



City of Leavenworth

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

LEAVENWORTH CITY COUNCIL AGENDA

Leavenworth City Hall - Council Chambers
June 28, 2016 - - **6:00 p.m. (Special Early Start)**

Call to Order

Flag Salute

Roll Call

6:00 PM Chelan County PUD Presentation

Consent Agenda

1. Approval of Agenda
2. Approval of June 14, 2016 Regular Meeting Minutes
3. Approval of June 14, 2016 Study Session Minutes
4. 2016 Claims \$73,516.18

Councilmember and Committee Reports

Mayor/Administration Reports

Comments from the Public on Items Not on the Agenda

Presentation: Chelan County Sheriff's 2015 Annual Report– Sheriff Brian Burnett

Discussion: Joint Mid-Year Meeting with the Planning Commission

Presentation: 2015 Water Use Efficiency Report – Arnica Briody

Resolutions, Ordinances, Orders and Other Business

1. Action: 2nd Reading of Ordinance 1528: Chapter 12.28 Mountain View Cemetery Regulations
2. Action: Motion to Authorize Request for Qualifications for Water System Plan
3. Discus: 1st Reading of Ordinance 1529: Alcohol Use in the Parks
4. Action: TIB Consultant Agreement: TD&H Engineering 2017 Street Overlay Project
5. Action: Funding Request Chelan-Douglas Health District

Executive Sessions: RCW 42.30.110(1)(b) Property Acquisition & RCW 42.30.110(1)(i)(iii)

Potential Litigation or Legal Risks

Adjournment

(Next Ordinance is 1530 - Next Resolution is 10-2016)

Council Committees -4th Tuesday –

Econ. Dev. 4:00 Finance 5:00

SUPPLEMENTAL COUNCIL AGENDA

1. 2nd Reading of Ordinance 1528: Chapter 12.28 Mountain View Cemetery Regulations

The City Council is being asked to adopt Ordinance No. 1528, Chapter 12.28, Mountain View Cemetery Regulations. During the Council's June 14, 2016 meeting, the first reading was conducted of the revisions and corrections. Comments and corrections from that reading are reflected in the Ordinance presented tonight.

These revisions and corrections to the Ordinance are being made in an effort to update certain aspects of the Mountain View Cemetery Regulations to be in compliance with other similar City owned and managed cemeteries, as well as create a more precise uniform policy.

The following item is included under **TAB 1**:

- Ordinance No. 1528, Chapter 12.28
- **MOTION:** *The Leavenworth City Council moves to adopt Ordinance No. 1528, Chapter 12.28, Mountain View Cemetery Regulations.*

2. Motion to Authorize Request for Qualifications for Water System Plan

The City Council is being asked to authorize the request for the City to seek Request of Qualifications from Washington State professional civil engineering firms in preparation for the Department of Health requirement for the updating of the City of Leavenworth Water Master Plan. The City will seek candidates experienced in the field of water distribution and treatment and knowledgeable about operating and maintaining water facilities.

WAC 246-290-100 requires that a system update to its Water System Plan is completed every six years. The City of Leavenworth's plan is scheduled to expire on December 15, 2017.

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

- City of Leavenworth Request for Qualifications Water System Plan
- Email from the Department of Health
- **MOTION:** *The Leavenworth City Council moves to authorize the City to seek Request for Qualifications from qualified Washington State engineering firms in preparation of the City's water plan required update.*

3. 1st Reading of Ordinance 1529: Alcohol Use in the Park

The City Council is being asked to review Ordinance No. 1529 amending 12.24.140, 12.24.145 and 12.24.170; the City of Leavenworth municipal code regarding park regulations and the possession and consumption of alcoholic beverages within City owned parks. The revision of the ordinance makes it possible to acquire a special use permit for the sale and consumption of beer and wine within City parks under strict code guidelines set forth in the attachment. Original

revisions were presented for review to both the Public Safety Committee and Parks Committee on May 10th and then to Council Study Session on June 14, 2016. The City attorney has since reviewed and amended the ordinance and it is provided here tonight for the Council to review. A second reading and consideration for approval will be forwarded at the next City Council meeting.

The following item is included under **TAB 3:**

- Draft Ordinance No. 1529

4. TIB Consultant Agreement: TD&H Engineering 2017 Street Overlay Project

The City Council is being asked to approve a Consultant Agreement with TD&H Engineering for the design & engineering requirements associated with the Transportation Improvement Board (TIB) 2017 Street Overlay Project, which includes improvements on Commercial Street from Joseph Street to 3rd Street and Whitman Street from Ski Hill Drive to Woodward Street. 95% funding is being provided through the TIB while the remaining 5% will be covered by the Leavenworth Transportation Benefit District Funds. A budget amendment will be included at a later date to recognize the total project funding. On December 10, 2015, the TIB approved the Fuel Tax Grant Agreement with the City of Leavenworth to receive state funding in the amount of \$477,000 with a local match of \$25,300 for a total project cost of \$502,300.

The total cost of the contract with TD&H is an amount not to exceed \$58,100. Initial survey work, which is included in the contract, began in April 2016 after TIB approved the draft consultant agreement with TD&H. Time is billed on an hourly basis and the contract scope of work includes the following:

- Survey Work
- Civil Engineering
- Subconsultant Pavement Services

The following items are included under **TAB 4:**

- TIB 2017 Street Overlay Project Fuel Tax Grant Agreement
- TIB Consultant Agreement for TD&H Engineering
- **MOTION:** *The Leavenworth City Council moves to approve the Consultant Agreement with TD&H Engineering in an amount not to exceed \$58,100 and authorizes the Mayor to sign the agreement.*

5. Funding Request Chelan-Douglas Health District

The City Council is being asked to approve a funding request from the Chelan-Douglas Health District for the purchase of air-cleaning units that will be used for clean air shelters during extended periods of community smoke exposure. The portable Hepa filtration devices are used to provide a smoke free/particulate free room or area. This is part of the regional emergency preparedness and is very important to address the concerns of the elderly people and individuals

with asthma during periods of poor air quality. The Chelan-Douglas Health Board is asking each city within the District to consider providing up to \$500 in funding. Their goal is to have 10 of these units available for the area.

Funding for this expenditure would be available under the Aging and Adult Services line item. Funds within this line item have been used to assist with Meals on Wheels Programs and to support the Senior Center Lunch program.

The following item is included under **TAB 5**:

- Chelan-Douglas Health District Request, May 17 2016
 - **MOTION:** *The Leavenworth City Council moves to approve the expenditure of \$500 to the Chelan-Douglas Health Board for the purchase of portable air-cleaning units.*

ORDINANCE NO. 1528

AN ORDINANCE OF THE CITY OF LEAVENWORTH, WASHINGTON, AMENDING CHAPTER 12.28 OF THE LEAVENWORTH MUNICIPAL CODE RELATED TO MOUNTAINVIEW CEMETERY REGULATIONS.

WHEREAS, the City of Leavenworth finds that it is necessary and in the best interest of the City to update the regulations of the Mountain View Cemetery which define and regulate operation of the cemetery; and

WHEREAS, The updates to Chapter 12.28 of the Leavenworth Municipal Code are in response to a need to update certain aspects of the regulations to be in compliance with other similar city managed cemeteries, as well as create a more precise uniform regulation policy; and

WHEREAS, The revised draft was presented to the Parks Committee for review and comment in the fall of 2015; and

WHEREAS, The comments and corrections were provided to the City Council for review at the May 10, 2016 City Council Study Session and a first reading of the code amendment was made on June 14, 2016.

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

Section 1: Chapter 12.28 Leavenworth Municipal Code is hereby amended to read as set forth in Attachment A.

Section 2: This ordinance shall take effect five (5) days after its date of passage by the City Council and its summary publication.

Passed by the City Council of the City of Leavenworth and approved by the Mayor this ____ day of _____, 2016.

CITY OF LEAVENWORTH

APPROVED:

Cheryl K. Farivar, Mayor

APPROVED AS TO FORM:

ATTEST:

Thom Graafstra, City Attorney

Chantell R. Steiner, Finance Director/City Clerk

Attachment A

Chapter 12.28
MOUNTAIN VIEW CEMETERY REGULATIONS

Sections:

- 12.28.010 Definitions.
- 12.28.020 General supervision of cemetery.
- 12.28.030 Rates and fees.
- 12.28.040 Interments and disinterments – Subject to laws.
- 12.28.050 Hours of interments.
- 12.28.060 Notice required.
- 12.28.070 Authorization to inter.
- 12.28.080 Concrete or steel liner/grave box required.
- 12.28.090 Location of interment space.
- 12.28.100 Orders given by telephone.
- 12.28.110 City reserves right to correct.
- 12.28.120 Delays in interments caused by protests – City not liable.
- 12.28.130 City not liable for identity or permit.
- 12.28.140 No memorial permitted unless property paid for.
- 12.28.150 Interment of more than one body allowed when.
- 12.28.155 Interment of one body and one cremains allowed.
- 12.28.160 City's equipment must be used.
- 12.28.170 Removal for profit prohibited.
- 12.28.180 Care in removal – City not liable for damages.
- 12.28.190 Payment of service charges.

- 12.28.200 Property rights of plot owners.
- 12.28.210 Transfers or assignments of plots.
- 12.28.220 Control of work by city.
- 12.28.230 Decoration of plots.
- 12.28.240 Roadways and replatting.
- 12.28.250 Conduct of persons within the cemetery.
- 12.28.260 Protection against loss or damages.
- 12.28.270 Memorials.
- 12.28.275 Purchase of lots on contract.
- 12.28.280 Certificate and rules and regulations sole agreement.
- 12.28.290 Modifications and amendments.

12.28.010 Definitions.

- A. "Cemetery" means the burial park, for earth interments of human remains and/or human cremains.
- B. Plot, Grave and Niche Defined. "Plot" means space in the cemetery used, or intended to be used, for the interment of human remains. The term includes and applies to one or more than one adjoining grave. "Grave" means a space of ground in a burial park used or intended to be used for burial. "Niche" means a space in a columbarium used, or intended to be used for interment of cremated human remains.
- C. "Interment" means the disposition of human remains or cremains by burial.
- D. "City" means the city of Leavenworth.
- E. "Memorial" means a monument, marker, tablet, headstone or tombstone that shall be flush with the ground. No upright or memorials that extend above the surface of the lawn shall be permitted. This definition applies only to individual burials. [Ord. 1023 § 1, 1996; Ord. 924 § 1, 1992.]

12.28.020 General supervision of cemetery.

- A. Cemetery Management in Charge of Funeral. All funerals, on reaching the cemetery, shall be under the supervision of the Public Works Director, or his/her designee.
- B. Casket, or Urn Not to Be Opened or Body Touched Without Consent. Once the funeral service is completed and the casket or urn is placed, the city reserves the right to refuse permission to anyone to

open the casket or urn, or to touch the body without consent of the legal representative of the deceased or without a court order; provided, that in the event necessity requires, the city may take appropriate steps to correct any obnoxious or improper conditions. [Ord. 1023 § 2, 1996; Ord. 924 § 2, 1992.]

12.28.030 Rates and fees.

Effective January 1, 1999, prices for cemetery services, cemetery lots and niches in Mountain View Cemetery shall be set by resolution of the Leavenworth city council from time to time and said rates and fees shall be on file at the office of the city clerk-treasurer. [Ord. 1103 § 1, 1998; Ord. 1023 § 3, 1996; Ord. 973 § 1, 1995; Ord. 924 § 3, 1992.]

12.28.040 Interments and disinterments – Subject to laws.

Besides being subject to the rules and regulations set out in this chapter, all interments, disinterments and removals are made subject to the orders and laws of the properly constituted authorities of the city, county and state. [Ord. 924 § 4(A), 1992.]

12.28.050 Hours of interments.

No interments, disinterments, removals or interment service shall be permitted on Sundays, or on any designated city holidays except in the case of contagious disease as directed by the health department. Funeral Directors shall be required to conclude interments, inurnments, and services by the time specified herein and direct those attending to leave the cemetery within thirty (30) minutes after the conclusion of the service. All interments, inurnments and services must be concluded and those attending leave the cemetery not later than 3:00 p.m. Monday through Friday, or 12:00 p.m. on Saturday. [Ord. 924 § 4(B), 1992.]

12.28.060 Notice required.

The right is reserved by the city to insist upon at least 48 hours' notice before any interment, at least one week's notice prior to any disinterment or removal. The city may refuse to make an interment until a more expedient time if the remains arrive at the cemetery entrance after 2:30 p.m., or if too many funerals arrive at the same hour. All instructions as to interments must be given in writing to the Public Works Director or his/her designee at least 48 hours prior to placement. [Ord. 924 § 4(C), 1992.]

12.28.070 Authorization to inter.

The city may inter or open a plot for any purpose on proper authorization by any plot owner of record or authorized agent, unless there are written instructions to the contrary on file in the office. [Ord. 924 § 4(D), 1992.]

12.28.080 Concrete or steel liner/grave box required.

The casket in every earth interment shall be enclosed in a concrete liner/grave box, or concrete or steel vault that is acceptable to the city. No interment or inurnment will be permitted in the cemetery

without a city approved concrete liner. Skilled vault operators must be provided and paid by the lot owner for the handling and sealing of the vault. Handling and sealing of the vault must be performed under the supervision of a licensed funeral home.[Ord. 924 § 4(E), 1992.]

12.28.090 Location of interment space.

When instructions from the plot owner regarding the location of an interment space in a plot cannot be obtained, or are indefinite, or when for any reason the interment space cannot be opened where specified, the Public Works Director or his/her designee, may, in his or her discretion, open it in such location in the plot as he or she deems best and proper so as not to delay the funeral. The city shall not be liable in damages for an error made in conduct of such activity. [Ord. 1023 § 4, 1996; Ord. 924 § 4(F), 1992.]

12.28.100 Orders given by telephone.

The city shall not be held responsible for any order given by telephone, or for any mistake occurring from the want of precise and proper instructions as to the particular space, size and location in a plot where interment is desired. [Ord. 924 § 4(G), 1992.]

12.28.110 City reserves right to correct.

The city reserves, and shall have, the right to correct any errors that may be made by it either in making interments, disinterments or removals, or in the description, transfer or conveyance of any interment property, either by cancelling such conveyance and substituting and conveying in lieu thereof other interment property of equal value and similar location as far as possible, or as may be selected by the city, or, in the sole discretion of the city, by refunding the amount of money paid on account of said purchase. In the event the error shall involve the interment of the remains of any person in such property, the city reserves, and shall have the right to remove and reinter the remains to such other property of equal value and similar locations as may be substituted and conveyed in lieu thereof. The city shall also have the right to correct any errors made by placing an improper inscription, including an incorrect name or date on the memorial. [Ord. 924 § 4(H), 1992.]

12.28.120 Delays in interments caused by protests – City not liable.

The city shall be in no way liable for any delay in the interment of a body where a protest to the interment has been made, or where the rules and regulations have not been complied with; and, further, the city reserves the right, under such circumstances, to refuse to accept the body for interment until the full rights have been determined. The city may require any protest to be in writing and filed in the office of the city clerk-treasurer. [Ord. 924 § 4(I), 1992.]

12.28.130 City not liable for identity or permit.

The city shall not be liable for the interment permit nor for the identity of the person sought to be interred. [Ord. 924 § 4(J), 1992.]

12.28.140 No memorial permitted unless property paid for.

No memorial shall be permitted or placed in or on any property not fully paid for, except by special consent of the city in writing in each and every case, and, in the event such consent is given, any and all memorials placed in or on the property shall be considered temporary. The city, further, shall have the right to remove any memorial that may have been placed on said property. [Ord. 924 § 4(K), 1992.]

Holds may be placed on cemetery plots for no more than one (1) week. If the time allotted expires, the hold on the plot will be released and made available for purchase. No payment is necessary to place a hold.

12.28.150 Interment of more than one body allowed when.

It is normal practice to allow only one burial per space; however, certain double burials will be allowed involving parent/child burial or cremated remains. A parent/child may be buried in the same grave space but must be in the same casket. The City must approve every parent/child burial on an individual basis regarding size and age of deceased. The general guideline is that the child must be under 2 years of age.

12.28.155 Interment of one body and one cremains allowed.

There shall be allowed only one burial and one cremation interred in one grave, or two cremations in one grave or niche module. At the time more than one interment/inurnment is placed, the city will charge an extended use fee.

12.28.160 City's equipment must be used.

Tents, artificial grass, lowering devices and other equipment owned by the city shall be used exclusively in making interments, disinterments and removals, except in the case of vaults or otherwise with written consent of the city. [Ord. 924 § 4(M), 1992.]

12.28.170 Removal for profit prohibited.

Removal, by the heirs, of a body so that the plot may be sold for profit to themselves, or removal contrary to the expressed or implied wish of the original plot owner, is repugnant to the ordinary sense of decency and is absolutely forbidden. [Ord. 924 § 4(N), 1992.]

12.28.180 Care in removal – City not liable for damages.

The city shall exercise due care in making a disinterment and removal, but it shall assume no liability for damage to any casket or burial case incurred in making the disinterment and removal. [Ord. 924 § 4(O), 1992.]

12.28.190 Payment of service charges.

The charges for the cemetery services must be paid at the time of the issuance of the order of interment or disinterment and removal. [Ord. 924 § 4(P), 1992.] All charges related to the opening

and closing of graves shall be made directly to the City of Leavenworth Finance Department by the funeral directors or others requesting the service.

12.28.200 Property rights of plot owners.

A. Interment Rights of Plot Owners.

1. All plots conveyed to individuals are presumed to be the sole and separate property of the owner named in the instrument of conveyance. The spouse of an owner of any plot containing more than one interment space has a vested right of interment of his remains in the plot and any person thereafter becoming the spouse of the owner has a vested right of interment of his remains in the plot if more than one interment space is unoccupied at the time the person becomes the spouse of the owner.
2. No conveyance or other action of the owner without the written consent or joinder of the spouse of the owner divests the spouse of a vested right of interment, except that a final decree of divorce between them terminated the vested right of interment unless otherwise provided in the decree.
3. In a conveyance to two or more persons as joint tenants, each joint tenant has a vested right of interment in the plot conveyed. Upon death of a joint tenant, the title to the plot held in joint tenancy immediately vests to the survivors, subject to the vested right of interment of the remains of the deceased joint tenant. A vested right of interment may be waived and is terminated upon the interment elsewhere of the remains of the person in whom vested. An affidavit by a person having knowledge of the facts setting forth the fact of the death of the owner and the name of the person or persons entitled to the use of the plot is complete authorization to the city to permit the use of the unoccupied portions of the plot by the person entitled to the use of it.
4. When there are several owners of a plot, or of rights of interment in it, they may designate one or more persons to represent the plot and file written notice of designation with the city. In the absence of such notice or of written objection to so doing, the city is not liable to any owner for interring or permitting an interment in the plot upon the request or direction of any co-owner of the plot.
5. No vested right of interment gives to any person the right to have his remains interred in any interment space in which the remains of any deceased person having prior vested rights of interment have been interred, nor does it give any person the right to have the remains of more than one deceased person interred in a single interment space in violation of the rules and regulations of the cemetery.

A. Descent of Right of Interment. If no interment is made in an interment plot which has been transferred by certificate of ownership to an individual owner, upon the death of the owner, unless he has disposed of the plot either in his will by a specific devise or by a written declaration filed and recorded in the office of the city clerk-treasurer, the plot descends to the heirs at law of the owner subject to the rights of interment of the decedent and his surviving spouse. [Ord. 924 § 5, 1992.]

12.28.210 Transfers or assignments of plots.

A. Consent of City. No transfer or assignment of any plot, or interest therein, shall be valid until the consent of the city has been endorsed thereon and the same has been recorded on the books of the city.

B. Indebtedness. The city may refuse to consent to a transfer or to an assignment as long as there is any indebtedness due the city from the record plot owner.

C. If the original holder(s) of a cemetery deed is/are deceased and a legitimate direct heir requests that the right of interment in the grave(s) be put into their name(s), the city will request, at a minimum, the following by the heir(s):

1. Proof of relationship, i.e., birth certificate, deceased relative's marriage license or birth certificate, etc. A copy of this documentation for the city's cemetery files will also be required.

2. If no proof exists, or if person(s) seeking the transfer is/are not a "direct" heir(s), the city will request for them to produce a notarized letter from at least two (2) different family members, preferably from two different generations, acknowledging that no other family member(s) or other person(s) have an interest in the right of interment. In addition, when the circumstances in "b" exist, the city requires the person(s) seeking to gain interest in interment in the grave(s) to sign a release form, which exempts the city from any claims arriving out of such transfer(s).

D. In the instance of a holder of a cemetery lot certificate wishing to sell or transfer his or her interest in interment to another individual, a notarized statement outlining such is required and will be placed on file at the city clerk's office. All original paperwork from the initial sale of the plot must be made available to the city clerk's office as well.

E. Transfer Charges. The city shall charge a transfer fee. Rates for these charges are subject to change at the discretion of the city. No transfer of a right of interment under a cemetery lot certificate shall be complete or effective until all fees are paid.

F. Reconveyance. The holder of a cemetery lot certificate shall have the right of burial and shall allow no interments for remuneration. Any person holding burial rights and not having used any part of the lot wishing to give up such rights may re-convey the rights to the city and will be paid the amount of the original purchase price, minus an administrative fee as set forth by city council resolution.

12.28.220 Control of work by city.

A. Work to Be Done by City. All grading, landscape work and improvements of any kind, and all care on plots shall be done, and all trees and shrubs and herbage of any kind shall be planted, trimmed, cut or removed, and all openings and closing of plots, and all interments, disinterments, and removals shall be done by the city.

B. City Must Direct and May Remove Improvements. All improvements or alterations of individual property in the cemetery shall be under the direction and approval of the city; and should they be made without its written consent, the city shall have the right to remove, alter or change such

improvements or alterations at the expense of the plot owner, or, in any event, at any time, in its judgment, they become unsightly to the eye. [Ord. 924 § 7, 1992.]

12.28.230 Decoration of plots.

A. Floral Regulations. The city shall have authority to remove all floral designs, flowers, weeds, trees, shrubs, plants or herbage of any kind from the cemetery as soon as, in the judgment of the Public Works Director or his/her designee, they become unsightly, dangerous, detrimental or diseased, or when they do not conform to the standards maintained. The city shall not be liable for floral pieces, baskets or frames in which or to which such floral pieces are attached. The city shall not be liable for lost, misplaced or broken flower vases. The city shall not be responsible for plants, herbage or planting of any kind damaged by the elements, thieves, vandals or by other causes beyond its control. The city reserves the right to regulate the method of decorating plots so that a uniform beauty may be maintained. The city reserves the right to prevent the removal of any flowers, floral designs, trees, shrubs or plants or herbage of any kind, unless it gives its consent.

B. Removal of Floral Frames. Floral frames when removed from the plot site, unless called for within five days by those lawfully entitled to them, may be disposed of by the city in any manner it sees fit.

C. Certain Ornaments Prohibited. The placing of boxes, shells, toys, metal designs, ornaments, chairs, settees, vases, glass, wood or iron cases, and similar articles upon plots shall not be permitted, and, if so placed, the city may remove the same. The city shall at each interment place one proper in ground floral vase that would remain at the burial plot. A maximum of two vases per cemetery plot will be allowed.

D. Name Plates Subject to Approval. All fittings, adornments, inscriptions and name plates are subject to approval and control of, and acceptance or rejection by, the city. [Ord. 924 § 8, 1992.]

E. No artificial grave decorations shall be placed in the cemetery between March 1st and November 1st of each year.

F. The city is not responsible for reimbursement for any plants or decorations removed by city staff, or damage that may have been caused by the maintenance crew.

12.28.240 Roadways and replatting.

A. Right to Replat, Regrade and Use Property. The right and privilege, at any time and from time to time, to resurvey, enlarge, diminish, replat, alter in shape or size, or otherwise to change all or any part, portion or subdivision of the property mapped and platted (including the right to lay out, establish, close, eliminate or otherwise modify or change the location of roads, walks or drives) and to file amended maps or plats thereof, and to use the same for the erection of buildings, or for any purposes or uses connected with, incident to or convenient for the care, preservation or preparation for the disposal or interment of human dead bodies, or other cemetery purposes, together with easements and rights-of-way over and through said premises for, and the right and of installing, maintaining and operating pipelines, conduits or drains for sprinklers, drainage, electric or communication lines, or for any other purposes, is hereby expressly reserved. [Ord. 924 § 9, 1992.]

12.28.250 Conduct of persons within the cemetery.

- A. Children. Children under the age of sixteen (16) years of age shall not be allowed within the cemetery unless accompanied by a parent or a chaperone at least eighteen (18) years of age. Exceptions to this rule are allowed for persons attending an authorized funeral, placing flowers on a gravesite of a deceased relative or friend, or performing any other customary respect or respectful actions consistent with environment maintained within the cemetery.
- B. Flowers, Etc. All persons are prohibited from gathering flowers within the cemetery grounds, either wild or cultivated, or breaking trees, shrubbery or plants, or feeding or disturbing the birds.
- C. Refreshments. No person shall be permitted to have refreshments within the cemetery, except as authorized by the city.
- D. Loitering Prohibited. Persons other than plot owners or relatives shall not be permitted to loiter in the cemetery, or in any of the buildings.
- E. Rubbish. The throwing of rubbish on the drives and paths, or on any part of the grounds, or in the buildings, is prohibited. Receptacles for waste material will be located in convenient places.
- F. Automobiles. Automobiles shall not be driven through the grounds at a greater speed than 5 miles per hour. Automobiles are not allowed to park or to come to a full stop in front of an open grave unless such automobiles are in attendance at the funeral. No vehicle should be driven or parked without permission in any part of the cemetery between the hours of 10:00 p.m. and 6:00 a.m. of each day.
- G. Bicycles and Motorcycles. No bicycles or motorcycles shall be admitted to the cemetery except such as may be in attendance at funerals or on business.
- H. Peddling or Soliciting. Peddling or solicitation of any kind is strictly forbidden at any time in the cemetery without the approval of the city.
- I. Repealed by Ord. 1430. Firearms. No firearms shall be discharged within the cemetery except in special permit from the city or duly constituted authorities.
- J. Notices and Advertisements. No signs or notices or advertisements of any kind shall be allowed in the cemetery, unless placed by the city.
- K. Enforcement of Cemetery Rules and Regulations. The Public Works Director and such other employees as the city may designate are hereby empowered to enforce all rules and regulations, and to exclude from the property of the cemetery any person violating the same. The Public Works Director and his/her designated employees shall have charge of the grounds and buildings, and shall have control over all persons in the cemetery, including the conduct of funerals, traffic, employees, plot owners and visitors. [Ord. 1430 § 3, 2012; Ord. 924 § 10, 1992.]
- L. Animals. It is unlawful to bring, cause, or permit a dog or any animal to enter the cemetery, except service dogs, unless confined inside a vehicle.

12.28.260 Protection against loss or damages.

A. Use of Guards and Nonresponsibility.

1. The city shall have the right to maintain guards if, in its discretion, it deems it necessary but is under no legal obligation to do so.
2. Whether or not guards are used, the city distinctly disclaims all responsibility for loss or damage from causes beyond its reasonable control, and especially, from damage caused by the elements, and acts of God, common enemy, thieves, vandals, strikers, malicious mischief makers, explosions, unavoidable accidents, invasions, insurrections, riots, or order of any military or civil authority, whether the damage be direct or collateral.

B. City May Charge for Unusual Repairs Necessitated by Acts of God, Etc. If any of the conditions listed in subsection (A) of this section happen, then the city shall give a 10-day written notice of the necessity for such repair to the plot owner of record. The notice shall be given by depositing the same in the United States mail addressed to the plot owner of record at his or her address stated on the books of the city. In the event the plot owner fails to repair the damage within a reasonable time, the city may direct that the repairs be made and charge the expense against the plot and to the plot owner of record. [Ord. 924 § 11, 1992.]

12.28.270 Memorials.

A. Types of Memorial to Be Allowed. Only granite, bronze or marble memorials are permitted in the cemetery. All markers must be, not less than three (3) inches nor larger than four (4) inches thick. All private memorials shall be flush with the ground. No private uprights shall be allowed. No temporary markers will be allowed. No more than one marker per interment/inurnment. No more than two (2) markers per burial plot will be allowed.

B. Placement by City. All memorial tablets must be installed by the city, or an approved designee, a setting fee shall be paid before the work is completed. The city will not allow the erection of any memorial unless plots are paid in full. Marker installation may be performed during the period of May through October. An installation appointment must be made with the city, by the Monument Company, or responsible party, at least seventy two hours prior to installation, if a family member is to be present at the time of placement.

C. Errors in Placing of Memorials. The city reserves and shall have the right to correct any error that may be made by its employees or by any other person or persons in the location or placing of a memorial in the cemetery.

D. Memorial Sizes. All private memorials shall conform to the following size specifications:

1. Infant: eight inches by 16 inches with a four-inch concrete border or 16 inches by 24 inches, all granite.
2. Youth: same as infant.
3. Cremains: 12 inches by 24 inches with a four-inch concrete border or 20 inches by 32 inches, all granite. In the three by four urn garden lots, a 12- by 24-inch memorial may be a single or

may be used as a companion for up to four cremains. In the 18 by 24 urn garden lots, an eight by 16 with four-inch concrete border or 12 by 24 all granite or all bronze memorial may be used for a single or may be used as a companion for two cremains.

4. Adult.

- a. Single memorial: 12 inches by 24 inches with a four-inch concrete border or 20 inches by 32 inches, all granite.
- b. Companion memorial: may be 12 inches by 36 inches with a four-inch concrete border or 20 inches by 44 inches, all granite.

E. Memorial Setting Fees. (Shall be set by Resolution of the Leavenworth City Council).

F. Special Plantings. Special plantings and their placement must be approved by the cemetery committee and the city superintendent.

G. Special Memorials. Special memorials, proposed by civic organizations or other groups, may be placed; provided, that they receive approval of the parks committee and the Public Works Director. [Ord. 973 § 2, 1995; Ord. 924 § 12, 1992.]

H. Liability for Damage. The city shall not be held liable for damage to markers, including any damage caused during cemetery maintenance or resulting from city moving or transferring the markers for interment purposes.

12.28.275 Purchase of lots on contract.

There is established a cemetery fund. The city clerk or the clerk's designee is authorized to enter into agreements with individuals under the terms of which said persons may purchase a cemetery plot at a price specified by the city. Under the terms of said agreement, an initial payment of not less than twenty percent (20%) of the total purchase price, shall be made to the city by such purchaser. A sum equal to the balance of the total purchase price with service fee of said plot shall be paid to the city within twelve (12) months of the date of initial payment, all said payments to be made to the city or designee and placed into the cemetery fund. This agreement shall provide that upon payment of the full purchase price within twelve (12) months, the purchaser will be issued the usual evidence of ownership of said grave by the city. In the event payments, including the service charge, are not made by the purchaser within the twelve (12) month period, the service charge will be retained by the city and the remainder shall be returned to the purchaser and the right to purchase the grave and all interest of the purchaser in the grave shall terminate and the city may sell the grave to other parties at its discretion.

12.28.280 Certificate and rules and regulations sole agreement.

A. Agreement.

1. The certificate of purchase or endowment care agreement and these rules and regulations, and any amendments thereto, shall be the sole agreement between the city and the plot owners.

2. All property owners and persons within the cemetery, and all plots sold, shall be subject to the rules and regulations and subject, further, to such other rules and regulations, amendments or alterations as shall be adopted by the city from time to time; and the reference to these rules and regulations in the certificate of ownership to plots shall have the same force and effect as if set forth in full therein. [Ord. 924 § 13, 1992.]

12.28.290 Modifications and amendments.

A. Exceptions and Modifications. Special cases may arise in which the literal enforcement of a rule may impose unnecessary hardship. The city, therefore, reserves the right, without notice, to make exceptions, suspensions or modifications in any of these rules and regulations when, in its judgment, the same appear advisable; and such temporary exception, suspension or modification shall in no way be construed as affecting the general application of such rule.

B. Amendments. The city may, and it hereby expressly reserves the right, at any time or times, to adopt new rules and regulations, or to amend, alter or repeal any rule, regulation, article, section, paragraph or sentence in these rules and regulations. [Ord. 924 § 14, 1992.]

DRAFT



City of Leavenworth

700 Highway 2 / Post Office Box 287
Leavenworth, Washington 98826
(509) 548-5275 / Fax: (509) 548-6429
Web: www.cityofleavenworth.com

TAB 2

Carolyn Wilson - *Mayor Pro Tem*
Gretchen Wearne
Mia Bretz
Margaret Neighbors
Richard Brinkman
Joel Walinski - *City Administrator*

June 20, 2016

CITY OF LEAVENWORTH REQUEST FOR PROPOSALS WATER SYSTEM PLAN

INTRODUCTION

Notice is hereby given that the City of Leavenworth, WA is requesting proposals for professional engineering and planning services to produce an updated Water Master Plan for the City of Leavenworth. Consultants who submit proposals for this project must be licensed as a Professional Civil Engineer in the State of Washington and be experienced in the field of water distribution and treatment and knowledgeable about operating and maintaining water facilities.

The information contained in the RFP is City of Leavenworth's best understanding of the current needs and how to address them, but the City of Leavenworth will be relying on the consultant firm to provide modifications to the scope of work described herein based on their professional expertise in this subject area. If the consultant believes there is a more efficient way to achieve the City's goals, then that should be reflected in the proposal. Questions regarding this solicitation may be addressed to the City Administrator:

Joel Walinski
City Administrator
(509) 548-5275 Ext. 124
E-mail: jwalinski@cityofleavenworth.com

CHARACTERIZATION OF LEAVENWORTH

Leavenworth is located in Chelan County, and has a 2015 population estimate of 1980. The City has prioritized its water plant for redevelopment over the next 30 years.

The City of Leavenworth is a resort and tourist destination for approximately 2 million visitors per year. Festival weekends in Leavenworth attract as many as 60,000 tourists. As a result, water demands can vary substantially with tourism peaks.

WATER SYSTEM

The Water Utility Fund, a division of the Public Works Department, ensures the delivery of safe and reliable drinking water to approximately 3,020 citizens as well as a thriving tourist population. The City services 1183 residential accounts and 205 commercial accounts.

The water system utilizes two pressure zones, surface water intake and a well field. The surface water treatment plant (WTP) is located on Icicle Creek and the well field is located near the Wenatchee River supply water pressure to Zone 1 and the Icicle Road Reservoir. In general, the WTP provides primary water supply and the wells provide a secondary supply when system demands exceed capacity of the WTP or when surface water turbidity in Icicle Creek requires the WTP to go out of service. The Ski Hill Booster Station supplies Zone 2 and the Ski Hill Reservoir provides storage to Zone 2. The Ski Hill booster pump station and reservoir were constructed in 2005 and the Icicle Road Reservoir was constructed in 2008. The WTP was constructed in 1969 and the well field (Well numbers 1 and 2) were constructed in 1989. Well No. 3 went online in 2015 and offers redundancy back-up to the system. Well No. 1 was completely rebuilt in 2013.

PROJECT SCOPE

This Water System Master Plan engineering study will investigate improvements to the City of Leavenworth's water treatment and distribution system to insure the City has adequate water facilities to support future growth.

The City of Leavenworth understands that this RFP may be inadequate to fully describe the work envisioned. Consultants should include additional tasks they deem appropriate, written reasons why a task should be included, and an estimate of the fee required to complete the task. Failure to do this shall reflect on the Consultant's qualifications. The comprehensive Water Master Plan shall include but is not limited to the following items:

1. Assemble basic planning data and develop a water demand forecast. Planning data to include:
 - a. Current population, service connections and equivalent residential units.
 - b. Projected land use, future population, current and future water demand.
2. Water System Modeling
 - a. Consultant will work with City staff and assist in developing scenarios and provide input into the City's existing water modeling system.
 - b. Consultant will develop methods to field calibrate the model and provide guidance in updating the model. City staff will perform the fire flow in the field and monitor water pressure.
 - c. Assist in developing optimum operating scenarios of the City's pumps and wells. Keeping in mind existing water rights and energy efficiency.
 - d. Consultant will support City staff with quality assurance/quality control reviews.
3. Source Description and Analysis
 - a. Calculate system source needs (current and future).
4. Storage Description and Analysis
 - a. Calculate system storage needs (current and future).
5. Transmission and Distribution Description and Analysis

- a. Determine system deficiencies and recommend improvements.
6. If needed, Update Wellhead Protection Contingency Plan and Vulnerability Assessments:
 - a. Help the City develop standards for system reliability, and to maintain capacity to meet winter demand (indoor use only) with loss of water source or disruption in service.
7. Coordinate with Operations and Maintenance staff to evaluate and recommend updates to the current O&M practices.
 - a. Assist the City in the development of site and asset specific checklists for maintenance and operations.
8. Asset Management - The city is interested in developing an Asset Management Plan for the Water Utility:
 - a. Provide recommendations on the development of an asset management program and work with City staff to develop a consistent and conforming asset registry database.
 - b. Work with City Staff to draft an asset management work plan for the Water Utility.
 - c. Advise how the Utility should embark on condition rating. For example: reservoirs, wells, pumps, distribution mains, hydrants, valves, etc. to be included in the asset management plan.
9. Develop a 6-year and 20-year Capital Improvement Program, including:
 - a. Develop a prioritization scheme for the CIP, including asset management principles (LOS, condition, and risk), water quality regulatory, environmental protection, customer service, employee safety, etc.
 - b. Incorporate project cost estimates for the 6-year and 20-year plans at a preliminary design level.
 - c. Develop a Source Development Strategy to include in the CIP based on demand projections and water right development schedules.
10. Municipal Water Law
 - a. Assist City Staff and legal counsel to evaluate codes and policies to ensure compliance with the MWL.
11. Conservation Program
 - a. Advising on both indoor and outdoor goals for utility based on benchmarking with other likeminded communities.
 - b. Developing costs effectiveness measures for both indoor and outdoor conservation programs.

