x4 used for plowing, sanding, dumping and other public works related work. Est. cost is \$34,000 for a new vehicle.

Annual Objective and Project Tracker 2016
JANUARY 2016

Objective Description	Lead	Estimated completion Date	% Completion				Comment (Updated Quarterly)
			APR	JULY	OCT	DEC	
Pine Street Reconstruction	JW/TD &H	August 2015	-				Since last update, City Council has discussed/reviewed ROW width and roadway amenities. Working with Pine Street Developers to secure ROW for future project.
Parking Enforcement	NP/JW	May 2016	-				Public Safety Committee and Sheriff's Department requested adding authorizing Pacific Patrol additional parking enforcement powers to include yellow zone, blocking traffic of sidewalks, hydrants. Requires code amendment and council approval.
Animal Control Contract Amendment	JW	Jan 2016	-				Animal Control Contract may need amendments to address transfer of animals and dangerous dog enforcement. In discussion with Wenatchee Valley Humane Society. Consideration by Council in Feb. 2016.
W. Cherry Street	HA/JW	TBD	-				W. Cherry Street water supply lines are problematic in supplying water for current and future use of area. Project and funding of project will need to be considered to address issue.
Development of 2017-2022 STIP	HA/JW	July 2016	-				Annual process of developing Transportation Improvement Plan, ratifying and providing to State DOT.
2017 Legislative Initiatives	JW	Nov. 2016	-				Resolution #10-2015 Top 5 Priority Legislative Initiatives for 2016, Resolution forwarded to legislative representatives. Follow-up this year includes scoring of work completed by legislatures and development of initiatives for 2017 session.
Tubing and Rafting RFQ/Franchise	HA/JW	March 2016	-				Public Safety Committee and Parks Committee have requested that City consider development of a RFQ/RFP for rafting and tubing company's use of City park property. One rafting and one tubing company would be selected in an attempt to limit overuse of commercial use of park property.
FEMA Training and tabletop exercise	JW	Sept. 2016	-				New Council Members will require initial Emergency Management Training. Chelan County is also scheduling a training activity within Leavenworth for later this year.

**Annual Objective and Project Tracker 2016
JANUARY 2016**

LEGAL

Objective Description	Lead	Comment
Water Rights Negotiations	JW	Tom Pors, legal consultant, ongoing discussion with Department of Ecology to develop a settlement agreement. Icicle Water Work Group working on identifying projects that may result in additional water rights and litigation settlement. Update to District Court submitted by City and DOE Sept. 2015, Icicle Work Group solution still appears as the best option for both parties.
Water Rights Transfer Process	JW	City has had several land owners requesting the transfer of water rights (typically well water rights) to the City. Process needs to be explored and developed to acquire these rights

Objective Description	New Projects, Initiatives or Pending Projects The items listed below are items that are new for 2016 or on hold from previous years:	
"Pocket" Park exploration and study	Parks Plan.	
Water Meter Replacement Project	Submitted application and passed initial threshold with public works board. Legislature cut PWTF funding for 2014. Project on hold until funding secured.	
Icicle II Design Work	On hold until funding is secured.	
Emergency Response Ordinance.	Staff will be reviewing ordinances pertaining to emergency response powers necessary when the Council/Mayor declares a significant disaster has occurred. Ordinance changes may be necessary to ensure City can recover reimbursement funding where possible and address public health issues quickly and deliberately.	

**Annual Objective and Project Tracker 2016
JANUARY 2016**

“Sister City” Initiative	Selected potential cities identified, next step is to develop introductory letter and package.
Addition of Fire/Water feature in the downtown area.	Item has been referred to the Downtown Steering Committee to be considered with the Royal Lady Plaza Planning.
Osborn School Site Reuse	Consideration of this item dependent on Cascade School District future buildout decisions. Staff has been in contact with District as to the interest in the City in the future reuse/ownership of property if and when it becomes available.
Council Tours of Waste Treatment Facility, Water Plant/Well Field, Parks.	Schedule in March-April, weather dependent.

CITY COUNCIL 2016 FUTURE AGENDA ITEMS

ITEMS NOT SCHEDULED AT THIS TIME

- Elected Officials Training – Ongoing
- Cemetery Code cleanup – Angela/Herb/Chantell
- Rate & Fee Amendments: Cemetery Rate Adjustments – Parks/Chantell
- Water/Sewer Code Review for Potential Amendments/cleanup – Chantell/Nate
- KOA Annexation & Zoning – Nate
- City Council Tour of Water and Wastewater Treatment Plants

January 5, 2016 Sue press release on or prior to December 31
Tentative – Special Meeting Orientation Only with Incoming Councilmembers

January 12, 2016

9:00 AM Study Session:

- New Councilmembers Oath of Office – Chantell Steiner
- Chamber Report
- Chelan County Emergency Management – Joel Walinski
- State Auditors Exit Conference 2013 -2014 – Chantell Steiner
- Mayor Pro-Tem and Committee Assignments – Joel / Sue
- Development Services Department 2015 Year End Review – Nathan Pate
- Fence Code Update – Nate Pate
- Project Updates – Joel/Herb/Nate
 - Festhalle Kitchen Improvements
 - Wetland / Stormwater Regional Plan
 - Chumstick Trail / Water/Sewer Extension
 - Parking Lot Improvements (P1, P2, P3)
 - Pine Street
 - TIB Roadway Preservation
 - Crosswalks: Gustav's and LINK Locations

Council Meeting:

- Public Hearing on East Pine Street Annexation – Nathan Pate
- Motion to Elect Mayor Pro-Tempore – Sue / Joel
- Authorization to Bid Chumstick Waterline / Trail Project – Joel Walinski
- Ordinance 1516 Annexation Request – East Pine Street Area – Nathan Pate
- 2016 Pacific Security Contract – Joel Walinski (current extension ends on 1/30/2016)
- Approval of Meadowlark Subdivision Street Names – Nathan Pate
- Appoint Scott Bradshaw to Planning Commission Position No. 5
- Future Info Item: Mayor & Mayor Pro Tem Committee Assignments

January 15, 2016 Special Council Meeting @ 9:00 AM:

- Motion to Suspend Council Rules Section 19 – Chantell Steiner
 - Approval of Development Annexation Agreement – Nathan Pate
 - Ordinance 1517 Annexation Request Prusik Investments, LLC (Pete Olson) Property – Nathan Pate
-

January 26, 2016 Council Meeting:

- Joint meeting with Planning Commission – Nathan Pate
 - Acceptance of 2016 Planning Commission Docket – Nathan Pate
-

-
- Annexation Request Property Owner Discussion – Cascade School District
 - a. Annexation Request – Cascade School District
 - b. Motion to Set a Public Hearing on Annexation Request for Cascade School District
 - Ordinance 1518 East Pine Street Neighborhood Amendment – Nate Pate
 - Chelan County Marijuana Ban – Nathan Pate
 - Senior Center Service Contracts – Herb Amick
 - a. Custodial Services and Attendant
 - b. Evening Closure of Public Restrooms
 - c. Recycle Center Gate and Custodial Attendant
 - Resolution N. 1-2016: Authorization/Execution of Loan Agreement Wastewater Facility Plan
 - Ordinance 1519 - 2016 Budget Salary Schedule – Chantell Steiner
 - Mayor Pro Tempore Standing Committee Assignments – Joel Walinski
 - Mayor Ad Hoc Committee Assignments – Joel Walinski
 - Info: Group Funding Applications Due by March 1st
-

February 9, 2016

9:00 AM Study Session:

- Chamber Report
- Animal Control / Humane Society – Dawn Davies – Joel Walinski
- Parking Improvements – Joel Walinski
- Council Communication – Joel Walinski
- 2016 Draft Agenda Items & Objectives and Project Tracker – All Staff
- Quarterly City Newsletter Recommendations – Distribution in March – Sue Cragun
- Council Discussion:
 - ~~Quarterly Leavenworth Pride Award Recipient – To Be Presented at Feb 23 Council Meeting, write up in March Quarterly Newsletter – Joel/Chantell~~
 - Confirm Retreat Meeting Date / Location - Joel

Council Meeting:

- Public Hearing - Annexation Request Cascade School District at 6:45 PM – Nathan Pate
 - Ordinance 1520 – Cascade School District Annexation – Nate Pate
 - Ordinance 1521 – Fence Code Update – Nate Pate
 - Special Use Permit – Noise / Ale-Fest 2016 – Sue Cragun
 - Animal Control / Humane Society Contract – Joel Walinski
 - Info Items: Reminder – Public Disclosure Commission Filing Deadline April 15th
 - Info Items: Reminder – Group Funding Applications due by March 1st – Contact City Hall
-

February 23, 2016

Council Meeting:

- Presentation: Cascade High School Girls Soccer Team Recognition Plaque
 - Spring Clean-up Rules & Regulations – Herb Amick
 - Budget Retreat Meeting Topics – Joel Walinski
 - Quarterly Leavenworth Pride Award Recipient – Mayor
 - Info Items: Group Funding Applications due by March 1st – Contact City Hall
 - Info Items: Council Retreat, March 4, 2016, 8:00 a.m. – 2:00 p.m. – Location TBD
-

March 4, 2016 Council Retreat Draft Agenda:

- Goal Setting and Budget Planning for 2017-2018 8:00 AM to 2:00 PM – Breakfast starts @ 8:00
 - Financial Policy Review
-

March 8, 2016

9:00 AM Study Session:

- Chamber Report
 - Review Lodging Tax Group Funding Requests – Chantell Steiner
-

-
- Discussion: Budget Retreat Follow-up – Joel Walinski

Council Meeting:

- Lodging Tax Group Funding Requests – Chantell Steiner
 - Special Use Permit: Village Art in the Park – Sue Cragun
 - IntegriTech General Contract Agreement – Joel Walinski
 - Budget Retreat Minutes Review & Approval – Joel Walinski/Chantell Steiner
-

March 22, 2016 Council Meeting:

- Mayor Reappoint Andy Lane to the Planning Commission – Expires April 2016 – Sue / Nathan
 - Info Items: Reminder – Public Disclosure Commission Filing Deadline April 15th
-

April 12, 2016

9:00 AM Study Session:

- Chamber Report
- Quarterly Update Future Council Agenda Items / Project Tracking – All Staff
- Quarterly City Newsletter Recommendations – Distribution in May – Sue Cragun
- Council Discussion: Quarterly Leavenworth Pride Award Recipient – To Be Presented at April 26 Council Meeting, write up in May Quarterly Newsletter – Joel/Chantell

Council Meeting:

- Consent Agenda: PRSA Voucher Request
 - Ordinance XXXX Quarterly Budget Amendment – Chantell Steiner
 - Contract Amendments / Project Acceptance – Commercial Street – Chantell Steiner / Joel Walinski
 - Info Items: Final Reminder – Public Disclosure Commission Filing Deadline April 15th
-

April 26, 2016 Council Meeting:

- Quarterly Leavenworth Pride Award Recipient – Mayor
 - ~~Mayor Reappointment of Lisa Romine to the Housing Authority of Chelan Cty. Board of Commissioners (Due May 2017) – Sue~~
 - Special Use Permit: Noise Variance Leavenworth Church of the Nazarene 2016 – Sue Cragun / Joel Walinski
-

May 10, 2016

9:00 AM Study Session:

- Chamber Report
- Draft Six-Year Transportation Improvement Plan – Herb Amick

Council Meeting:

- ~~Booster Club Letter for Parking – Sue Cragun (keep for reminder only not for agenda approval)~~
 - Consent Agenda – PRSA Voucher Request
 - Special Use Permit: Oktoberfest Noise Permit – Sue Cragun / Joel Walinski
 - Info: Joint Mid-Year Meeting with the Planning Commission on May 24, 2016
-

May 24, 2016 Council Meeting:

- Consent Agenda: Motion to Set Public Hearing Six-Year Trans. Imp. Plan on 6/14/2016 @ 6:45 PM
 - Joint Mid-Year Meeting with Planning Commission – Nathan Pate
 - Mayor Reappoint Peter DeVries to the Design Review Board – Expires June 1, 2016 – Sue / Nathan
 - Info: Transportation Benefit District Meeting to Follow Regular Council Meeting
-

June 14, 2016

9:00 AM Study Session:

- Chamber Report
- Ban on Fireworks Discussion (if needed) – Joel Walinski

Council Meeting:

-
- Consent Agenda – PRSA Voucher Request – Chantell Steiner
 - Public Hearing on Six-Year TIP @ 6:45 PM – Herb Amick
 - Resolution XX-2016 Amending 6-year TIP for 2017 – 2022 – Herb Amick
 - Motion to Approve 2015 Annual Report for the City of Leavenworth – Chantell Steiner
 - Info: 2015 Water Use Efficiency Report – June 28, 2016
-

June 28, 2016 Council Meeting:

- Discus: 2015 Water Use Efficiency Report – Arnica/Herb Amick
-

July 12, 2016

9:00 AM Study Session:

- Chamber Report
- Quarterly Update Future Council Agenda Items / Project Tracking – All Staff
- Quarterly City Newsletter Recommendations – Distribution in August – Sue Cragun
- Council Discussion: Quarterly Leavenworth Pride Award Recipient – To Be Presented at July 26 Council Meeting, write up in August Quarterly Newsletter – Joel/Chantell

Council Meeting:

- Ordinance XXXX – Quarterly Budget Amendment – Chantell Steiner
 - Info Item: Mayor's Annual Breakfast, 8/x/2016 at the Wild Huckleberry, 7:00 – 9:00 a.m.
-

July 26, 2016 Council Meeting:

- Quarterly Leavenworth Pride Award Recipient – Joel/Chantell
 - Discus: Wetland Stormwater Update – Nathan Pate
 - Info Item: Mayor's Annual Breakfast, 8/x/2016 at the Wild Huckleberry, 7:00 – 9:00 a.m.
 - Info Item: Transportation Benefit District Meeting to follow Regular Council Meeting
-

August 9, 2016

9:00 AM Study Session:

- Chamber Report

Council Meeting:

-
-

August 23, 2016 Council Meeting:

- Info Item: 2017/2018 Biannual Budget Update Review begins with Finance Committee review 9/27/2016
-

September 13, 2016

9:00 AM Study Session:

- Chamber Report
- Oktoberfest Special Use Permit Update – Joel Walinski
- 2017 Utility Rates – Joel Walinski
- Six-Year Capital Improvement Plan Review – Herb Amick / Joel Walinski

Council Meeting:

- Consent Agenda: Motion to Set Public Hearings for the Six-year Capital Facilities Plan on 9/27/16 @ 6:45 PM
 - Approve Traffic/Foot Patrols Needed for Oktoberfest – Joel Walinski
 - Special Use Permit Noise - Timbrrr! Winter Music Festival – Joel Walinski
 - Info Item: Committee Budget Reviews Finance & Econ 9/27/16, Parks & Public Works 10/11/16
 - Info Item: Six-Year Capital Facilities Plan Public Hearing and Resolution for Approval
-

September 27, 2016 Council Meeting:

- Consent Agenda: Set Public Hearing on Ad Valorem Tax & Biennial Budget Review on October 25, 2016 @ 6:45 PM
- Public Hearing on Six-Year Capital Facilities Plan – Joel Walinski / Herb Amick
- Resolution XX-2016 Six-Year Capital Facilities Plan – Joel Walinski / Herb Amick
- Info Item: City Administrator Annual Review
- Info Item: Public Works and Parks Subcommittee Meetings for Budget Update 10/11/2016

October 11, 2016**9:00 AM Study Session:**

- Chamber Report
- Discussion Rates & Fees – Chantell/Joel
- Quarterly Update Future Council Agenda Items / Project Tracking – All Staff
- Quarterly City Newsletter Recommendations – Distribution in November – Sue Cragun
- Council Discussion: Quarterly Leavenworth Pride Award Recipient – To Be Presented at October 25 Council Meeting, write up in November Quarterly Newsletter – Joel/Chantell

Council Meeting:

- Consent Agenda: PRSA Voucher Request
- Quarterly Leavenworth Pride Award Recipient – Mayor
- Ordinance XXXX Quarterly Budget Amendment – Chantell Steiner
- 2017 Chelan County Prosecution Services Agreement – Joel Walinski

October 25, 2016 Council Meeting:

- Consent Agenda: PRSA Voucher Request
- Public Hearing on Ad Valorem (Property) Tax & Biennial Budget Review @ 6:45 PM – Joel Walinski
- Oktoberfest Wrap-up – Set Public Meeting Date November 22, 2016 @ 6:45 PM – Joel Walinski

November 8, 2016**9:00 AM Study Session:**

- Chamber Report
- Review of Rate & Fee Schedule for 2017 – All Staff
- Initial Review of 2017 Planning Commission Docket – Nathan Pate

Council Meeting:

- Consent Agenda: PRSA Voucher Requests
- Ordinance XXXX Adopting Ad Valorem Tax – Chantell Steiner
- Ordinance XXXX Authorizing Special Levy – Chantell Steiner
- Authorize Mayor to Sign Tax Levy – Chantell Steiner
- Approval of SUP for Christmas Lighting Festival – 3-yr. renewal in 2017 – Sue Cragun / Joel Walinski

November 22, 2016 Council Meeting

- Oktoberfest Wrap-up Discussion with the Public @ 6:45 PM – Joel Walinski
 - Mayor Reappoint Robert Smith to the Design Review Board – Expires December 1, 2016 – Sue / Nathan
 - Approval Traffic/Foot Patrols needed for Christmas Lighting – Joel Walinski
 - 2017 Emergency Management Services Contract – Joel Walinski
 - Cancel December 27, 2016 Council Meeting – Joel Walinski
 - Info: 2017 Rate & Fee Schedule Adoption
-
-

December 13, 2016

9:00 AM Study Session:

- Chamber Report
- Planning Commission 2017 Docket Review – Nathan Pate
- End of Year Update Project Tracking / 2016 Future Council Agenda Items – Joel Walinski

Council Meeting

- Consent Agenda: PRSA Voucher Request End of Year Final – Chantell Steiner
- Resolution XX-2016 for 2017 Rate & Fee Schedule – Chantell/Joel
- Ordinance XXXX Budget Adoption 2017/2018 Budget – Chantell Steiner
- Info: Transportation Benefit District Meeting to Follow This Evening

-
- EXECUTIVE SESSION: RCW 42.30.110 (1)(i)(ii) Potential Litigation
 - EXECUTIVE SESSION: RCW 42.30.140 (4)(b) Collective Bargaining



Leavenworth Courier

News from the Leavenworth City Council

WINTER 2015



INSIDE THIS ISSUE:

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- Winter Reminders 2
- Fat, Oil & Grease 3
- Fall Festivals & Events 3
- City Project Update 4



HOLIDAY OFFICE CLOSURES

November:
City Hall will be closed on Thursday November 26th and Friday November 27th for the Thanksgiving holiday.

December:
City hall will be closed Thursday December 24th at noon and Friday December 25th in observance of the Christmas Holiday.

January:
City Hall will be closed on Friday January 1st to celebrate the New Year.

“A Minute with the Mayor

After the election...



Mayor Cheryl K. Farivar

One of the most interesting things about being the mayor of this wonderful town is hearing from the people I serve. In addition to visits, phone calls and e-mails, I talk to people in the grocery store, the Post Office and at nearly every event I attend. It's a great way to keep in touch with the desires of the community. Another, less frequent but very important way of hearing from constituents is when you cast your vote. This election was one of the most exciting in recent history with a city-wide turnout of 59% and a county-wide turnout of 43.5%, both higher than we have seen in many years! That's pretty impressive in a non-presidential election year, so thank you for voting.

In January we will be swearing in three new City Council members. Congratulations to new Council members Mia Bretz, Margaret Neighbors and Gretchen Wearne, and thank you ladies for hearing the call to public service. I can promise you that your lives will never be the same.