PROPOSAL REQUIREMENTS

Submittal: 5 copies of the Technical Proposal must be received by the City of Leavenworth by Friday, July 22, 2016, no later than 2:00 P.M. The proposal must be submitted in an envelope clearly marked with the Consultant's name and "City of Leavenworth – Water Master Plan RFP." All proposals and documents submitted become the property of the City of Leavenworth.

Information considered proprietary shall be identified as such when the proposal is submitted. Proposals may be submitted by mail or in person to the address below:

Joel Walinski
City Administrator
City of Leavenworth
P.O. Box 287
Leavenworth, WA 98826

Any proposal received after the specified date and time will automatically be rejected and will not receive any further consideration by the City. Postmarks will not be accepted.

The following requirements must be met in all proposals submitted to the City of Leavenworth:

1. A cover letter signed by an individual authorized to bind the Consultant to the proposal for a period of 90 days must be included. The letter should include a description of the consultant's firm, a statement of qualifications, and contact information.
2. A detailed Scope of Services providing information on all of the services proposed to be provided as part of this contract and which are identified in the RFP is required. The Scope of Services should express specific ideas for the work that will be proposed and why those ideas are the best solution. Any additional or optional recommended tasks should also be included.
3. A definitive work program and schedule for completion of the Plan are required. Identification of all tasks not under Consultant's control with estimated timelines based upon prior experience should also be included. Any other constraints to the schedule should also be discussed.
4. List any information and tasks expected from the City of Leavenworth. Any information or tasks needed but not listed will be the responsibility of the selected consultant.
5. List Consultant's qualifications including but not limited to the following:
 - a) Type of organization, size (i.e. local office and total firm size), professional registrations and affiliations, number of years as a firm.
 - b) Names and qualifications of personnel assigned to the Project.
 - c) Outline of recent projects completed that are similar to this Project.
 - d) Client references from recent similar projects, including name, address and telephone of individuals to contact.
8. Proposals shall include costs to complete the project as described under Project Scope as follows:
 - a) A detailed budget showing itemized costs per each discrete task plus the cost of any reimbursable items. The costs should be represented in a "menu" format that permits identification of the total cost of the proposed work, as well as its subcomponents.
 - b) Estimated costs must include all labor, materials, equipment, professional services, insurance, travel, profit, and all other costs and expenses for the proposed project with a total "not to exceed" amount.
 - c) Submit an itemized fee schedule as a basis for all proposed services and any extra services not included in the Scope of Services, if applicable.

9. Proposals should be limited to (10) 8 ½ x 11 page, single sided, 11 pt. font (including the cover letter and resumes). Lengthy proposals may not be well received.

Anticipate Project Timeline

The proposed draft project timeline includes the key highlights:

| | |
|-----------------|---|
| September 2016: | Pre-Submittal meeting with Washington State Department of Health. |
| September 2016: | Finalize Professional Service Agreement with selected firm. |
| February 2017: | Preliminary Draft Plan (internal review). |
| March 2017: | Public Review Draft Plan reviewed by City Council Public Works Committee/Planning Commission. |
| May 2017: | First DOH submittal (City Council review). |
| August 2017: | Second DOH submittal (City Council approved). |
| October 2017: | Anticipated DOH Approval. |

INSURANCE

Insurance coverage for proposed services shall include general liability and property damages insurance in a combined single limit of not less than \$1 million dollars. Professional Liability Insurance (E&O) coverage of \$1 million is also required.

The selected firm shall provide within ten (10) days after the notice of award is issued a copy of their existing liability insurance certificate naming the City of Leavenworth and an additionally insured on said policies, confirmation of worker’s compensation coverage, and a copy of their Professional Liability Insurance certificate. Such insurance coverage shall be maintained in full force and effect for the duration of the Contract and must be in a form satisfactory to the City.

SELECTION PROCEDURE

Subsequent to the deadline for acceptance of proposals, the City will evaluate the Technical Proposal and will determine rankings based upon materials submitted and oral interviews (if deemed necessary by the City) using the selection criteria and weights indicated below. The City will contact the selected firm. If an agreement cannot be reached with the top ranked firm, the City will contact the firm with the next ranked Technical Proposal and attempt to negotiate with that firm. The process will be repeated until an agreement is reached.

SELECTION CRITERIA

Selection shall be based on the following:

- a. Firm’s approach to quality control, project management and product delivery (30)

- b. Consultant's previous experience with projects of similar complexity and function with other small cities. (up to 30 Points)
- c. Previous municipal work experience & knowledge and expertise of individuals that will work on the project (up to 20 Points)
- d. Readiness, availability and familiarity with the Leavenworth area (up to 20 Points)

City Staff will evaluate the consultants submittals and may select a short list of up to three consultants to make an oral presentation or make a selection based only on the submittals. All consultants submitting a proposal will be notified of our selection.

The City of Leavenworth exercises its discretion in selecting a firm or individual that presents the proposal that, in sole judgement of the City, best serves the interest of the City. The City reserves the right to waive minor irregularities in any proposal, reject any proposal that fails to meet the proposal requirements in any respect, to reject all proposals for any reason or to cancel in part or in its entirety the Request for Proposals.

Herb Amick

From: Serr, Ben A (DOH) <ben.serr@doh.wa.gov>
Sent: Monday, March 21, 2016 4:45 PM
To: Herb Amick
Cc: Wilson, Michael /EH (DOH)
Subject: City of Leavenworth (PWS ID 46500, Chelan Co.) - Water System Plan Update Pre-plan Meeting

Hello Mr. Amick,

I would like to schedule a preplan meeting with you and your engineer to discuss the update of the City's water system plan. Our records indicate that your water system plan will expire on December 15, 2017. We schedule these meetings well in advance so that the new plan may be ready prior to the current plan's expiration. WAC 246-290-100 requires that a system update its Water System Plan once every six years if:

- The system has 1000 or more connections;
- The system is required to plan under the Public Water System Coordination Act of 1977;
- The system is experiencing problems related to planning, operation, and/or management as determined by the department;
- The system is expanding beyond its current number of approved connections; or
- The system proposes to use the document submittal exception process in WAC 246-290-125.

The City of Leavenworth has 1000 or more connections and is therefore required to update its Water System Plan.

I estimate that the meeting will take two hours. We ask that a representative of the water system and your engineer attend the pre-plan meeting.

If you have questions, please contact me via email or by phone at (509) 329-2122. I look forward to speaking with you.

Sincerely,

Ben

Benjamin A. Serr
Regional Planner
Office of Drinking Water

Washington State Department of Health
Eastern Regional Office
16201 East Indiana Avenue | Suite 1500 | Spokane Valley, WA 99216
Phone: (509) 329-2122 | Fax: (509) 329-2104 | Email: ben.serr@doh.wa.gov
Website: www.doh.wa.gov/ehp/dw

**ORDINANCE NO. 1529
CITY OF LEAVENWORTH, WASHINGTON**

**AN ORDINANCE AMENDING THE CITY OF LEAVENWORTH
MUNICIPAL CODE REGARDING PARK REGULATIONS AND THE
POSSESSION OF ALCOHOLIC BEVERAGES WITHIN CITY OWNED
PARKS.**

WHEREAS, the City of Leavenworth Municipal Ordinances regarding the possession of an open container of any alcoholic beverage in or upon any building or other property owned or occupied by the city as it regards special public events has recently been the subject of discussion by the public and the City Council; and

WHEREAS, members of the City Council and staff have regularly heard from city residents, business owners and service organizations that it would be desirable for the lawful consumption of beer and wine at special public events held upon city owned property; and

WHEREAS, the City Council finds that it is feasible to regulate the consumption of beer and wine at special public events held upon city owned property so as to reasonably mitigate the risks to the City and its residents; and

WHEREAS, it is in the best interests of the City and its residents to amend the Municipal Code to regulate the sale, service, consumption or possession of beer and wine at special public events held on city owned property as reflected in Exhibit "A" attached hereto.

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

- Section 1.** The City of Leavenworth Municipal Code is hereby amended as set forth in Exhibit "A", attached hereto and incorporated fully herein by this reference.
- Section 2.** The City Clerk is hereby authorized and directed to recodify the sections listed in Exhibit A.
- Section 3.** This Ordinance shall become effective five (5) days following passage and publication as required by law.

PASSED by the City Council and APPROVED by the Mayor this _____ day of July, 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

DRAFT

Exhibit "A"

Sections to be amended and/or enacted:

12.24.140 Alcoholic beverages prohibited without special use permit.

12.24.145 Alcohol special use permit.

12.24.170 Violation – Penalty.

12.24.140 Alcoholic beverages prohibited without special use permit.

It is unlawful to bring into, *sell* or consume in *any city* park any alcoholic beverages *unless the bringing into, sale or consumption is permitted under the terms of a alcohol special use permit as provided for in LMC Section 12.24.145. The provisions of Section 12.24.145 shall apply to Bavarian Commercial Activities.*

12.24.145 Alcohol special use permit.

An alcohol special use permit may be obtained to allow the bringing into, sale and consumption of alcoholic beverages in a city park as follows:

A. Purpose: The purpose of this section is to establish the rules and regulations regarding the service or sale and service, and the associated consumption, of alcohol beverages in the City of Leavenworth's Parks and related Facilities. It is the intention of the City of Leavenworth to provide its citizens the broadest range of opportunities to enjoy its facilities and parks while protecting the City and its citizens from abusive and disruptive behavior. It is the purpose of this section therefore to allow for Alcoholic Beverages in City parks and related facilities only in limited circumstances.

B. Definitions: The following definitions apply to this Section 12.24.145.

1. The word "alcohol," as used in this section, shall conform, at a minimum, to the definition and restrictions imposed by the Washington State Liquor Board. For most situations where an alcohol special use permit is issued through the City of Leavenworth allowing the service or sale and service, and the associated consumption, of alcohol beverages such alcohol and alcoholic beverages shall be limited to malt liquor (beer) or vinous liquor (wine or champagne) as specified in the permit.

2. The word "group," is defined in this Section is a private group or organization which is a corporation, limited liability company, or limited partnership registered to do business under the laws of Washington, and which has officers which have been elected or appointed and who have authority to enter into an agreement.

3. The word “youth event” shall mean an organized event where youth are present in the park. The casual presence of youth in the park but not part of an organized event shall not be a “youth event.” If the alcohol special use permit is associated with an athletic event, the participation of youth in the event, so long as the competition is not solely a competition for youth, shall not make the applicant event itself a “youth event.” Youth for the purposes of this definition shall mean persons under the age of 18.

C. Conditions: A group shall be entitled to obtain an alcohol special use permit under and when the following conditions are satisfied:

1. Any Alcohol Special Use Permit shall be issued by the City Administrator.
2. Before the City Administrator shall issue any Alcohol Special Use Permit, the City Administrator shall place the question of issuance of an alcohol special use permit on a regular City Council Agenda. Citizen input shall be allowed. The Council shall discuss the application and make its recommendation to the City Administrator. However, ultimate authority to issue an alcohol special use permit rests with the City Administrator or his/her designee. There shall be no right of administrative appeal and the decision of the City Administrator shall be the final decision of the City.
3. The process listed below shall be followed to obtain an alcohol special use permit for the bringing into, sale or consumption of alcohol in a City Park.
 - A. The prospective group shall obtain an application form for use of the park from the City and indicate in the appropriate space that the bringing in of alcohol, or alcohol sale or consumption is intended. By signing, and returning the application, the group acknowledges receipt, understanding, and acceptance of the terms of this Section governing alcohol in the Park. The Application and Permit Fee payment must be submitted no later than three months prior to the desired date of the intended alcohol in a city Park. The application will only be approved if adequate mitigation for alcohol in the park is demonstrated and the City Administrator determines that it is in the best interest of the City to issue the alcohol special use permit. The group will be notified of the City Administrator’s decision in writing on the approval/disapproval of an alcohol special use permit for alcohol use.
 - B. After the Group has received an alcohol special use permit from the City Administrator, the Group must obtain the appropriate permit from the Washington State Liquor Control Board. If a state permit is not obtained, the City’s alcohol special use permit shall be automatically null and void. The alcohol special use permit must be displayed at the event. Copies of any state

approval shall be supplied to the City: A Banquet permit (to serve alcohol) or a Special Occasion Liquor Permit (to sell alcohol).

- C. Any alcohol special use permit may be summarily revoked by the City Administrator if the rules in subsection D Rules are violated.
- D. Rules: The following Rules shall apply to the bringing in, sale or consumption of alcohol in a City Park or related facility under an alcohol special use permit:
1. These rules supplement the other provisions of this Chapter. All other rules pertaining to use of the site as contained in Leavenworth Municipal Code Chapter 12.24 Parks Regulations shall apply.
 2. The application submitted by the Group(s) must specify the area(s) in which alcoholic beverages may be consumed and then, upon approval of the application, the Group(s) is bound to ensure that alcohol consumption is confined to the specified area only. The City Administrator may require the Group(s) to provide security guards or law enforcement personnel to enforce this rule, dependent upon other planned or likely activities at the park during the proposed use time. Documentation verifying these services may be required.
 3. Permit fees shall be paid as required by the City. The Permit fee shall be established pursuant to the City of Leavenworth's rate and fee schedule.
 4. A Certificate of Insurance naming the City as additional insured, with minimum limits of no less than one million dollars (\$1,000,000) per occurrence shall be provided to the City prior to the event. The insurance must include "dram shop/over service" coverage.
 5. A deposit as set by the City Administrator shall be paid by the group prior to use of the park. The minimum deposit shall be set by resolution of the Leavenworth City Council from time to time. Such deposit shall be for the purpose of protecting the City from any damage to the facilities used by the applicant, additional trash removal and the deposit shall be refunded after the proposed activity has been completed with no such damage or added clean-up having occurred.
 6. All standards, regulations and requirements (including, but not limited to nuisance and noise) shall be monitored and enforced by the permittee. Failure to comply is grounds for immediate revocation of the permit.
 7. No person shall drink from, or possess an open container of permitted alcohol in any park before 1:00 p.m. or after 4:00 p.m.

8. Alcohol may be sold and consumed only in a City approved designated fenced and/or tented area. The size of the designated serving and tent area for the consumption of alcohol shall not exceed six hundred (600) square feet. Except for persons bringing alcohol to the permitted site, no one may leave or enter the designated area with any kind of alcohol. A minimum of two (2) people from the permitted group must monitor the event to make sure alcohol remains inside the designated area. All exits to the permitted area must be posted with signs in such size as the City Administrator designates saying "NO ALCOHOL BEYOND THIS POINT."
9. No one under twenty-one will be allowed in the designated area. Signs will be placed of such size as the City Administrator shall designate, stating "no one under twenty-one will be allowed entrance into designated area."
10. The permittee or his designees as approved by the City Administrator must be on site at any time the alcohol is being dispensed or consumed.

E. Limitations on alcohol special use permit issuance.

1. No permit will be issued for an event with alcohol at the same time any youth event is being held in the same park.
2. No applicant will be given an alcohol special use permit more than twice in one calendar year.
3. All principals of the corporation making application must be 21 or older.

F. Refund. If an alcohol special use permit is revoked by the City Administrator for violation of its terms and the rules contained in this Section application fees and the deposit will not be refunded.

12.24.170 Violation – Penalty.

A. Any person, firm or corporation who violates any of the following sections of this chapter shall be guilty of civil infraction and subject to a civil penalty as set forth in subsection (C) of this section:

1. LMC 12.24.030, Permitting animals to run at large.
2. LMC 12.24.050, Fishing in the park.
3. LMC 12.24.070(A)(1) through (4); provided, however, that in the event any one person is guilty of three civil infractions in one calendar year under LMC 12.24.070(A)(3) (to jump or dive off any bridge into the river) said person shall be prohibited from entering the

waterfront park for a period of one year thereafter and any violation of that prohibition shall be punishable as criminal trespass in the second degree under RCW 9A.52.080.

4. LMC 12.24.080, Watercraft use restricted.

5. LMC 12.24.090, Riding bicycles permitted.

6. LMC 12.24.100, Riding or driving vehicles prohibited.

7. LMC 12.24.110, Camping prohibited – Closing hours.

8. LMC 12.24.120, Littering prohibited.

9. LMC 12.24.130, Building fires – Restrictions. Violation of this section shall be a civil infraction unless otherwise prohibited by applicable laws.

10. LMC 12.24.140, Alcoholic beverages prohibited. Possession of alcoholic beverages in the park *except as allowed by an alcohol special use permit* by an adult is a civil infraction. Consumption of alcoholic beverages in the park, *except in accordance with an alcohol special use permit* shall remain a misdemeanor punishable under subsection (E) of this section 12.24.170.

B. Any person, firm or corporation who violates any provisions of this chapter not identified as a civil infraction in subsection (A) of this section, or who counsels, aids or abets any such violation, is guilty of a misdemeanor, and upon conviction thereof shall be punished by a fine in a sum not exceeding \$100.00 or by imprisonment in the county jail for a term not to exceed 30 days, or both such fine and imprisonment.

C. The civil penalty for violation of any provisions of this chapter identified as a civil infraction in subsection (A) of this section shall be \$50.00 on the first offense, \$100.00 on the second offense and \$200.00 on the third offense. The city may collect the civil penalty, if not paid on demand, by commencing an action in the Chelan County district court or Chelan County superior court. In any such action the city shall be entitled to recover, in addition to the civil penalty, its costs and reasonable attorney fees.

D. In the event a minor is guilty of a civil infraction under subsection (A) of this section, the civil penalty may be assessed against and collected from the child's parent or parents.

E. It shall be a misdemeanor punishable under subsection (B) of this section for any person to fail to sign and accept a civil infraction notice or citation issued pursuant to this chapter.



City of Leavenworth
2-E-850(002)-1
FY 2017 Overlay Project
Multiple Locations

RECEIVED
DEC 08 2015
TIB

STATE OF WASHINGTON
TRANSPORTATION IMPROVEMENT BOARD
AND
City of Leavenworth
AGREEMENT

THIS GRANT AGREEMENT (hereinafter "Agreement") for the FY 2017 Overlay Project, Multiple Locations (hereinafter "Project") is entered into by the WASHINGTON STATE TRANSPORTATION IMPROVEMENT BOARD (hereinafter "TIB") and City of Leavenworth, a political subdivision of the State of Washington (hereinafter "RECIPIENT").

1.0 PURPOSE

TIB hereby grants funds in the amount of \$477,000 for the project specified above, pursuant to terms contained in the RECIPIENT'S Grant Application, supporting documentation, chapter 47.26 RCW, title 479 WAC, and the terms and conditions listed below.

2.0 SCOPE AND BUDGET

The Project Scope and Budget are initially described in RECIPIENT'S Grant Application and incorporated by reference into this Agreement. Scope and Budget will be further developed and refined, but not substantially altered during the Design, Bid Authorization and Construction Phases. Any material alterations to the original Project Scope or Budget as initially described in the Grant Application must be authorized by TIB in advance by written amendment.

3.0 PROJECT DOCUMENTATION

TIB requires RECIPIENT to make reasonable progress and submit timely Project documentation as applicable throughout the Project. Upon RECIPIENT'S submission of each Project document to TIB, the terms contained in the document will be incorporated by reference into the Agreement. Required documents include, but are not limited to the following:

- a) Project Funding Status Form
- b) Bid Authorization Form with plans and engineers estimate
- c) Award Updated Cost Estimate
- d) Bid Tabulations
- e) Contract Completion Updated Cost Estimate with final summary of quantities
- f) Project Accounting History

4.0 BILLING AND PAYMENT

The local agency shall submit progress billings as project costs are incurred to enable TIB to maintain accurate budgeting and fund management. Payment requests may be submitted as often as the RECIPIENT deems necessary, but shall be submitted at least quarterly if billable



amounts are greater than \$50,000. If progress billings are not submitted, large payments may be delayed or scheduled in a payment plan.

5.0 TERM OF AGREEMENT

This Agreement shall be effective upon execution by TIB and shall continue through closeout of the grant or until terminated as provided herein, but shall not exceed 10 years unless amended by the Parties.

6.0 AMENDMENTS

This Agreement may be amended by mutual agreement of the Parties. Such amendments shall not be binding unless they are in writing and signed by persons authorized to bind each of the Parties.

7.0 ASSIGNMENT

The RECIPIENT shall not assign or transfer its rights, benefits, or obligations under this Agreement without the prior written consent of TIB. The RECIPIENT is deemed to consent to assignment of this Agreement by TIB to a successor entity. Such consent shall not constitute a waiver of the RECIPIENT's other rights under this Agreement.

8.0 GOVERNANCE & VENUE

This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington and venue of any action brought hereunder shall be in the Superior Court for Thurston County.

9.0 DEFAULT AND TERMINATION

9.1 NON-COMPLIANCE

- a) In the event TIB determines, in its sole discretion, the RECIPIENT has failed to comply with the terms and conditions of this Agreement, TIB shall notify the RECIPIENT, in writing, of the non-compliance.
- b) In response to the notice, RECIPIENT shall provide a written response within 10 business days of receipt of TIB's notice of non-compliance, which should include either a detailed plan to correct the non-compliance, a request to amend the Project, or a denial accompanied by supporting details.
- c) TIB will provide 30 days for RECIPIENT to make reasonable progress toward compliance pursuant to its plan to correct or implement its amendment to the Project.
- d) Should RECIPIENT dispute non-compliance, TIB will investigate the dispute and may withhold further payments or prohibit the RECIPIENT from incurring additional reimbursable costs during the investigation.

9.2 DEFAULT

RECIPIENT may be considered in default if TIB determines, in its sole discretion, that:



- a) RECIPIENT is not making reasonable progress toward correction and compliance.
- b) TIB denies the RECIPIENT's request to amend the Project.
- c) After investigation TIB confirms RECIPIENT'S non-compliance.

TIB reserves the right to order RECIPIENT to immediately stop work on the Project and TIB may stop Project payments until the requested corrections have been made or the Agreement has been terminated.

9.3 TERMINATION

- a) In the event of default by the RECIPIENT as determined pursuant to Section 9.2, TIB shall serve RECIPIENT with a written notice of termination of this Agreement, which shall be served in person, by email or by certified letter. Upon service of notice of termination, the RECIPIENT shall immediately stop work and/or take such action as may be directed by TIB.
- b) In the event of default and/or termination by either PARTY, the RECIPIENT may be liable for damages as authorized by law including, but not limited to, repayment of grant funds.
- c) The rights and remedies of TIB provided in the AGREEMENT are not exclusive and are in addition to any other rights and remedies provided by law.

9.4 TERMINATION FOR NECESSITY

TIB may, with ten (10) days written notice, terminate this Agreement, in whole or in part, because funds are no longer available for the purpose of meeting TIB's obligations. If this Agreement is so terminated, TIB shall be liable only for payment required under this Agreement for performance rendered or costs incurred prior to the effective date of termination.

10.0 USE OF TIB GRANT FUNDS

TIB grant funds come from Motor Vehicle Fuel Tax revenue. Any use of these funds for anything other than highway or roadway system improvements is prohibited and shall subject the RECIPIENT to the terms, conditions and remedies set forth in Section 9. If Right of Way is purchased using TIB funds, and some or all of the Right of Way is subsequently sold, proceeds from the sale must be deposited into the RECIPIENT's motor vehicle fund and used for a motor vehicle purpose.

11.0 INCREASE OR DECREASE IN TIB GRANT FUNDS

At Bid Award and Contract Completion, RECIPIENT may request an increase in the TIB funds for the specific project. Requests must be made in writing and will be considered by TIB and awarded at the sole discretion of TIB. All increase requests must be made pursuant to WAC 479-05-202 and/or WAC 479-01-060. If an increase is denied, the recipient shall be liable for costs incurred in excess of the grant amount. In the event that final costs related to the specific project are less than the initial grant award, TIB funds will be decreased and/or refunded to TIB in a manner that maintains the original ratio between TIB funds and total project costs.



12.0 INDEPENDENT CAPACITY

The RECIPIENT shall be deemed an independent contractor for all purposes and the employees of the RECIPIENT or any of its contractors, subcontractors, and employees thereof shall not in any manner be deemed employees of TIB.

13.0 INDEMNIFICATION AND HOLD HARMLESS

The PARTIES agree to the following:

Each of the PARTIES, shall protect, defend, indemnify, and save harmless the other PARTY, its officers, officials, employees, and agents, while acting within the scope of their employment as such, from any and all costs, claims, judgment, and/or awards of damages, arising out of, or in any way resulting from, that PARTY's own negligent acts or omissions which may arise in connection with its performance under this Agreement. No PARTY will be required to indemnify, defend, or save harmless the other PARTY if the claim, suit, or action for injuries, death, or damages is caused by the sole negligence of the other PARTY. Where such claims, suits, or actions result from the concurrent negligence of the PARTIES, the indemnity provisions provided herein shall be valid and enforceable only to the extent of a PARTY's own negligence. Each of the PARTIES agrees that its obligations under this subparagraph extend to any claim, demand and/or cause of action brought by, or on behalf of, any of its employees or agents. For this purpose, each of the PARTIES, by mutual negotiation, hereby waives, with respect to the other PARTY only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provision of Title 51 RCW. In any action to enforce the provisions of the Section, the prevailing PARTY shall be entitled to recover its reasonable attorney's fees and costs incurred from the other PARTY. The obligations of this Section shall survive termination of this Agreement.

14.0 DISPUTE RESOLUTION

- a) The PARTIES shall make good faith efforts to quickly and collaboratively resolve any dispute arising under or in connection with this AGREEMENT. The dispute resolution process outlined in this Section applies to disputes arising under or in connection with the terms of this AGREEMENT.
- b) Informal Resolution. The PARTIES shall use their best efforts to resolve disputes promptly and at the lowest organizational level.
- c) In the event that the PARTIES are unable to resolve the dispute, the PARTIES shall submit the matter to non-binding mediation facilitated by a mutually agreed upon mediator. The PARTIES shall share equally in the cost of the mediator.
- d) Each PARTY agrees to compromise to the fullest extent possible in resolving the dispute in order to avoid delays or additional incurred cost to the Project.
- e) The PARTIES agree that they shall have no right to seek relief in a court of law until and unless the Dispute Resolution process has been exhausted.



15.0 ENTIRE AGREEMENT

This Agreement, together with the RECIPIENT'S Grant Application, the provisions of chapter 47.26 Revised Code of Washington, the provisions of title 479 Washington Administrative Code, and TIB Policies, constitutes the entire agreement between the PARTIES and supersedes all previous written or oral agreements between the PARTIES.

16.0 RECORDS MAINTENANCE

The RECIPIENT shall maintain books, records, documents, data and other evidence relating to this Agreement and performance of the services described herein, including but not limited to accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Agreement. RECIPIENT shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Agreement shall be subject at all reasonable times to inspection, review or audit by TIB personnel duly authorized by TIB, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

Approved as to Form
Attorney General

By:

Signature on file

Guy Bowman
Assistant Attorney General

Lead Agency

Transportation Improvement Board



Chief Executive Officer 12-01-2015 Date



Executive Director 12/10/2015 Date

Joni Malinoko, City Admin

Print Name

Stevan Gorcester

Print Name



Transportation Improvement Board (TIB)
Consultant Agreement

| | |
|---|--|
| TIB PROJECT NUMBER 2-E-850(002)-1 Leavenworth | PROJECT PHASE (check one) <input checked="" type="checkbox"/> Design <input type="checkbox"/> Construction |
| PROJECT TITLE & WORK DESCRIPTION FY 2017 Overlay Project – FDR/CTB Whitman Street from Ski Hill Drive to Woodward; Commercial Street from Joseph to 3 rd . | |
| CONSULTANT NAME & ADDRESS TD&H Engineering, 303 E. Second Avenue, Spokane, WA 99202 | |
| AGREEMENT TYPE (check one) | |
| <input type="checkbox"/> LUMP SUM \$ _____ <input type="checkbox"/> COST PLUS FIXED FEE OVERHEAD COST METHOD OVERHEAD PROGRESS PAYMENT RATE _____ % <input type="checkbox"/> Actual Cost <input type="checkbox"/> Actual Cost Not To Exceed _____ % <input type="checkbox"/> Fixed Rate _____ % FIXED FEE \$ _____ <input checked="" type="checkbox"/> SPECIFIC RATES OF PAY <input checked="" type="checkbox"/> Negotiated Hourly Rate <input type="checkbox"/> Provisional Hourly Rate <input type="checkbox"/> COST PER UNIT WORK | |
| DBE PARTICIPATION <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No _____ % | WBE PARTICIPATION <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No _____ % |
| COMPLETION DATE December 31, 2016 | MAXIMUM AMOUNT PAYABLE \$58,100 |

THIS AGREEMENT, made and entered into this 1st day of April 2016, between the City/County of Leavenworth, Washington, hereinafter called the AGENCY, and the above organization hereinafter called the CONSULTANT. The Transportation Improvement Board hereinafter called the TIB, administers the following accounts: Urban Arterial Trust Account funds, Transportation Improvement Account funds, Small City Account funds, and City Hardship Assistance Account funds.

WITNESSETH THAT:

WHEREAS, the AGENCY desires to accomplish the above referenced project, with the aid of TIB funds in conformance with the rules and regulations promulgated by the TIB; and

WHEREAS, the AGENCY does not have sufficient staff to meet the required commitment and therefore deems it advisable and desirable to engage the assistance of a CONSULTANT to provide the necessary services for the PROJECT; and

WHEREAS, the CONSULTANT represents that he/she is in compliance with the Washington State Statutes relating to professional registration, if applicable, and has signified a willingness to furnish Consulting services to the AGENCY,

NOW THEREFORE, in consideration of the terms, conditions, covenants and performance contained herein, or attached and incorporated and made a part hereof, the parties hereto agree as follows:

**I
GENERAL DESCRIPTION OF WORK**

The work under this AGREEMENT shall consist of the above described work and services as herein defined and necessary to accomplish the completed work for this PROJECT. The CONSULTANT shall furnish all services, labor and related equipment necessary to conduct and complete the work as designated elsewhere in this AGREEMENT.

**II
SCOPE OF WORK**

The Scope of Work and project level of effort for this project is detailed in Exhibit B attached hereto, and by this reference made a part of this AGREEMENT.



**III
GENERAL REQUIREMENTS**

All aspects of coordination of the work of this AGREEMENT, with outside agencies, groups or individuals shall receive advance approval by the AGENCY. Necessary contacts and meetings with agencies, groups or individuals shall be coordinated through the AGENCY.

The CONSULTANT shall attend coordination, progress and presentation meetings with the AGENCY or such Federal, Community, State, City or County officials, groups or individuals as may be requested by the AGENCY. The AGENCY will provide the CONSULTANT sufficient notice prior to meetings requiring CONSULTANT participation. The minimum number of hours or days notice required shall be agreed to between the AGENCY and the CONSULTANT and shown in Exhibit B attached hereto and made part of this AGREEMENT. The CONSULTANT shall prepare a monthly progress report, in a form approved by the AGENCY, that will outline in written and graphical form the various phases and the order of performance of the work in sufficient detail so that the progress of the work can easily be evaluated. Goals for Disadvantaged Business Enterprises (DBE), Minority Business Enterprises (MBE), and Women-owned Business Enterprises (WBE) if required shall be shown in the heading of this Agreement.

The original copies of all reports, PS&E, and other data furnished to the CONSULTANT by the AGENCY shall be returned. All designs, drawings, specifications, documents, and other work products prepared by the CONSULTANT prior to completion or termination of this AGREEMENT are instruments of service for the PROJECT and are property of the AGENCY. Reuse by the AGENCY or by others acting through or on behalf of the AGENCY of any such instruments of service, not occurring as a part of this PROJECT, shall be without liability of legal exposure to the CONSULTANT.

**IV
TIME FOR BEGINNING AND COMPLETION**

The CONSULTANT shall not begin any work under the terms of this AGREEMENT until authorized in writing by the AGENCY. All work under this AGREEMENT shall be completed by the date shown in the heading of this AGREEMENT under completion date.

The established completion time shall not be extended because of any delays attributable to the CONSULTANT, but may be extended by the AGENCY, in the event of a delay attributable to the AGENCY, or because of unavoidable delays caused by an act of GOD or governmental actions or other conditions beyond the control of the CONSULTANT. A prior supplemental agreement issued by the AGENCY is required to extend the established completion time.

**V
PAYMENT**

The CONSULTANT shall be paid by the AGENCY for completed work and services rendered under this AGREEMENT as provided in Exhibit C attached hereto, and by this reference made part of this AGREEMENT. Such payment shall be full compensation for work performed or services rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work specified in Section II, Scope of Work.

**VI
SUBCONTRACTING**

The AGENCY permits subcontracts for those items of work as shown in Exhibit G to this Agreement. Compensation for this subconsultant work shall be based on the cost factors shown on Exhibit G, attached hereto and by this reference made a part of this AGREEMENT.

The work of the subconsultant shall not exceed its maximum amount payable unless a prior written approval has been issued by the AGENCY.

All reimbursable direct labor, overhead, direct non-salary costs and fixed fee costs for the subconsultant shall be substantiated in the same manner as outlined in Section V. All subcontracts exceeding \$10,000 in cost shall contain all applicable provisions of this AGREEMENT.

The CONSULTANT shall not subcontract for the performance of any work under this AGREEMENT without prior written permission of the AGENCY. No permission for subcontracting shall create, between the AGENCY and subcontractor, any contract or any other relationship.

**VII
EMPLOYMENT**

The CONSULTANT warrants that he/she has not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this contract, and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the CONSULTANT, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this contract. For breach or violation of this warrant, the AGENCY shall have the right to annul this AGREEMENT without liability, or in its discretion, to deduct from the AGREEMENT price or consideration or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

Any and all employees of the CONSULTANT or other persons while engaged in the performance of any work or services required of the CONSULTANT under this AGREEMENT, shall be considered employees of the CONSULTANT only and not of the AGENCY, and any and all claims that may or might arise under any Worker's Compensation Act on behalf of said employees or other persons while so engaged, and any and all claims made by a third party as a consequence of any act or omission on the part of the CONSULTANT's employees or other persons while so engaged on any of the work or services provided to be rendered herein, shall be the sole obligation and responsibility of the CONSULTANT.

The CONSULTANT shall not engage, on a full or part time basis, or other basis, during the period of the contract, any professional or technical personnel who are, or have been, at any time during the period of the contract, in the employ of the STATE, or the AGENCY, except regularly retired employees, without written consent of the public employer of such person.

**VIII
NONDISCRIMINATION**

The CONSULTANT agrees not to discriminate against any client, employee or applicant for employment or for services because of race, creed, color, national origin, marital status, sex, age or handicap except for a bona fide occupational qualification with regard to, but not limited to the following: employment upgrading, demotion or transfer, recruitment or any recruitment advertising, layoffs or terminations, rates of pay or other forms of compensation, selection for training, rendition of services. The CONSULTANT understands and agrees that if it violates this provision, this AGREEMENT may be terminated by the AGENCY and further that the CONSULTANT shall be barred from performing any services for the AGENCY now or in the future unless a showing is made satisfactory to the AGENCY that discriminatory practices have terminated and that recurrence of such action is unlikely.

During the performance of this AGREEMENT, the CONSULTANT, for itself, its assignees, and successors in interest agrees as follows:

- A. COMPLIANCE WITH REGULATIONS: The CONSULTANT shall comply with the Regulations relative to nondiscrimination in the same manner as in



Federally-assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this AGREEMENT.

Executive Orders numbered E.O.70-01 and E.O.66-03 of the Governor of the State of Washington.