And at the same time, I want to pay tribute to our departing City Council members Tibor Lak, Larry Meyer and John Bangsund. Gentlemen you have served our city well. Mr. Lak has been on the Council for three terms, serving as member and chairperson of nearly every committee. His excellent, innovative ideas and his commitment to the economic development of Leavenworth will be felt for decades to come. Larry Meyer has served the City Council for 5 years and has offered his energy and dedication to our Economic Development, Parks and Public Safety committees as well as being Leavenworth's ambassador to LINK, Art In the Park and the Mosquito Board. John Bangsund, a former educator, has been a voice for our schools as well as serving on our Public Safety, Finance, Festhalle, Festival and Events Committees and Chelan Douglas Health Board.

These three men have volunteered much of their time and energy to the City and it's citizens. They have been instrumental to the success of Leavenworth and they deserve our appreciation.

To honor these departing councilmen, we will be holding a public reception just prior to the regular City Council Meeting, **December 8th at 5:00 to 6:00 PM in the City Hall Council Chambers.** I invite all of you to come and thank them for their service to our city. We will enjoy cake and coffee and provide a fond farewell to three great councilmen. See you there!

Leavenworth Pride Certificate of Appreciation presented to Mrs. Terry Anderman



On October 13, 2015, Mayor Cheryl Farivar presented Mrs. Terry Anderman with a Certificate of Appreciation on behalf of the Leavenworth Pride Committee in recognition and sincere appreciation for Mrs. Anderman's dedication and community service to the betterment of the City of Leavenworth.

City of Leavenworth Planning Process

By John Bangsund
Leavenworth City Council

WINTER REMINDERS

Winter will be upon us soon. Here are a few reminders regarding the snowy season to keep us all safe.

- * **Winter** parking regulations are in effect from November 15 to March 15. During this time there is **NO PARKING** within the **City Limits** between the hours of 3:00 AM and 7:00 AM.
- * **Remember...**cars have to be at least **two feet** off the paved portion of the road.
- * **Remind** family members, friends, and out of town guests about winter parking regulations.
- * **Failure** to follow the winter parking regulations will result in a parking ticket, unplowed streets, or even towing your vehicle.
- * **During** plowing operations, a berm of snow may be left in your drive or walkway. We apologize for the inconvenience, but it is unavoidable. It is your responsibility to remove the berm. The City will occasionally remove the berm after the streets have been "winged" to push snow out of the roadway.
- * **Please** do your part by keeping your snow out of the street and on your property. Also, it is important to remind anyone removing snow for you of these requirements or you could receive a citation.

If you have any questions, please give City Hall a call at 548-5275.



Did you know that there is an actual plan and process for items that need to be addressed by the City of Leavenworth? There is a Planning Commission Docket which is submitted to the City Council at the beginning of every year which is developed by suggestions from the public, Council Members, Planning Commission Members and City staff. This "Docket" consists of the items and issues that will be addressed in the coming year. The City Council received the Planning Commission's 2016 Docket during the November Study Session meeting. The Docket lists projects in high, medium, and low priorities; the Planning Commission then takes those Docket items, studies them and makes recommendations to the Council based on the findings of the Planning Commission. The Council will either accept those findings and /or recommendations or will send them back to the Planning Commission for further work. The 2016 Planning Commission Docket may be found in the November Study Session packet on the City's website.

One recent result of this planning was the completion of the Commercial Street 3rd – 8th Street Reconstruction project. Not only was the street upgraded, but the infrastructure of new water lines and PUD improvements were also accomplished in the process. The Council is now moving on to another great project with the rebuilding of Pine Street. There is much planning to be accomplished as there are infrastructure needs for both current residents, as well as future expansion of the City in the Urban Growth Area north of Pine Street; this area of UGA needs careful planning. There was excellent input at last week's City Council Meeting from our residents, and there will be more as planning and details emerge. Check the City Website and the Leavenworth Echo for news regarding those plans.

In the meantime, the City has applied for additional Transportation Improvement Board Funding (TIB) for improvements to other residential streets next summer. As of this time, TIB has provided \$477,000 for the refurbishment of Whitman (Ski Hill Drive – Woodward) and Commercial (3rd – Joseph). Thanks to those efforts and also the foresight of the citizens of Leavenworth to approve the formation of the Transportation Benefit District (TBD), these long needed upgrades can be accomplished.

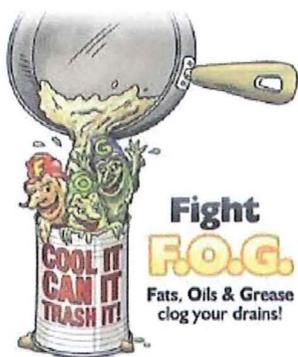
Be assured, your input to both the Planning Commission and the City Council is vital in establishing the Planning Commission Docket for the future. Also, be assured that the Council wants to "Do it right" and that involves time to think all the issues through so that the end result is "Right." **Thank you** Planning Commission and Planning Department for your good work. We all look forward to another great year of accomplishments in 2016.

Wanted—Bright, motivated person who cares about the future of Leavenworth to serve on the City of Leavenworth Planning Commission.

Serving on the planning commission is one of the most rewarding ways you can serve your community. As a commissioner, you will help set the long-term direction or vision for your community's future. Although the planning commission is an advisory body, it is one of the most important groups in local government. In recent years, growth management and environmental legislation have emphasized the importance of land use issues. You will be advising your community on these issues through adoption or amendment of the comprehensive plan, and will help implement its subdivision, zoning, and shoreline regulations. Now is the time to get involved! The Planning Commission currently has one opening.

The City of Leavenworth is seeking adult volunteer applicants to fill a vacancy on the Leavenworth Planning Commission. The appointment is made by the Mayor for a four-year unexpired term. The Planning Commission meets the first Wednesday of each month at 7:00 p.m. Applicants must be at least 18 years of age, reside or own property inside the city limits of Leavenworth, or reside or own property within the urban growth area. For filling this position, preference will be given to those individuals with a transportation planning background. Letters of interest can be submitted to Nathan Pate, Development Services Manager, City of Leavenworth, PO Box 287 / 700 Highway 2, Leavenworth, WA 98826 or dsmanager@cityofleavenworth.com or dropped off at City Hall. Letters of interest will be accepted until the position is filled.

What is F.O.G.?

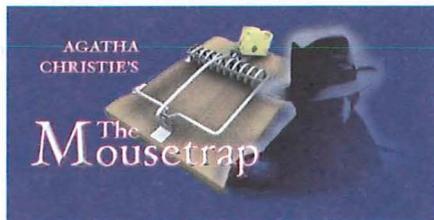


F.O.G. stands for Fats, Oils & Grease and are found in common food and food ingredients such as: meat, fish, butter, cooking oil, mayonnaise, milk, gravies, sauces, and food scraps. If poured down the drain or into your garbage disposal, F.O.G. will build up over time by sticking to your side sewer. This could eventually cause an expensive sewer backup into your home or our natural water system.

How does F.O.G. affect me?

Improper Disposal of F.O.G. causes up to a third of all sewage overflow problems. This can result in potential public health issues and pollution problems. Homeowners and Businesses may be held liable for ALL clean-up costs related to sewer backup. Such costs can include damage to adjoining personal property, parking lots, streets, and cost to relieve and repair sewer systems due to backup.

Leavenworth Summer Theater—Winter 2015



Agatha Christie's—The Mousetrap

December 5, 11, 12, 18 & 19 at 8:00 p.m.
December 5, 6, 12, 13, 19 & 20 - 1:00 p.m. matinees

Downtown Leavenworth at the Feshalle Theater. Just one block from Christmas Lighting and the Gazebo!

Winter Festivals and Events

Christmas Lighting Festival 2015

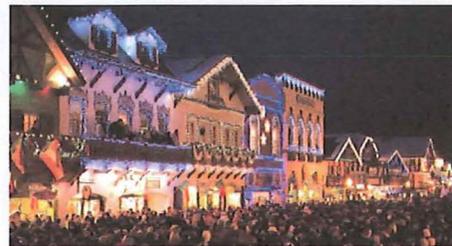
December 4—6, 11—13, 18—20
Santa Parade: 12:00 PM Saturday & Sunday
Fee: No Charge

Join us for the most wonderful time of the year, when our quaint Bavarian town becomes a Village of Lights (over half a million of them!) and holiday cheer abounds!

On Friday evenings, live musical performances of your favorite Christmas songs fill the streets, interrupted briefly at 4:30pm for the arrival of St. Nicklaus at the Front Street Gazebo, who welcomes children young and old with the story of his legacy and "gold" for the good boys and girls!

On Saturdays and Sundays the festivities kick into full gear at 12:00pm with the Arrival of Santa and costumed holiday characters in a march from the Feshalle to the Gazebo!

Throughout the day you will find high-caliber performances in the Front Street Gazebo, including hand bell choirs, a top-ranking Army National Guard Dixie band, breakout solo artists, the best high school and professional choirs in the Pacific Northwest, and more!



Bavarian Icefest—2016

January 16—17, 2016
Fee: Active Duty Military \$0.01, Adults 18+ \$5.00, Youth 11—17 \$3.00, Children 12 and under are free (covers participation in any/all games)

Leavenworth loves winter, and each year on MLK Jr. weekend we celebrate winter's bounty with Icefest! The village is still dressed in over half a million twinkling lights and this weekend is a flurry of frosty frivolity. Come celebrate winter with us!



City of Leavenworth
 700 Highway 2 / Post Office Box 287
 Leavenworth, Washington 98826

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Tibor Lak



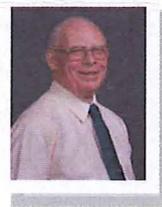
Michael Molohon



Elmer Larsen



Robert Francis



Larry Meyer



Carolyn Wilson



John Bangsund

Mayor Pro-Tem

News from the City Council

City Project Update...

Commercial Street 3rd to 8th Project Comes to a Close

The final component of the Commercial Street Project came to completion with the installation of the protective pedestrian railing. This brings to conclusion years of difficult planning and funding by the City Council and staff to replace one of Leavenworth's worst streets. Considering the scope involved, the project went smoothly with just a few bumps along the way. As all can attest, it is undoubtedly one huge improvement in our street system, and well worth the wait and effort. Due to the late season completion, the grand opening and ribbon cutting ceremony will be delayed until early spring. In the interim enjoy the long awaited, smooth, pot hole free, experience of Commercial Street, 3rd to 8th!



Winter Is Here!

It's snowing in Leavenworth (at least on Front Street)! Have you noticed the City Park Crew out making snow? The conditions necessary, wet bulb temperature and humidity have finally intersected and Park Supervisor John Schons had his crew at the ready. If conditions persist, the Kids and Sleds will be running the hill in no time!



RECEIVED
FEB 02 2016

Wenatchee Valley Animal Care & Control

1474 S Wenatchee Avenue

Wenatchee, WA 98801

BY:

Phone: (509) 662-9577 ext. 1 Fax: (509) 665-7612

City of Leavenworth - Quarterly Report 4th Quarter – 2015

Number of Investigated Incidents

October – 0

November – 0

December – 2

Total - 2

Investigations of Interest

Citations Issued – 0

Dangerous Dogs – 0

Potentially Dangerous Dogs – 0

Animal Bites – 0

Number of Animals Received

Intake/Outcome	Dogs	Cats	Other
Strays	5	3	0
Owner Surrender	3	0	0
Return to Owner	2	0	0
Adoptions	6	3	0



Wenatchee Valley Animal Care & Control

1474 S Wenatchee Avenue

Wenatchee, WA 98801

Phone: (509) 662-9577 ext. 1 Fax: (509) 665-7612

City of Leavenworth 2015 Year End Report

Number of Investigated Incidents

Total - 16

Investigations of Interest

Citations Issued – 0

Dangerous Dogs – 0

Potentially Dangerous Dogs – 0

Animal Bites – 0

Number of Animals Received

Intake/Outcome	Dogs	Cats	Other
Strays	8	13	1
Owner Surrender	6	12	0
Return to Owner	3	0	0
Adoptions	11	22	1

ACCOUNTS PAYABLE

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
21478	02/10/2016	02/10/2016	931 Z Engineers PLLC	2,792.40	WWTP On Call Services
	594 35 64 02	WWTP New PLC Replacer	404 000 594 Sewer	2,792.40	

Report Total: 115,132.52

Fund	
001 Current Expense	10,028.60
101 Streets	1,957.32
104 Lodging Tax	60,061.68
110 Leavenworth Civic Center	7,511.82
176 Community Swimming Pool	505.12
402 Garbage	1,921.25
403 Water	4,848.12
404 Sewer	20,145.78
410 Stormwater	1,323.99
415 Parking	1,131.88
501 Equip Rental & Revolving Fund	4,640.58
502 Central Services	1,056.38

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Leavenworth, and that I am authorized to authenticate and certify to said claim.