**IX
 TERMINATION OF AGREEMENT**

- B. **NONDISCRIMINATION:** The CONSULTANT, with regard to the work performed by it during the AGREEMENT, shall not discriminate on the grounds of race, creed, color, sex, age, marital status, national origin or handicap except for a bona fide occupational qualification in the selection and retention of subconsultants, including procurements of materials and leases of equipment. The CONSULTANT shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix II of the Regulations.
- C. **SOLICITATIONS FOR SUBCONSULTANTS, INCLUDING PROCUREMENTS OF MATERIALS AND EQUIPMENT:** In all solicitations either by competitive bidding or negotiation made by the CONSULTANT for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subconsultant or supplier shall be notified by the CONSULTANT of the CONSULTANTs obligations under this AGREEMENT and the Regulations relative to nondiscrimination on the grounds of race, creed, color, sex, age, marital status, national origin and handicap.
- D. **INFORMATION AND REPORTS:** The CONSULTANT shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the AGENCY or TIB to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of the CONSULTANT is in the exclusive possession of another who fails or refuses to furnish this information the CONSULTANT shall so certify to the AGENCY, or the TIB as appropriate, and shall set forth what efforts it has made to obtain the information.
- E. **SANCTIONS FOR NONCOMPLIANCE:** In the event of the CONSULTANTs noncompliance with the nondiscrimination provisions of this AGREEMENT, the AGENCY shall impose such sanctions as it or the Transportation Improvement Board may determine to be appropriate, including, but not limited to:
 - 1. Withholding of payments to the CONSULTANT under the AGREEMENT until the CONSULTANT complies, and/or
 - 2. Cancellation, termination or suspension of the AGREEMENT, in whole or in part.
- F. **INCORPORATION OF PROVISIONS:** The CONSULTANT shall include the provisions of paragraphs (A) through (G) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The CONSULTANT shall take such action with respect to any subconsultant or procurement as the AGENCY or the Transportation Improvement Board may direct as a means of enforcing such provisions including sanctions for noncompliance; provided, however, that, in the event a CONSULTANT becomes involved in, or is threatened with, litigation with a subconsultant or supplier as a result of such direction, the CONSULTANT may request the AGENCY to enter into such litigation to protect the interests of the AGENCY, and in addition, the CONSULTANT may request the TIB to enter into such litigation to protect the interests of the TIB.
- G. **UNFAIR EMPLOYMENT PRACTICES:** The CONSULTANT shall comply with RCW 49.60.180 prohibiting unfair employment practices and the

The right is reserved by the AGENCY to terminate this AGREEMENT at any time upon ten days written notice to the CONSULTANT.

In the event this AGREEMENT is terminated by the AGENCY other than for fault on the part of the CONSULTANT, a final payment shall be made to the CONSULTANT as shown in Exhibit F for the type of AGREEMENT used.

No payment shall be made for any work completed after ten days following receipt by the CONSULTANT of the Notice of Termination. If the accumulated payment made to the CONSULTANT prior to Notice of Termination exceeds the total amount that would be due computed as set forth herein above, then no final payment shall be due and the CONSULTANT shall immediately reimburse the AGENCY for any excess paid.

In the event the services of the CONSULTANT are terminated by the AGENCY for fault on the part of the CONSULTANT, the above formula for payment shall not apply. In such an event, the amount to be paid shall be determined by the AGENCY with consideration given to the actual costs incurred by the CONSULTANT in performing the work to the date of termination, the amount of work originally required which was satisfactorily completed to date of termination, whether that work is in a form or a type which is usable to the AGENCY at the time of termination; the cost to the AGENCY of employing another firm to complete the work required and the time which maybe required to do so, and other factors which affect the value to the AGENCY of the work performed at the time of termination. Under no circumstances shall payment made under this subsection exceed the amount which would have been made using the formula set forth in the previous paragraph.

If it is determined for any reason that the CONSULTANT was not in default or that the CONSULTANTs failure to perform is without it or its employees fault or negligence, the termination shall be deemed to be a termination for the convenience of the AGENCY in accordance with the provision of this AGREEMENT.

In the event of the death of any member, partner or officer of the CONSULTANT or any of its supervisory personnel assigned to the project, or, dissolution of the partnership, termination of the corporation, or disaffiliation of the principally involved employee, the surviving members of the CONSULTANT hereby agree to complete the work under the terms of this AGREEMENT, if requested to do so by the AGENCY. The subsection shall not be a bar to renegotiation of the AGREEMENT between the surviving members of the CONSULTANT and the AGENCY, if the AGENCY so chooses.

In the event of the death of any of the parties listed in the previous paragraph, should the surviving members of the CONSULTANT, with the AGENCYs concurrence, desire to terminate this AGREEMENT, payment shall be made as set forth in the second paragraph of this section.

In the event this AGREEMENT is terminated prior to completion, the original copies of all reports and other data, PS&E materials furnished to the CONSULTANT by the AGENCY and documents prepared by the CONSULTANT prior to said termination, shall become and remain the property of the AGENCY and may be used by it without restriction. Such unrestricted use, not occurring as a part of this PROJECT, shall be without liability or legal exposure to the CONSULTANT.

Payment for any part of the work by the AGENCY shall not constitute a waiver by the AGENCY of any remedies of any type it may have against the CONSULTANT

for any breach of this AGREEMENT by the CONSULTANT, or for failure of the CONSULTANT to perform work required of it by the AGENCY. Forbearance of any rights under the AGREEMENT will not constitute waiver of entitlement to exercise those rights with respect to any future act or omission by the CONSULTANT.

**X
CHANGES OF WORK**

The CONSULTANT shall make such changes and revisions in the complete work of this AGREEMENT as necessary to correct errors appearing therein, when required to do so by the AGENCY, without additional compensation thereof. Should the AGENCY find it desirable for its own purposes to have previously satisfactorily completed work or parts thereof changed or revised, the CONSULTANT shall make such revisions as directed by the AGENCY. This work shall be considered as Extra Work and will be paid for as herein provided under Section XIV.

**XI
DISPUTES**

Any dispute concerning questions of fact in connection with the work not disposed of by AGREEMENT between the CONSULTANT and the AGENCY shall be referred for determination to the Director of Public Works or AGENCY Engineer, whose decision in the matter shall be final and binding on the parties of this AGREEMENT, provided however, that if an action is brought challenging the Director of Public Works or AGENCY Engineer's decision, that decision shall be subject to the scope of judicial review provided under Washington Case Law.

**XII
VENUE, APPLICABLE LAW AND
PERSONAL JURISDICTION**

In the event that either party deems it necessary to institute legal action or proceedings to enforce any right or obligation under this AGREEMENT, the parties hereto agree that any such action shall be initiated in the Superior Court of the State of Washington, situated in the county the AGENCY is located in. The parties hereto agree that all questions shall be resolved by application of Washington law and that the parties to such action shall have the right of appeal from such decisions of the Superior court in accordance with the laws of the State of Washington. The CONSULTANT hereby consents to the personal jurisdiction of the Superior Court of the State of Washington, situated in the county the AGENCY is located in.

**XIII
LEGAL RELATIONS AND INSURANCE**

The CONSULTANT shall comply with all Federal, State, and local laws and ordinances applicable to the work to be done under this AGREEMENT. This AGREEMENT shall be interpreted and construed in accord with the laws of Washington.

The CONSULTANT shall indemnify and hold the AGENCY and the STATE of Washington, and their officers and employees harmless from and shall process and defend at its own expense all claims, demands, or suits at law or equity arising in whole or in part from the CONSULTANT's negligence or breach of any of its obligations under this AGREEMENT; provided that nothing herein shall require a CONSULTANT to indemnify the AGENCY and the STATE against and hold harmless the AGENCY and the STATE from claims, demands or suits based solely upon the conduct of the AGENCY and the STATE, their agents, officers and employees and provided further that if the claims or suits are caused by or result from the concurrent negligence of (a) the CONSULTANT's agents or employees and (b) the AGENCY and the STATE, their agents, officers and employees, this indemnity provision with respect to (1) claims or suits based upon such negligence, (2) the costs to the AGENCY and the STATE of defending such claims and suits, etc. shall be valid and enforceable only to the extent of the CONSULTANT's negligence or the negligence of the CONSULTANT's agents or employees.

The CONSULTANT's relation to the AGENCY shall be at all times as an independent contractor.

The CONSULTANT specifically assumes potential liability for actions brought by the CONSULTANT's own employees against the AGENCY and, solely for the purpose of this indemnification and defense, the CONSULTANT specifically waives any immunity under the state industrial insurance law, Title 51 RCW. The CONSULTANT recognizes that this waiver was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation.

Unless otherwise specified in the AGREEMENT, the AGENCY shall be responsible for administration of construction contracts, if any, on the project. Subject to the processing of an acceptable, supplemental agreement, the CONSULTANT shall provide on-call assistance to the AGENCY during contract administration. By providing such assistance, the CONSULTANT shall assume no responsibility for: proper construction techniques, job site safety, or any construction contractor's failure to perform its work in accordance with the contract documents.

The CONSULTANT shall obtain and keep in force during the terms of the AGREEMENT, or as otherwise required, the following insurance with companies or through sources approved by the State Insurance Commissioner pursuant to RCW 48.

Insurance Coverage

A. Worker's compensation and employer's liability insurance as required by the STATE.

B. General commercial liability insurance in an amount not less than a single limit of one million and 00/100 Dollars (\$1,000,000.00) for bodily injury, including death and property damage per occurrence.

Excepting the Worker's Compensation insurance and any professional liability insurance secured by the CONSULTANT, the AGENCY will be named on all certificates of insurance as an additional insured. The CONSULTANT shall furnish the AGENCY with verification of insurance and endorsements required by this AGREEMENT. The AGENCY reserves the right to require complete, certified copies of all required insurance policies at any time.

All insurance shall be obtained from an insurance company authorized to do business in the State of Washington. The CONSULTANT shall submit a verification of insurance as outlined above within 14 days of the execution of this AGREEMENT to the AGENCY. No cancellation of the foregoing policies shall be effective without thirty (30) days prior notice to the AGENCY.

The CONSULTANT's professional liability to the AGENCY shall be limited to the amount payable under this AGREEMENT or one million dollars, whichever is the greater unless modified by Exhibit H. In no case shall the CONSULTANT's professional liability to third parties be limited in any way.

The AGENCY will pay no progress payments under Section V until the CONSULTANT has fully complied with this section. This remedy is not exclusive; and the AGENCY and the STATE may take such other action as is available to them under other provisions of this AGREEMENT, or otherwise in law.

**XIV
EXTRA WORK**

A. The AGENCY may at any time, by written order, make changes within the general scope of the AGREEMENT in the services to be performed.



- B. If any such change causes an increase or decrease in the estimated cost of, or the time required for, performance of any part of the work under this AGREEMENT, whether or not changed by the order, or otherwise affects any other terms and conditions of the AGREEMENT, the AGENCY shall make an equitable adjustment in the (1) maximum amount payable; (2) delivery or completion schedule, or both; and (3) other affected terms and shall modify the AGREEMENT accordingly.
- C. The CONSULTANT must submit any proposal for adjustment (hereafter referred to as proposal) under this clause within 30 days from the date of receipt of the written order. However, if the AGENCY decides that the facts justify it, the AGENCY may receive and act upon a proposal submitted before final payment of the AGREEMENT.
- D. Failure to agree to any adjustment shall be a dispute under the disputes clause. However nothing in this clause shall excuse the CONSULTANT from proceeding with the AGREEMENT as changed.
- E. Notwithstanding the terms and condition of paragraphs (a) and (b) above, the maximum amount payable for this AGREEMENT, shall not be increased or considered to be increased except by specific written supplement to this AGREEMENT.

**XV
ENDORSEMENT OF PLANS**

The CONSULTANT shall place his endorsement on all plans, estimates or any other engineering data furnished by him.

**XVI
TIB AND AGENCY REVIEW**

The AGENCY and TIB shall have the right to participate in the review or examination of the work in progress.

**XVII
CERTIFICATION OF THE
CONSULTANT AND THE AGENCY**

Attached hereto as Exhibit A-1, are the Certifications of the Consultant and the Agency.

**XVIII
COMPLETE AGREEMENT**

This document and referenced attachments contains all covenants, stipulations and provisions agreed upon by the parties. No agent, or representative of either party has authority to make, and the parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein. No changes, amendments, or modifications of the terms hereof shall be valid unless reduced to writing and signed by the parties as an amendment to this AGREEMENT.

**XIX
EXECUTION AND ACCEPTANCE**

This AGREEMENT may be simultaneously executed in several counterparts, each of which shall be deemed to be an original having identical legal effect. The CONSULTANT does hereby ratify and adopt all statements, representations, warranties, covenants, and agreements contained in the proposal, and the supporting materials submitted by the CONSULTANT, and does hereby accept the AGREEMENT and agrees to all of the terms and conditions thereof.

In witness whereof the parties hereto have executed this AGREEMENT as of the day and year first above written.

By _____ By _____

Consultant TD&H Engineering, Inc City/County of Leavenworth

EXHIBIT A-1 Certification of Consultant

| | |
|---|----------------------------|
| Project No. 2-E-850(002)-1 Leavenworth | City/County Leavenworth |
|---|----------------------------|

I hereby certify that I am Steven N. Marsh a duly authorized representative of the firm of TD&H Engineering, Inc. whose address is 303 E. Second Avenue, Spokane, WA 99202 and that neither I nor the above firm I here represent has:

- (a) Employed or retained for a commission, percentage, brokerage, contingent fee or other consideration, any firm or person (other than a bona fide employee working solely for me or the above CONSULTANT) to solicit or secure this contract.
- (b) Agreed, as an express or implied condition for obtaining this contract, to employ or retain the services of a firm or person in connection with carrying out the contract.
- (c) Paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for me or the above CONSULTANT) any fee, contribution, donation or consideration of any kind for, or in connection with procuring or carrying out the contract; except as here expressly stated (if any):

I further certify that the firm I hereby represent is authorized to do business in the State of Washington and that the firm is in full compliance with requirements of the Board of Professional Registration.

I acknowledge that this certificate is to be available to the Transportation Improvement Board (TIB), in connection with this contract involving participation of TIB funds and is subject to applicable State and Federal laws, both criminal and civil.

Date

Signature

Certification of Agency Official

I hereby certify that I am the AGENCY Official of the City/County of Leavenworth, Washington and that the above consulting firm or his/her representative has not been required, directly or indirectly as an express or implied condition in connection with obtaining or carrying out this contract to:

- (a) Employ or retain, or agree to employ or retain, any firm or person, or
- (b) Pay or agree to pay to any firm, person or organization, any fee, contribution, donation or consideration of any kind, except as here expressly stated (if any).

I acknowledge that this certificate is to be available to the TIB, in connection with this contract involving participation of TIB funds and is subject to applicable State and Federal laws, both criminal and civil.

Date

Signature



EXHIBIT B-1 Scope of Work

| |
|--|
| Project No. 2-E-850(002)-1 Leavenworth |
| Describe the Scope of Work See Exhibit D-2 for scope of work and deliverables. |
| Documents to be Furnished by the Consultant See Exhibit D-2 for scope of work and deliverables. |

(NOT USED)
EXHIBIT B-2
Scope of Work
(Task Order Agreement)

Each item of work under this AGREEMENT will be provided by task assignment. Each assignment will be individually negotiated with the CONSULTANT. The amount established for each assignment will be the maximum amount payable for that assignment unless modified in writing by the AGENCY. The AGENCY is not obligated to assign any specific number of tasks to the CONSULTANT, and the AGENCY'S and CONSULTANT'S obligations hereunder are limited to tasks assigned in writing. Task assignments may include, but are not limited to, the following types of work:

- A.
- B.
- C.
- D.
- E.
- F.
- G.
- H.
- I.

Task assignments made by the AGENCY shall be issued in writing using a Formal Task Assignment Document. The following page, showing a Formal Task Assignment Document, may be copied and completed for each Task Assignment.

An assignment shall become effective when a formal Task Assignment Document is signed by the CONSULTANT and the AGENCY, except that emergency actions requiring a 24-hour or less response can be handled by an oral authorization. Such oral authorization shall be followed up with a Formal Task Assignment Document within four working days, and any billing rates agreed to orally (for individuals, subconsultants, or organizations whose rates were not previously established in the AGREEMENT) shall be provisional and subject to final negotiation and acceptance by the AGENCY.

(NOT USED)
FORMAL TASK ASSIGNMENT DOCUMENT
 Task Number _____

The general provisions and clauses of Agreement _____ shall be in full force and effect for the Task Assignment.

| | |
|---|------------------|
| Project Title | |
| Location of Project | |
| Maximum Amount Payable Per Task Assignment | |
| Completion Date | |
| Description of Work <i>(Note attachments and give brief description)</i> | |
| Agency Project Manager Signature | Date |
| Oral Authorization Date | See Letter Dated |
| Consultant Signature | Date |
| Agency Approving Authority | Date |

(NOT USED)
EXHIBIT C-1
Payment
(Lump Sum)

A. Lump Sum Agreement

Payment for all consulting services for this project shall be on the basis of a lump sum amount as shown in the heading of this AGREEMENT.

The maximum amount payable, by the AGENCY to the CONSULTANT under this AGREEMENT, shall not exceed the amount shown in the heading of this AGREEMENT as maximum amount payable unless a supplemental agreement has been negotiated and executed by the AGENCY prior to incurring any costs in excess of the maximum amount payable.

B. Monthly Progress Payments

Partial payments may be made upon request of the CONSULTANT to cover the percentage of work completed and are not to be more frequent than one (1) per month.

C. Final Payment

Final payment of any balance due the CONSULTANT of the gross amount earned will be made promptly upon its verification by the AGENCY after the completion of the work under this AGREEMENT contingent upon receipt of all PS&E, plans, maps notes, reports, and other related documents which are required to be furnished under the AGREEMENT. Acceptance of such final payment by the CONSULTANT shall constitute a release of all claims for payment which the CONSULTANT may have against the AGENCY unless such claims are specifically reserved in writing and transmitted to the AGENCY by the CONSULTANT prior to its acceptance. Said final payment shall not, however, be a bar to any claims the AGENCY may have against the CONSULTANT or to any remedies the AGENCY may pursue with respect to such claims.

D. Inspection of Cost Records

The CONSULTANT and his/her subconsultants shall keep available for inspection by representatives of the AGENCY and/or the TIB for a period of three years after final payment the cost records and accounts pertaining to this AGREEMENT and all items related to or bearing upon these records with the following exception: if any litigation, claim, or audit arising out of, in connection with, or related to this contract is initiated before the expiration of the three-year period, the cost records and accounts shall be retained until such litigation, claim or audit involving the records is completed.

(NOT USED)
EXHIBIT C-2
Payment
(Cost Plus Fixed Fee)

The CONSULTANT shall be paid by the AGENCY for completed work and services rendered under this AGREEMENT as provided hereinafter. Such payment shall be full compensation for all work performed or services rendered and for all labor, materials, equipment, and incidentals necessary to complete the work specified in Section II, "Scope of Work."

A. Actual Costs

Payment for all consulting services for this project shall be on the basis of the CONSULTANTs actual cost plus a fixed fee. The actual cost shall include direct salary cost, overhead, and direct nonsalary cost.

1. Direct Salary Costs

The direct salary cost is the direct salary paid to principals, professional, technical, and clerical personnel for the time they are productively engaged in work necessary to fulfill the terms of this AGREEMENT.

2. Overhead Costs

Overhead costs are those costs other than direct costs which are included as such on the books of the CONSULTANT in the normal everyday keeping of its books. Progress payments shall be made at the rate shown in the heading of this AGREEMENT, under "Overhead Progress Payment Rate." Total overhead payment shall be based on the method shown in the heading of the AGREEMENT. The three options are explained as follows:

- a. **Actual Cost:** If this method is indicated in the heading of the AGREEMENT, the AGENCY agrees to reimburse the CONSULTANT the actual overhead costs verified by audit, up to maximum amount payable, authorized under this AGREEMENT, when accumulated with all other actual costs.
- b. **Actual Cost Not To Exceed Maximum Percent:** If this method is indicated in the heading of this AGREEMENT, the AGENCY agrees to reimburse the CONSULTANT at the actual overhead rate verified by audit up to the maximum percentage shown in the space provided. Final overhead payment when accumulated with all other actual costs shall not exceed the total maximum amount payable shown in the heading of this AGREEMENT.
- c. **Fixed Rate:** If this method is indicated in the heading of the AGREEMENT, the AGENCY agrees to reimburse the CONSULTANT for overhead at the percentage rate shown. This rate shall not change during the life of the AGREEMENT.

A summary of the CONSULTANTs cost estimate and the overhead computation are attached hereto as Exhibits D and E and by this reference made part of this AGREEMENT. When an actual cost overhead rate or actual cost not to exceed overhead rate is used, the actual overhead rate determined at the end of each fiscal year shall be used for the computation of progress payments during the following year and for retroactively adjusting the previous year's overhead cost to reflect the actual rate.

The CONSULTANT shall advise the AGENCY as soon as possible of the actual overhead rate for each fiscal year and of the actual rate incurred to the date of completion of the work. The AGENCY and/or TIB may perform an audit of the CONSULTANTs books and records at any time during regular business hours to determine the actual overhead rate, if they so desire.

3. Direct Nonsalary Cost

Direct nonsalary costs will be reimbursed at the actual cost to the CONSULTANT applicable to this contract. These charges may include, but are not limited to the following items: travel, printing, long distance telephone, supplies, computer charges, and fees of subconsultants. Air or train travel will only be reimbursed to economy class levels unless otherwise approved by the AGENCY. The billing for nonsalary cost, directly identifiable with the Project, shall be an itemized listing of the charges supported by original bills or legible copies of invoices, expense accounts, and miscellaneous supporting data retained by the CONSULTANT. Copies of the original supporting documents shall be provided to the AGENCY upon request. All of the above charges must be necessary for services to be provided under this AGREEMENT.

4. Fixed Fee

The fixed fee, which represents the CONSULTANTs profit, is shown in the heading of this AGREEMENT under Fixed Fee. This fee is based on the scope of work defined in this AGREEMENT and the estimated man-months required to perform the stated scope of work. In the event a supplemental agreement is entered into for additional work by the CONSULTANT, the supplemental agreement may include provision for the added costs and appropriate additional fee. The fixed fee will be prorated and paid monthly in proportion to the percentage of work completed by the CONSULTANT and reported in the monthly progress reports accompanying the invoices.

Any portion of the fixed fee earned by not previously paid in the progress payments will be cover in the final payment, subject to the provisions of Section IX, Termination of Agreement.

5. Maximum Total Amount Payable

The maximum total amount payable, by the AGENCY to the CONSULTANT under this AGREEMENT, shall not exceed the amount shown in the heading of this AGREEMENT as maximum amount payable, which includes the Fixed Fee, unless a supplemental agreement has been negotiated and executed by the AGENCY prior to incurring any costs in excess of the maximum amount payable.

B. Monthly Progress Payments

The CONSULTANT may submit invoices to the AGENCY for reimbursement of actual costs plus the calculated overhead and fee not more often than once per month during the progress of the work. Such invoices shall be in a format approved by the AGENCY and accompanied by the monthly progress reports required under Section III, General Requirements, of the AGREEMENT. The invoices will be supported by itemized listing and support document for each item including direct salary, direct nonsalary, and allowable overhead costs to which will be added the prorated Fixed Fee.

C. Final Payment

Final Payment of any balance due the CONSULTANT of the gross amount earned will be made promptly upon its verification by the AGENCY after the completion of the work under this AGREEMENT, contingent upon receipt of all PS&E, plans, maps, notes, reports, and other related documents which are required to be furnished under this AGREEMENT. Acceptance of such final payment by the CONSULTANT shall constitute a release of all claims of any nature which the CONSULTANT may have against the AGENCY unless such claims are specifically reserved in writing and transmitted to the AGENCY by the CONSULTANT prior to its acceptance. Said final payment shall not, however, be a bar to any claims that the AGENCY may have against the CONSULTANT or to any remedies the AGENCY may pursue with respect to such claims that the AGENCY may have against the CONSULTANT or to any remedies the AGENCY may pursue with respect to such claims.

D. Inspection of Cost Records

The CONSULTANT and his subconsultants shall keep available for inspection by representatives of the AGENCY and/or TIB, for a period of three years after final payment, the cost records and accounts pertaining to this AGREEMENT. If any litigation, claim, or audit arising out of, in connection with, or related to this contract is initiated before the expiration of the three-year period, the cost records and accounts shall be retained until such litigation, claim, or audit involving the records is completed.

EXHIBIT C-3
Payment
(Negotiated Hourly Rate)

The CONSULTANT shall be paid by the AGENCY for completed work and services under this AGREEMENT as provided hereinafter. Such payment shall be full compensation for work performed or services rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work.

1. Hourly Rates

The CONSULTANT shall be paid by the AGENCY for work done, based upon the negotiated hourly rates shown in Exhibits D and E attached hereto and by this reference made part of this AGREEMENT. The rates listed shall be applicable for the first 12-month period and shall be subject to negotiation for the following 12-month period upon request of the CONSULTANT or the AGENCY. The rates are inclusive of direct salaries, payroll additives, overhead, and fee.

In the event renegotiation of the hourly rates is conducted, the AGENCY reserves the right to audit for any change in the overhead rate currently in use by the CONSULTANT and modify the hourly rates to be paid to the CONSULTANT subsequent to the renegotiation accordingly. Any changes in the CONSULTANT's fixed hourly rates may include salary or overhead adjustments.

2. Direct Nonsalary Costs

Direct nonsalary costs will be reimbursed at the actual cost to the CONSULTANT. These charges may include, but are not limited to the following items: travel, printing, long distance telephone, supplies, computer charges, and fees of subconsultants. Air or train travel will only be reimbursed to economy class levels unless otherwise approved by the AGENCY. The billing for nonsalary cost, directly identifiable with the PROJECT, shall be an itemized listing of the charges supported by the original bills, invoices, expense accounts, and miscellaneous supporting data retained by the CONSULTANT. Copies of the original supporting documents shall be supplied to the AGENCY upon request. All above charges must be necessary for the services provided under this AGREEMENT.

3. Maximum Amount

The maximum amount payable for completion of work under this AGREEMENT shall not exceed the amount shown in the heading of this AGREEMENT. No minimum amount payable is guaranteed under this AGREEMENT. This does not include payment for extra work as stipulated in Section XIV, Extra Work.

4. Monthly Progress Payments

Progress payments may be claimed on a monthly basis for all costs authorized in 1 and 2 above. The monthly invoices shall be supported by detailed statements for hours expended at the rates established in Exhibits D and E, including names and classifications of all employees, and invoices for all direct expenses.

5. Inspection of Cost Records

The CONSULTANT and his/her subconsultants shall keep available for inspection by representatives of the AGENCY, and/or TIB, for a period of three years after final payment, the cost records and accounts pertaining to this AGREEMENT, and all items related to or bearing upon these records with the following exception: if any litigation, claim, or audit is started before the three-year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved. The three-year period begins when the CONSULTANT receives final payment.

6. Final Payment

Final payment of any balance due the CONSULTANT of the gross earned will be made promptly upon its verification by the AGENCY after the completion of the work under this AGREEMENT, contingent upon receipt of all PS&E, plans, maps, notes, reports, and other related documents which are required to be furnished under this AGREEMENT. Acceptance of such final payment by the CONSULTANT shall constitute a release of claims of any nature which the CONSULTANT may have against the AGENCY, unless such claims are specifically reserved in writing and transmitted to the AGENCY by the CONSULTANT prior to its acceptance. Said final payment shall not, however, be a bar to any claims that the AGENCY may have against the CONSULTANT or to any remedies the AGENCY may pursue with respect to such claims.

The rates and total price of the original contract and any additions or changes thereto shall be adjusted to exclude any significant sums by which the AGENCY determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates or overhead rates, supplied to the AGENCY by the CONSULTANT.



(NOT USED)
EXHIBIT C-4
Payment
(Provisional Hourly Rate)

The CONSULTANT shall be paid by the AGENCY for completed work and services under this AGREEMENT as provided hereinafter. Such payment shall be full compensation for work performed or services rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work.

1. Hourly Rates

The CONSULTANT shall be paid by the AGENCY for work done, based upon the provisional hourly rates shown in Exhibits D and E attached hereto and by this reference made part of this AGREEMENT. The actual hourly rates will be determined by an audit of 19____ and/or 19____ cost data. The provisional rates listed shall be utilized until the results of the audit are known and will be retroactively adjusted to reflect actual costs. The provisional and/or audited rates listed shall be applicable for the first 12-month period and shall be subject to negotiation for the following 12-month period upon request of the CONSULTANT or the AGENCY. The rates are inclusive of direct salaries, payroll additives, overhead, and fee.

In the event renegotiation of the hourly rates is conducted, the AGENCY reserves the right to audit for any change in the overhead rate currently in use by the CONSULTANT and modify the hourly rates to be paid to the CONSULTANT subsequent to the renegotiation accordingly. Any changes in the CONSULTANT's fixed hourly rates may include salary or overhead adjustments.

2. Direct Nonsalary Costs

Direct nonsalary costs will be reimbursed at the actual cost to the CONSULTANT. These charges may include, but are not limited to the following items: travel, printing, long distance telephone, supplies, computer charges, and fees of subconsultants. Air or train travel will only be reimbursed to economy class levels unless otherwise approved by the AGENCY. The billing for nonsalary cost, directly identifiable with the PROJECT, shall be an itemized listing of the charges supported by the original bills, invoices, expense accounts, and miscellaneous supporting data retained by the CONSULTANT. Copies of the original supporting documents shall be supplied to the AGENCY upon request. All above charges must be necessary for the services provided under this AGREEMENT.

3. Maximum Amount

The maximum amount payable for completion of work under this AGREEMENT shall not exceed the amount shown in the heading of this AGREEMENT. No minimum amount payable is guaranteed under this AGREEMENT. This does not include payment for extra work as stipulated in Section XIV, Extra Work.

4. Monthly Progress Payments

Progress payments may be claimed on a monthly basis for all costs authorized in 1 and 2 above. The monthly invoices shall be supported by detailed statements for hours expended at the rates established in Exhibits D and E, including names and classifications of all employees, and invoices for all direct expenses.

5. Inspection of Cost Records

The CONSULTANT and his/her subconsultants shall keep available for inspection by representatives of the AGENCY, and/or TIB, for a period of three years after final payment, the cost records and accounts pertaining to this AGREEMENT and all items related to or bearing upon these records with the following exception: if any litigation, claim, or audit is started before the three-year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved. The three-year period begins when the CONSULTANT receives final payment.

6. Final Payment

Final payment of any balance due the CONSULTANT of the gross earned will be made promptly upon its verification by the AGENCY after the completion of the work under this AGREEMENT, contingent upon receipt of all PS&E, plans, maps, notes, reports, and other related documents which are required to be furnished under this AGREEMENT. Acceptance of such final payment by the CONSULTANT shall constitute a release of claims of any nature which the CONSULTANT may have against the AGENCY, unless such claims are specifically reserved in writing and transmitted to the AGENCY by the CONSULTANT prior to its acceptance. Said final payment shall not, however, be a bar to any claims that the AGENCY may have against the CONSULTANT or to any remedies the AGENCY may pursue with respect to such claims.

The rates and total price of the original contract and any additions or changes thereto shall be adjusted to exclude any significant sums by which the AGENCY determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates or overhead rates, supplied to the AGENCY by the CONSULTANT.

EXHIBIT C-5
Payment
(Cost per Unit of Work)

1. When the AGENCY requests that a project be undertaken, the CONSULTANT shall prepare a fee proposal based upon a typical scope of work. Upon agreement by the AGENCY and the CONSULTANT upon a scope of work and related fee, a maximum encumbrance, inclusive of expenses, will be established, to serve as a maximum amount payable for the project. For accounting purposes, the CONSULTANT will be paid by the AGENCY for work done, based upon mutually agreed unit rates for work defined in Exhibits D and E. The listed rates shall be applicable throughout the life of this AGREEMENT. The rates are inclusive of actual salaries, overhead, profit, tools, materials, and equipment necessary or incidental for the completion of the AGREEMENT work.

Compensation for the following expenditures will be allowed when these costs are incurred directly in fulfilling the terms of this AGREEMENT:

2. The maximum total amount payable by the AGENCY to the CONSULTANT under this AGREEMENT shall not exceed the amount shown on page 1 of this AGREEMENT, unless a supplemental AGREEMENT has been negotiated and executed by the AGENCY prior to incurring any costs in excess of the maximum amount payable.
3. The CONSULTANT may submit invoices to the AGENCY not more often than once per month during the progress of the work for partial payment of completed to date. The invoices will indicate the units of work completed each day during the invoice period in addition to the previous total. Direct nonsalary costs, such as travel, reproduction, telephone, supplies, and computer costs, shall be supported by an original or a copy of the invoice or billing instrument the CONSULTANT received for payment. For example, a copy of the telephone company's itemized listing showing each call is necessary to verify the billing for long distance telephone calls. Such invoices will be checked by the AGENCY and payment will be made in full for the amount thereof as has been found to represent the value of the completed work, less the amounts previously paid.



(NOT USED)
EXHIBIT D-1
Consultant Fee Determination Summary Sheet
(Lump Sum, Cost Plus Fixed Fee, Cost per Unit of Work)

| Prepared by | | | | Date | |
|--|-----------|---|------|------|-----------|
| Project | | | | | |
| Direct Salary Cost (DSC) | | | | | |
| Classification | Man Hours | | Rate | | Cost |
| | | x | | = | |
| | | x | | = | |
| | | x | | = | |
| | | x | | = | |
| | | x | | = | |
| | | x | | = | |
| | | x | | = | |
| TOTAL DSC | | | | | \$ |
| OVERHEAD (OH Cost including Salary Additives) | | | | | |
| OH Rate x DSC or ____ % x \$ _____ | | | | | \$ |
| FIXED FEE (FF) | | | | | |
| FF Rate x DSC or ____ % x \$ _____ | | | | | \$ |
| REIMBURSABLES | | | | | |
| Itemized | | | | | \$ |
| SUBCONSULTANT COST (See Exhibit G) | | | | | \$ |
| GRAND TOTAL | | | | | \$ |

Exhibit D-2

S16-063 Leavenworth 2015 TIB Preservation Projects

Monday, April 11, 2016

| City of Leavenworth | | Scope | Contact: | Phone: | | | | | | | | | | | | | |
|--|---------------------------------------|-----------------------------|------------------|----------------|----------|-----------|-------------------|----------------------|---------------------|----------------------|---------------------|-----------|-------|-----------------------------|-----------------|----------|----------------------|
| Activity Type/ Task | Type | Project Status/ Resource | PM/ Reference | Task Status | Priority | % Comp | % Comp Date | Est Start Date | Est Comp Date | Act Start Date | Act Comp Date | % Dist | Hours | Resource Hours/ Units | Billing Rate | Contract | Resource Contract |
| Leavenworth 2015 TIB Preservation Projects | | Preliminary | SNM | | | | | | | | | | 362.0 | 362.0 | | 58,100 | 58,100 |
| BID & PROPOSAL | | Marketing | SNM | | | | | | | | | | | | | | |
| SURVEY | | Work Hold | DFW | | | | | | | | | | 93.0 | 93.0 | | 11,280 | 11,280 |
| Labor | Registered Land R Surveyor | | | | | | | | | | | | | 29.0 | 115.00 | | 3,335 |
| Project Setup | Registered Land T Surveyor | | | NS | | | | | | | | | | 2.0 | | | |
| Research | Registered Land T Surveyor | | | NS | | | | | | | | | | 6.0 | | | |
| Project Pre-Calculations | Registered Land T Surveyor | | | NS | | | | | | | | | | 4.0 | | | |
| Base Map and Record of Survey Drafting | Registered Land T Surveyor | | | NS | | | | | | | | | | 4.0 | | | |
| PLS Review - Hard Copy and ACAD Drawing | Registered Land T Surveyor | | | NS | | | | | | | | | | 4.0 | | | |
| Project Management (10% of SURVEY Budget) | Registered Land T Surveyor | | | NS | | | | | | | | | | 9.0 | | | |
| Labor | Field Survey Party R Chief | | | | | | | | | | | | | 34.0 | 85.00 | | 2,890 |
| Research | Field Survey Party T Chief | | | NS | | | | | | | | | | 2.0 | | | |
| Project Pre-Calculations | Field Survey Party T Chief | | | NS | | | | | | | | | | 2.0 | | | |
| Topo Site | Field Survey Party T Chief | | | NS | | | | | | | | | | 30.0 | | | |
| Labor | Engineering R Technician | | | | | | | | | | | | | 30.0 | 95.00 | | 2,850 |
| Base Map and Record of Survey Drafting | Engineering T Technician | | | NS | | | | | | | | | | 30.0 | | | |
| Expense | Travel - TD&H R vehicle mileage | | | | | | | | | | | | | 600.0 | 0.65 | | 390 |
| Expense | R Lodging | | | | | | | | | | | | | 4.0 | | | 480 |
| Expense | R Meals - Per Diem | | | | | | | | | | | | | 5.0 | 25.00 | | 125 |
| Expense | Computer Usage - R CAD | | | | | | | | | | | | | 15.0 | 10.00 | | 150 |
| Expense | R Computer Usage | | | | | | | | | | | | | 27.0 | 3.00 | | 81 |
| Expense | Total Station - R Robotic - Hourly | | | | | | | | | | | | | 30.0 | 30.00 | | 900 |
| Expense | R Contingency | | | | | | | | | | | | | | | | 79 |
| CIVIL | | Work Hold | SNM | | | | | | | | | | 269.0 | 269.0 | | 32,420 | 32,420 |
| Labor | R Engineer III | | | | | | | | | | | | | 124.0 | 115.00 | | 14,260 |
| Title Sheet | T Engineer III | | | NS | | | | | | | | | | 1.0 | | | |
| Demolition Plan | T Engineer III | | | NS | | | | | | | | | | 2.0 | | | |

Exhibit D-2

| Activity Type/ Task | Type | Project Status/ Resource | PM/ Reference | Task Status | Priority | % Comp | % Comp Date | Est Start Date | Est Comp Date | Act Start Date | Act Comp Date | % Dist | Hours | Resource Hours/ Units | Billing Rate | Contract | Resource Contract |
|---|------------------------------------|-----------------------------|------------------|----------------|----------|-----------|-------------------|----------------------|---------------------|----------------------|---------------------|-----------|-------|-----------------------------|-----------------|---------------|----------------------|
| Roadway Plan and Profile (3 sheets) | T Engineer III | | | NS | | | | | | | | | | 6.0 | | | |
| Stormwater Plan | T Engineer III | | | NS | | | | | | | | | | 2.0 | | | |
| Erosion Control Plan | T Engineer III | | | NS | | | | | | | | | | 1.0 | | | |
| Intersection Detail Sheets | T Engineer III | | | NS | | | | | | | | | | 2.0 | | | |
| Meetings (Min 1 hr + Travel Time) | T Engineer III | | | NS | | | | | | | | | | 10.0 | | | |
| Technical Specifications & Bid Package | T Engineer III | | | NS | | | | | | | | | | 40.0 | | | |
| Engineering Estimate | T Engineer III | | | NS | | | | | | | | | | 20.0 | | | |
| Bid Assistance | T Engineer III | | | NS | | | | | | | | | | 40.0 | | | |
| Labor | R Engineering Technician | | | | | | | | | | | | | 94.0 | 95.00 | | 8,930 |
| Title Sheet | T Engineering Technician | | | NS | | | | | | | | | | 4.0 | | | |
| Demolition Plan | T Engineering Technician | | | NS | | | | | | | | | | 8.0 | | | |
| Roadway Plan and Profile (3 sheets) | T Engineering Technician | | | NS | | | | | | | | | | 30.0 | | | |
| Stormwater Plan | T Engineering Technician | | | NS | | | | | | | | | | 8.0 | | | |
| Erosion Control Plan | T Engineering Technician | | | NS | | | | | | | | | | 4.0 | | | |
| Intersection Detail Sheets | T Engineering Technician | | | NS | | | | | | | | | | 16.0 | | | |
| Technical Specifications and Bid Package | T Engineering Technician | | | NS | | | | | | | | | | 8.0 | | | |
| Engineering Estimate | T Engineering Technician | | | NS | | | | | | | | | | 8.0 | | | |
| Bid Assistance | T Engineering Technician | | | NS | | | | | | | | | | 8.0 | | | |
| Labor | R Engineer VI | | | | | | | | | | | | | 51.0 | 160.00 | | 8,160 |
| Meetings (Min. 1 hr + Travel Time) | T Engineer VI | | | NS | | | | | | | | | | 10.0 | | | |
| QC Review | T Engineer VI | | | NS | | | | | | | | | | 20.0 | | | |
| Project Mananagement (10% of CIVIL Budget) | T Engineer VI | | | NS | | | | | | | | | | 21.0 | | | |
| Expense | R Travel - TD&H vehicle mileage | | | | | | | | | | | | | 400.0 | 0.65 | | 260 |
| Expense | R Computer Usage - CAD | | | | | | | | | | | | | 47.0 | 10.00 | | 470 |
| Expense | R Computer Usage | | | | | | | | | | | | | 88.0 | 3.00 | | 264 |
| Expense | R Contingency | | | | | | | | | | | | | | | | 76 |
| SUBCONSULTANTS | | Work Hold | SNM | | | | | | | | | | | | | 14,400 | 14,400 |
| Consultant | R Outside Service | | | | | | | | | | | | | 1.0 | | | 500 |

**(NOT USED)
EXHIBIT E-1**

Breakdown of Overhead Cost

(Sample Only - Actual line item and cost categories and percentage for firm should be submitted.)

| FRINGE BENEFITS | |
|--|--|
| FICA | |
| Unemployment | |
| Medical Aid and Industrial Insurance | |
| Company Insurance and Medical | |
| Vacation, Holiday, and Sick Leave | |
| Commission, Bonuses/Pension Plan | |
| TOTAL FRINGE BENEFITS | |
| GENERAL OVERHEAD | |
| State B&O Taxes | |
| Administration and Time Not Assignable | |
| Printing, Stationery, and Supplies | |
| Professional Services | |
| Travel Not Assignable | |
| Telephone and Telegraph Not Assignable | |
| Fees, Dues, Professional Meetings | |
| Utilities and Maintenance | |
| Professional Development | |
| Rent | |
| Equipment Support | |
| Office Miscellaneous, Postage | |
| TOTAL GENERATED OVERHEAD | |
| GRAND TOTAL | |

EXHIBIT F-1
Payment Upon Termination of Agreement
by the Agency Other than for Fault of the Consultant
(Refer to Agreement, Section IX)

Lump Sum Contracts

A final payment shall be made to the CONSULTANT which when added to any payments previously made shall total the same percentage of the Lump Sum Amount as the work completed at the time of termination is to the total work required for the PROJECT. In addition, the CONSULTANT shall be paid for any authorized extra work completed.

Cost Plus Fixed Fee Contracts

A final payment shall be made to the CONSULTANT which when added to any payments previously made, shall total the actual costs plus the same percentage of the fixed fee as the work completed at the time of termination is to the total work required for the PROJECT. In addition, the CONSULTANT shall be paid for any authorized extra work completed.

Specific Rates of Pay Contracts

A final payment shall be made to the CONSULTANT for actual hours charged at the time of termination of this AGREEMENT plus and direct nonsalary costs incurred at the time of termination of this AGREEMENT.

Cost Per Unit of Work Contracts

A final payment shall be made to the CONSULTANT for actual units of work completed at the time of termination of this AGREEMENT.

**EXHIBIT G-1
Subcontracted Work**

The AGENCY permits subcontracts for the following portions of the work of this AGREEMENT:

PAVEMENT SERVICES, INC



PAVEMENT SERVICES, INC.

INNOVATIVE PAVEMENT SOLUTIONS

6026 NE 112TH AVENUE
PORTLAND, OREGON 97220
503.235.0377
www.pspidx.com

April 6, 2016

TD&H Engineering, Inc.
Attn: Mr. Steven Marsh, P.E.
Vice President/Branch Manager
303 East 2nd Avenue
Spokane, WA 99202

Re: Pavement Testing and Design for Two City Streets
Commercial Street—Joseph St to 3rd St
Whitman Street—Ski Hill Dr to Woodward St
Leavenworth, Washington

Dear Steve,

It was a pleasure to speak with you on the phone last week and to learn that TD&H is pursuing a project to design the rehabilitation of two city streets in Leavenworth, Washington. We are pleased to submit this scope of services and fee estimate to conduct pavement testing and develop design recommendations for rehabilitation of the streets.

Pavement Testing and Design—Street Segment List

| ID | Street | From | To | Width, ft | Centerline Length, ft | Area, sf |
|-------|---------------|-------------|--------------------|-----------|-----------------------|----------|
| 1 | Commercial St | Joseph St | 3 rd St | 24 | 845 | 20,280 |
| 2 | Whitman St | Ski Hill Dr | Woodward St | 24 | 1,690 | 40,560 |
| Total | | | | | 2,535 | 60,840 |

Our scope of services for pavement testing and design services is described below.

Scope of Services

Task 1—Project Reconnaissance

Reconnaissance of the street segments will be conducted prior to the field work to become familiar with the project site, the pavement conditions and the nature of the traffic in order to define the field testing program. Our representative will mark locations for pavement coring and shallow explorations to allow utility location services. Photographs will be taken of representative pavement conditions on each street.

Task 2—Pavement Explorations

Pavement explorations to a maximum depth of 18 inches below the top of the subgrade layer will be conducted at three locations on Duryea Street. The explorations through bound pavement layers will be conducted by diamond bit core drill. The exploration below the bound pavement layers will be conducted hand auger operated by our field technician. Pavement materials and subgrade soils will be visually classified, the thicknesses of pavement layers will be measured and the depths below the surface to

interfaces between soil layers will be measured. Core samples of the bound pavement layers will be retrieved for laboratory inspection of asphalt stripping damage, top-down cracking and delamination between lifts. The core samples will be photographed for documentation of their condition. Bulk samples of base and subgrade soil will be obtained for laboratory testing to determine recommended cement content.

In-situ soil testing will be performed using a Dynamic Cone Penetrometer (DCP) in general accordance with ASTM D 6951. The DCP test consists of driving a rod with a 60-degree angle conical tip into the subgrade soil using a 17.6 lb slide hammer mass dropped through a distance of 22.6 inches to advance the rod. The DCP penetration index is correlated to CBR for pavement design purposes. Following the DCP test, the exploration hole below the bound layers will be patched using excavated materials compacted by a vibratory hammer. The core exploration through the bound layers will be patched using "Instant Road Repair," a high performance polymer modified asphaltic patching material, compacted by vibratory hammer.

The explorations will take approximately six hours to complete and will be conducted during the normal workweek between the hours of 9 AM and 4 PM.

Note: We assume that the City will provide traffic control for all fieldwork that affects traffic operation.

Task 3—Laboratory Evaluation and Testing—FDR Cement Content

Laboratory evaluation of the cement content required for FDR will be conducted as follows:

- a. Pavement materials and soils retrieved from the explorations within each street segment will be combined together into a single laboratory FDR mixture according to their relative proportions within the proposed pulverization depth for the street. Since the FDR design will include pulverization of the existing AC, the AC core samples from the explorations will be warmed and separated into individual particles not larger than the coarse aggregate for incorporation in the FDR laboratory mixture.
- b. The maximum dry density of the laboratory FDR mixture treated with cement at the median of the range in estimated cement content will be determined by ASTM D 558 Method B.
- c. Triplicate Proctor-mold-size specimens of the laboratory FDR mixture treated at three cement contents (total of nine specimens per segment) will be prepared per ASTM D 1633 Method A and compacted and molded per ASTM D 560 Method B. The compressive strength of the specimens will be tested after seven days to determine the cement content required to obtain 200 to 400 psi compressive strength.

Task 4—Pavement Design and Report

Traffic data provided by TD&H will be analyzed to develop estimates of the cumulative Equivalent 18,000-pound Single Axle Load (ESAL) repetitions during the design period. In the absence of site specific traffic data, we will assume a reasonable ESAL level for each street. Pavement design analysis will be accomplished in accordance with the procedures of the 1993 AASHTO Guide for Design of Pavement Structures, WSDOT Pavement Design Manual and/or other methods.

Pavement design recommendations will be developed for a section including hot-mix asphalt over FDR with cement.

Our design recommendations will be presented in a design report. We will prepare a draft report for client review and incorporate review comments into our final report, which will be sealed by an Washington Professional Engineer. One hardcopy of our final report will be submitted.

Services and Data Provided by the Client or Others

We assume that the following services and data will be provided by the Client or Others:

- Right-of-way permits for pavement coring and sampling
- Traffic control during pavement coring and sampling

Fee Estimate and Approximate Schedule

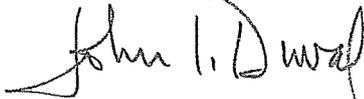
Our estimated fee for this work is \$13,834 as shown in the enclosed summary table. We estimate a fee of \$12,216 for engineering labor, approximately \$1,414 in direct costs and reimbursable expenses and \$204 in Washington State taxes. Based on our current work schedule, we can begin work on these projects as soon as we receive notice to proceed. We estimate that the work will take approximately 10 weeks to complete.

Closure

We look forward to the opportunity to work with you on this project. Please call me with any questions or comments you may have regarding this scope of services and attached fee estimate.

Sincerely,

PAVEMENT SERVICES, INC.



John I. Duval, P.E., G.E.
President/Principal Engineer

Enclosures



PAVEMENT SERVICES, INC.
6026 N.E. 112TH AVENUE
PORTLAND, OR 97220

Fee Summary
Pavement Testing and Design--Commercial and Whitman Streets
City of Leavenworth, Washington
4/6/2016

| Labor Classification | Hourly Rate | Whitman St | | |
|---|--------------|------------------|-----------------|--------------|
| | | Est Hrs | Labor Fee | |
| Senior Principal Engineer | \$187.13 | 4 | \$749 | |
| Project Engineer I | \$107.69 | 9 | \$969 | |
| Staff Engineer II | \$99.71 | 50 | \$4,986 | |
| Senior Engineering Technician | \$73.15 | 60 | \$4,389 | |
| Senior Draftsperson | \$73.15 | 10 | \$732 | |
| Clerical | \$65.33 | 6 | \$392 | |
| Labor Subtotal | | 139 | \$12,216 | |
| Expense Itemization | | | | |
| | Basis | Unit Rate | Quantity | Total |
| Per Diem | day | \$140 | 3 | \$420 |
| Mileage | mile | \$0.54 | 1100 | \$594 |
| Portable Dynamic Cone Penetrometer | day | \$100 | 1 | \$100 |
| Core Bit Wear & Patch | ea | \$50 | 6 | \$300 |
| Expense Subtotal | | | | \$1,414 |
| Total Estimated Fees and Expenses | | | | \$13,630 |
| Washington B&O Tax | | | | \$204 |
| Total Estimated Fee with B&O Tax | | | | \$13,834 |

**(NOT USED)
EXHIBIT G-3**

Breakdown of Subconsultant's Overhead Cost

(Sample Only - Actual line item and cost categories and percentage for firm should be submitted.)

| FRINGE BENEFITS | |
|--|--|
| FICA | |
| Unemployment | |
| Medical Aid and Industrial Insurance | |
| Company Insurance and Medical | |
| Vacation, Holiday, and Sick Leave | |
| Commission, Bonuses/Pension Plan | |
| TOTAL FRINGE BENEFITS | |
| GENERAL OVERHEAD | |
| State B&O Taxes | |
| Administration and Time Not Assignable | |
| Printing, Stationery, and Supplies | |
| Professional Services | |
| Travel Not Assignable | |
| Telephone and Telegraph Not Assignable | |
| Fees, Dues, Professional Meetings | |
| Utilities and Maintenance | |
| Professional Development | |
| Rent | |
| Equipment Support | |
| Office Miscellaneous, Postage | |
| TOTAL GENERATED OVERHEAD | |
| GRAND TOTAL | |



PUBLIC HEALTH
ALWAYS WORKING FOR A SAFER AND
HEALTHIER COMMUNITY

Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

Personal Health: 509/886-6400 • FAX 886-6478

Environmental Health: 509/886-6450 • FAX 886-6449

Maternal Child Health: 509/886-6400 • FAX 886 6436

RECEIVED
MAY 19 2016

BY:.....

May 17, 2016

Dear Cheryl Farivar, Mayor.
Leavenworth City Hall
P. O. Box 287
700 Hwy 2
Leavenworth, WA 98826

One of our challenges during last year's fires was the need for a clean-air shelter during extended periods of community smoke exposure. This was especially important for elderly people and children with asthma. We lacked portable air-cleaning units that our regional emergency preparedness health care coalition could use to provide safer air within a shelter.

When we discussed this with our Board of Health last month, there was consensus that we should ask local governments for help on this. We are requesting that the City of Leavenworth consider providing up to \$500 in support for the purchase of portable air cleaning units. If all or most of our cities and counties can help with this, we will have enough units to effectively support a clean air shelter.

Please do not hesitate to contact me if I can provide any further information.

Thank you so much for considering our request.

Sincerely yours,

Alma Castillo

Region-7 Emergency Response Coordinator
Chelan-Douglas Health District

C: Chelan-Douglas Health District Board of Health

PUBLIC UTILITY DISTRICT NO. 1 OF CHELAN COUNTY
REGULAR COMMISSION MEETING
(SPECIAL MEETING)
AGENDA

Leavenworth (Bavarian) Substation Community Meeting & Project Update
Leavenworth City Council Chambers
June 28, 2016 – 6 – 6:45 pm

- 6:00 pm Commissioner Randy Smith to open the Special Meeting of the Board
Pledge of Allegiance
Safety minute
- 6:05 pm Opening remarks and meeting overview – Shaun Seaman
- Meeting Purpose:** Update the greater Leavenworth community on progress made since the last meeting in
December, 2015 and hear from community members of the Substation working group
about their deliberations, discussions and decisions.
- Desired Outcome:** Gain community consensus on
- Need for a new substation
 - Community partnership process
 - Recommendations reached by the community working group
 - Next steps and timeline
- 6:10 pm Need for a new substation – Chad Rissman
- 6:20 pm Community partnership process – Scott Bradshaw
- 6:30 pm Community questions – Shaun Seaman
- 6:40 pm Next steps – Shaun Seaman
- 6:45 pm Adjourn

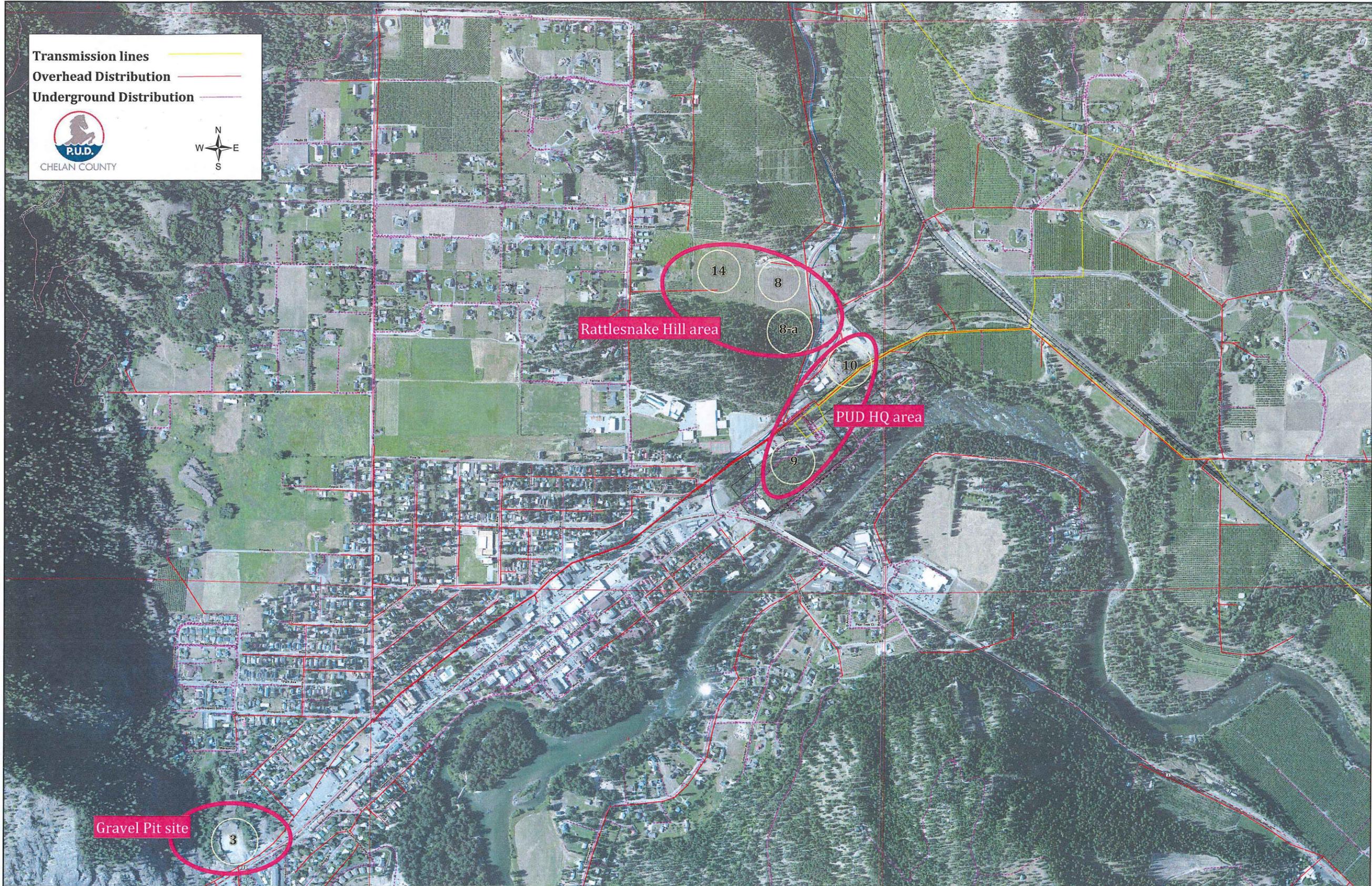
Please visit our website for more information:
www.chelanpud.org/NewLeavenworthSubstation

You can also sign up to be on our substation email list
Contact Teka Sellers with questions and for other information
Teka.sellers@chelanpud.org - 509-661-4294

Transmission lines ———
Overhead Distribution ———
Underground Distribution ———



P.U.D.
CHELAN COUNTY



Joint Mid-Year Meeting with the Planning Commission

Tonight's joint meeting with the Planning Commission allows for the Council and Commission to discuss the status of the "Planning Commission's Docket - 2016 Cycle Amendments."

Every year, the Planning Commission works on the City's "Docket." This list of amendments (the Docket) is developed throughout the year from citizen, Council, Planning Commission, and staff comments or requests. The compiled list identifies potential Comprehensive Plan, Zoning Map, Leavenworth Municipal Zoning Code, Leavenworth Municipal Development Code, and miscellaneous Code revisions and/or amendments.

At the beginning of each new year, the Council conducts a "Special and Joint" Planning Commission Meeting, whereby the "Planning Commission Docket" for the "2016 Cycle of Amendments" was presented. The Council and Commission have this opportunity to review, comment, and deliberate on the Docket. From this meeting, the Council and Commission desired future and frequent opportunities to meet and "touch base" on the progress of the amendment cycle. Tonight's meeting will allow feedback on the "hot topics" that are currently before the Planning Commission and Council.

- Vacation / Overnight (short-term) Rental Properties Within the Residential Neighborhoods
- Mayor's Ad Hoc Committee on Housing Affordability (differed PC Docket items 1A, 1D, 1E, and 2)
- Transportation Element's Future Streets (grid system – update)
- Regional Wetland / Stormwater Strategy / Management Plan (Plan progress / update)

Planning Commission Docket

2016 Cycle of Amendments

High Priority – Should be completed within the 2016 calendar year

1. LMC - Residential uses review and update.

- A. Review and study Overnight / Vacation Rentals in the residential neighborhoods.

Vacation / overnight rentals are not allowed in residential districts. The "black market / underground" conversions exist, and the Council desires to address this topic.

- B. Proactive approach to Tiny Homes / Tiny Dwelling Units.

The "tiny home" trend is developing throughout the nation, and the Council desires a proactive approach to this housing option.

- C. Address Park Models and other existing uses / criteria for Camp Grounds.

Criteria for CUP updated to reflect current trends and the industry.

- D. Clarify distinction of Duplex and new ADU regulations.

With the update of the ADU regulations, how is such differing from a Duplex?

- E. Study substandard lot (less than 60ft) and building size ratio.

Study small lots, and research if 'sized right' buildings are necessary to address "scale" and impact.

- F. Update listed uses.

2. LMC and Comp Plan - Create "forgiving fees" LMC and/or "forgo fees" option.

Create the option for the Council to forgive or forgo fees to support or subsidize City desired projects.

3. Transportation Element update - Future Streets Map.

Update the future streets map within the Transportation Element, add streets to create planned circulation patterns ("Grid" street), and general update.

4. City Map Amendments.

- A. The Pine Village KOA Comp Plan amendment from R to TC. Return Camp Grounds to the TC listed uses. Review CUP criteria.

- B. "Split Zoning" clean-up city-wide.

Review the existing land use maps and revised to remove "bisected" properties; and consider the use of alleys as delineators.

5. Private Map, Plan, and Code amendments (application dependent).

- A. Ida Allen Trust rezone from RL 6 to LI

- B. Willkommen Village rezone from RM to GC

- C. Willkommen Village rezone from RL 12 to RL 10

- D. Increase height of GC from 35' to 50'

See Application materials

6. Finalization of the Regional Wetland / Stormwater Strategy / Management Plan.

PC development of the master plan. This will include public outreach and CC participation.

7. Economic Development Element review and update.

State mandated comprehensive plan and development regulations (RCW 36.70A.130) update. consistency: Live/work units, Incubator sites, Home Occupation, Commercial Recreation and more.

8. Mandatory Comp Plan and development regulations update.

*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)*

9. LMC - Sign Code Update

As necessary, update the sign code to address Reed v. Town of Gilbert, 576 U. S. (2015). The U.S. Supreme Court held that a town sign code that treats various categories of signs differently based on the information they convey violates the First Amendment.

10. LMC - Update the OWBAT Substantial Alteration threshold.

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.

Medium Priority- May be completed in the 2016 amendment cycle, as time allows

1. Wildfire Plan

Planning project to incorporate wild fire prevention measures within the planning documents and city code for Leavenworth and the Urban Growth Area. City of Wenatchee and other examples.

2. LMC - Allow Bed and Breakfast in the Commercial Districts.

Study B&B as an allowed use in the Commercial District, and what standards and permitted outright, or consistently applied CUP?

3. LMC - change the parking standards to reflect "enclosure" and area calculations.

Current LMC excludes uncovered areas in floor area calculations. this may be acceptable for many occasions, but does not address the number of people to accommodate parking needs of a development. Also, "lot coverage" may be impacted by definition of floor area. Address Landscaping standards.

4. LMC - Create and review "Short Term Adult Care Facility."

Define the use, determine permitting level, and determine the appropriate zoning district(s).

5. LMC - Create a use matrix and remove standards within definitions.

Modify the allowed uses lists into a chart.

6. LMC - Definitions - consolidation (Compile definitions of LMC Title 21 and Title 18).

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.

7. LMC - Chapter 14.14 - private driveway.

Reduce from 20ft to 16ft paved surface (discuss alternative materials), and deviation option to reduce to 14ft. Regardless, 2ft compacted gravel shoulders and address snow storage

8. Open Space Permitting - Private Parks

Clarify and allow events and festivals in private parks and/or private open space. Amphitheater and more?

9. LMC - Phased Major Subdivisions

Clarify and allow? Establish form and mechanism. Careful review to address the potential for "allocating ERUs" that would be detrimental to other 'timely' (current and active) development. Expire and/or time limits.

Low Priority – Keep on the list, and if High and Medium Priority items are completed, then begin

1. LMC - Swimming pools.

Accessory uses do not list swimming pools, but the Department policy is to allow them as accessory uses to residential units. This is true for Motels, Hotels, Bed/Breakfast, and other similar lodging facilities.

2. LMC - Review the LMC regarding Festival and Event Standards (Public and Private Property).

The Department applies (regularly) protective conditions either administratively or through SEPA regarding construction activity to reduce or remove impacts to known festivals, events and weekends. This may need to be considered for incorporation in the LMC.

3. LMC - Update the Transient Business License standards and/or add "Limited fruit stands or other similar stands."

Consider and study of such to determine if it can be allowed (or not) where and when (duration). For Example: Limit the size and number: 50 sqft or % if private property is available. NO mobile food or other trucks / trailers / etc.

2016 Amendments outside of the annual Comp Plan PC/CC Cycle, Policies, and other actions

1. Upon completion of the Regional Wetland / Stormwater Strategy / Management Plan, create the interim Stormwater Policy / Standard Operating Procedures to bridge the gap of developing new LMC to implement Plan.
2. LMC - Update and revise provisions for "Overnight Camping" (including RV).
3. LMC - Title 5 and/or 18 - Zoning and/or Business License regulations - add tour businesses, vehicular, walking, other and standards (such as loading, unloading from private property, limitation of walking group size (or determined through SUP), limitation of 2 commercial vehicles in core at any time, signage, etc).
4. LMC - Business License amendments study - 5.04.07 (J): need business license for all commercial operations in the city regardless of permit.
5. LMC - Study requirement of a security (bond) for issuance of Temp C of O. Bond for 150% of construction costs to complete and bonding for longer durations 5-years.
6. Noise Code update
7. Enforcement / Ticketing Code update
8. Essential Public Facilities policy
9. Sidewalk Use and hazards - Policy or LMC
10. LMC - Local Improvement Districts Policy and Criteria (Local Improvement Districts (LIDs) are a means of assisting property owners in financing needed capital improvements through the formation of special assessment districts).

As time allows and the Medium and Low Priority items enter the processing queue, these items will be added to the Annual Objective and Project Tracker

The annotations / comments are provided for discussion and clarity of the topic. These are not (but may be) solutions or final amendments. The amendments require development through the Planning Commission deliberation and public vetting process. The annotations may change through the study and discovery process. In fact, after study and review, an item may not be recommended for approval. The PC considers all public comments in their deliberations and actions, and incorporates such comments into the amendments, as appropriate.



Annual Consumer Confidence Water Report

700 Highway 2/Post Office Box 287

Leavenworth City Hall

June 2016

INTRODUCTION

We are pleased to present to you this year's Annual Water Quality Report. This report is designed to inform you about the quality water delivered to your home or business every day. Our constant goal is to provide you with a safe and dependable supply of drinking water. We want you to understand the efforts we make to continually improve the water treatment process and protect our water resources. We are committed to ensuring you the best quality of water.

The City draws water from both Icicle Creek and wells near the Wenatchee River. The water we provide can be from either of these two sources individually, or a blend of both sources. We have a source water protection plan available from our office that provides more information.

Water Announcements 2016

As of this last February, Stan Adams retired and Arnica Briody is the new Water Plant Supervisor. Arnica has a total of 12 years of past experience and education. She has grown up in Leavenworth and is excited for the opportunity to provide her community with quality drinking water.



QUESTIONS OR COMMENTS?

If you have any questions about this report, or concerning your water utility, please contact Arnica Briody, Leavenworth's Water System Supervisor or call the Water Plant at **548-4235**. We want our valued customers to be informed about their water utility. All actions regarding improvements to the Water System Plan and infrastructure are approved by the Leavenworth City Council. If you want to learn more, please attend any of our City Council regularly scheduled meetings on the second and fourth Tuesday of each month at 6:30 p.m. at City Hall.

The City of Leavenworth routinely monitors for constituents (contaminants) in your drinking water according to Federal and State regulations. The tables included in this report show the results of our monitoring for the period of **January 1st to December 31st, 2015**. All drinking water, including bottled drinking water, may be reasonably expected to contain at least small amounts of some constituents. It's important to remember that the presence of these constituents does not necessarily pose a health risk.

DEFINITIONS

The terms and abbreviations used in this report and in the following tables include the following:

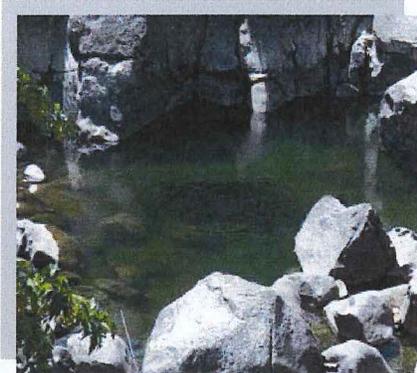
Non-Detects (ND) - laboratory analysis indicates that the constituent is not present.

Parts per million (ppm) or Milligrams per liter (mg/l) - one part per million corresponds to one minute in two years or a single penny in \$10,000.

Parts per billion (ppb) or Micrograms per liter - one part per billion corresponds to one minute in 2,000 years, or a single penny in \$10,000,000.

Parts per trillion (ppt) or Nanograms per liter (nanograms/l) - one part per trillion corresponds to one minute in 2,000,000 years, or a single penny in \$10,000,000,000.

Parts per quadrillion (ppq) or Picograms per liter (picograms/l) - one part per quadrillion corresponds to one minute in 2,000,000,000 years or one penny in \$10,000,000,000,000.



Picocuries per liter (pCi/L) - picocuries per liter is a measure of the radioactivity in water.

Millirems per year (mrem/yr) - measure of radiation absorbed by the body.

Million Fibers per Liter (MFL) - million fibers per liter is a measure of the presence of asbestos fibers that are longer than 10 micrometers.

Nephelometric Turbidity Unit (NTU) - nephelometric turbidity unit is a measure of the clarity of water. Turbidity in excess of 5 NTU is just noticeable to the average person.

Action Level (AL) - the concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.

Treatment Technique (TT) - (mandatory language) A treatment technique is a required process intended to reduce the level of a contaminant in drinking water.

Maximum Contaminant Level - (mandatory language) The "Maximum Allowed" (MCL) is the highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.

Maximum Contaminant Level Goal - (mandatory language) The "Goal" (MCLG) is the level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.

Maximum Residual Disinfectant Level Goal (MRDLG) - The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.

Maximum Residual Disinfectant Level (MRDL) - The highest level of a disinfectant allowed in drinking water. There is convincing evidence that the addition of a disinfectant is necessary for control of microbial contaminants.

"If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. The City of Leavenworth is responsible for providing high quality drinking water, but cannot control the variety of material used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>"

METALS DETECTED IN 2015

Lead tests are taken every three years. The last test completed was August, 2014 and the results came back negative. The next lead and copper test will be completed in June, 2017.

INORGANIC CONTAMINANTS DETECTED IN 2015

| Contaminant | Violation Yes / No | Level Detected | Unit Measurements | MCLG | MCL |
|--------------------------|-----------------------|-------------------|----------------------|------|-----|
| 1. Nitrite (as Nitrogen) | NO | 0.09 (wells) | Mg/L | 1 | 1 |
| 2. Nitrates - N | NO | <0.07 | Mg/L | 1 | 1 |

Likely Source of Contamination: Runoff from fertilizer use, leaching of septic tanks, sewage, natural deposits.

OTHER CONSTITUENTS NOT DETECTED IN 2015

In addition to the two constituents listed above, the City also tests drinking water for the following:

Inorganic Contaminants

Antimony
Arsenic
Asbestos
Barium
Beryllium
Cadmium
Chromium
Copper
Cyanide
Fluoride
Lead
Mercury
Selenium
Thallium

1,1- Dichloroethylene
cis-1,2-ichloroethylene
trans-1,2,-Dichloroethylene
Dichloromethane
1,2- Dichloropropane
Ethylbenzene
Styrene
Tetrachloroethylene
1,2,4-Trichlorobenzene
1,1,1-Trichloroethane
1,1,2- Trichloroethane
Trichloroethyle
Total Trihalomethanes
Toluene
Vinyl Chloride
Xylenes

Di(2-ethylhexyl)adipate
Di(2-ethylhexyl)phthalate
Dibromochloropropane
Dinoseb
Diquat
Dioxin[2,3,7,8-TCDD]
Endothall
Endrin
Epichlorohydrin
Ethylene dibromide
Glyphosate
Heptachlor
Heptachlor epoxied
Hexachlorobenzene
Hexachlorocyclo-pentadiene
Lindane
Methoxychlor
Oxamyl[Vydate}
PCBs
Pentachlorophenol
Picloram
Simazine
Toxaphene

Microbiological Contaminants

Coliform
Fecal coliform

Synthetic Organic Contaminants

2,4-D
2,4,5-TP (Silvex)
Acrylamide
Alachlor
Atrazine
Benzo(a)pyrene (PAH)
Carbofuran
Chlordane
Dalapon

Volatile Organic Contaminants

Benzene
Carbon tetrachloride
Chlorobenzene
o-Dichlorobenzene
p-Dichlorobenze
1,2- Dichloroethane



Historical facts: Icicle River had the highest flow at 19,800 cfs in 1995. Whereas, last year the highest flow for the Icicle River was 1,240 cfs in May and the lowest flow was 63 cfs in October. Cubic feet per second (cfs) is a measurement of water flow.

We're proud that your drinking water meets or exceeds all other Federal and State requirements. We have learned through our monitoring and testing that some constituents, such as, nitrites, and nitrates have been detected although well within the range found acceptable by the Department of Health (DOH) and the Environmental Protection Agency (EPA). The EPA has determined that your water **IS SAFE** at these levels.

All drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that the water poses a health risk. More information about contaminants and potential health effects may be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

Some people may be more vulnerable to contaminants in drinking water than the general population. Immune-compromised persons, such as, persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS, or other immune system disorders, some elderly, and infants may be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbiological contaminants are available from the Safe Drinking Water Hotline 1-800-426-4791.

City Ordinance No. 1178 and Washington State Law WAC#246-290
require all Water Customers who have backflow assembly(s) to test annually (June)
and have the results sent to the City of Leavenworth.

Thank you for your compliance.

City of Leavenworth
700 HWY 2 / P.O. Box 287
Leavenworth, WA 98826

U.S. Postage
PAID
Postal Permit
#1
Standard Mail
Wenatchee, WA
98801

Residential Postal Customer



Date Submitted: 5/23/2016

Water Use Efficiency Annual Performance Report - 2015

WS Name: LEAVENWORTH, CITY OF

Water System ID# : 46500

WS County: CHELAN

Report submitted by: *Arnica Briody*

Meter Installation Information:

Estimate the percentage of metered connections: 100%

If not fully metered - Current status of meter installation:

Production, Authorized Consumption, and Distribution System Leakage Information:

12-Month WUE Reporting Period: 01/01/2015 To 12/31/2015

Incomplete or missing data for the year? No

If yes, explain:

Distribution System Leakage Summary:

| | |
|---|---------------------|
| Total Water Produced and Purchased (TP) – Annual Volume | 294,966,000 gallons |
| Authorized Consumption (AC) – Annual Volume | 258,099,595 gallons |
| Distribution System Leakage – Annual Volume TP – AC | 36,866,405 gallons |
| Distribution System Leakage – Percent DSL = $[(TP - AC) / TP] \times 100$ | 12.5 % |
| 3-year annual average | 24.0 % |

Goal-Setting Information:

Date of Most Recent Public Forum: 07/09/2013 Has goal been changed since last performance report? No

Note: Customer goal must be re-established every 6 years through a public process

WUE Goals:

Customer Goal (Demand Side):

Through education in water conservation, try to maintain consumption at or below 300 million annual gallons.