Councilmember	Councilmember	Councilmember
Councilmember	Councilmember 	Councilmember

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
21490	02/10/2016	02/10/2016	4797		
			Apple City Roller Derby	574.00	Festhalle Deposit Refund
347 30 06 03			Room Deposit Fees	110 000 340	Leavenworth Ci
				-500.00	
347 30 06 04			Equipment Deposit Fees	110 000 340	Leavenworth Ci
				-250.00	
575 48 41 01			Janitorial Services	110 000 575	Leavenworth Ci
				-76.00	
575 48 41 02			Security	110 000 575	Leavenworth Ci
				-100.00	
21419	02/10/2016	02/10/2016	2396		
			Boulder Park Inc.	1,973.26	Biosolids
535 80 51 00			Sludge Disposal Fees	404 000 535	Sewer
				1,973.26	
21404	02/10/2016	02/10/2016	123		
			Cascade Analytical, Inc.	108.67	Water Testing
535 80 41 00			Professional Services	404 000 535	Sewer
				108.67	
21473	02/10/2016	02/10/2016	123		
			Cascade Analytical, Inc.	53.56	Water Testing
534 80 51 00			Water Testing	403 000 534	Water
				53.56	
21520	02/10/2016	02/10/2016	123		
			Cascade Analytical, Inc.	484.10	Water Testing
535 80 41 00			Professional Services	404 000 535	Sewer
				484.10	
			Total Cascade Analytical, Inc.	646.33	
21510	02/10/2016	02/10/2016	125		
			Cascade Auto Parts Inc	761.99	Shop Supplies
548 68 31 00			Office & Operating Supplie	501 000 548	Equip Rental &
				34.40	
548 68 31 00			Office & Operating Supplie	501 000 548	Equip Rental &
				-37.56	
548 68 31 00			Office & Operating Supplie	501 000 548	Equip Rental &
				37.83	
548 68 31 00			Office & Operating Supplie	501 000 548	Equip Rental &
				63.28	
548 68 31 00			Office & Operating Supplie	501 000 548	Equip Rental &
				56.25	
548 68 31 00			Office & Operating Supplie	501 000 548	Equip Rental &
				56.32	
548 68 31 00			Office & Operating Supplie	501 000 548	Equip Rental &
				38.03	
548 68 34 00			Supp Purchased For Invent	501 000 548	Equip Rental &
				42.31	
548 68 34 00			Supp Purchased For Invent	501 000 548	Equip Rental &
				229.11	
548 68 34 00			Supp Purchased For Invent	501 000 548	Equip Rental &
				213.87	
548 68 34 00			Supp Purchased For Invent	501 000 548	Equip Rental &
				28.15	
21495	02/10/2016	02/10/2016	6084		
			Cascade Quality Water	21.45	City Hall Water Bottles
518 20 31 00			Office & Operating Supplie	001 000 518	Current Expens
				21.45	
21496	02/10/2016	02/10/2016	6084		
			Cascade Quality Water	6.65	Parks Water Bottles
576 80 31 00			Office & Operating Supplie	001 000 576	Current Expens
				6.65	

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21497	02/10/2016	02/10/2016	6084	6.65	Shop Water Bottles
	548 68 31 00	Office & Operating Supplie	501 000 548 Equip Rental &	6.65	
21498	02/10/2016	02/10/2016	6084	19.95	WWTP Water Bottles
	535 80 32 00	Operating Supplies-Trtmnt	404 000 535 Sewer	19.95	
Total Cascade Quality Water				54.70	
21462	02/10/2016	02/10/2016	2313	1,267.33	City Hall Lights/8th St Bathrooms
	518 20 47 00	Utilities	001 000 518 Current Expens	633.67	
	557 30 47 01	Utilities-Restrooms	104 000 557 Lodging Tax	633.66	
21463	02/10/2016	02/10/2016	2313	49.19	Cemetary
	537 ⁴³ 80 47 00	Utilities	001 402 000 537 Garbage Cemetery	49.19	
21464	02/10/2016	02/10/2016	2313	332.53	City Pool
	576 20 47 00	Utilities	176 000 576 Community Sw	332.53	
21465	02/10/2016	02/10/2016	2313	1,205.27	WTP/Pump Stations/Icicle Rd Reservoir
	534 80 47 00	Utilities	403 000 534 Water	1,205.27	
21466	02/10/2016	02/10/2016	2313	1,612.37	Icicle Train Station
	557 30 47 02	Utilities - Icicle Station	104 000 557 Lodging Tax	1,612.37	
21467	02/10/2016	02/10/2016	2313	206.41	WTP/Ski Hill Pump Station
	534 80 47 00	Utilities	403 000 534 Water	206.41	
21468	02/10/2016	02/10/2016	2313	1,997.08	PW Shop/Street Lights/Festhalle
	542 63 47 00	Utilities	101 000 542 Streets	85.37	
	548 68 47 00	Utilities	501 000 548 Equip Rental &	631.04	
	575 48 47 00	Utility Services	110 000 575 Leavenworth Ci	1,280.67	
21469	02/10/2016	02/10/2016	2313	19.17	WTP/Ski Hill Reservoir
	534 80 47 00	Utilities	403 000 534 Water	19.17	
21470	02/10/2016	02/10/2016	2313	1,218.36	Street Lights
	542 63 47 00	Utilities	101 000 542 Streets	1,218.36	

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21471	02/10/2016	02/10/2016	2313		
			Chelan County PUD	20.52	Front St/Grange Hall Street Light
542 63 47 00	Utilities		101 000 542 Streets	20.52	
21472	02/10/2016	02/10/2016	2313		
			Chelan County PUD	69.95	PW Shop
537 80 47 00	Utilities		402 000 537 Garbage	69.95	
Total Chelan County PUD				7,998.18	
21422	02/10/2016	02/10/2016	162		
			Chelan County Treasurer	3,280.27	Housing Of Inmates 12/15
521 10 51 00	Chel. Co. Sheriff - Jail		001 000 521 Current Expens	3,280.27	
21474	02/10/2016	02/10/2016	162		
			Chelan County Treasurer	1,287.00	1Q Solid Waste Services
537 80 51 01	Intergov Prof Serv-SWAC		402 000 537 Garbage	1,287.00	
Total Chelan County Treasurer				4,567.27	
21512	02/10/2016	02/10/2016	171		
			Cintas Corporation Loc #607	243.22	Mats
518 20 48 00	Repairs & Maintenance Cit		001 000 518 Current Expens	24.93	
535 80 48 00	Repairs & Maintenance		404 000 535 Sewer	27.45	
548 68 48 00	Repairs & Maintenance		501 000 548 Equip Rental &	145.99	
576 80 48 00	Repairs & Maintenance		001 000 576 Current Expens	44.85	
21513	02/10/2016	02/10/2016	171		
			Cintas Corporation Loc #607	234.07	Mats
518 20 48 00	Repairs & Maintenance Cit		001 000 518 Current Expens	24.93	
535 80 48 00	Repairs & Maintenance		404 000 535 Sewer	18.30	
548 68 48 00	Repairs & Maintenance		501 000 548 Equip Rental &	145.99	
576 80 48 00	Repairs & Maintenance		001 000 576 Current Expens	44.85	
Total Cintas Corporation Loc #607				477.29	
21500	02/10/2016	02/10/2016	174		
			City Of Leavenworth	6,069.67	City Utilities
518 20 47 00	Utilities		001 000 518 Current Expens	240.33	
535 80 47 00	Utilities		404 000 535 Sewer	948.35	
535 80 47 00	Utilities		404 000 535 Sewer	214.76	
536 50 47 00	Utilities		001 000 536 Current Expens	22.28	
557 30 47 00	Utilities-Street Cans		104 000 557 Lodging Tax	2,189.90	
557 30 47 01	Utilities-Restrooms		104 000 557 Lodging Tax	132.53	
557 30 47 01	Utilities-Restrooms		104 000 557 Lodging Tax	254.39	