Describe Progress in Reaching Goals:

Customer (Demand Side) Goal Progress:

Additional Information Regarding Supply and Demand Side WUE Efforts

Include any other information that describes how you and your customers use water efficiently:

LEAVENWORTH CITY COUNCIL
Finance Committee Agenda

City Hall - Conference Room
June 28, 2016, 5:00 p.m.

| |
|---|
| <p><u>Members:</u> Carolyn Wilson - Chair Margaret Neighbors Richard Brinkman</p> |
|---|

1) Finance Director Topics:

- a) Revenue / Expenditure Reports by Department**
- b) May 2016 Investment Report (1 page)**
- c) Tax & Parking Revenue Summary Reports (7 pages)**
- d) All Funds Revenue/Expenditure Charts and Cash Flow Figures (4 pages)**

2) Finance Committee / Mayor Topics

- a) Financial Policy Review Continued**



Memo

To: Mayor, City Council and Joel Walinski
From: Chantell Steiner, Finance Director
Date: June 2, 2016
Re: May 2016 Revenue/Expenditure Report

Attached is the May 2016 Revenue and Expenditure report through May 31, 2016. The first page includes revenues and expenses without the beginning and ending fund balance budget and actuals, allowing for a true picture of revenues versus expenditures. Please note that a particular fund may not show on this page if there were no revenues or expenses. In reviewing this page you will find that we have received 40.1% of revenues and have spent 34% on expenses.

In reviewing the revenues (fund balances excluded) to date across all funds the City is 3.2% higher than it was in 2015. In reviewing the expenditures (fund balances excluded) to date across all funds the City is 0.6% lower than it was in 2015. As noted in last month's report a notable item that occurred in April included the \$200,000 developer donation from the Cascade School District for the future Pine Street Reconstruction Project; as of May, these funds have been moved from the Street Fund and into a new Fund 305 Pine Street Capital Project to track this project cost separately. At this time no major capital project costs occurred in May with exception to engineering and design costs for several projects.

The Retail Sales Tax percentage, through the month of May, increased to 8.2% up from 7.09% over last month. The Lodging Tax percentage has decreased to 12.83% down from 13.33% over last month. The Transportation Benefit District (TBD) Tax and Public Safety Retail Sales Taxes continue to come in with a similar trend to the base Retail Sales Tax with an overall percent increase over May 2015 of 7.51% for the TBD and 8.4% for the Public Safety Tax. The first half of Property Taxes have come in for the year as anticipated with the April 30 tax deadlines; the City has received 55% of the anticipated budget at this time. Real Estate Excise Taxes (REET) continues to do well in 2016 with nearly 75% of the budgeted figure already received to date; however, this tax remains below the May 2015 year to date revenues by \$10,023.42 or -17.15%. Parking revenues for all lots combined in May continue to exceed 2015 figures by 25.89% down slightly from 29.49% last month; this is still an increase of nearly \$26,000 through May 2016. Cash flows continue to remain very stable for May with yearly revenues exceeding expenditures by \$591,901 at month end; this is down from \$702,439 in April.

The City's investment return for May decreased just slightly from .368% to .365% due to a slight decrease in the Local Government Investment Pool (LGIP) and Cashmere Valley Bank (CVB) accounts. The City's overall return rate continues to be above the 1-Month US Treasury Bills by .27% and is slightly below the LGIP by .059%. The City currently has about 73% of unencumbered cash in the LGIP account; however, the City received confirmation from CVB that they would like to offer a matching interest rate account to the LGIP rates starting sometime in June/July. I will be looking at the options as soon as CVB makes them available. The current return rate for the LGIP is .42% while CVB is at .21%.

If you have any questions on how to interpret or cannot find something in particular in any fund, please do not hesitate to ask and I will do my best to help find the answer!

REVENUES LESS BEGINNING FUND BALANCES MAY 2016

City Of Leavenworth
MCAG #: 0222

Months: 01 To: 05

Time: 09:50:09 Date: 06/02/2016

Page: 1

| Fund | Revenue Budgeted | Received | | Expense Budgeted | Spent | | |
|---------------------------------------|----------------------|---------------------|--------------|------------------|-------------|-------------|-------------|
| 001 Current Expense | 2,697,134.14 | 1,104,654.14 | 41.0% | 0.00 | 0.00 | 0.00 | 0.0% |
| 101 Streets | 1,649,850.54 | 413,058.60 | 25.0% | 0.00 | 0.00 | 0.00 | 0.0% |
| 104 Lodging Tax | 1,358,662.00 | 562,145.13 | 41.4% | 0.00 | 0.00 | 0.00 | 0.0% |
| 107 P.W. Capital Improvement | 80,000.00 | 58,554.48 | 73.2% | 0.00 | 0.00 | 0.00 | 0.0% |
| 110 Leavenworth Civic Center | 115,550.00 | 50,562.48 | 43.8% | 0.00 | 0.00 | 0.00 | 0.0% |
| 176 Community Swimming Pool | 249,803.00 | 20,800.00 | 8.3% | 0.00 | 0.00 | 0.00 | 0.0% |
| 201 1997 G.O. Bond | 60,000.00 | 33,165.82 | 55.3% | 0.00 | 0.00 | 0.00 | 0.0% |
| 202 2009 G.O. Bond | 29,043.00 | 14,521.39 | 50.0% | 0.00 | 0.00 | 0.00 | 0.0% |
| 203 2013 G.O. Bond | 184,813.00 | 44,906.50 | 24.3% | 0.00 | 0.00 | 0.00 | 0.0% |
| 301 Capital Projects Fund (Warehouse) | 0.00 | 142.57 | 0.0% | 0.00 | 0.00 | 0.00 | 0.0% |
| 305 Pine Street Capital Project | 0.00 | 200,000.00 | 0.0% | 0.00 | 0.00 | 0.00 | 0.0% |
| 402 Garbage | 678,978.00 | 294,333.15 | 43.3% | 0.00 | 0.00 | 0.00 | 0.0% |
| 403 Water | 1,453,151.00 | 530,993.13 | 36.5% | 0.00 | 0.00 | 0.00 | 0.0% |
| 404 Sewer | 1,510,412.00 | 613,969.07 | 40.6% | 0.00 | 0.00 | 0.00 | 0.0% |
| 405 Water Bond Reserve | 43,000.00 | 0.00 | 0.0% | 0.00 | 0.00 | 0.00 | 0.0% |
| 406 Sewer Bond Reserve | 0.00 | 0.00 | 0.0% | 0.00 | 0.00 | 0.00 | 0.0% |
| 410 Stormwater | 94,092.00 | 49,171.53 | 52.3% | 0.00 | 0.00 | 0.00 | 0.0% |
| 415 Parking | 371,800.00 | 113,884.23 | 30.6% | 0.00 | 0.00 | 0.00 | 0.0% |
| 501 Equip Rental & Revolving Fund | 527,300.00 | 257,382.02 | 48.8% | 0.00 | 0.00 | 0.00 | 0.0% |
| 502 Central Services | 77,275.00 | 38,638.00 | 50.0% | 0.00 | 0.00 | 0.00 | 0.0% |
| 601 Cemetery Endowment Fund | 40,550.00 | 37,056.34 | 91.4% | 0.00 | 0.00 | 0.00 | 0.0% |
| 630 Transportation Benefit District A | 135,000.00 | 100,000.00 | 74.1% | 0.00 | 0.00 | 0.00 | 0.0% |
| 635 UVPRSA Agency Fund | 0.00 | 15,000.00 | 0.0% | 0.00 | 0.00 | 0.00 | 0.0% |
| | 11,356,413.68 | 4,552,938.58 | 40.1% | 0.00 | 0.00 | 0.00 | 0.0% |

EXPENDITURES LESS ENDING FUND BALANCES MAY 2016

City Of Leavenworth
MCAG #: 0222

Months: 01 To: 05

Time: 09:49:17 Date: 06/02/2016

Page: 1

| Fund | Revenue Budgeted | Received | | Expense Budgeted | Spent | | |
|---------------------------------------|------------------|-------------|-------------|----------------------|---------------------|--------------|--|
| 001 Current Expense | 0.00 | 0.00 | 0.0% | 2,856,706.30 | 801,956.23 | 28.1% | |
| 101 Streets | 0.00 | 0.00 | 0.0% | 1,777,165.32 | 438,351.48 | 24.7% | |
| 104 Lodging Tax | 0.00 | 0.00 | 0.0% | 1,378,321.00 | 545,977.08 | 39.6% | |
| 107 P.W. Capital Improvement | 0.00 | 0.00 | 0.0% | 80,000.00 | 30,000.00 | 37.5% | |
| 110 Leavenworth Civic Center | 0.00 | 0.00 | 0.0% | 157,753.97 | 68,658.75 | 43.5% | |
| 176 Community Swimming Pool | 0.00 | 0.00 | 0.0% | 234,391.00 | 21,992.51 | 9.4% | |
| 201 1997 G.O. Bond | 0.00 | 0.00 | 0.0% | 89,042.00 | 1,870.00 | 2.1% | |
| 202 2009 G.O. Bond | 0.00 | 0.00 | 0.0% | 29,043.00 | 14,521.39 | 50.0% | |
| 203 2013 G.O. Bond | 0.00 | 0.00 | 0.0% | 184,813.00 | 44,906.50 | 24.3% | |
| 301 Capital Projects Fund (Warehouse) | 0.00 | 0.00 | 0.0% | 90,542.75 | 1,781.25 | 2.0% | |
| 305 Pine Street Capital Project | 0.00 | 0.00 | 0.0% | 0.00 | 0.00 | 0.0% | |
| 402 Garbage | 0.00 | 0.00 | 0.0% | 653,579.00 | 246,241.28 | 37.7% | |
| 403 Water | 0.00 | 0.00 | 0.0% | 1,408,060.66 | 550,731.16 | 39.1% | |
| 404 Sewer | 0.00 | 0.00 | 0.0% | 1,625,570.67 | 670,342.80 | 41.2% | |
| 405 Water Bond Reserve | 0.00 | 0.00 | 0.0% | 0.00 | 0.00 | 0.0% | |
| 410 Stormwater | 0.00 | 0.00 | 0.0% | 80,939.34 | 31,035.70 | 38.3% | |
| 415 Parking | 0.00 | 0.00 | 0.0% | 293,330.00 | 104,612.72 | 35.7% | |
| 501 Equip Rental & Revolving Fund | 0.00 | 0.00 | 0.0% | 502,714.00 | 239,436.91 | 47.6% | |
| 502 Central Services | 0.00 | 0.00 | 0.0% | 77,275.00 | 33,622.22 | 43.5% | |
| 601 Cemetery Endowment Fund | 0.00 | 0.00 | 0.0% | 0.00 | 0.00 | 0.0% | |
| 630 Transportation Benefit District A | 0.00 | 0.00 | 0.0% | 135,000.00 | 100,000.00 | 74.1% | |
| 635 UVPRSA Agency Fund | 0.00 | 0.00 | 0.0% | 0.00 | 15,000.00 | 0.0% | |
| | 0.00 | 0.00 | 0.0% | 11,654,247.01 | 3,961,037.98 | 34.0% | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 1

001 Current Expense

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|--|---------------------|-------------------|---------------------|---------------------|--------------|
| 308 Beginning Balances | 1,031,933.00 | 0.00 | 1,031,932.97 | 0.03 | 100.0% |
| 310 Taxes | 1,859,052.00 | 213,487.36 | 863,858.33 | 995,193.67 | 46.5% |
| 320 Licenses & Permits | 128,050.00 | 57,882.93 | 116,531.92 | 11,518.08 | 91.0% |
| 330 Intergovernmental Revenues | 127,009.14 | 0.00 | 66,481.85 | 60,527.29 | 52.3% |
| 340 Charges For Goods & Services | 58,648.00 | 4,523.90 | 41,778.01 | 16,869.99 | 71.2% |
| 350 Fines & Penalties | 0.00 | 150.00 | 600.00 | (600.00) | 0.0% |
| 360 Interest & Other Earnings | 41,950.00 | 870.07 | 12,045.88 | 29,904.12 | 28.7% |
| 380 Non Revenues | 482,425.00 | 185.43 | 3,358.15 | 479,066.85 | 0.7% |
| 390 Other Financing Sources | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Fund Revenues: | 3,729,067.14 | 277,099.69 | 2,136,587.11 | 1,592,480.03 | 57.3% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 511 Legislative | 63,249.00 | 5,920.80 | 25,395.93 | 37,853.07 | 40.2% |
| 513 Executive | 121,262.00 | 9,815.13 | 49,621.73 | 71,640.27 | 40.9% |
| 514 Financial, Recording & Elections | 116,426.00 | 7,385.79 | 47,935.23 | 68,490.77 | 41.2% |
| 515 Legal Services | 48,250.00 | 5,760.75 | 20,373.25 | 27,876.75 | 42.2% |
| 518 Centralized Services | 118,630.00 | 2,224.11 | 49,549.64 | 69,080.36 | 41.8% |
| 521 Law Enforcement | 625,071.00 | 3,062.84 | 305,430.17 | 319,640.83 | 48.9% |
| 522 Fire Control | 43,000.00 | 0.00 | 10,750.00 | 32,250.00 | 25.0% |
| 525 Disaster Services | 4,450.00 | 0.00 | 2,613.60 | 1,836.40 | 58.7% |
| 536 Cemetery | 99,706.00 | 8,329.04 | 31,991.56 | 67,714.44 | 32.1% |
| 554 Environmental Services | 12,100.00 | 0.00 | 62.33 | 12,037.67 | 0.5% |
| 558 Planning & Community Devel | 233,244.00 | 7,906.58 | 70,276.77 | 162,967.23 | 30.1% |
| 559 Housing & Community Develop | 95,042.00 | 6,715.15 | 34,993.49 | 60,048.51 | 36.8% |
| 562 Public Health | 975.00 | 0.00 | 1,081.50 | (106.50) | 110.9% |
| 565 Welfare | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 566 Substance Abuse | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 569 Aging & Adult Services | 4,500.00 | 0.00 | 0.00 | 4,500.00 | 0.0% |
| 571 Education & Recreation | 3,000.00 | 0.00 | 1,078.40 | 1,921.60 | 35.9% |
| 576 Park Facilities | 502,298.00 | 52,836.39 | 198,661.99 | 303,636.01 | 39.6% |
| 580 Non Expenditures | 474,525.00 | 392.61 | 7,355.71 | 467,169.29 | 1.6% |
| 591 Debt Service - Principal Repayment | 44,843.00 | 44,843.32 | 44,843.32 | (0.32) | 100.0% |
| 592 Debt Service - Interest Costs | 11,323.00 | 6,221.91 | 6,221.91 | 5,101.09 | 54.9% |
| 594 Capital Expenditures | 204,812.30 | 15,709.15 | (106,280.30) | 311,092.60 | 51.9% |
| 597 Interfund Transfers | 30,000.00 | 0.00 | 0.00 | 30,000.00 | 0.0% |
| 999 Ending Balance | 872,360.84 | 0.00 | 0.00 | 872,360.84 | 0.0% |
| Fund Expenditures: | 3,729,067.14 | 177,123.57 | 801,956.23 | 2,927,110.91 | 21.5% |
| Fund Excess/(Deficit): | 0.00 | 99,976.12 | 1,334,630.88 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 2

101 Streets

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|--|---------------------|---------------------|-------------------|---------------------|--------------|
| 308 Beginning Balances | 128,805.00 | 0.00 | 128,804.85 | 0.15 | 100.0% |
| 310 Taxes | 536,064.00 | 34,943.39 | 211,852.61 | 324,211.39 | 39.5% |
| 330 Intergovernmental Revenues | 564,286.54 | 3,548.97 | 71,205.99 | 493,080.55 | 12.6% |
| 360 Interest & Other Earnings | 0.00 | (201,326.62) | 0.00 | 0.00 | 0.0% |
| 380 Non Revenues | 334,500.00 | 0.00 | 0.00 | 334,500.00 | 0.0% |
| 390 Other Financing Sources | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 397 Interfund Transfers | 215,000.00 | 100,000.00 | 130,000.00 | 85,000.00 | 60.5% |
| Fund Revenues: | 1,778,655.54 | (62,834.26) | 541,863.45 | 1,236,792.09 | 30.5% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 030 Roadway | 260,836.00 | 20,087.53 | 99,257.65 | 161,578.35 | 38.1% |
| 061 Sidewalks | 7,000.00 | 63.85 | 75.97 | 6,924.03 | 1.1% |
| 063 Street Lighting | 25,500.00 | 1,366.58 | 6,883.68 | 18,616.32 | 27.0% |
| 064 Traffic Control | 3,000.00 | 562.91 | 911.81 | 2,088.19 | 30.4% |
| 066 Snow & Ice | 40,500.00 | 0.00 | 23,126.34 | 17,373.66 | 57.1% |
| 067 Street Cleaning | 500.00 | 0.00 | 0.00 | 500.00 | 0.0% |
| 542 Streets - Maintenance | 337,336.00 | 22,080.87 | 130,255.45 | 207,080.55 | 38.6% |
| 543 Streets Admin & Overhead | 311,280.00 | 8,117.38 | 151,707.02 | 159,572.98 | 48.7% |
| 547 Transit Systems & Railroads | 500.00 | 0.00 | 0.00 | 500.00 | 0.0% |
| 580 Non Expenditures | 334,500.00 | 0.00 | 0.00 | 334,500.00 | 0.0% |
| 591 Debt Service - Principal Repayment | 56,924.00 | 56,924.33 | 56,924.33 | (0.33) | 100.0% |
| 592 Debt Service - Interest Costs | 5,473.00 | 5,472.21 | 5,472.21 | 0.79 | 100.0% |
| 594 Capital Expenditures | 4,000.00 | 0.00 | 0.00 | 4,000.00 | 0.0% |
| 595 Capital Expenditures- Streets | 727,152.32 | 0.00 | 93,992.47 | 633,159.85 | 12.9% |
| 597 Interfund Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 999 Ending Balance | 1,490.22 | 0.00 | 0.00 | 1,490.22 | 0.0% |
| Fund Expenditures: | 1,778,655.54 | 92,594.79 | 438,351.48 | 1,340,304.06 | 24.6% |
| Fund Excess/(Deficit): | 0.00 | (155,429.05) | 103,511.97 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016

Page: 3

104 Lodging Tax

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|--|---------------------|--------------------|-------------------|---------------------|--------------|
| 308 Beginning Balances | 287,325.00 | 0.00 | 287,325.04 | (0.04) | 100.0% |
| 310 Taxes | 1,358,662.00 | 71,430.42 | 561,790.94 | 796,871.06 | 41.3% |
| 360 Interest & Other Earnings | 0.00 | 90.23 | 354.19 | (354.19) | 0.0% |
| Fund Revenues: | 1,645,987.00 | 71,520.65 | 849,470.17 | 796,516.83 | 51.6% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 557 Community Services | 1,082,542.00 | 122,203.12 | 477,026.23 | 605,515.77 | 44.1% |
| 591 Debt Service - Principal Repayment | 90,000.00 | 0.00 | 0.00 | 90,000.00 | 0.0% |
| 592 Debt Service - Interest Costs | 48,736.00 | 24,215.38 | 24,215.38 | 24,520.62 | 49.7% |
| 594 Capital Expenditures | 128,000.00 | 8,777.04 | 30,214.08 | 97,785.92 | 23.6% |
| 597 Interfund Transfers | 29,043.00 | 14,521.39 | 14,521.39 | 14,521.61 | 50.0% |
| 999 Ending Balance | 267,666.00 | 0.00 | 0.00 | 267,666.00 | 0.0% |
| Fund Expenditures: | 1,645,987.00 | 169,716.93 | 545,977.08 | 1,100,009.92 | 33.2% |
| Fund Excess/(Deficit): | 0.00 | (98,196.28) | 303,493.09 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 4

107 P.W. Capital Improvement

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|-------------------------------|-------------------|------------------|-------------------|-------------------|--------------|
| 308 Beginning Balances | 119,613.00 | 0.00 | 119,613.24 | (0.24) | 100.0% |
| 310 Taxes | 80,000.00 | 9,994.10 | 58,445.06 | 21,554.94 | 73.1% |
| 360 Interest & Other Earnings | 0.00 | 36.05 | 109.42 | (109.42) | 0.0% |
| Fund Revenues: | 199,613.00 | 10,030.15 | 178,167.72 | 21,445.28 | 89.3% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 597 Interfund Transfers | 80,000.00 | 0.00 | 30,000.00 | 50,000.00 | 37.5% |
| 999 Ending Balance | 119,613.00 | 0.00 | 0.00 | 119,613.00 | 0.0% |
| Fund Expenditures: | 199,613.00 | 0.00 | 30,000.00 | 169,613.00 | 15.0% |
| Fund Excess/(Deficit): | 0.00 | 10,030.15 | 148,167.72 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 5

110 Leavenworth Civic Center

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|--|-------------------|-------------------|-------------------|-------------------|--------------|
| 308 Beginning Balances | 96,638.00 | 0.00 | 96,638.50 | (0.50) | 100.0% |
| 340 Charges For Goods & Services | 85,050.00 | 985.73 | 50,219.47 | 34,830.53 | 59.0% |
| 350 Fines & Penalties | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 360 Interest & Other Earnings | 0.00 | 18.11 | 75.18 | (75.18) | 0.0% |
| 380 Non Revenues | 500.00 | 59.28 | 267.83 | 232.17 | 53.6% |
| 397 Interfund Transfers | 30,000.00 | 0.00 | 0.00 | 30,000.00 | 0.0% |
| Fund Revenues: | 212,188.00 | 1,063.12 | 147,200.98 | 64,987.02 | 69.4% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 575 Cultural & Recreational Facilities | 113,121.00 | 5,567.79 | 51,639.39 | 61,481.61 | 45.6% |
| 580 Non Expenditures | 1,500.00 | 180.81 | 1,016.31 | 483.69 | 67.8% |
| 594 Capital Expenditures | 43,132.97 | 0.00 | 16,003.05 | 27,129.92 | 37.1% |
| 999 Ending Balance | 54,434.03 | 0.00 | 0.00 | 54,434.03 | 0.0% |
| Fund Expenditures: | 212,188.00 | 5,748.60 | 68,658.75 | 143,529.25 | 32.4% |
| Fund Excess/(Deficit): | 0.00 | (4,685.48) | 78,542.23 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 6

176 Community Swimming Pool

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|-----------------------------------|-------------------|-------------------|------------------|-------------------|--------------|
| 308 Beginning Balances | 30,336.00 | 0.00 | 30,335.68 | 0.32 | 100.0% |
| 310 Taxes | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 340 Charges For Goods & Services | 91,000.00 | 5,700.00 | 5,700.00 | 85,300.00 | 6.3% |
| 360 Interest & Other Earnings | 575.00 | 100.00 | 100.00 | 475.00 | 17.4% |
| 380 Non Revenues | 40,000.00 | 0.00 | 0.00 | 40,000.00 | 0.0% |
| 397 Interfund Transfers | 118,228.00 | 0.00 | 15,000.00 | 103,228.00 | 12.7% |
| Fund Revenues: | 280,139.00 | 5,800.00 | 51,135.68 | 229,003.32 | 18.3% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 576 Park Facilities | 179,066.00 | 8,022.50 | 21,143.59 | 157,922.41 | 11.8% |
| 580 Non Expenditures | 50,250.00 | 0.00 | 0.00 | 50,250.00 | 0.0% |
| 592 Debt Service - Interest Costs | 75.00 | 0.00 | 0.00 | 75.00 | 0.0% |
| 594 Capital Expenditures | 5,000.00 | 848.92 | 848.92 | 4,151.08 | 17.0% |
| 999 Ending Balance | 45,748.00 | 0.00 | 0.00 | 45,748.00 | 0.0% |
| Fund Expenditures: | 280,139.00 | 8,871.42 | 21,992.51 | 258,146.49 | 7.9% |
| Fund Excess/(Deficit): | 0.00 | (3,071.42) | 29,143.17 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 7

201 1997 G.O. Bond

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|--|-------------------|------------------|------------------|-------------------|--------------|
| 308 Beginning Balances | 60,418.00 | 0.00 | 60,417.57 | 0.43 | 100.0% |
| 310 Taxes | 60,000.00 | 19,151.02 | 33,052.59 | 26,947.41 | 55.1% |
| 360 Interest & Other Earnings | 0.00 | 21.54 | 113.23 | (113.23) | 0.0% |
| Fund Revenues: | 120,418.00 | 19,172.56 | 93,583.39 | 26,834.61 | 77.7% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 591 Debt Service - Principal Repayment | 85,000.00 | 0.00 | 0.00 | 85,000.00 | 0.0% |
| 592 Debt Service - Interest Costs | 4,042.00 | 1,870.00 | 1,870.00 | 2,172.00 | 46.3% |
| 999 Ending Balance | 31,376.00 | 0.00 | 0.00 | 31,376.00 | 0.0% |
| Fund Expenditures: | 120,418.00 | 1,870.00 | 1,870.00 | 118,548.00 | 1.6% |
| Fund Excess/(Deficit): | 0.00 | 17,302.56 | 91,713.39 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 8

202 2009 G.O. Bond

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|--|------------------|------------------|------------------|------------------|--------------|
| 308 Beginning Balances | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 360 Interest & Other Earnings | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 397 Interfund Transfers | 29,043.00 | 14,521.39 | 14,521.39 | 14,521.61 | 50.0% |
| Fund Revenues: | 29,043.00 | 14,521.39 | 14,521.39 | 14,521.61 | 50.0% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 591 Debt Service - Principal Repayment | 26,717.00 | 13,255.78 | 13,255.78 | 13,461.22 | 49.6% |
| 592 Debt Service - Interest Costs | 2,326.00 | 1,265.61 | 1,265.61 | 1,060.39 | 54.4% |
| 999 Ending Balance | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Fund Expenditures: | 29,043.00 | 14,521.39 | 14,521.39 | 14,521.61 | 50.0% |
| Fund Excess/(Deficit): | 0.00 | 0.00 | 0.00 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 9

203 2013 G.O. Bond

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|---|-------------------|------------------|------------------|-------------------|--------------|
| 308 Beginning Balances | 28.00 | 0.00 | 0.00 | 28.00 | 0.0% |
| 390 Other Financing Sources | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 397 Interfund Transfers | 184,813.00 | 44,906.50 | 44,906.50 | 139,906.50 | 24.3% |
| Fund Revenues: | 184,841.00 | 44,906.50 | 44,906.50 | 139,934.50 | 24.3% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 591 Debt Service - Principal Repayment | 95,000.00 | 0.00 | 0.00 | 95,000.00 | 0.0% |
| 592 Debt Service - Interest Costs | 89,813.00 | 44,906.50 | 44,906.50 | 44,906.50 | 50.0% |
| 593 Advance Refunding Escrow | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 595 Capital Expenditures- Streets | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 596 Issuance Discount On Long-Term Debt | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 597 Interfund Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 999 Ending Balance | 28.00 | 0.00 | 0.00 | 28.00 | 0.0% |
| Fund Expenditures: | 184,841.00 | 44,906.50 | 44,906.50 | 139,934.50 | 24.3% |
| Fund Excess/(Deficit): | 0.00 | 0.00 | 0.00 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 10

301 Capital Projects Fund (Warehouse)

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|-----------------------------------|------------------|--------------|------------------|------------------|---------------|
| 308 Beginning Balances | 90,666.00 | 0.00 | 90,665.85 | 0.15 | 100.0% |
| 360 Interest & Other Earnings | 0.00 | 27.12 | 142.57 | (142.57) | 0.0% |
| 397 Interfund Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Fund Revenues: | 90,666.00 | 27.12 | 90,808.42 | (142.42) | 100.2% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 518 Centralized Services | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 595 Capital Expenditures- Streets | 90,542.75 | 0.00 | 1,781.25 | 88,761.50 | 2.0% |
| 597 Interfund Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 999 Ending Balance | 123.25 | 0.00 | 0.00 | 123.25 | 0.0% |
| Fund Expenditures: | 90,666.00 | 0.00 | 1,781.25 | 88,884.75 | 2.0% |
| Fund Excess/(Deficit): | 0.00 | 27.12 | 89,027.17 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 11

305 Pine Street Capital Project

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|-----------------------------------|--------------|-------------------|-------------------|---------------------|-------------|
| 308 Beginning Balances | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 360 Interest & Other Earnings | 0.00 | 200,000.00 | 200,000.00 | (200,000.00) | 0.0% |
| Fund Revenues: | 0.00 | 200,000.00 | 200,000.00 | (200,000.00) | 0.0% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 595 Capital Expenditures- Streets | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 999 Ending Balance | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Fund Expenditures: | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Fund Excess/(Deficit): | 0.00 | 200,000.00 | 200,000.00 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 12

402 Garbage

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|--|-------------------|------------------|-------------------|-------------------|--------------|
| 308 Beginning Balances | 173,152.00 | 0.00 | 173,151.67 | 0.33 | 100.0% |
| 330 Intergovernmental Revenues | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 340 Charges For Goods & Services | 676,478.00 | 59,634.71 | 293,732.23 | 382,745.77 | 43.4% |
| 360 Interest & Other Earnings | 2,500.00 | 448.78 | 600.92 | 1,899.08 | 24.0% |
| 380 Non Revenues | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Fund Revenues: | 852,130.00 | 60,083.49 | 467,484.82 | 384,645.18 | 54.9% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 537 Garbage & Solid Waste | 616,079.00 | 34,423.60 | 239,719.66 | 376,359.34 | 38.9% |
| 591 Debt Service - Principal Repayment | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 592 Debt Service - Interest Costs | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 594 Capital Expenditures | 37,500.00 | 394.27 | 6,521.62 | 30,978.38 | 17.4% |
| 597 Interfund Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 999 Ending Balance | 198,551.00 | 0.00 | 0.00 | 198,551.00 | 0.0% |
| Fund Expenditures: | 852,130.00 | 34,817.87 | 246,241.28 | 605,888.72 | 28.9% |
| Fund Excess/(Deficit): | 0.00 | 25,265.62 | 221,243.54 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 13

403 Water

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|--|---------------------|--------------------|-------------------|-------------------|--------------|
| 308 Beginning Balances | 78,732.00 | 0.00 | 78,731.94 | 0.06 | 100.0% |
| 340 Charges For Goods & Services | 1,374,601.00 | 117,699.54 | 525,361.56 | 849,239.44 | 38.2% |
| 350 Fines & Penalties | 8,500.00 | 872.00 | 5,580.54 | 2,919.46 | 65.7% |
| 360 Interest & Other Earnings | 50.00 | 16.26 | 51.03 | (1.03) | 102.1% |
| 370 Capital Contributions | 70,000.00 | 0.00 | 0.00 | 70,000.00 | 0.0% |
| 380 Non Revenues | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 390 Other Financing Sources | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 397 Interfund Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Fund Revenues: | 1,531,883.00 | 118,587.80 | 609,725.07 | 922,157.93 | 39.8% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 534 Water Utilities | 946,221.66 | 49,894.06 | 440,877.98 | 505,343.68 | 46.6% |
| 580 Non Expenditures | 43,000.00 | 0.00 | 0.00 | 43,000.00 | 0.0% |
| 591 Debt Service - Principal Repayment | 305,962.00 | 84,983.53 | 84,983.53 | 220,978.47 | 27.8% |
| 592 Debt Service - Interest Costs | 42,877.00 | 16,133.27 | 16,133.27 | 26,743.73 | 37.6% |
| 594 Capital Expenditures | 70,000.00 | 56.25 | 8,736.38 | 61,263.62 | 12.5% |
| 597 Interfund Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 999 Ending Balance | 123,822.34 | 0.00 | 0.00 | 123,822.34 | 0.0% |
| Fund Expenditures: | 1,531,883.00 | 151,067.11 | 550,731.16 | 981,151.84 | 36.0% |
| Fund Excess/(Deficit): | 0.00 | (32,479.31) | 58,993.91 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 14

404 Sewer

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|--|---------------------|--------------------|---------------------|---------------------|--------------|
| 308 Beginning Balances | 788,762.00 | 0.00 | 788,761.71 | 0.29 | 100.0% |
| 340 Charges For Goods & Services | 1,431,912.00 | 126,234.23 | 612,640.55 | 819,271.45 | 42.8% |
| 350 Fines & Penalties | 8,500.00 | 0.00 | 0.00 | 8,500.00 | 0.0% |
| 360 Interest & Other Earnings | 0.00 | 290.79 | 1,328.52 | (1,328.52) | 0.0% |
| 370 Capital Contributions | 70,000.00 | 0.00 | 0.00 | 70,000.00 | 0.0% |
| 380 Non Revenues | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 390 Other Financing Sources | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Fund Revenues: | 2,299,174.00 | 126,525.02 | 1,402,730.78 | 896,443.22 | 61.0% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 535 Sewer | 988,104.67 | 48,713.07 | 423,106.08 | 564,998.59 | 42.8% |
| 591 Debt Service - Principal Repayment | 305,292.00 | 159,830.70 | 228,061.47 | 77,230.53 | 74.7% |
| 592 Debt Service - Interest Costs | 7,174.00 | 5,045.54 | 5,045.54 | 2,128.46 | 70.3% |
| 594 Capital Expenditures | 325,000.00 | 0.00 | 14,129.71 | 310,870.29 | 4.3% |
| 999 Ending Balance | 673,603.33 | 0.00 | 0.00 | 673,603.33 | 0.0% |
| Fund Expenditures: | 2,299,174.00 | 213,589.31 | 670,342.80 | 1,628,831.20 | 29.2% |
| Fund Excess/(Deficit): | 0.00 | (87,064.29) | 732,387.98 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 15

405 Water Bond Reserve

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|-------------------------------|------------------|-------------|------------------|------------------|--------------|
| 308 Beginning Balances | 45,024.00 | 0.00 | 45,023.85 | 0.15 | 100.0% |
| 380 Non Revenues | 43,000.00 | 0.00 | 0.00 | 43,000.00 | 0.0% |
| 397 Interfund Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Fund Revenues: | 88,024.00 | 0.00 | 45,023.85 | 43,000.15 | 51.1% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 580 Non Expenditures | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 999 Ending Balance | 88,024.00 | 0.00 | 0.00 | 88,024.00 | 0.0% |
| Fund Expenditures: | 88,024.00 | 0.00 | 0.00 | 88,024.00 | 0.0% |
| Fund Excess/(Deficit): | 0.00 | 0.00 | 45,023.85 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 16

406 Sewer Bond Reserve

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|-------------------------------|-------------------|-------------|-------------------|-------------------|---------------|
| 308 Beginning Balances | 132,024.00 | 0.00 | 132,023.84 | 0.16 | 100.0% |
| 397 Interfund Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Fund Revenues: | 132,024.00 | 0.00 | 132,023.84 | 0.16 | 100.0% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 999 Ending Balance | 132,024.00 | 0.00 | 0.00 | 132,024.00 | 0.0% |
| Fund Expenditures: | 132,024.00 | 0.00 | 0.00 | 132,024.00 | 0.0% |
| Fund Excess/(Deficit): | 0.00 | 0.00 | 132,023.84 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 17

410 Stormwater

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|--|-------------------|-------------------|------------------|------------------|--------------|
| 308 Beginning Balances | 14,629.00 | 0.00 | 14,629.01 | (0.01) | 100.0% |
| 330 Intergovernmental Revenues | 33,629.00 | 0.00 | 25,481.28 | 8,147.72 | 75.8% |
| 340 Charges For Goods & Services | 60,463.00 | 4,877.75 | 23,690.25 | 36,772.75 | 39.2% |
| 360 Interest & Other Earnings | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 380 Non Revenues | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Fund Revenues: | 108,721.00 | 4,877.75 | 63,800.54 | 44,920.46 | 58.7% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 531 Storm Water Services | 40,508.00 | 172.43 | 13,487.42 | 27,020.58 | 33.3% |
| 580 Non Expenditures | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 591 Debt Service - Principal Repayment | 4,958.00 | 4,958.34 | 4,958.34 | (0.34) | 100.0% |
| 592 Debt Service - Interest Costs | 545.00 | 545.41 | 545.41 | (0.41) | 100.1% |
| 594 Capital Expenditures | 34,928.34 | 1,873.53 | 12,044.53 | 22,883.81 | 34.5% |
| 999 Ending Balance | 27,781.66 | 0.00 | 0.00 | 27,781.66 | 0.0% |
| Fund Expenditures: | 108,721.00 | 7,549.71 | 31,035.70 | 77,685.30 | 28.5% |
| Fund Excess/(Deficit): | 0.00 | (2,671.96) | 32,764.84 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 18