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
			Total Dept of Ecology	9,828.77	
21479	02/10/2016	02/10/2016	239	3,061.60	Dept of Health WTP Operating Permit Fee
534 80 50 00	Water-NPDS Discharge Per	403 000 534	Water	3,061.60	
21481	02/10/2016	02/10/2016	378	29.95	Dex Media Advertising
518 90 44 00	Advertising	502 000 518	Central Service	29.95	
21418	02/10/2016	02/10/2016	6420	31.39	Driscoll, Becky Refunding Credit Balance On Utility Acct - Sold Home
343 40 00 00	Water Collections	403 000 340	Water	-31.39	
21482	02/10/2016	02/10/2016	4806	1,037.50	Drozowski, Jarod Festhalle Management
575 48 41 00	Managerial Services	110 000 575	Leavenworth Ci	1,037.50	
21414	02/10/2016	02/10/2016	6438	100.00	Faith Lutheran Church Cultural Fest/Naturalization Ceremony Donation
571 23 49 00	Misc.- Youth Services/Arts	001 000 571	Current Expens	100.00	
21492	02/10/2016	02/10/2016	298	89.92	Firefly Inc. Gold Managed IT Support Contract
594 14 64 01	PC/Public Works	502 000 594	Central Service	89.92	<i>A. Reinhardt Comp. Install</i>
21430	02/10/2016	02/10/2016	319	487.80	Gibbs Graphics LLC Festhalle Logo Sign
594 75 63 00	Festhalle Capital Imp.	110 000 594	Leavenworth Ci	487.80	
21403	02/10/2016	02/10/2016	5706	1,315.00	Grette Associates, LLC Stormwater Master Plan
594 31 41 01	Stormwater Master Plan / V	410 000 594	Stormwater	1,315.00	
21494	02/10/2016	02/10/2016	6442	142.88	Haberberger, Virginia Mispayment Refund
343 40 00 00	Water Collections	403 000 340	Water	-59.24	
343 50 00 00	Sewer Collections	404 000 340	Sewer	-55.64	
343 70 00 00	Garbage Collections	402 000 340	Garbage	-25.50	
343 83 00 00	Stormwater Collections	410 000 340	Stormwater	-2.50	
21514	02/10/2016	02/10/2016	344	291.49	Hach Company Inc. WWTP Parts
535 80 32 00	Operating Supplies-Trtmnt	404 000 535	Sewer	291.49	
21423	02/10/2016	02/10/2016	345	34.63	Haglund's Trophies Years Of Service Plaques
518 90 34 00	Office & Operating Supplie	502 000 518	Central Service	34.63	

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21424	02/10/2016	02/10/2016	345		
			Haglund's Trophies	45.47	CHS Soccer Recognition Plaque
511 60 31 00	Office & Operating Supplie	001 000 511	Current Expens	45.47	
Total Haglund's Trophies				80.10	
21428	02/10/2016	02/10/2016	358		
			Home Depot Credit Svc	201.03	WWTP Supplies
535 80 35 00	Small Tools & Minor Equip	404 000 535	Sewer	201.03	
21416	02/10/2016	02/10/2016	474		
			Leavenworth Chamber Of Commerce	53,429.07	4th Q 2015
557 30 44 00	Advertising-Chamber	104 000 557	Lodging Tax	53,429.07	
21503	02/10/2016	02/10/2016	482		
			Leavenworth Senior Center Inc.	387.00	Restroom Attendant
557 30 41 02	ProSvs - Restroom Attenda	104 000 557	Lodging Tax	387.00	
21504	02/10/2016	02/10/2016	482		
			Leavenworth Senior Center Inc.	500.00	Restroom Lockup Services
576 80 41 00	ProSvs-Restroom Lockup	001 000 576	Current Expens	500.00	
21505	02/10/2016	02/10/2016	482		
			Leavenworth Senior Center Inc.	348.30	Recycle Attendant
537 80 41 01	Recycling Pro-Svs-Attenda	402 000 537	Garbage	348.30	
Total Leavenworth Senior Center Inc.				1,235.30	
21486	02/10/2016	02/10/2016	488		
			Les Schwab Tires	198.19	Backhoe Parts
548 68 34 00	Supp Purchased For Invent	501 000 548	Equip Rental &	198.19	
21425	02/10/2016	02/10/2016	6440		
			MDM Grand LLC	115.00	Business License Refund
589 00 01 01	Business License Refunds	001 000 580	Current Expens	115.00	
21511	02/10/2016	02/10/2016	504		
			Marson & Marson Lumber Inc.	409.77	Shop Supplies
534 80 32 00	Operating Supplies-Trtmnt	403 000 534	Water	7.86	
535 80 32 00	Operating Supplies-Trtmnt	404 000 535	Sewer	1.72	
535 80 32 00	Operating Supplies-Trtmnt	404 000 535	Sewer	7.58	
537 80 31 00	Office & Operating Supplie	402 000 537	Garbage	61.77	
548 68 31 00	Office & Operating Supplie	501 000 548	Equip Rental &	43.27	
548 68 34 00	Supp Purchased For Invent	501 000 548	Equip Rental &	13.81	
575 48 31 00	Office & Operating Supplie	110 000 575	Leavenworth Ci	34.33	
594 75 63 00	Festhalle Capital Imp.	110 000 594	Leavenworth Ci	41.02	