415 Parking

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|-----------------------------------|-------------------|--------------------|-------------------|-------------------|--------------|
| 308 Beginning Balances | 189,994.00 | 0.00 | 189,993.52 | 0.48 | 100.0% |
| 360 Interest & Other Earnings | 371,800.00 | 30,256.63 | 113,884.23 | 257,915.77 | 30.6% |
| 397 Interfund Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Fund Revenues: | 561,794.00 | 30,256.63 | 303,877.75 | 257,916.25 | 54.1% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 542 Streets - Maintenance | 47,517.00 | 3,358.01 | 19,145.90 | 28,371.10 | 40.3% |
| 580 Non Expenditures | 61,000.00 | 1,687.81 | 40,560.32 | 20,439.68 | 66.5% |
| 592 Debt Service - Interest Costs | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 597 Interfund Transfers | 184,813.00 | 44,906.50 | 44,906.50 | 139,906.50 | 24.3% |
| 999 Ending Balance | 268,464.00 | 0.00 | 0.00 | 268,464.00 | 0.0% |
| Fund Expenditures: | 561,794.00 | 49,952.32 | 104,612.72 | 457,181.28 | 18.6% |
| Fund Excess/(Deficit): | 0.00 | (19,695.69) | 199,265.03 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 19

501 Equip Rental & Revolving Fund

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|---|-------------------|--------------------|-------------------|-------------------|--------------|
| 308 Beginning Balances | 243,884.00 | 0.00 | 243,883.81 | 0.19 | 100.0% |
| 340 Charges For Goods & Services | 523,800.00 | 0.00 | 256,900.00 | 266,900.00 | 49.0% |
| 360 Interest & Other Earnings | 0.00 | 106.92 | 482.02 | (482.02) | 0.0% |
| 380 Non Revenues | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.0% |
| 390 Other Financing Sources | 2,500.00 | 0.00 | 0.00 | 2,500.00 | 0.0% |
| 397 Interfund Transfers | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Fund Revenues: | 771,184.00 | 106.92 | 501,265.83 | 269,918.17 | 65.0% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 548 Public Works - Centralized Services | 292,274.00 | 17,714.60 | 106,419.87 | 185,854.13 | 36.4% |
| 580 Non Expenditures | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 0.0% |
| 591 Debt Service - Principal Repayment | 59,896.00 | 30,174.96 | 30,174.96 | 29,721.04 | 50.4% |
| 592 Debt Service - Interest Costs | 15,544.00 | 8,046.28 | 8,046.28 | 7,497.72 | 51.8% |
| 594 Capital Expenditures | 134,000.00 | 0.00 | 94,795.80 | 39,204.20 | 70.7% |
| 999 Ending Balance | 268,470.00 | 0.00 | 0.00 | 268,470.00 | 0.0% |
| Fund Expenditures: | 771,184.00 | 55,935.84 | 239,436.91 | 531,747.09 | 31.0% |
| Fund Excess/(Deficit): | 0.00 | (55,828.92) | 261,828.92 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 20

502 Central Services

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|----------------------------------|------------------|-------------------|------------------|------------------|--------------|
| 308 Beginning Balances | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 340 Charges For Goods & Services | 77,275.00 | 0.00 | 38,638.00 | 38,637.00 | 50.0% |
| 360 Interest & Other Earnings | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Fund Revenues: | 77,275.00 | 0.00 | 38,638.00 | 38,637.00 | 50.0% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 518 Centralized Services | 71,275.00 | 4,324.10 | 31,977.37 | 39,297.63 | 44.9% |
| 594 Capital Expenditures | 6,000.00 | 0.00 | 1,644.85 | 4,355.15 | 27.4% |
| 999 Ending Balance | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Fund Expenditures: | 77,275.00 | 4,324.10 | 33,622.22 | 43,652.78 | 43.5% |
| Fund Excess/(Deficit): | 0.00 | (4,324.10) | 5,015.78 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 21

601 Cemetery Endowment Fund

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|----------------------------------|-------------------|---------------|-------------------|-------------------|--------------|
| 308 Beginning Balances | 189,111.00 | 0.00 | 189,111.19 | (0.19) | 100.0% |
| 340 Charges For Goods & Services | 6,500.00 | 225.00 | 2,661.50 | 3,838.50 | 40.9% |
| 360 Interest & Other Earnings | 50.00 | 81.14 | 394.84 | (344.84) | 789.7% |
| 380 Non Revenues | 34,000.00 | 0.00 | 34,000.00 | 0.00 | 100.0% |
| Fund Revenues: | 229,661.00 | 306.14 | 226,167.53 | 3,493.47 | 98.5% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 536 Cemetery | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 580 Non Expenditures | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 999 Ending Balance | 229,661.00 | 0.00 | 0.00 | 229,661.00 | 0.0% |
| Fund Expenditures: | 229,661.00 | 0.00 | 0.00 | 229,661.00 | 0.0% |
| Fund Excess/(Deficit): | 0.00 | 306.14 | 226,167.53 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
Page: 22

630 Transportation Benefit District Agency Fund

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|--------------------------------|-------------------|-------------------|-------------------|------------------|--------------|
| 308 Beginning Balances | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| 330 Intergovernmental Revenues | 135,000.00 | 100,000.00 | 100,000.00 | 35,000.00 | 74.1% |
| Fund Revenues: | 135,000.00 | 100,000.00 | 100,000.00 | 35,000.00 | 74.1% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 597 Interfund Transfers | 135,000.00 | 100,000.00 | 100,000.00 | 35,000.00 | 74.1% |
| 999 Ending Balance | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Fund Expenditures: | 135,000.00 | 100,000.00 | 100,000.00 | 35,000.00 | 74.1% |
| Fund Excess/(Deficit): | 0.00 | 0.00 | 0.00 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
 MCAG #: 0222

Time: 09:51:06 Date: 06/02/2016
 Page: 23

635 UVPRSA Agency Fund

| Revenues | Amt Budgeted | May | YTD | Remaining | |
|--------------------------------|--------------|-------------|------------------|--------------------|-------------|
| 308 Beginning Balances | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 0.0% |
| 330 Intergovernmental Revenues | 0.00 | 0.00 | 15,000.00 | (15,000.00) | 0.0% |
| Fund Revenues: | 0.00 | 0.00 | 15,000.00 | (15,000.00) | 0.0% |
| Expenditures | Amt Budgeted | May | YTD | Remaining | |
| 597 Interfund Transfers | 0.00 | 0.00 | 15,000.00 | (15,000.00) | 0.0% |
| 999 Ending Balance | 0.00 | 0.00 | 0.00 | 0.00 | 0.0% |
| Fund Expenditures: | 0.00 | 0.00 | 15,000.00 | (15,000.00) | 0.0% |
| Fund Excess/(Deficit): | 0.00 | 0.00 | 0.00 | | |

2016 MAY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Months: 01 To: 05

Time: 09:51:06 Date: 06/02/2016

Page: 24

| Fund | Revenue | May | Received | | Expenditures | May | Spent | |
|---|----------------------|---------------------|---------------------|--------------|----------------------|---------------------|---------------------|--------------|
| 001 Current Expense | 3,729,067.14 | 277,099.69 | 2,136,587.11 | 57.3% | 3,729,067.14 | 177,123.57 | 801,956.23 | 21.5% |
| 101 Streets | 1,778,655.54 | -62,834.26 | 541,863.45 | 30.5% | 1,778,655.54 | 92,594.79 | 438,351.48 | 24.6% |
| 104 Lodging Tax | 1,645,987.00 | 71,520.65 | 849,470.17 | 51.6% | 1,645,987.00 | 169,716.93 | 545,977.08 | 33.2% |
| 107 P.W. Capital Improvement | 199,613.00 | 10,030.15 | 178,167.72 | 89.3% | 199,613.00 | 0.00 | 30,000.00 | 15.0% |
| 110 Leavenworth Civic Center | 212,188.00 | 1,063.12 | 147,200.98 | 69.4% | 212,188.00 | 5,748.60 | 68,658.75 | 32.4% |
| 176 Community Swimming Pool | 280,139.00 | 5,800.00 | 51,135.68 | 18.3% | 280,139.00 | 8,871.42 | 21,992.51 | 7.9% |
| 201 1997 G.O. Bond | 120,418.00 | 19,172.56 | 93,583.39 | 77.7% | 120,418.00 | 1,870.00 | 1,870.00 | 1.6% |
| 202 2009 G.O. Bond | 29,043.00 | 14,521.39 | 14,521.39 | 50.0% | 29,043.00 | 14,521.39 | 14,521.39 | 50.0% |
| 203 2013 G.O. Bond | 184,841.00 | 44,906.50 | 44,906.50 | 24.3% | 184,841.00 | 44,906.50 | 44,906.50 | 24.3% |
| 301 Capital Projects Fund (Warehouse) | 90,666.00 | 27.12 | 90,808.42 | 100.2% | 90,666.00 | 0.00 | 1,781.25 | 2.0% |
| 305 Pine Street Capital Project | 0.00 | 200,000.00 | 200,000.00 | 0.0% | 0.00 | 0.00 | 0.00 | 0.0% |
| 402 Garbage | 852,130.00 | 60,083.49 | 467,484.82 | 54.9% | 852,130.00 | 34,817.87 | 246,241.28 | 28.9% |
| 403 Water | 1,531,883.00 | 118,587.80 | 609,725.07 | 39.8% | 1,531,883.00 | 151,067.11 | 550,731.16 | 36.0% |
| 404 Sewer | 2,299,174.00 | 126,525.02 | 1,402,730.78 | 61.0% | 2,299,174.00 | 213,589.31 | 670,342.80 | 29.2% |
| 405 Water Bond Reserve | 88,024.00 | 0.00 | 45,023.85 | 51.1% | 88,024.00 | 0.00 | 0.00 | 0.0% |
| 406 Sewer Bond Reserve | 132,024.00 | 0.00 | 132,023.84 | 100.0% | 132,024.00 | 0.00 | 0.00 | 0.0% |
| 410 Stormwater | 108,721.00 | 4,877.75 | 63,800.54 | 58.7% | 108,721.00 | 7,549.71 | 31,035.70 | 28.5% |
| 415 Parking | 561,794.00 | 30,256.63 | 303,877.75 | 54.1% | 561,794.00 | 49,952.32 | 104,612.72 | 18.6% |
| 501 Equip Rental & Revolving Fund | 771,184.00 | 106.92 | 501,265.83 | 65.0% | 771,184.00 | 55,935.84 | 239,436.91 | 31.0% |
| 502 Central Services | 77,275.00 | 0.00 | 38,638.00 | 50.0% | 77,275.00 | 4,324.10 | 33,622.22 | 43.5% |
| 601 Cemetery Endowment Fund | 229,661.00 | 306.14 | 226,167.53 | 98.5% | 229,661.00 | 0.00 | 0.00 | 0.0% |
| 630 Transportation Benefit District Agency Fund | 135,000.00 | 100,000.00 | 100,000.00 | 74.1% | 135,000.00 | 100,000.00 | 100,000.00 | 74.1% |
| 635 UVPRSA Agency Fund | 0.00 | 0.00 | 15,000.00 | 0.0% | 0.00 | 0.00 | 15,000.00 | 0.0% |
| | 15,057,487.68 | 1,022,050.67 | 8,253,982.82 | 54.8% | 15,057,487.68 | 1,132,589.46 | 3,961,037.98 | 26.3% |

City of Leavenworth
Investment Report
May 31, 2016

| Issued By: | Maturity Date | Term Length | Rate of Return | Current Value |
|--|---|-------------|----------------|------------------------|
| Local Government Investment Pools | | | | |
| Primary Account | | | 0.42% | \$ 3,121,489.54 |
| Cashmere Valley Bank | | | | |
| Checking Account | | | 0.21% | \$ 1,180,556.66 |
| *Less Outstanding Cks - \$27,839.43 | | | | |
| *Includes 5/31 Deposit + \$164,983.26 | | | | |
| Total All Investments | | | | \$ 4,302,046.20 |
| Total May Banking Service Charges | (Note: CVB = \$97.86, LGIP = \$19.20) | | | \$ 117.06 |
| Total May Interest Received | (Note: CVB = \$206.20, LGIP = \$1,143.29) | | | \$ 1,349.49 |
| Total Monthly Interest Less Banking Service Fees | | | | \$ 1,232.43 |
| Total 2016 Interest Received to Date | | | | \$ 6,013.32 |

Performance Matrix

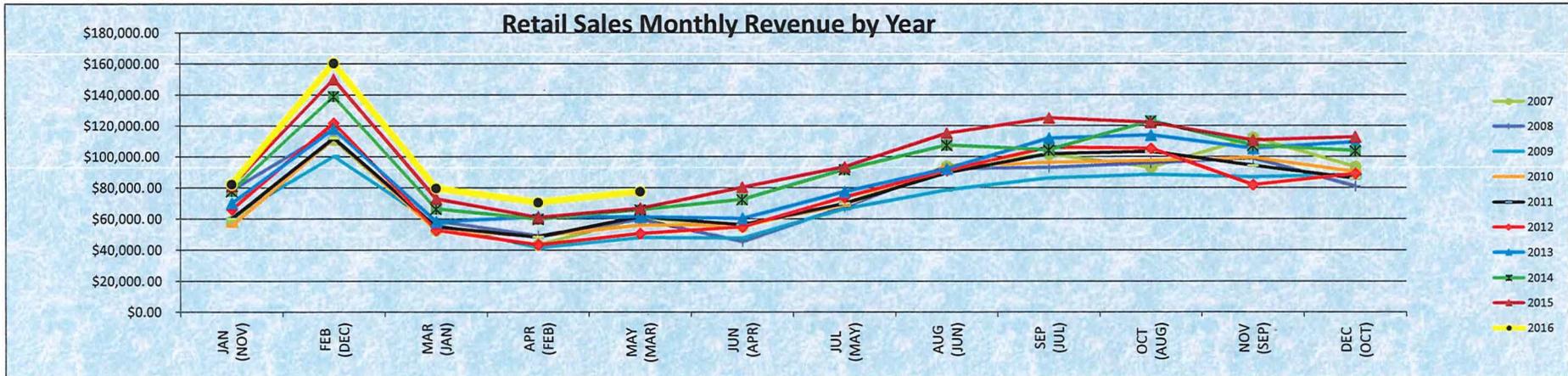
| | Prior Year | Current Year | Difference |
|-----------------|------------|--------------|------------|
| Rate of Return | 0.15% | 0.365% | 0.22% |
| Baseline (LGIP) | 0.14% | 0.424% | 0.28% |
| Difference | 0.00% | -0.059% | -0.06% |

Other Benchmarks

| | | | |
|--------------------------------|-------|--------|--------|
| US Treasury Bill - One Month | 0.01% | 0.27% | 0.26% |
| Difference from Rate of Return | 0.14% | 0.095% | -0.04% |

**CITY OF LEAVENWORTH
THROUGH MAY 31, 2016
RETAIL SALES TAX REVENUE SUMMARY**

| | 2007 | 2008 | 2009 | 2010 Budget \$945,400 % of inc/dec | 2011 Budget \$915,000 -3.22% | 2012 Budget \$933,300 2.00% | 2013 Budget \$970,914 4.03% | 2014 Budget \$980,825 1.02% | 2015 Budget \$1,124,346 14.63% | 2016 Budget \$1,191,064 5.93% | 14 to Date | 15 to Date |
|----------------|---------------------|---------------------|---------------------|--|------------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|--------------------------------------|-------------------------------------|---------------------|---------------------|
| JAN (NOV) | \$58,402.45 | \$78,351.71 | \$61,253.23 | \$55,478.19 | \$59,992.06 | \$66,134.18 | \$70,039.24 | \$77,885.19 | \$81,276.00 | \$82,229.55 | \$77,885.19 | \$81,276.00 |
| FEB (DEC) | \$110,826.96 | \$117,572.50 | \$100,248.23 | \$111,553.36 | \$112,092.20 | \$121,714.04 | \$117,842.00 | \$139,027.85 | \$150,090.90 | \$160,482.40 | \$139,027.85 | \$150,090.90 |
| MAR (JAN) | \$52,702.16 | \$58,537.75 | \$56,376.12 | \$52,641.95 | \$54,980.94 | \$52,709.96 | \$58,104.58 | \$66,458.31 | \$72,983.48 | \$79,753.92 | \$66,458.31 | \$72,983.48 |
| APR (FEB) | \$43,429.45 | \$49,016.61 | \$41,383.81 | \$48,939.70 | \$48,462.81 | \$43,427.64 | \$61,352.93 | \$59,894.79 | \$60,915.22 | \$70,665.74 | \$59,894.79 | \$60,915.22 |
| MAY (MAR) | \$60,576.92 | \$59,694.14 | \$48,106.34 | \$55,971.41 | \$61,683.13 | \$50,624.57 | \$61,209.63 | \$65,910.89 | \$66,896.21 | \$77,651.98 | \$65,910.89 | \$66,896.21 |
| JUN (APR) | \$55,117.42 | \$45,479.20 | \$47,672.75 | \$56,017.76 | \$56,231.75 | \$54,844.41 | \$60,287.29 | \$72,577.51 | \$80,291.66 | | | |
| JUL (MAY) | \$70,008.95 | \$67,616.96 | \$66,490.06 | \$68,687.08 | \$69,943.17 | \$73,895.34 | \$77,360.42 | \$91,682.02 | \$93,358.98 | | | |
| AUG (JUN) | \$93,810.83 | \$92,242.76 | \$78,413.05 | \$93,242.25 | \$89,697.80 | \$90,960.62 | \$92,008.79 | \$107,361.19 | \$115,075.66 | | | |
| SEP (JUL) | \$101,658.57 | \$92,948.66 | \$86,138.49 | \$96,155.60 | \$101,864.35 | \$105,916.40 | \$111,771.88 | \$104,207.90 | \$125,070.30 | | | |
| OCT (AUG) | \$93,016.75 | \$95,956.62 | \$88,378.94 | \$97,490.00 | \$103,404.51 | \$105,324.12 | \$113,741.68 | \$123,137.74 | \$122,108.05 | | | |
| NOV (SEP) | \$112,404.76 | \$98,948.15 | \$86,853.04 | \$99,429.91 | \$94,265.63 | \$81,757.72 | \$105,211.39 | \$107,108.63 | \$110,472.25 | | | |
| DEC (OCT) | \$93,421.15 | \$80,786.04 | \$88,412.13 | \$90,165.49 | \$85,894.50 | \$88,933.46 | \$109,218.15 | \$103,638.44 | \$112,615.05 | | | |
| TOTAL | \$945,376.37 | \$937,151.10 | \$849,726.19 | \$925,772.70 | \$938,512.85 | \$936,242.46 | \$1,038,147.98 | \$1,118,890.46 | \$1,191,153.76 | \$470,783.59 | \$409,177.03 | \$432,161.81 |
| Dollar Change | \$86,169.56 | (\$8,225.27) | (\$87,424.91) | \$76,046.51 | \$12,740.15 | (\$2,270.39) | \$101,905.52 | \$80,742.48 | \$72,263.30 | \$38,621.78 | \$61,606.56 | \$38,621.78 |
| Percent Change | 9.11% | -0.88% | -10.29% | 8.21% | 1.36% | -0.24% | 9.82% | 7.22% | 6.07% | 8.20% | | |
| | | | | | | | | | Previous Month | 7.09% | | |

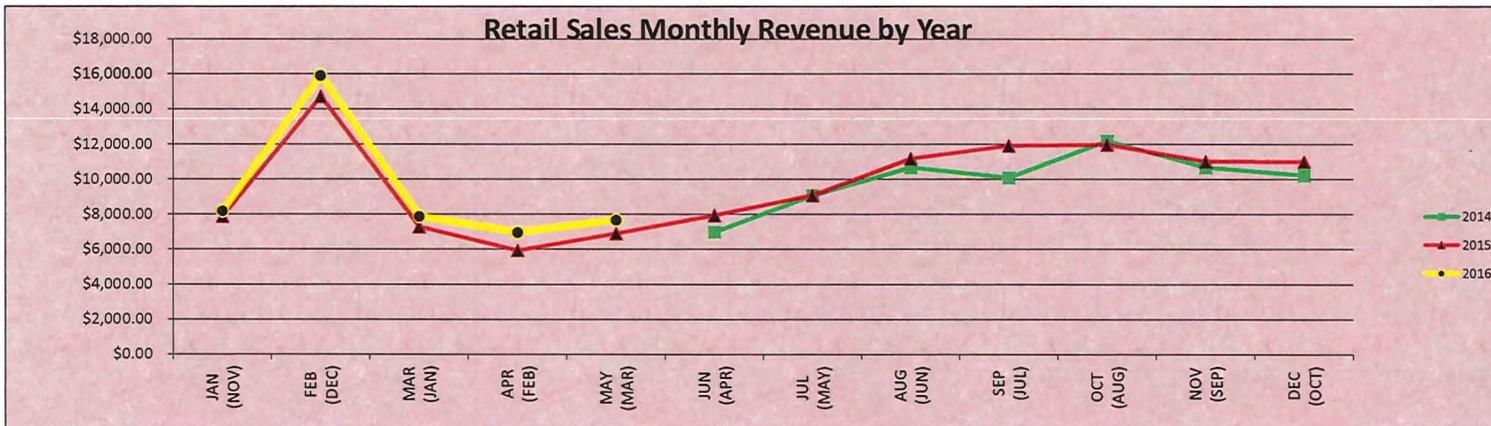


This chart shows annual trends on a month by month basis with the data point pertaining to the month the City received it's portion only of revenues. The month in paranthesis represents the month in which the sales were made by a customer, signifying a two-month lag in revenue posting. Retail Sales taxes are limited for city portions by RCW 82.14.030 to a maximum of 1% less .15% for County purposes. The City of Leavenworth portion of the total tax is at the current maximum receivable of .85%. Voter approved bonds or levys can increase tax collections for a City or County. In 2010, voters approved a .2% increase for the Leavenworth Transportation Benefit District that began collections in April 2011 with first revenues received in June 2011 bringing the total tax in Leavenworth to 8.3% at that time. In 2013, voters approved a .1% increase for a Public Safety tax that began collections in April 2014 with first revenues received in June 2014 bringing the total tax in Leavenworth to the current rate of 8.4%. The total current breakdown of retail taxes is 6.5% to Washington State, .85% to City of Leavenworth, .2% voted to Leavenworth Transportation Benefit District, .1% voted Public Safety Tax to City of Leavenworth (less .15 to County), .15% to Chelan County, .4% to LINK, .1% voted to Chelan County for Juvenile Detention Facilities, and .1% voted to Chelan County for 911.

NOTES: In December 2008 a major winter storm shut down the passes from Seattle for approximately 10 days. This most likely contributed to the reduction in revenues posted for February 2009. In late 2008 and 2009 the City had reduced revenues due to a downturn in the economy that was noted as the largest recession since the Great Depression. In Sept 2012 significant fires and smoke in the area for much of the month reduced sales taxes and had cancelled hotel reservations. 2014 experienced several off/on days of fire related smoke with July being the most affected.

**CITY OF LEAVENWORTH
THROUGH MAY 31, 2016
PUBLIC SAFETY RETAIL SALES TAX REVENUE SUMMARY**

| | 2014 | 2015 | 2016 |
|----------------|--------------------|---------------------|--------------------|
| | \$80,000 | \$105,000 | \$116,706 |
| % of inc/dec | | 31.25% | 11.15% |
| | 2014 | 2015 | 2016 |
| JAN (NOV) | | \$7,873.54 | \$8,183.87 |
| FEB (DEC) | | \$14,707.87 | \$15,900.09 |
| MAR (JAN) | | \$7,272.58 | \$7,871.57 |
| APR (FEB) | | \$5,924.83 | \$6,962.96 |
| MAY (MAR) | | \$6,901.61 | \$7,676.58 |
| JUN (APR) | \$6,977.84 | \$7,931.22 | |
| JUL (MAY) | \$9,058.40 | \$9,068.96 | |
| AUG (JUN) | \$10,657.40 | \$11,162.65 | |
| SEP (JUL) | \$10,078.75 | \$11,912.39 | |
| OCT (AUG) | \$12,187.94 | \$11,964.25 | |
| NOV (SEP) | \$10,656.47 | \$11,000.81 | |
| DEC (OCT) | \$10,203.45 | \$10,986.05 | |
| TOTAL | \$69,820.25 | \$116,706.76 | \$46,595.07 |
| Dollar Change | | \$46,886.51 | \$3,914.64 |
| Percent Change | | 40.17% | 8.40% |
| | | Previous Month | 8.07% |



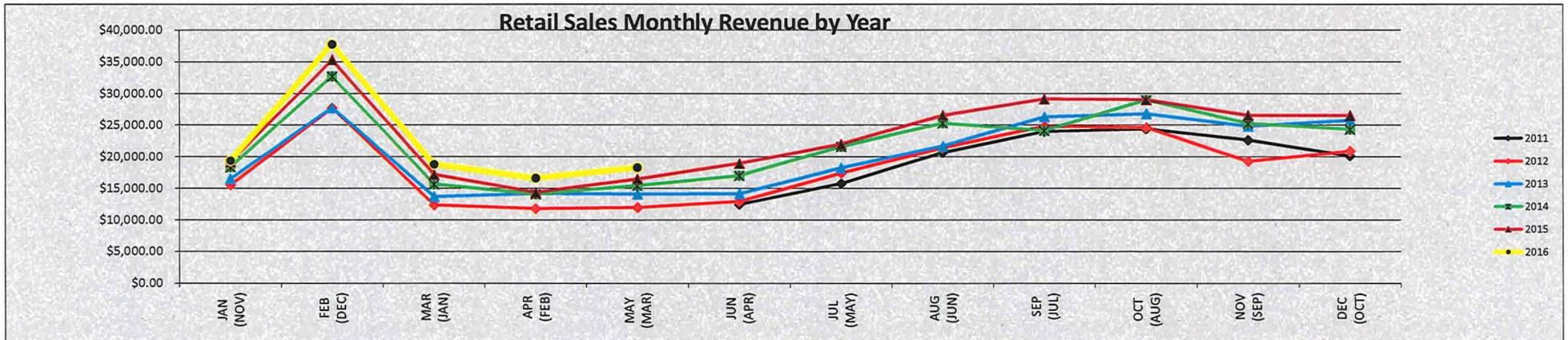
This chart shows annual trends on a month by month basis with the data point pertaining to the month the City received its portion of revenues. The month in parenthesis represents the month in which the sales were made by a customer, signifying a two-month lag in revenue posting. Retail Sales taxes are limited for city portions by RCW 82.14.030 to a maximum of 1% less .15% for County purposes. The City of Leavenworth portion of the total tax is at the current maximum receivable of .85%. Voter approved bonds or levys can increase tax collections for a City or County. In 2013, voters approved a .1% increase for this Public Safety Levy of which collections began in April 2014 with the first revenues posting in June 2014 bringing the total tax in Leavenworth to 8.4%. The total current breakdown of retail taxes is 6.5% to Washington State, .85% to City of Leavenworth, .2% voted to Leavenworth Transportation Benefit District, .1% voted Public Safety Tax to City of Leavenworth (less .15 to County), .15% to Chelan County, .4% to LINK, .1% voted to Chelan County for Juvenile Detention Facilities, and .1% voted to Chelan County for 911.

NOTES: 2014 experienced several off/on days of fire related smoke with July being the most affected.

**LEAVENWORTH TRANSPORTATION BENEFIT DISTRICT
THROUGH MAY 31, 2016
RETAIL SALES TAX REVENUE SUMMARY**

| | 2011 Budget | 2012 Budget | 2013 | 2014 | 2015 | 2016 | | |
|----------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|------------------------------|---------------------|
| | \$120,000 | \$210,000 | \$220,000 | \$230,000 | \$279,760 | \$290,950 | | |
| | % of inc/dec | 75.00% | 4.76% | 4.55% | 21.63% | 4.00% | | |
| | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 14 to Date | 15 to Date |
| JAN (NOV) | | \$15,541.57 | \$16,473.43 | \$18,325.46 | \$19,168.34 | \$19,354.68 | \$18,325.46 | \$19,168.34 |
| FEB (DEC) | | \$27,724.38 | \$27,703.29 | \$32,715.64 | \$35,318.17 | \$37,758.69 | \$32,715.64 | \$35,318.17 |
| MAR (JAN) | | \$12,339.36 | \$13,680.14 | \$15,638.89 | \$17,182.67 | \$18,779.62 | \$15,638.89 | \$17,182.67 |
| APR (FEB) | | \$11,762.75 | \$14,155.23 | \$14,059.24 | \$14,341.30 | \$16,626.75 | \$14,059.24 | \$14,341.30 |
| MAY (MAR) | | \$11,951.81 | \$14,066.88 | \$15,402.60 | \$16,470.88 | \$18,284.81 | \$15,402.60 | \$16,470.88 |
| JUN (APR) | \$12,459.41 | \$12,889.93 | \$14,126.77 | \$16,997.39 | \$18,902.30 | | | |
| JUL (MAY) | \$15,786.88 | \$17,382.63 | \$18,204.35 | \$21,575.40 | \$21,976.13 | | | |
| AUG (JUN) | \$20,669.17 | \$21,382.86 | \$21,651.52 | \$25,265.46 | \$26,519.75 | | | |
| SEP (JUL) | \$23,975.33 | \$24,769.67 | \$26,279.71 | \$24,090.39 | \$29,128.60 | | | |
| OCT (AUG) | \$24,364.31 | \$24,552.99 | \$26,756.93 | \$28,978.70 | \$28,996.24 | | | |
| NOV (SEP) | \$22,641.94 | \$19,241.86 | \$24,754.87 | \$25,201.85 | \$26,503.22 | | | |
| DEC (OCT) | \$20,127.09 | \$20,875.85 | \$25,716.97 | \$24,285.01 | \$26,503.22 | | | |
| TOTAL | \$140,024.13 | \$220,415.66 | \$243,570.09 | \$262,536.03 | \$281,010.82 | \$110,804.55 | \$96,141.83 | \$102,481.36 |
| Dollar Change | | \$80,391.53 | \$23,154.43 | \$18,965.94 | \$18,474.79 | \$8,323.19 | \$14,662.72 | \$8,323.19 |
| Percent Change | | 36.47% | 9.51% | 7.22% | 6.57% | 7.51% | Difference from Current Year | |
| | | | | | Previous Month | 7.04% | | |

Note: Dollar amounts include retail sales tax interest accrued and paid by Chelan County to the TBD.



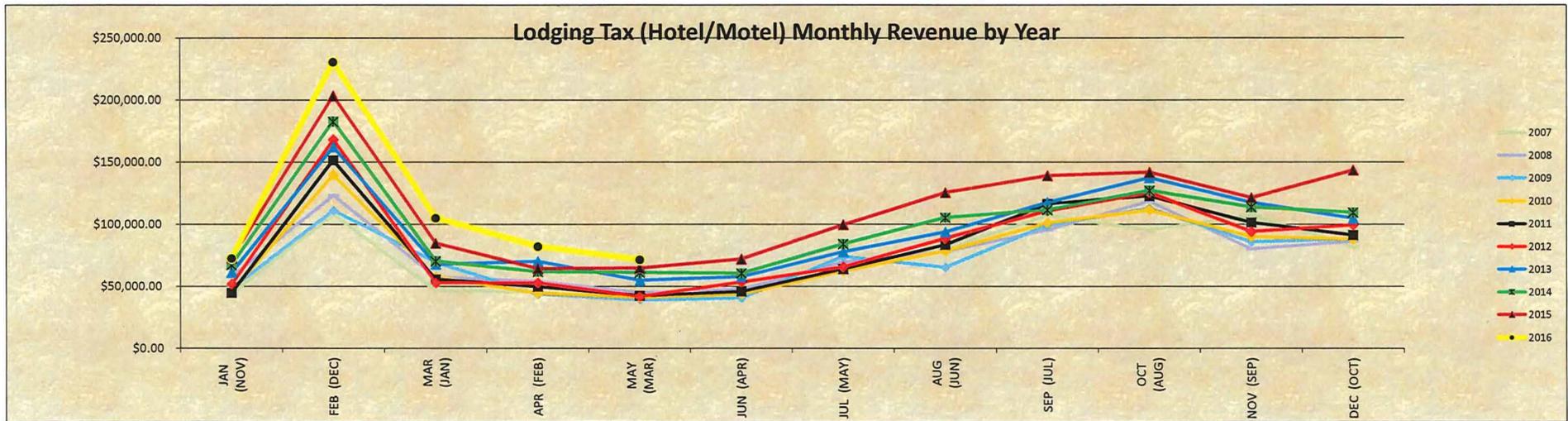
This chart shows annual trends on a month by month basis with the data point pertaining to the month the TBD received it's portion of revenues. The month in paranthesis represents the month in which the sales were made by a customer, signifying a two-month lag in revenue posting. Retail Sales taxes are limited for city portions by RCW 82.14.030 to a maximum of 1% less .15% for County purposes. The City of Leavenworth portion of the total tax is at the current maximum receivable of .85%. Voter approved bonds or levys can increase tax collections for a City or County. In 2010, voters approved a .2% increase for the Leavenworth Transportation Benefit District that collections began in April 2011 with the first revenues posting in June 2011 bringing the total tax in Leavenworth to 8.3%; in 2014 a new public safety tax of .1% went into effect bringing the current total tax to 8.4%. The total current breakdown of retail taxes is 6.5% to Washington State, .85% to City of Leavenworth, .2% voted to Leavenworth Transportation Benefit District, .1% voted Public Safety Tax to City of Leavenworth (less .15 to County), .15% to Chelan County, .4% to LINK, .1% voted to Chelan County for Juvenile Detention Facilities, and .1% voted to Chelan County for 911.

NOTES:

In Sept 2012 significant fires and smoke in the area for much of the month reduced sales taxes and had cancelled hotel reservations. 2014 experienced several off/on days of fire related smoke with July being the most affected.

**CITY OF LEAVENWORTH
THROUGH MAY 31, 2016
HOTEL/MOTEL TAX SUMMARY**

| | 2007 | 2008 | 2009 | 2010 Budget | 2011 Budget | 2012 Budget | 2013 Budget | 2014 Budget | 2015 Budget | 2016 Budget | 14 to Date | 15 to Date |
|--------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|---------------------|---------------------|---------------------|-------------------|------------------------------|---------------------|
| | | | | \$862,380 | \$900,000 | \$1,010,000 | \$1,115,000 | \$1,115,000 | \$1,148,450 | \$1,358,662 | | |
| | | | | % of inc/dec | 4.36% | 12.22% | 10.40% | 0.00% | 3.00% | 18.30% | | |
| | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 14 to Date | 15 to Date | | | |
| JAN (NOV) | \$43,676.30 | \$57,770.17 | \$48,159.37 | \$45,692.81 | \$44,744.87 | \$51,747.07 | \$61,161.49 | \$67,352.04 | \$72,774.95 | \$72,503.92 | \$67,352.04 | \$72,774.95 |
| FEB (DEC) | \$107,984.89 | \$123,149.24 | \$110,882.68 | \$139,798.34 | \$151,463.74 | \$167,970.62 | \$162,124.64 | \$182,740.88 | \$203,289.69 | \$230,680.04 | \$182,740.88 | \$203,289.69 |
| MAR (JAN) | \$46,570.85 | \$57,248.85 | \$69,129.07 | \$57,559.05 | \$55,761.68 | \$52,843.97 | \$67,738.08 | \$70,368.12 | \$84,638.14 | \$105,038.24 | \$70,368.12 | \$84,638.14 |
| APR (FEB) | \$45,192.83 | \$53,941.88 | \$43,273.61 | \$44,396.30 | \$49,808.19 | \$52,723.58 | \$70,077.85 | \$61,815.91 | \$64,282.80 | \$82,138.32 | \$61,815.91 | \$64,282.80 |
| MAY (MAR) | \$39,241.21 | \$44,598.70 | \$38,618.34 | \$40,814.14 | \$42,376.01 | \$41,711.87 | \$54,702.77 | \$61,090.43 | \$64,709.74 | \$71,430.42 | \$61,090.43 | \$64,709.74 |
| JUN (APR) | \$46,519.77 | \$47,560.22 | \$40,357.53 | \$43,458.03 | \$45,712.33 | \$53,368.35 | \$57,841.15 | \$60,565.32 | \$71,864.15 | | | |
| JUL (MAY) | \$62,037.37 | \$69,455.03 | \$73,801.66 | \$62,597.43 | \$64,030.51 | \$65,646.98 | \$77,659.51 | \$84,079.01 | \$99,616.39 | | | |
| AUG (JUN) | \$79,785.25 | \$77,836.14 | \$65,221.65 | \$78,378.66 | \$83,496.73 | \$88,498.61 | \$93,567.58 | \$105,280.16 | \$125,407.55 | | | |
| SEP (JUL) | \$107,010.80 | \$95,184.31 | \$98,799.13 | \$101,088.94 | \$116,431.33 | \$110,781.18 | \$117,312.64 | \$111,586.19 | \$138,941.68 | | | |
| OCT (AUG) | \$95,283.83 | \$118,300.41 | \$112,656.59 | \$111,453.03 | \$122,748.95 | \$125,397.41 | \$137,181.92 | \$127,031.10 | \$141,674.05 | | | |
| NOV (SEP) | \$107,289.70 | \$80,031.14 | \$85,635.79 | \$90,031.46 | \$101,456.46 | \$93,927.17 | \$117,619.19 | \$113,830.61 | \$121,350.49 | | | |
| DEC (OCT) | \$81,733.63 | \$86,168.21 | \$88,082.42 | \$88,034.46 | \$91,334.87 | \$99,219.80 | \$104,716.81 | \$109,483.26 | \$143,471.09 | | | |
| GRAND TOTAL | 862,326.43 | 911,244.30 | 874,617.84 | 903,302.65 | 969,365.67 | 1,003,836.61 | 1,121,703.63 | 1,155,223.03 | 1,332,020.72 | 561,790.94 | \$443,367.38 | \$489,695.32 |
| Dollar Change | \$44,060.65 | \$48,917.87 | (\$36,626.46) | \$28,684.81 | \$66,063.02 | \$34,470.94 | \$117,867.02 | \$33,519.40 | \$176,797.69 | \$72,095.62 | \$118,423.56 | \$72,095.62 |
| Percent Change | 5.11% | 5.37% | -4.19% | 3.18% | 6.82% | 3.43% | 10.51% | 2.90% | 13.27% | 12.83% | Difference from Current Year | |
| | | | | | | | | | | Previous Month | 13.33% | |



This chart shows annual trends on a month by month basis with the data point pertaining to the month the City received the revenues. The month in parenthesis represents the month in which the customer paid for the lodging stay, signifying a two-month lag in revenue posting. The most current year has a thicker line for ease of viewing. Lodging taxes are imposed by RCW 82.08 and have been set at a special rate of 5% by the City of Leavenworth.

NOTES: In December 2008 a major winter storm shut down the passes from Seattle for approximately 10 days. This most likely contributed to the reduction in revenues posted for February 2009. Sept 2012 significant fires and smoke in the area for much of the month reduced sales taxes and had cancelled hotel reservations. 2014 experienced several off/on days of fire related smoke with July being the most affected. 2015 is estimated to have increased significantly due to new hotel units (upwards of 100 new units between 2013-2015) coming on line plus increase in tourism activity.

**CITY OF LEAVENWORTH
THROUGH MAY 31, 2016
PROPERTY TAX REVENUE SUMMARY - GENERAL FUND ONLY**

| | Actual 2007 | Actual 2008 | Actual 2009 | Actual 2010 | Actual 2011 | Actual 2012 | Actual 2013 | Actual 2014 | Actual 2015 | Budget 2016 |
|----------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Property Tax | \$408,231.00 | \$415,486.00 | \$496,638.30 | \$471,023.52 | \$486,258.02 | \$498,576.37 | \$499,933.14 | \$411,200.30 | \$423,853.15 | \$442,974.00 |
| TOTAL | \$408,231.00 | \$415,486.00 | \$496,638.30 | \$471,023.52 | \$486,258.02 | \$498,576.37 | \$499,933.14 | \$411,200.30 | \$423,853.15 | \$442,974.00 |
| Dollar Change | \$649.00 | \$7,255.00 | \$81,152.30 | (\$25,614.78) | \$15,234.50 | \$12,318.35 | \$1,356.77 | (\$88,732.84) | \$12,652.85 | \$19,120.85 |
| Percent Change | 0.16% | 1.75% | 16.34% | -5.44% | 3.13% | 2.47% | 0.27% | -21.58% | 2.99% | 4.32% |

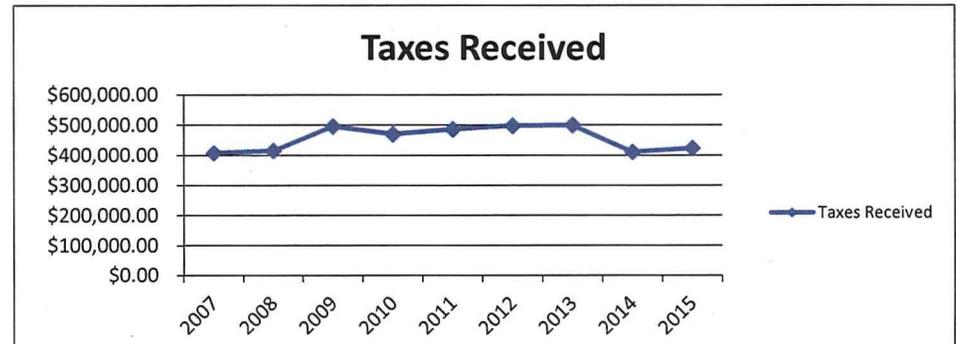
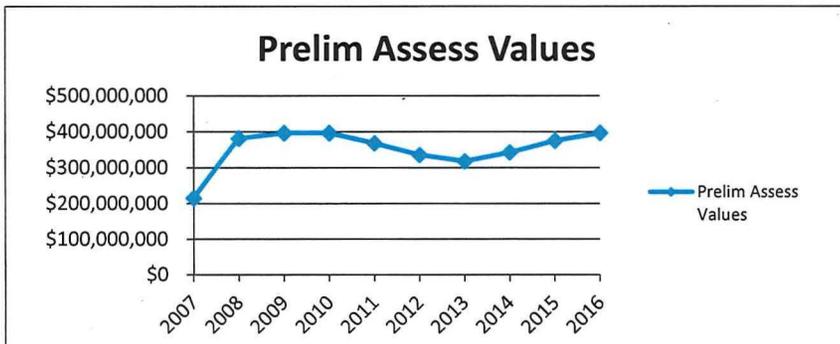
Note: Actuals without posting error in 2008 of \$27,610; was corrected in June 2009.

Notes: 2014 Taxes were reduced by \$125,000 due to the annexation into the Fire District; this is now banked capacity for future increases.

| Year to Date 2014 | Year to Date 2015 | Year to Date 2016 |
|----------------------|----------------------|----------------------|
| \$220,589.02 | \$227,685.38 | \$243,993.11 |
| | \$7,096.36 3.12% | \$16,307.73 6.68% |

| | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 |
|--------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Annual Levy Rate | 1.87188 | 1.91926 | 1.18599 | 1.19520 | 1.20552 | 1.31597 | 1.49287 | 1.59487 | 1.17224 | 1.11485 |
| PrelimAssess Value | \$214,895,879 | \$381,757,191 | \$396,935,080 | \$396,834,610 | \$368,145,940 | \$335,173,076 | \$317,680,526 | \$342,517,827 | \$375,622,057 | \$397,124,558 |

* Figures above represent the prior year levy rate with the preliminary assessed value for the year shown in columns; this is not updated for actuals after the fact.



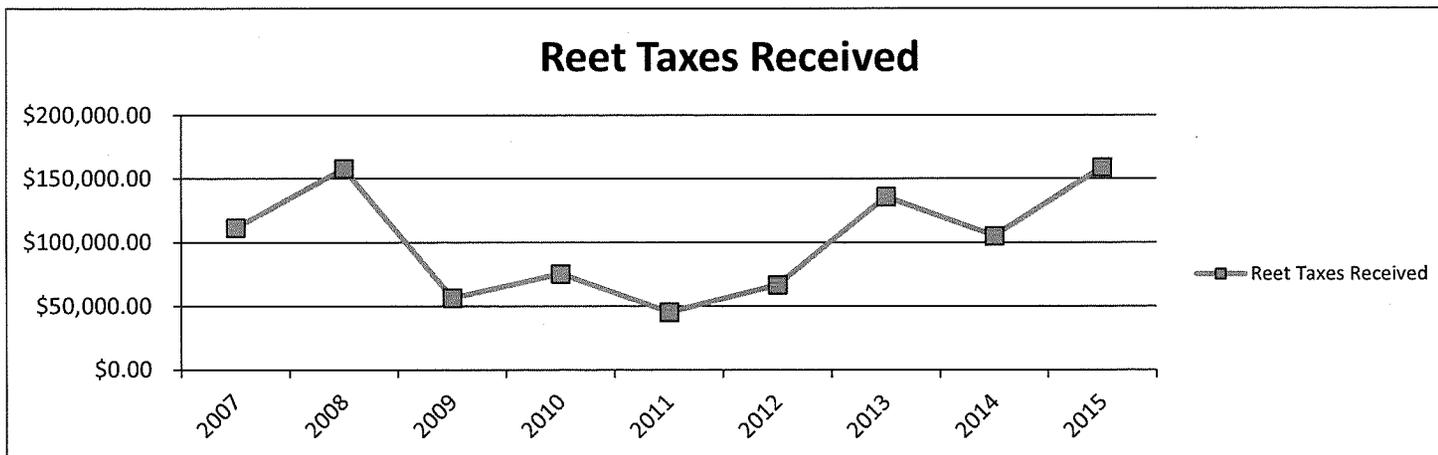
Notes: In 2014 the City Council reduced the property tax collection by approximately \$125,000 to offset the annexation into the Fire District, this created banked capacity for the City.

**CITY OF LEAVENWORTH
THROUGH MAY 31, 2016
REAL ESTATE EXCISE TAX (REET) REVENUE SUMMARY**

| | Actual 2007 | Actual 2008 | Actual 2009 | Actual 2010 | Actual 2011 | Actual 2012 | Actual 2013 | Actual 2014 | Actual 2015 | Budget 2016 |
|--------------|---------------------|---------------------|--------------------|--------------------|--------------------|--------------------|---------------------|---------------------|---------------------|--------------------|
| REET Tax | \$111,301.00 | \$157,752.00 | \$56,309.37 | \$75,257.73 | \$45,284.20 | \$66,695.94 | \$135,828.97 | \$105,174.82 | \$158,947.26 | \$80,000.00 |
| TOTAL | \$111,301.00 | \$157,752.00 | \$56,309.37 | \$75,257.73 | \$45,284.20 | \$66,695.94 | \$135,828.97 | \$105,174.82 | \$158,947.26 | \$80,000.00 |
| Dollar Chg | \$52,586.00 | \$46,451.00 | (\$101,442.63) | \$18,948.36 | (\$29,973.53) | \$21,411.74 | \$69,133.03 | (\$30,654.15) | \$53,772.44 | (\$78,947.26) |
| Percent Ch | 47.25% | 29.45% | -180.15% | 25.18% | -66.19% | 32.10% | 50.90% | -29.15% | 33.83% | -98.68% |

NOTE:
2nd 1/4% REET began in 2007
2009 Significant drop due to downturn in economy

| Year to Date 2014 | Year to Date 2015 | Year to Date 2016 |
|----------------------|-----------------------|--------------------------|
| \$57,308.02 | \$68,468.48 | \$58,445.06 |
| | \$11,160.46 16.30% | (\$10,023.42) -17.15% |

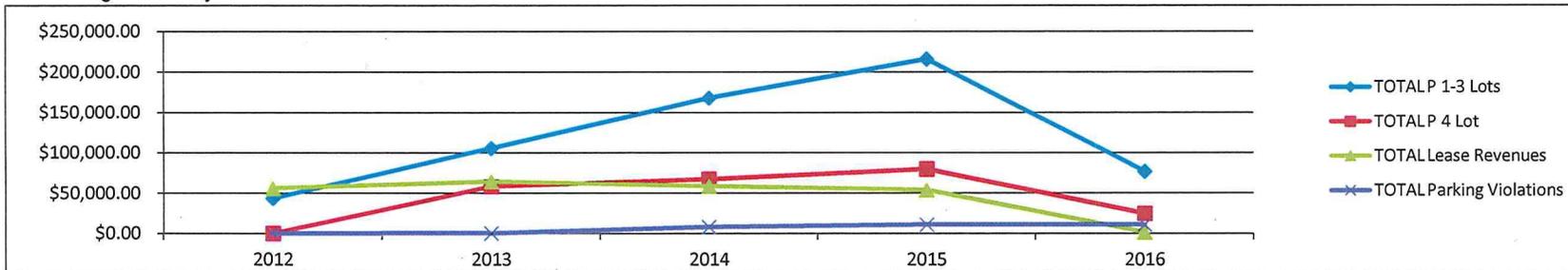


CITY OF LEAVENWORTH
THROUGH MAY 31, 2016

PARKING REVENUE SUMMARY OF DAILY FEES (Lease related revenues are included in total and grand total lines.)

| | Budget | Budget | Budget | Budget | Budget |
|---------------------------------|--------------------|---------------------|---------------------|---------------------|---------------------|
| | \$90,000.00 | \$174,800.00 | \$247,000.00 | \$348,000.00 | \$371,800.00 |
| | % of inc/dec | 94.22% | 41.30% | 40.89% | 6.84% |
| | <u>2012</u> | <u>2013</u> | <u>2014</u> | <u>2015</u> | <u>2016</u> |
| JAN P 1-3 | \$42.00 | \$4,369.56 | \$7,124.43 | \$13,936.93 | \$19,373.59 |
| JAN P 4 | | | \$3,159.00 | \$4,455.00 | \$5,928.00 |
| FEB P 1-3 | \$0.00 | \$3,637.01 | \$3,671.31 | \$8,998.60 | \$13,748.35 |
| FEB P 4 | | | \$1,344.00 | \$2,347.50 | \$4,018.75 |
| MAR P 1-3 | \$613.44 | \$765.00 | \$3,465.50 | \$8,041.66 | \$9,481.25 |
| MAR P 4 | | | \$1,045.50 | \$2,254.50 | \$2,376.50 |
| APR P 1-3 | \$100.00 | \$999.00 | \$5,535.60 | \$9,628.94 | \$14,104.92 |
| APR P 4 | | | \$1,971.00 | \$2,481.00 | \$4,921.25 |
| MAY P 1-3 | \$366.44 | \$3,149.55 | \$12,272.01 | \$16,989.93 | \$20,064.78 |
| MAY P 4 | | | \$5,296.50 | \$6,081.00 | \$7,467.75 |
| JUN P 1-3 | \$2,993.36 | \$9,774.01 | \$20,582.11 | \$20,750.80 | |
| JUN P 4 | | \$3,106.50 | \$7,360.50 | \$7,293.00 | |
| JUL P 1-3 | \$2,864.26 | \$14,501.65 | \$19,196.13 | \$30,073.14 | |
| JUL P 4 | | \$11,039.00 | \$6,862.00 | \$9,319.50 | |
| AUG P 1-3 | \$4,319.23 | \$12,179.45 | \$20,301.71 | \$30,981.17 | |
| AUG P 4 | | \$11,316.00 | \$8,332.50 | \$9,946.50 | |
| SEP P 1-3 | \$3,656.55 | \$12,602.59 | \$24,612.06 | \$20,219.53 | |
| SEP P 4 | | \$7,077.00 | \$7,386.00 | \$6,609.00 | |
| OCT P 1-3 | \$1,036.70 | \$2,754.13 | \$2,989.00 | \$4,766.05 | |
| OCT P 4 | | \$9,438.00 | \$8,069.00 | \$10,120.50 | |
| NOV P 1-3 | \$2,605.20 | \$5,743.50 | \$8,397.15 | \$10,715.36 | |
| NOV P 4 | | \$2,004.00 | \$3,165.00 | \$3,843.00 | |
| DEC P 1-3 | \$25,169.18 | \$34,759.37 | \$39,702.73 | \$40,587.91 | |
| DEC P 4 | | \$14,263.00 | \$13,518.00 | \$14,941.50 | |
| TOTAL P 1-3 Lots | \$43,766.36 | \$105,234.82 | \$167,849.74 | \$215,690.02 | \$76,772.89 |
| TOTAL P 4 Lot | \$0.00 | \$58,243.50 | \$67,509.00 | \$79,692.00 | \$24,712.25 |
| TOTAL Lease Revenues | \$56,103.00 | \$64,259.07 | \$58,846.26 | \$53,899.28 | \$1,417.92 |
| TOTAL Parking Violations | \$0.00 | \$125.00 | \$7,962.46 | \$10,772.76 | \$10,748.21 |
| TOTAL Invest. Interest | | | \$21.36 | \$106.85 | \$232.96 |
| GRAND TOTAL | \$99,869.36 | \$227,862.39 | \$302,188.82 | \$360,160.91 | \$113,884.23 |
| | | | | YTD vs. 2015 | |
| Dollar Change Lots Only | | \$119,711.96 | \$71,880.42 | \$60,023.28 | \$26,270.08 |
| Percent Change Lots Only | | 73.23% | 30.54% | 20.32% | 25.89% |

Prior Month % 29.49%



Notes: P1 - P3 lots included the lower lot P2 starting in Jan 2012; the Upper Lot P1 online in Sept 2012 with metered parking beginning on September 20, 2013; and Festhalle Lot P3 came online November 2012.

P4 Lot (adjacent to City Hall) came online on June 14, 2013.

Annual Average Debt Service Payment for Parking is \$185,262 with the final 20-year payment ending on 12/1/2033; began on 12/1/2013.

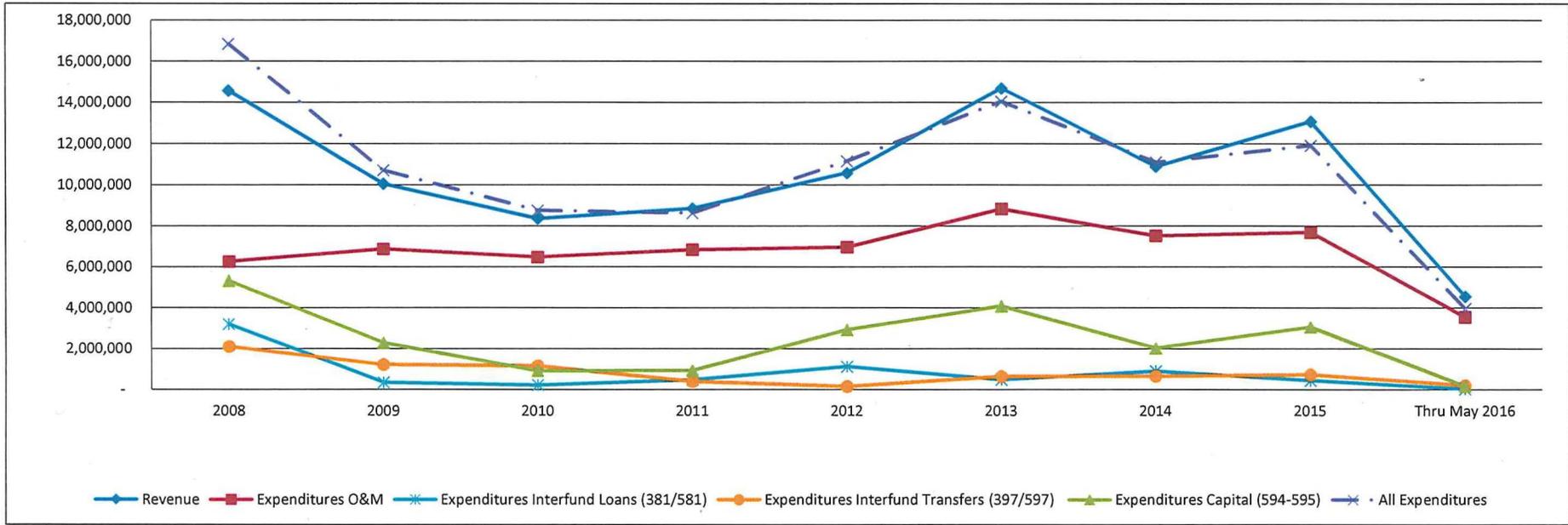
3-Year Debt Service Payment for Lot P4 will be \$33,000 in 2014 and 2015 with the final payment of \$34,000 in 2016.

City of Leavenworth Revenues and Expenses Separately Identifying Operations/Maintenance, Loans, Transfers & Capital

| | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | Thru May 2016 |
|--|--------------------|------------------|------------------|-----------|------------------|------------|------------------|------------|---------------|
| Revenue | 14,558,283 | 10,046,426 | 8,356,191 | 8,844,666 | 10,578,717 | 14,687,867 | 10,901,877 | 13,076,412 | 4,552,939 |
| Expenditures O&M | 6,245,143 | 6,873,699 | 6,472,516 | 6,841,018 | 6,969,900 | 8,834,485 | 7,525,716 | 7,689,153 | 3,548,178 |
| Expenditures Interfund Loans (381/581) | 3,185,000 | 341,000 | 214,354 | 476,492 | 1,117,204 | 484,629 | 899,223 | 440,000 | 34,000 |
| Expenditures Interfund Transfers (397/597) | 2,088,831 | 1,208,431 | 1,146,108 | 387,090 | 153,343 | 638,527 | 659,613 | 723,501 | 204,428 |
| Expenditures Capital (594-595) | 5,313,923 | 2,281,044 | 912,259 | 916,346 | 2,925,917 | 4,089,408 | 2,029,784 | 3,061,520 | 174,432 |
| All Expenditures | 16,832,897 | 10,704,174 | 8,745,237 | 8,620,946 | 11,166,364 | 14,047,049 | 11,114,336 | 11,914,173 | 3,961,038 |
| Revenue less Expense | (2,274,614) | (657,748) | (389,046) | 223,720 | (587,647) | 640,818 | (212,459) | 1,162,238 | 591,901 |

(includes refund of \$122,800 - Solar/Energy)

Figures do not include beginning and ending fund balances in any given year.



Notable Capital Related Items:

- 2008: Water Reservoir Reconstruction (\$2M), Downtown Reconstruction (\$2.4M included 9th, Commercial and portion of 8th)
- 2009: Iccle Train Station (\$2M), Festhalle Elevator/floor repairs, Fire Truck Purchase, Front St. Engineering and other PWTF funded engineering plans
- 2010: Equip replacements (\$360K), Gazebo Pavers, 10th St. Stormwater, Lightpoles, Chumstick Trail Eng., and other PWTF funded engineering plans
- 2011: Iccle Station Phase II Eng., Recycle Land Purchase, Lightpoles, Res. Paving, Gazebo Eng., Sweeper, PWTF funded engineering plans
- 2012: Front/Division St. Reconst. (\$2.135M), Gazebo Rebuild, Well pump #1 repair & #3 drill, Equip replacements, PWTF funded engineering plans
- 2013: Safe Routes Project, Equip replace. (\$300K), City Hall & Warehouse Parking Lots, Pool Filtration, Scholze St. Sewer, Well pumps, E. Leav. Rd. Water Main (\$700K)
- 2013: Includes 2013 Bonds Purchase/Improvements of Fruit Warehouse Property in Sept 2013 at (\$2.1M/\$368K) inc in O&M, Festhalle Imp. (\$120K) and Festhalle Refi (\$1.5M)
- 2014: Festhalle/Warehouse Imp., Safe Routes Project Complete, West St., Well Pump Cont #3 online, Commercial 3rd to 8th (2014 (Planning) /2015 (Construction))
- 2015: Facility Imp. (DOE Solar/Energy), Chumstick Trail & W/S LID/Land Purch., Commercial 3rd to 8th, Pine Street Planning, Festhalle & Parking Imp., Water/Sewer/Storm Planning & Cap. Imp.
- 2016: Facility Imp., Crosswalks, Chumstick Trail & W/S LID & CDBG, Residential Paving, Festhalle & Parking Imp., Utility Rate Study, Water Well Pump Repair, Sewer Plan/TMDL/South Interceptor/Equip

CITY OF LEAVENWORTH

CASH FLOW ANALYSIS

General Fund 2011 - BFB \$301,191.65

| Month | Revenue | Expenditures | Gain/Loss |
|-----------|---------------------|---------------------|--------------------|
| January | 114,591.97 | 223,017.06 | (108,425.09) |
| February | 102,283.35 | 76,681.33 | 25,602.02 |
| March | 142,120.38 | 192,641.68 | (50,521.30) |
| April | 176,574.16 | 98,189.30 | 78,384.86 |
| May | 204,053.41 | 193,216.59 | 10,836.82 |
| June | 195,675.79 | 236,990.20 | (41,314.41) |
| July | 111,342.89 | 115,318.91 | (3,976.02) |
| August | 107,940.05 | 123,296.95 | (15,356.90) |
| September | 175,554.84 | 240,675.93 | (65,121.09) |
| October | 219,664.63 | 133,901.92 | 85,762.71 |
| November | 250,196.71 | 216,477.20 | 33,719.51 |
| December | 226,983.43 | 206,698.14 | 20,285.29 |
| Total | <u>2,026,981.61</u> | <u>2,057,105.21</u> | <u>(30,123.60)</u> |
| Average | 168,915.13 | 171,425.43 | (2,510.30) |

All Funds 2011 - BFB \$2,474,374.33

| Month | Revenue | Expenditures | Gain/Loss | Notes |
|-----------|---------------------|---------------------|-------------------|---------------------------------------|
| January | 483,183.09 | 495,878.93 | (12,695.84) | Excludes BFB Posting |
| February | 529,343.34 | 330,130.00 | 199,213.34 | |
| March | 551,957.82 | 664,497.92 | (112,540.10) | Inc: Interfund Transfers/Debt Payment |
| April | 499,439.99 | 406,001.48 | 93,438.51 | |
| May | 588,995.87 | 611,204.28 | (22,208.41) | Inc: Debt Payments |
| June | 707,303.95 | 966,584.62 | (259,280.67) | Inc: Interfund Transfers/Debt Payment |
| July | 504,530.98 | 480,896.03 | 23,634.95 | |
| August | 522,144.37 | 520,456.91 | 1,687.46 | |
| September | 875,784.26 | 1,449,708.04 | (573,923.78) | Inc: Int. Trans./Debt Pay/Prop.Purch. |
| October | 762,248.75 | 513,383.67 | 248,865.08 | |
| November | 974,682.88 | 1,078,736.93 | (104,054.05) | Inc: Int. Trans./Debt Pay |
| December | 1,845,050.69 | 1,103,466.92 | 741,583.77 | |
| Total | <u>8,844,665.99</u> | <u>8,620,945.73</u> | <u>223,720.26</u> | |
| Average | 737,055.50 | 718,412.14 | 18,643.35 | |

General Fund 2012 - BFB \$271,068.05

| Month | Revenue | Expenditures | Gain/Loss |
|-----------|---------------------|---------------------|-------------------|
| January | 158,333.14 | 348,491.91 | (190,158.77) |
| February | 120,615.53 | 62,849.71 | 57,765.82 |
| March | 97,901.01 | 121,103.80 | (23,202.79) |
| April | 276,564.68 | 242,651.67 | 33,913.01 |
| May | 204,116.87 | 105,075.43 | 99,041.44 |
| June | 97,769.48 | 145,634.31 | (47,864.83) |
| July | 199,385.98 | 223,048.65 | (23,662.67) |
| August | 103,452.18 | 221,910.06 | (118,457.88) |
| September | 120,778.05 | 103,116.08 | 17,661.97 |
| October | 251,675.13 | 266,157.41 | (14,482.28) |
| November | 355,429.80 | 88,068.03 | 267,361.77 |
| December | 251,085.67 | 208,093.78 | 42,991.89 |
| Total | <u>2,237,107.52</u> | <u>2,136,200.84</u> | <u>100,906.68</u> |
| Average | 186,425.63 | 178,016.74 | 8,408.89 |

All Funds 2012 - BFB \$2,698,094.59

| Month | Revenue | Expenditures | Gain/Loss | Notes |
|-----------|----------------------|----------------------|---------------------|---|
| January | 640,062.06 | 904,031.56 | (263,969.50) | Exc: BFB, Inc: Interfund Trans. & Sheriff |
| February | 552,593.09 | 358,373.24 | 194,219.85 | |
| March | 440,071.31 | 525,825.80 | (85,754.49) | Inc: Debt Pay |
| April | 752,102.46 | 751,720.09 | 382.37 | Inc: Interfund Transfers & Sheriff |
| May | 685,627.33 | 665,804.12 | 19,823.21 | Inc: Front St. start & Debt Pay |
| June | 566,018.47 | 910,257.35 | (344,238.88) | Inc: Front St. & Debt Pay |
| July | 976,261.25 | 1,127,883.41 | (151,622.16) | Inc: Interfund Transfers & Front St. |
| August | 935,195.08 | 1,602,504.39 | (667,309.31) | Inc: Sheriff & Front St. |
| September | 2,244,068.07 | 1,005,346.05 | 1,238,722.02 | Inc: Front St. Rev & Exp |
| October | 1,026,228.30 | 1,659,029.21 | (632,800.91) | Inc: Sheriff/Int Trans/Front St |
| November | 975,773.52 | 863,399.40 | 112,374.12 | Inc: Debt Pay |
| December | 784,715.72 | 792,189.31 | (7,473.59) | |
| Total | <u>10,578,716.66</u> | <u>11,166,363.93</u> | <u>(587,647.27)</u> | |
| Average | 881,559.72 | 930,530.33 | (48,970.61) | |

General Fund 2013 - BFB \$371,974.73

| Month | Revenue | Expenditures | Gain/Loss |
|-----------|---------------------|---------------------|------------------|
| January | 162,615.28 | 124,477.28 | 38,138.00 |
| February | 117,628.79 | 298,407.09 | (180,778.30) |
| March | 99,752.80 | 113,566.44 | (13,813.64) |
| April | 270,757.11 | 267,522.88 | 3,234.23 |
| May | 212,107.74 | 128,240.18 | 83,867.56 |
| June | 108,713.09 | 107,745.53 | 967.56 |
| July | 204,600.21 | 342,646.94 | (138,046.73) |
| August | 113,164.84 | 115,548.59 | (2,383.75) |
| September | 205,754.27 | 189,886.35 | 15,867.92 |
| October | 351,810.63 | 284,330.89 | 67,479.74 |
| November | 225,477.25 | \$90,656.88 | 134,820.37 |
| December | 196,142.20 | 155,869.50 | 40,272.70 |
| Total | <u>2,268,524.21</u> | <u>2,218,898.55</u> | <u>49,625.66</u> |
| Average | 189,043.68 | 184,908.21 | 4,135.47 |

All Funds 2013 - BFB \$2,110,447.32

| Month | Revenue | Expenditures | Gain/Loss | Notes |
|-----------|----------------------|----------------------|-------------------|---|
| January | 635,846.22 | 613,125.91 | 22,720.31 | Exc: BFB, Inc: Interfund Trans. |
| February | 692,360.68 | 595,015.27 | 97,345.41 | Inc: Sheriff/Fire In GF/PWTF Front. St. Rev |
| March | 686,035.83 | 712,671.54 | (26,635.71) | Inc: Debt Payment & Grader Funding |
| April | 857,855.88 | 819,675.95 | 38,179.93 | Inc: Interfund Trans. & Sheriff |
| May | 755,878.68 | 814,385.90 | (58,507.22) | Inc: Debt Pay/Vehicles & Pool/Clennon Pay |
| June | 688,146.14 | 796,058.43 | (107,912.29) | Inc: Debt Pay & Capital Projects Starting |
| July | 1,419,768.26 | 1,467,213.82 | (47,445.56) | Inc: Int. Trans, Sheriff & Cap. Projects |
| August | 906,723.85 | 855,686.35 | 51,037.50 | Inc: Capital Project Spending |
| September | 4,966,309.98 | 4,495,478.07 | 470,831.91 | Inc: Fruit Ware. Pur / 2013 bonds @ +\$4M |
| October | 1,551,497.29 | 1,465,527.02 | 85,970.27 | Inc: Int. Trans, Sheriff & Cap. Projects |
| November | 782,204.74 | 698,469.71 | 83,735.03 | Inc: Debt Payments |
| December | 745,239.12 | 713,740.87 | 31,498.25 | |
| Total | <u>14,687,866.67</u> | <u>14,047,048.84</u> | <u>640,817.83</u> | |
| Average | 1,223,988.89 | 1,170,587.40 | 53,401.49 | |

Org. Budget (57,198.00)
Difference 106,823.66

Org. Budget (775,267.00)
Difference 1,416,084.83

CITY OF LEAVENWORTH CASH FLOW ANALYSIS

General Fund 2014 - BFB \$421,600.39

| Month | Revenue | Expenditures | Gain/Loss |
|--------------|---------------------|---------------------|------------------|
| January | 196,853.74 | 250,429.82 | (53,576.08) |
| February | 167,110.68 | 211,174.25 | (44,063.57) |
| March | 109,295.67 | 97,757.62 | 11,538.05 |
| April | 238,422.10 | 233,758.47 | 4,663.63 |
| May | 244,125.29 | 107,969.13 | 136,156.16 |
| June | 108,682.43 | 92,610.91 | 16,071.52 |
| July | 231,733.17 | 261,561.94 | (29,828.77) |
| August | 138,719.69 | 276,396.70 | (137,677.01) |
| September | 430,856.80 | 189,532.73 | 241,324.07 |
| October | 292,327.62 | 308,208.19 | (15,880.57) |
| November | 298,834.33 | \$77,892.87 | 220,941.46 |
| December | 149,772.44 | 435,580.65 | (285,808.21) |
| Total | 2,606,733.96 | 2,542,873.28 | 63,860.68 |
| Average | 217,227.83 | 211,906.11 | 5,321.72 |

General Fund 2015 - BFB \$485,461.07

| Month | Revenue | Expenditures | Gain/Loss |
|--------------|---------------------|---------------------|-------------------|
| January | 374,565.32 | 213,684.72 | 160,880.60 |
| February | 124,009.40 | 213,662.83 | (89,653.43) |
| March | 279,019.09 | 290,539.38 | (11,520.29) |
| April | 472,484.45 | 280,927.29 | 191,557.16 |
| May | 205,786.21 | 117,366.62 | 88,419.59 |
| June | 102,855.95 | 361,974.27 | (259,118.32) |
| July | 536,172.26 | 378,587.08 | 157,585.18 |
| August | 233,212.66 | 171,867.73 | 61,344.93 |
| September | 204,892.82 | 205,141.58 | (248.76) |
| October | 353,258.23 | 293,689.24 | 59,568.99 |
| November | 410,418.08 | \$187,007.17 | 223,410.91 |
| December | 121,794.99 | 157,549.65 | (35,754.66) |
| Total | 3,418,469.46 | 2,871,997.56 | 546,471.90 |
| Average | 284,872.46 | 239,333.13 | 45,539.33 |

General Fund 2016 - BFB: \$ 1,031,932.97

| Month | Revenue | Expenditures | Gain/Loss |
|--------------|---------------------|-------------------|-------------------|
| January | 205,037.70 | 160,943.61 | 44,094.09 |
| February | 206,534.62 | 79,253.74 | 127,280.88 |
| March | 120,106.19 | 108,656.78 | 11,449.41 |
| April | 295,875.94 | 275,978.53 | 19,897.41 |
| May | 277,099.69 | 177,123.57 | 99,976.12 |
| June | | | 0.00 |
| July | | | 0.00 |
| August | | | 0.00 |
| September | | | 0.00 |
| October | | | 0.00 |
| November | | | 0.00 |
| December | | | 0.00 |
| Total | 1,104,654.14 | 801,956.23 | 302,697.91 |
| Average | 220,930.83 | 160,391.25 | 60,539.58 |

Original Bud. (43,291.00)
 Amended Bud. (159,572.16)
 Difference from Amended Budget 462,270.07

All Funds 2014 - BFB \$2,751,265.15

| Month | Revenue | Expenditures | Gain/Loss | |
|--------------|----------------------|----------------------|---------------------|---|
| January | 873,143.65 | 896,185.25 | (23,041.60) | Exc: BFB, Inc: Int. Trans, Fire Final, & Ins. |
| February | 729,498.23 | 513,481.51 | 216,016.72 | Inc: Sheriff & PUD Rev in GF |
| March | 507,970.47 | 455,911.88 | 52,058.59 | Inc: Debt Pay |
| April | 787,380.25 | 874,228.43 | (86,848.18) | Inc: Sheriff, Int Trans & Bud Amend. |
| May | 1,006,163.23 | 1,032,240.84 | (26,077.61) | Inc: Debt Pay & Capital Projects |
| June | 555,080.87 | 771,579.42 | (216,498.55) | Inc: Debt Pay & Cap.Proj/Vehicle Purch. |
| July | 1,385,971.20 | 1,218,538.13 | 167,433.07 | Inc: Sheriff, Int Trans & Cap Proj. |
| August | 906,794.50 | 981,282.23 | (74,487.73) | Inc: GF-\$200K Loan to Street/Cap Projects |
| September | 1,229,093.93 | 1,158,430.01 | 70,663.92 | Inc: GF Loan payback fm Street/debt payments/cap proj. |
| October | 1,047,327.95 | 983,138.82 | 64,189.13 | Inc: Sheriff, Int Trans, Cap Proj. & GF loans |
| November | 1,155,609.29 | 1,267,009.70 | (111,400.41) | Inc: Debt Pay / Int. Loan Payments & Cap Projects |
| December | 717,843.67 | 962,310.13 | (244,466.46) | Inc: Duncan 1/2 Prop. Purchase (\$137K) in GF & DOE Grant |
| Total | 10,901,877.24 | 11,114,336.35 | (212,459.11) | |
| Average | 908,489.77 | 926,194.70 | (17,704.93) | |