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
594 75 63 00	Festhalle Capital Imp.		110 000 594 Leavenworth Ci	19.56	
594 75 63 00	Festhalle Capital Imp.		110 000 594 Leavenworth Ci	178.85	
21411	02/10/2016	02/10/2016	546		N C Machinery Co., Inc
				1,270.79	Grader Parts
548 68 34 00	Supp Purchased For Invent		501 000 548 Equip Rental &	1,270.79	
21488	02/10/2016	02/10/2016	546		N C Machinery Co., Inc
				315.98	PW Supplies
548 68 34 00	Supp Purchased For Invent		501 000 548 Equip Rental &	315.98	
			Total N C Machinery Co., Inc	1,586.77	
21402	02/10/2016	02/10/2016	550		NCW Chapter Of ICC
				450.00	NCW Building Officials Short Course / D Heffner
559 30 49 00	Misc-Reg/Dues/Subscriptio		001 000 559 Current Expens	450.00	
21421	02/10/2016	02/10/2016	475		NCW Media, Inc.
				131.00	Advertising
558 60 44 00	Advertising		001 000 558 Current Expens	131.00	
21518	02/10/2016	02/10/2016	475		NCW Media, Inc.
				72.06	Advertising
518 90 44 00	Advertising		502 000 518 Central Service	72.06	
			Total NCW Media, Inc.	203.06	
21509	02/10/2016	02/10/2016	6262		Neighbors, Margaret
				371.96	2016 AWC M Neighbors
511 60 43 00	Travel-Lodging/Meals/Mile		001 000 511 Current Expens	221.96	
511 60 49 00	Misc-Reg/Dues/Subscriptio		001 000 511 Current Expens	150.00	
21426	02/10/2016	02/10/2016	3167		Northstar Chemical, Inc.
				1,480.47	Resin Compound
535 80 32 00	Operating Supplies-Trtmnt		404 000 535 Sewer	1,480.47	
21427	02/10/2016	02/10/2016	3167		Northstar Chemical, Inc.
				1,480.47	Resin Compound
535 80 32 00	Operating Supplies-Trtmnt		404 000 535 Sewer	1,480.47	
			Total Northstar Chemical, Inc.	2,960.94	
21485	02/10/2016	02/10/2016	574		Northwest Snow & Ice Equip, Charles Trenching and
				56.26	F350 Parts
548 68 34 00	Supp Purchased For Invent		501 000 548 Equip Rental &	56.26	
21429	02/10/2016	02/10/2016	583		Oak Harbor Freight Lines
				384.79	Park Supplies

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576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	384.79		
21480	02/10/2016	02/10/2016	588	One Call Concepts Inc	8.56	Excavation Notifications
534 80 31 00	Operating Supplies-Distrib		403 000 534 Water	8.56		
21506	02/10/2016	02/10/2016	595	Oxarc Inc.	15.19	WTP Chemicals
534 80 32 00	Operating Supplies-Trtmnt		403 000 534 Water	15.19		
21501	02/10/2016	02/10/2016	4334	Pacific Security	1,702.00	Guard Service, City Patol, Parking Enforcement
542 65 41 02	ProSvs-Parking Enforceme		415 000 542 Parking	1,104.00		
557 30 15 00	Overtime-Festival & Event		104 000 557 Lodging Tax	598.00		
21502	02/10/2016	02/10/2016	4334	Pacific Security	2,508.00	Guard Service/1-16
575 48 41 02	Security		110 000 575 Leavenworth Ci	2,508.00		
			Total Pacific Security	4,210.00		
21412	02/10/2016	02/10/2016	713	Pape' Material Handling Exchange	51.51	Bobcat Parts
548 68 34 00	Supp Purchased For Invent		501 000 548 Equip Rental &	51.51		
21420	02/10/2016	02/10/2016	666	Ricoh USA, Inc	295.03	Copier Maintenance
518 90 45 00	Operating Rentals & Lease		502 000 518 Central Service	295.03		
21507	02/10/2016	02/10/2016	3892	Salcido Connection Inc., The	455.28	WWTP Replacement Of Main Circuit Breaker
594 35 64 01	WWTP - Equipment Replac		404 000 594 Sewer	455.28		
21484	02/10/2016	02/10/2016	558	Sprint Communications	705.30	City Cell Bills
535 80 42 00	Comm-Phone/Postage/Fx		404 000 535 Sewer	99.07		
537 80 31 00	Office & Operating Supplie		402 000 537 Garbage	22.31		
548 68 42 00	Comm-Phone/Postage/Fx		501 000 548 Equip Rental &	270.27		
559 30 31 00	Office & Operating Supplie		001 000 559 Current Expens	22.31		
576 20 42 00	Comm-Phone/Postage/Fx		176 000 576 Community Sw	11.19		
576 80 47 00	Utilities		001 000 576 Current Expens	280.15		
21476	02/10/2016	02/10/2016	4415	T2 Systems Canada Inc.	27.88	Parking Meter Services
542 65 41 01	ProSvs-Monthly EMS Serv		415 000 542 Parking	27.88		
21508	02/10/2016	02/10/2016	773	The Part Works Inc	504.19	Park Supplies

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	504.19	
21515	02/10/2016	02/10/2016	4771	588.85	Timber Partners LLC. Deposit Refund Less Additional Garbage And Security
343 70 00 00	Garbage Collections		402 000 340 Garbage	111.15	
347 30 06 03	Room Deposit Fees		110 000 340 Leavenworth Ci	-1,000.00	
575 48 41 02	Security		110 000 575 Leavenworth Ci	-300.00	
21516	02/10/2016	02/10/2016	4768	0.00	Timber Music Festival
21493	02/10/2016	02/10/2016	817	324.60	US Post Office Postage
531 30 42 00	Communications-Phone/Postage/Fx		410 000 531 Stormwater	6.49	
534 80 42 00	Comm-Phone/Postage/Fx		403 000 534 Water	129.84	
535 80 42 00	Comm-Phone/Postage/Fx		404 000 535 Sewer	129.84	
537 80 42 00	Comm-Phone/Postage/Fx		402 000 537 Garbage	58.43	
21489	02/10/2016	02/10/2016	833	14.98	Verizon Wireless WTP Cell Phone
534 80 42 00	Comm-Phone/Postage/Fx		403 000 534 Water	14.98	
21475	02/10/2016	02/10/2016	870	74.90	Waste Managment Of Recycling
537 80 51 02	Recycling Dumpster Rental		402 000 537 Garbage	74.90	
21417	02/10/2016	02/10/2016	883	98.64	Weinstein Beverage Co., Inc Pop Machine
518 20 31 00	Office & Operating Supplie		001 000 518 Current Expens	98.64	
21487	02/10/2016	02/10/2016	4673	370.05	Wenatchee Petroleum Co. Propane
548 68 32 00	Fuel Consumed		501 000 548 Equip Rental &	370.05	
21517	02/10/2016	02/10/2016	898	140.22	Wenatchee World, The PW/Parks Utility Worker Advertising
534 80 44 00	Advertising		403 000 534 Water	35.05	
535 80 44 00	Advertising		404 000 535 Sewer	35.05	
537 80 44 00	Advertising		402 000 537 Garbage	35.05	
543 10 44 01	Advertising Street Projects		101 000 543 Streets	35.07	
21406	02/10/2016	02/10/2016	4778	254.79	Winter Equipment Company, Inc. Shop Supplies
548 68 31 00	Office & Operating Supplie		501 000 548 Equip Rental &	254.79	
21499	02/10/2016	02/10/2016	932	750.00	Yonaka Baker, Anita Janitorial Services
518 20 48 01	Repairs & Maint-Janitorial		001 000 518 Current Expens	750.00	