All Funds 2015 - BFB \$2,538,806.04

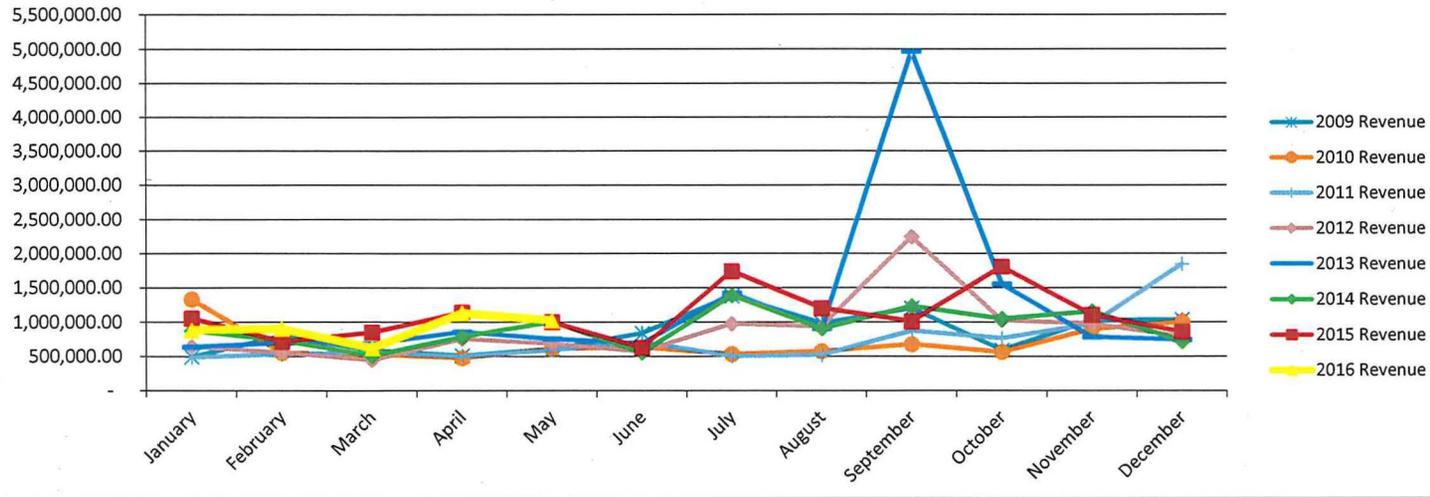
| Month | Revenue | Expenditures | Gain/Loss | |
|--------------|----------------------|----------------------|---------------------|--|
| January | 1,051,830.23 | 1,066,593.85 | (14,763.62) | Exc: BFB, Inc: Int. Trans, Prop. Purchase, Capital & Ins. |
| February | 711,148.36 | 522,650.98 | 188,497.38 | Inc: Sheriff |
| March | 849,132.72 | 772,503.98 | 76,628.74 | Inc: Debt Pay & DOE Solar/Energy Grant |
| April | 1,137,068.51 | 880,615.29 | 256,453.22 | Inc: Sherrif, Int Trans, Bud Amend, Grant Reimb.& Prop Tax |
| May | 998,552.05 | 1,135,101.21 | (136,549.16) | Inc: Debt Pay & Cap Proj./Prop Taxes |
| June | 622,805.53 | 599,419.68 | 23,385.85 | Inc: GF Grant Exp & other minor Cap Proj Exp. |
| July | 1,736,463.32 | 1,534,956.63 | 201,506.69 | Inc: GF:Sheriff & St Fund Loan, Int Trans, & Cap Proj. |
| August | 1,199,554.65 | 1,091,473.93 | 108,080.72 | Inc: GF Loan to St & Cap Grant Related Turnover |
| September | 1,008,009.77 | 851,293.15 | 156,716.62 | Inc: St Cap Grant Turnover, debt payments |
| October | 1,803,580.21 | 1,652,184.71 | 151,395.50 | Inc: Sheriff, Int Trans, grants/cap proj./prop taxes |
| November | 1,101,373.40 | 983,866.19 | 117,507.21 | Inc: Debt Pay & Cap Proj./Prop Taxes |
| December | 856,892.89 | 823,513.84 | 33,379.05 | |
| Total | 13,076,411.64 | 11,914,173.44 | 1,162,238.20 | |
| Average | 1,089,700.97 | 992,847.79 | 96,853.18 | |

All Funds 2016 - BFB: \$ 3,701,044.24

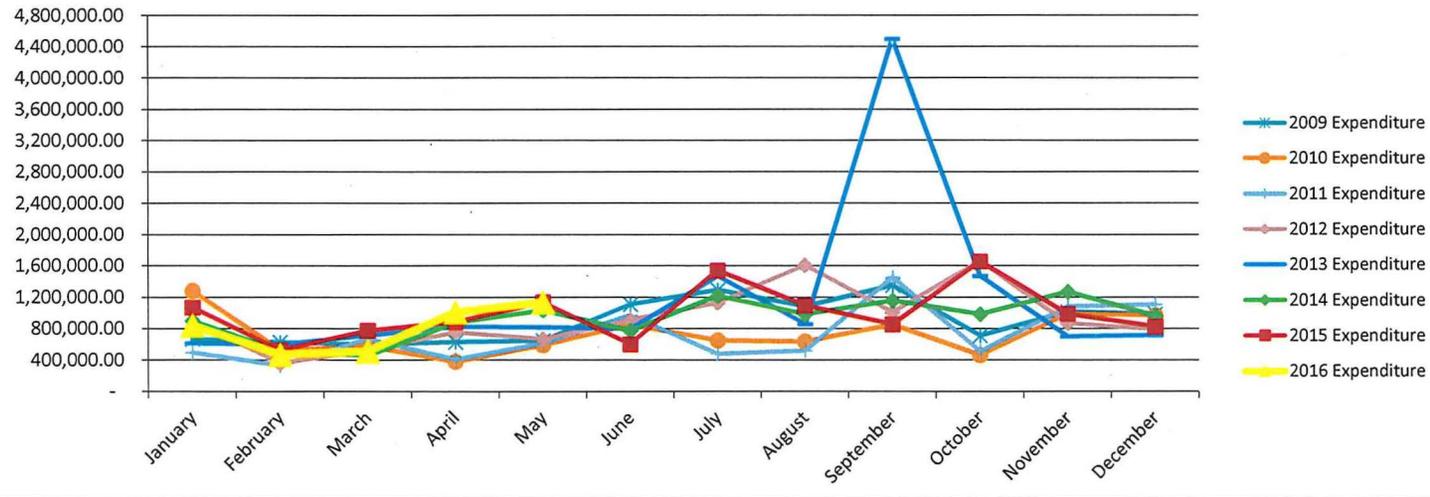
| Month | Revenue | Expenditures | Gain/Loss | |
|--------------|---------------------|---------------------|-------------------|--|
| January | 883,058.30 | 840,785.99 | 42,272.31 | Exc: BFB, Inc: Int. Trans & Insurance |
| February | 902,757.85 | 470,092.63 | 432,665.22 | Sheriff did not bill as usual - in March |
| March | 617,414.10 | 510,795.54 | 106,618.56 | Inc: Debt pay & PUD Solar/Energy \$122,800 refund |
| April | 1,127,657.66 | 1,006,774.36 | 120,883.30 | Inc: Sherrif, Int Trans, Bud Amend, Prop Tax, School Pine St |
| May | 1,022,050.67 | 1,132,589.46 | (110,538.79) | Inc: Debt Pay & Cap Proj./Prop Taxes |
| June | | | 0.00 | |
| July | | | 0.00 | |
| August | | | 0.00 | |
| September | | | 0.00 | |
| October | | | 0.00 | |
| November | | | 0.00 | |
| December | | | 0.00 | |
| Total | 4,552,938.58 | 3,961,037.98 | 591,900.60 | |
| Average | 910,587.72 | 792,207.60 | 118,380.12 | |

Original Bud. 223,079.00 (Note \$178K GF, \$91K P1/P2, \$43K Festhalle, \$217K Streets,
 Amended Bud. (179,605.33) \$280K Sewer, \$50K Water, \$20K Stormwater, \$134K ER&R, \$70K
 Difference from Amended Budget 771,505.93 Rate Study) ~ \$1,083,000

City of Leavenworth All Funds Revenue 2009-2016



City of Leavenworth All Funds Expenditures 2009-2016



**Not all capital items are included but major ones are noted as years progress.

- Notes:
- 2009 included Iccle Station Construction
 - 2010 included multiple minor capital improvements and \$360,000 in LOCAL funding for Garbage Truck, Receptacles and F-550
 - 2011 included Recycle Property purchase of \$275K in September and Water Bond Financing of \$700K in Dec
 - 2012 included Front Street Project Exp and Loan revenues & completion of \$750K PWTF Engineering Loan for Downtown Planning
 - 2013 included Safe Routes planning, Equip replace. (\$300K), City Hall & Warehouse Parking Lots, Pool Filtration, Scholze St. Sewer, Well pump #1 E. Leav. Rd Watermain (\$700K), Bonds Purchase/Imp. of Fruit Warehouse Property in Sept 2013 at (\$2.1M) and Festhalle Refi (\$1.5M)
 - 2014 included Safe Routes (\$588K), West St (\$92K), Well Pump #3 (\$273K), Lod. Tax Proj (\$57K), Chumstick Trail Plan/ROW (\$33K), Festhalle (\$40K), Retaining Wall (\$273K), Comm. St.3rd-8th Plan/Eng (\$38.5K), Sewer System Plan & Equip Upgrades (\$47K), LID Eng. in W/S (\$110K), Water Equip. \$3.3K Garbage Cap (\$29K), equip rep (\$100K), computer (\$18K), GF: Parks Capital (\$7K), Duncan 1/2 Purchase (\$139.5K), DOE Solar/Energy Grant (\$177K)
 - 2015 includes DOE Solar/Energy (\$800K), Chumstick Trail & W/S LID (\$700K), Commercial St (\$1.45M), W/S/Storm various planning/imp., Festhalle/Parking (\$175K)
 - 2016: Facility Imp., Crosswalks, Chumstick Trail & W/S LID & CDBG, Residential Paving, Festhalle & Parking Imp., Utility Rate Study, Water Well Pump Repair, Sewer Plan/TMDL/South Interceptor/Equip



Chelan County Sheriff Office

April 2016

Leavenworth Monthly Report

Offenses by Location LV

| | | |
|------|--------------------------------|-----------|
| AGAS | Agency Assist | 3 |
| ALAR | Alarm | 4 |
| ANPR | Animal Problem | 10 |
| ASDV | Assault, Domestic Violence | 1 |
| ASNA | Assault No Weapon, Agg Injury | 1 |
| ASNC | Assault, Not Classified | 1 |
| ATL | Attempt to Locate | 1 |
| CITA | Citizen Assist | 6 |
| CIVL | Civil | 2 |
| CSPO | Cont Subst/Possess Other | 1 |
| CSPS | Cont Subst/Possess Synthetics | 1 |
| DCON | Disorderly Conduct | 4 |
| DUI | DUI Alcohol or Drugs | 2 |
| HARR | Harassment | 3 |
| JUVP | Juvenile Problem | 1 |
| MISP | Missing Person | 1 |
| MLMC | Malicious Mischief | 1 |
| MLNC | Mal Mischief Not Classified | 3 |
| MVAN | Motor Vehicle Accident Non Inj | 3 |
| MVHR | Motor-Vehicle Acc, Hit and Run | 2 |
| MVNR | Motor Vehicle Acc, Non-Rep | 1 |
| NOIS | Noise Violation | 1 |
| PARK | Parking Problem | 2 |
| PRFO | Property, Found | 2 |
| PRLO | Property, Lost | 1 |
| PRNC | Property, Not Classified | 2 |
| SONC | Sex Offense,Not Classified | 1 |
| SUSP | Suspicious Circumstances | 10 |
| TOFF | Traffic Offense | 5 |
| TOHA | Traffic Hazard | 1 |
| TPMV | Theft, Property, From Mtr Veh | 2 |
| TRES | Trespass | 2 |
| VEDS | Verbal Dispute | 1 |
| WAR | Warrant Service | 2 |
| WELF | Welfare Check | 12 |
| | Total Offenses | 96 |

Citations Issued by Location LV

| | | |
|--------------|---------------------------|-----------|
| 46.20.015 | NVOL with ID or Expired | 1 |
| 46.20.342.1B | DWLS 2ND | 1 |
| 46.30.020 | NO PROOF OF LIABILITY INS | 3 |
| 46.37.420 | ILLEGAL STUD TIRES | 1 |
| 46.61.400 | SPEEDING | 1 |
| 46.61.502 | DUI | 2 |
| 9A.36.041.DV | ASSAULT 4TH/DOMESTIC VIOL | 1 |
| | Total Violations: | 10 |



Chelan County Sheriff Office

April 2016

Leavenworth Monthly Report

Arrests by Location

LV

CRIM Criminal Arrest Entry

| | | |
|--------------|----------------------|---|
| 46.20.342.1B | DWLS 2ND | 1 |
| 46.61.502 | DUI | 2 |
| 9A.36.041.DV | ASSAULT 4TH/DOMESTIC | 1 |
| | Subtotal | 4 |

FELO Felony Warrantless

| | | |
|--------------|----------------------|---|
| 69.50.401.3 | POSS OF CONTROLLED | 1 |
| 9A.36.021.DV | ASSAULT 2ND DV | 1 |
| 9A.36.041.DV | ASSAULT 4TH/DOMESTIC | 1 |
| 9A.36.150 | INTERFER W/REPORT OF | 1 |
| | Subtotal | 4 |

TOTAL 8

If CRIM, FELO or JUV do not appear on Screen there are no arrests for this month.



Chelan County Sheriff Office

May 2016

Leavenworth Monthly Report

Offenses by Location LV

| | | |
|------|--------------------------------|------------|
| AGAS | Agency Assist | 4 |
| ALAR | Alarm | 3 |
| ANPR | Animal Problem | 4 |
| ASDV | Assault, Domestic Violence | 2 |
| ATL | Attempt to Locate | 1 |
| BUNA | Burglary, Non-res, Att Forc En | 1 |
| BUNF | Burglary, Non-res, Forcibl Ent | 1 |
| CITA | Citizen Assist | 3 |
| CIVL | Civil | 5 |
| DCON | Disorderly Conduct | 6 |
| DEU | Unattended Death | 1 |
| DUI | DUI Alcohol or Drugs | 4 |
| FWKS | Fireworks | 1 |
| HARR | Harassment | 3 |
| JUVP | Juvenile Problem | 1 |
| MLMC | Malicious Mischief | 1 |
| MLNC | Mal Mischief Not Classified | 3 |
| MVAN | Motor Vehicle Accident Non Inj | 5 |
| MVPD | Motor Vehicle Acc, Prop Damage | 1 |
| NC | Not Classified | 2 |
| NOIS | Noise Violation | 1 |
| PARK | Parking Problem | 5 |
| PRFO | Property, Found | 5 |
| PRNC | Property, Not Classified | 2 |
| RIPO | Obstruct/Resist Officer | 1 |
| SONC | Sex Offense, Not Classified | 1 |
| SUIA | Suicide, Attempted | 1 |
| SUSP | Suspicious Circumstances | 9 |
| TOFF | Traffic Offense | 6 |
| TOHA | Traffic Hazard | 1 |
| TPNC | Theft, Not Classified | 2 |
| TPOT | Theft, Property, Other | 2 |
| TPSH | Theft, Property, Shoplifting | 1 |
| TRES | Trespass | 7 |
| UIBA | UIBC, Account Closed Check | 1 |
| VEDS | Verbal Dispute | 2 |
| VHPR | Vehicle Prowl - No Theft | 2 |
| VINC | Viol Court Order, Not Classif | 1 |
| WAR | Warrant Service | 2 |
| WELF | Welfare Check | 6 |
| | Total Offenses | 110 |

Citations Issued by Location LV

| | | |
|----------------|--------------------------------|-----------|
| 46.16A.030.5.O | FL RENEW EXPIRED REG>2 MONTH | 2 |
| 46.20.015 | NVOL with ID or Expired | 1 |
| 46.30.020 | NO PROOF OF LIABILITY INS | 3 |
| 46.61.502 | DUI | 3 |
| 46.61.570 | ILLEGAL PARKING | 21 |
| 9A.36.041.DV | ASSAULT 4TH/DOMESTIC VIOL | 2 |
| 9A.48.090.1A | MAL MISCHIEF 3/PHYSICAL DAMAGE | 1 |
| 9A.56.050 | THEFT 3RD /SHOPLIFTING | 1 |
| 9A.76.020 | OBSTRUCT LAW ENFORCEMENT OFFIC | 1 |
| | Total Violations: | 35 |



Chelan County Sheriff Office

May 2016

Leavenworth Monthly Report

Arrests by Location

LV

CRIM Criminal Arrest Entry

| | | |
|--------------|------------------------|-----------|
| 46.61.502 | DUI | 5 |
| 9A.36.041.DV | ASSAULT 4TH/DOMESTIC | 2 |
| 9A.48.090 | MALICIOUS MISCHIEF 3RD | 1 |
| 9A.56.050 | THEFT 3RD /SHOPLIFTING | 1 |
| 9A.76.020 | OBSTRUCT LAW | 1 |
| | Subtotal | 10 |

FELO Felony Warrantless

| | | |
|-----------|------------------|----------|
| 46.61.024 | ATTEMPT TO ELUDE | 1 |
| 46.61.500 | RECKLESS DRIVING | 1 |
| 9A.52.030 | BURGLARY 2ND | 1 |
| | Subtotal | 3 |

JUV Juvenile Status Arrest Entry

| | | |
|--------------|----------------------|----------|
| 9A.36.021.1A | ASSAULT 2ND BOD HARM | 1 |
| | Subtotal | 1 |

TOTAL 14

If CRIM, FELO or JUV do not appear on Screen there are no arrests for this month.

CHECK REGISTER

City Of Leavenworth
MCAG #: 0222

06/01/2016 To: 06/30/2016

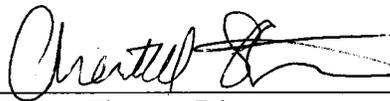
Time: 11:28:52 Date: 06/15/2016
Page: 1

| Trans | Date | Type | Acct # | Chk # | Claimant | Amount | Memo |
|-------|------------|--------|--------------------------------------|-------|------------------------|------------------|--------------------------------------|
| 3923 | 06/16/2016 | Claims | 10 | 56007 | Lighthouse | 1,890.00 | June Advertisement Fee Seattle Guide |
| | | | 104 - 557 30 44 01 - Advertising-LAP | | | 1,890.00 | |
| 3924 | 06/16/2016 | Claims | 10 | 56008 | Sound Publishing, Inc. | 8,198.39 | May 2016 Advertising |
| | | | 104 - 557 30 44 01 - Advertising-LAP | | | 8,198.39 | |
| | | | 104 Lodging Tax | | | 10,088.39 | |
| | | | | | | <u>10,088.39</u> | Claims: 10,088.39 |
| | | | | | | 10,088.39 | |

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.

Signed

Date



Finance Director



Date

CHECK REGISTER

City Of Leavenworth
MCAG #: 0222

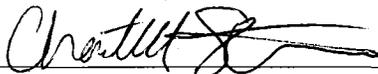
06/01/2016 To: 06/30/2016

Time: 16:12:14 Date: 06/15/2016
Page: 1

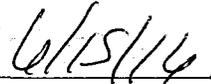
| Trans | Date | Type | Acct # | Chk # | Claimant | Amount | Memo |
|--|------------|--------|--------|-------|--|---------|-----------------------------------|
| 3934 | 06/16/2016 | Claims | 10 | 56009 | Enchantments, LLC | 100.00 | Street Right Of Way Permit Refund |
| | | | | | 001 - 322 40 00 00 - Street Permit Fee (ROW) | -100.00 | |
| | | | | | | 100.00 | |
| | | | | | | 100.00 | Claims: 100.00 |
| * Transaction Has Mixed Revenue And Expense Accounts | | | | | | 100.00 | |

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.

| | |
|--------|------|
| Signed | Date |



 Finance Director



 Date

CHECK REGISTER

City Of Leavenworth
MCAG #: 0222

06/17/2016 To: 06/17/2016

Time: 12:10:09 Date: 06/17/2016

Page: 1

| Trans | Date | Type | Acct # | Chk # | Claimant | Amount | Memo |
|-------|------------|---------------------|--|-------|----------|---------------|--|
| 3977 | 06/17/2016 | Claims | 10 | 56010 | WFOA | 700.00 | 2016 Membership And Conf. Reg. For C. Brewer. 2016 Conf. Reg. For C. Steiner |
| | | | 001 - 514 20 49 00 - Misc-Reg/Dues/Subscriptions | | | 700.00 | |
| | | 001 Current Expense | | | | | 700.00 |
| | | | | | | <u>700.00</u> | Claims: 700.00 |
| | | | | | | 700.00 | |

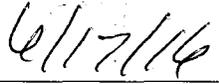
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a 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.

Signed

Date



Finance Director



Date

CHECK REGISTER

City Of Leavenworth
 MCAG #: 0222

06/01/2016 To: 06/30/2016

Time: 12:55:16 Date: 06/17/2016
 Page: 1

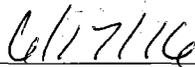
| Trans | Date | Type | Acct # | Chk # | Claimant | Amount | Memo |
|-------|------------|--------|--------------------------------------|-------|-----------------------|----------|---------------------------------------|
| 3978 | 06/17/2016 | Claims | 10 | 56011 | Peninsula Truck Lines | 1,424.20 | Shipping / Leavenworth Vacation Guide |
| | | | 104 - 557 30 44 01 - Advertising-LAP | | | 1,424.20 | |
| | | | 104 Lodging Tax | | | 1,424.20 | |
| | | | | | | 1,424.20 | Claims: 1,424.20 |

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.

| | |
|--------|------|
| Signed | Date |



 Finance Director



 Date

CHECK REGISTER

City Of Leavenworth
MCAG #: 0222

06/21/2016 To: 06/21/2016

Time: 08:50:02 Date: 06/10/2016
Page: 1

| Trans Date | Type | Acct # | Chk # | Claimant | Amount | Memo |
|------------|------------|---|-------|---------------------|-----------|---------------------------------------|
| 3736 | 06/21/2016 | Claims | 10 | EFT Dept of Revenue | 13,880.20 | Combined Excise Tax Return / May 2016 |
| | | 001 - 511 60 31 00 - Office & Operating Supplies | | | 1.63 | |
| | | 001 - 511 60 31 00 - Office & Operating Supplies | | | 0.48 | |
| | | 001 - 518 20 31 00 - Office & Operating Supplies | | | 16.91 | |
| | | 001 - 518 20 31 00 - Office & Operating Supplies | | | 4.94 | |
| | | 410 - 531 30 50 00 - Excise Tax-Dept Of Revenue | | | 73.17 | |
| | | 403 - 534 80 54 00 - Water-Excise Tax-Dept. Reven | | | 125.75 | |
| | | 403 - 534 80 54 00 - Water-Excise Tax-Dept. Reven | | | 5,135.76 | |
| | | 404 - 535 80 54 00 - Excise Tax-Dept Of Revenue | | | 1,453.96 | |
| | | 404 - 535 80 54 00 - Excise Tax-Dept Of Revenue | | | 76.07 | |
| | | 404 - 535 80 54 00 - Excise Tax-Dept Of Revenue | | | 933.44 | |
| | | 001 - 536 50 31 00 - Office & Operating Supplies | | | 13.49 | |
| | | 001 - 536 50 31 00 - Office & Operating Supplies | | | 3.94 | |
| | | 001 - 536 50 53 00 - External Taxes-Excise Tax | | | 8.63 | |
| | | 402 - 537 80 50 00 - Excise Tax-Dept Of Revenue | | | 895.42 | |
| | | 402 - 537 80 50 00 - Excise Tax-Dept Of Revenue | | | 2,068.32 | |
| | | 415 - 542 65 31 01 - Office & Operating Supplies | | | 8.18 | |
| | | 415 - 542 65 31 01 - Office & Operating Supplies | | | 2.39 | |
| | | 176 - 576 20 53 00 - External Taxes-Sales-B&O Tax | | | 26.85 | |
| | | 176 - 576 20 53 00 - External Taxes-Sales-B&O Tax | | | 370.50 | |
| | | 176 - 576 20 53 00 - External Taxes-Sales-B&O Tax | | | 108.30 | |
| | | 001 - 576 80 31 00 - Office & Operating Supplies | | | 12.29 | |
| | | 001 - 576 80 31 00 - Office & Operating Supplies | | | 20.20 | |
| | | 001 - 576 80 31 00 - Office & Operating Supplies | | | 27.95 | |
| | | 001 - 576 80 31 00 - Office & Operating Supplies | | | 8.49 | |
| | | 001 - 576 80 31 00 - Office & Operating Supplies | | | 3.67 | |
| | | 001 - 576 80 31 00 - Office & Operating Supplies | | | 3.59 | |
| | | 001 - 576 80 31 00 - Office & Operating Supplies | | | 5.90 | |
| | | 001 - 576 80 31 00 - Office & Operating Supplies | | | 8.17 | |
| | | 001 - 576 80 31 00 - Office & Operating Supplies | | | 2.48 | |
| | | 001 - 576 80 31 00 - Office & Operating Supplies | | | 1.07 | |
| | | 001 - 586 00 01 00 - Sales Tax | | | 1.88 | |
| | | 110 - 586 00 01 10 - Sales Tax Disbursements | | | 18.15 | |
| | | 110 - 586 00 01 10 - Sales Tax Disbursements | | | -1.39 | |
| | | 110 - 586 00 01 10 - Sales Tax Disbursements | | | -19.13 | |
| | | 110 - 586 00 01 10 - Sales Tax Disbursements | | | -5.59 | |
| | | 415 - 586 00 04 15 - External Taxes - Excise Tax | | | 129.68 | |
| | | 415 - 586 00 04 15 - External Taxes - Excise Tax | | | 1,789.61 | |
| | | 415 - 586 00 04 15 - External Taxes - Excise Tax | | | 523.12 | |
| | | 104 - 594 76 63 20 - Way Finding Signage (Hwy2/P | | | 16.97 | |
| | | 104 - 594 76 63 20 - Way Finding Signage (Hwy2/P | | | 4.96 | |
| | | | | | 145.71 | |
| | | | | | 21.93 | |
| | | | | | -7.96 | |
| | | | | | 505.65 | |
| | | | | | 2,963.74 | |
| | | | | | 5,261.51 | |
| | | | | | 2,463.47 | |
| | | | | | 73.17 | |
| | | | | | 2,452.98 | |
| | | | | | 13,880.20 | Claims: 13,880.20 |
| | | | | | 13,880.20 | |

CHECK REGISTER

City Of Leavenworth
MCAG #: 0222

06/21/2016 To: 06/21/2016

Time: 08:50:02 Date: 06/10/2016
Page: 2

| Trans | Date | Type | Acct # | Chk # | Claimant | Amount | Memo |
|-------|------|------|--------|-------|----------|--------|------|
|-------|------|------|--------|-------|----------|--------|------|

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.

| | |
|---------------------------|---------------|
| _____ Signed | _____ Date |
| _____ Finance Director | _____ Date |

CHECK REGISTER

City Of Leavenworth
MCAG #: 0222

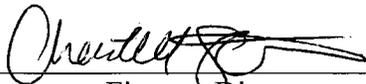
06/01/2016 To: 06/30/2016

Time: 09:38:31 Date: 06/23/2016
Page: 1

| Trans | Date | Type | Acct # | Chk # | Claimant | Amount | Memo |
|-------|------------|--------|--------|-------|--------------------------------------|----------|---|
| 4097 | 06/23/2016 | Claims | 10 | 56012 | Seattle Chinese Times | 1,200.00 | Travel Guide Book Ad / May 2016. Second Half |
| | | | | | 104 - 557 30 44 01 - Advertising-LAP | 1,200.00 | |
| 4098 | 06/23/2016 | Claims | 10 | 56013 | Sleeping Lady | 252.16 | Guest Room June 22, 2016 / Jenny Cunningham |
| | | | | | 104 - 557 30 44 01 - Advertising-LAP | 252.16 | |
| | | | | | | 1,452.16 | |
| | | | | | | 1,452.16 | Claims: 1,452.16 |

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.

| | |
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| Signed | Date |



 Finance Director

6/23/16

 Date

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 06/29/2016

Time: 08:46:11 Date: 06/24/2016
Page: 1

| Accts Pay # | Received | Date Due | Vendor | Amount | Memo |
|-------------------------------|----------------------------|-------------------|-------------------------------------|-----------------|---------------------------------|
| 22465 | 06/29/2016 | 06/29/2016 | 5760 Amazon/SYNC | 2,653.69 | Office Supplies |
| 518 20 31 00 | Office & Operating Supplie | 001 000 518 | Current Expens | 14.96 | |
| 518 20 31 00 | Office & Operating Supplie | 001 000 518 | Current Expens | 7.77 | |
| 534 80 32 00 | Operating Supplies-Trtmnt | 403 000 534 | Water | 20.59 | |
| 535 80 32 00 | Operating Supplies-Trtmnt | 404 000 535 | Sewer | 59.80 | |
| 535 80 32 00 | Operating Supplies-Trtmnt | 404 000 535 | Sewer | 37.40 | |
| 542 30 31 00 | Office & Operating Supplie | 101 000 542 | Streets | 58.99 | |
| 548 68 31 00 | Office & Operating Supplie | 501 000 548 | Equip Rental & | 56.82 | |
| 548 68 31 00 | Office & Operating Supplie | 501 000 548 | Equip Rental & | -37.69 | |
| 548 68 31 00 | Office & Operating Supplie | 501 000 548 | Equip Rental & | 37.69 | |
| 557 30 48 00 | Repairs & Maintenance | 104 000 557 | Lodging Tax | 205.00 | |
| 557 30 48 00 | Repairs & Maintenance | 104 000 557 | Lodging Tax | 242.79 | |
| 557 30 48 00 | Repairs & Maintenance | 104 000 557 | Lodging Tax | 99.67 | |
| 575 48 31 00 | Office & Operating Supplie | 110 000 575 | Leavenworth Ci | 52.19 | |
| 575 48 31 00 | Office & Operating Supplie | 110 000 575 | Leavenworth Ci | 29.92 | |
| 575 48 31 00 | Office & Operating Supplie | 110 000 575 | Leavenworth Ci | 41.92 | |
| 575 48 31 00 | Office & Operating Supplie | 110 000 575 | Leavenworth Ci | 11.66 | |
| 576 20 31 00 | Office & Operating Supplie | 176 000 576 | Community Sw | 14.96 | |
| 576 20 31 00 | Office & Operating Supplie | 176 000 576 | Community Sw | 8.99 | |
| 576 80 31 00 | Office & Operating Supplie | 001 000 576 | Current Expens | 476.96 | |
| 576 80 31 00 | Office & Operating Supplie | 001 000 576 | Current Expens | 21.42 | |
| 576 80 31 00 | Office & Operating Supplie | 001 000 576 | Current Expens | 49.32 | |
| 576 80 31 00 | Office & Operating Supplie | 001 000 576 | Current Expens | 187.00 | |
| 576 80 31 00 | Office & Operating Supplie | 001 000 576 | Current Expens | 108.35 | |
| 576 80 31 00 | Office & Operating Supplie | 001 000 576 | Current Expens | 476.96 | |
| 576 80 31 00 | Office & Operating Supplie | 001 000 576 | Current Expens | 108.66 | |
| 576 80 31 00 | Office & Operating Supplie | 001 000 576 | Current Expens | 68.80 | |
| 576 80 31 00 | Office & Operating Supplie | 001 000 576 | Current Expens | 52.36 | |
| 576 80 31 00 | Office & Operating Supplie | 001 000 576 | Current Expens | 19.44 | |
| 594 76 64 05 | Mai Pole Replacement | 104 000 594 | Lodging Tax | 120.99 | |
| 22444 | 06/29/2016 | 06/29/2016 | 4797 Apple City Roller Derby | 740.00 | Festhalle Deposit Refund |
| 347 30 06 01 | Room Rental | 110 000 340 | Leavenworth Ci | -240.00 | |
| 347 30 06 03 | Room Deposit Fees | 110 000 340 | Leavenworth Ci | -500.00 | |
| 22445 | 06/29/2016 | 06/29/2016 | 4797 Apple City Roller Derby | 500.00 | Festhalle Deposit Refund |
| 347 30 06 03 | Room Deposit Fees | 110 000 340 | Leavenworth Ci | -500.00 | |
| Total Apple City Roller Derby | | | | 1,240.00 | |
| 22422 | 06/29/2016 | 06/29/2016 | 41 Apple Valley Services Inc | 615.00 | Porta Potties |

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 06/29/2016

Time: 08:46:11 Date: 06/24/2016
Page: 2

| Accts Pay # | Received | Date Due | Vendor | Amount | Memo | |
|----------------|----------------------------|-------------------|--------------------------------|--------------------------------------|-----------------|--------------------------------------|
| 557 30 47 02 | Utilities - Icicle Station | | 104 000 557 Lodging Tax | 130.00 | | |
| 576 80 47 00 | Utilities | | 001 000 576 Current Expens | 305.00 | | |
| 576 80 47 00 | Utilities | | 001 000 576 Current Expens | 180.00 | | |
| 22441 | 06/29/2016 | 06/29/2016 | 46 | Aquatic Specialty Service Inc | 40.92 | Pool Supplies |
| 576 20 31 00 | Office & Operating Supplie | | 176 000 576 Community Sw | 40.92 | | |
| 22453 | 06/29/2016 | 06/29/2016 | 123 | Cascade Analytical, Inc. | 66.95 | WTP Water Testing |
| 534 80 51 00 | Water Testing | | 403 000 534 Water | 66.95 | | |
| 22454 | 06/29/2016 | 06/29/2016 | 123 | Cascade Analytical, Inc. | 465.56 | WTP Water Testing |
| 534 80 51 00 | Water Testing | | 403 000 534 Water | 465.56 | | |
| 22455 | 06/29/2016 | 06/29/2016 | 123 | Cascade Analytical, Inc. | 108.67 | WWTP Water Testing |
| 535 80 41 00 | Professional Services | | 404 000 535 Sewer | 108.67 | | |
| 22456 | 06/29/2016 | 06/29/2016 | 123 | Cascade Analytical, Inc. | 26.78 | WTP Water Testing |
| 534 80 51 00 | Water Testing | | 403 000 534 Water | 26.78 | | |
| | | | Total Cascade Analytical, Inc. | 667.96 | | |
| 22408 | 06/29/2016 | 06/29/2016 | 162 | Chelan County Treasurer | 3,360.00 | 2Q Prosecution Legal Services |
| 521 10 52 00 | Chel. Co. Prosecuting Svc. | | 001 000 521 Current Expens | 3,360.00 | | |
| 22461 | 06/29/2016 | 06/29/2016 | 171 | Cintas Corporation Loc #607 | 221.37 | Mats |
| 518 20 48 00 | Repairs & Maintenance Cit | | 001 000 518 Current Expens | 28.35 | | |
| 535 80 48 00 | Repairs & Maintenance | | 404 000 535 Sewer | 29.61 | | |
| 548 68 48 00 | Repairs & Maintenance | | 501 000 548 Equip Rental & | 114.41 | | |
| 576 80 48 00 | Repairs & Maintenance | | 001 000 576 Current Expens | 49.00 | | |
| 22462 | 06/29/2016 | 06/29/2016 | 171 | Cintas Corporation Loc #607 | 221.37 | Mats |
| 518 20 48 00 | Repairs & Maintenance Cit | | 001 000 518 Current Expens | 28.35 | | |
| 535 80 48 00 | Repairs & Maintenance | | 404 000 535 Sewer | 29.61 | | |
| 548 68 48 00 | Repairs & Maintenance | | 501 000 548 Equip Rental & | 114.41 | | |
| 576 80 48 00 | Repairs & Maintenance | | 001 000 576 Current Expens | 49.00 | | |
| 22463 | 06/29/2016 | 06/29/2016 | 171 | Cintas Corporation Loc #607 | 221.37 | Mats |
| 518 20 48 00 | Repairs & Maintenance Cit | | 001 000 518 Current Expens | 28.35 | | |
| 535 80 48 00 | Repairs & Maintenance | | 404 000 535 Sewer | 29.61 | | |

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 06/29/2016

Time: 08:46:11 Date: 06/24/2016
Page: 3

| Accts Pay # | Received | Date Due | Vendor | Amount | Memo | |
|-----------------------------------|----------------------------|-------------------|-----------------------------|-------------------------------|-----------------|---|
| 548 68 48 00 | Repairs & Maintenance | | 501 000 548 Equip Rental & | 114.41 | | |
| 576 80 48 00 | Repairs & Maintenance | | 001 000 576 Current Expens | 49.00 | | |
| Total Cintas Corporation Loc #607 | | | | 664.11 | | |
| 22464 | 06/29/2016 | 06/29/2016 | 7008 | Clean Connection | 242.74 | Festhalle Supplies |
| 575 48 31 00 | Office & Operating Supplie | | 110 000 575 Leavenworth Ci | 242.74 | | |
| 22433 | 06/29/2016 | 06/29/2016 | 6139 | Clifton, Christine | 463.34 | Festhalle Deposit Refunds |
| 347 30 06 02 | Equipment Rental | | 110 000 340 Leavenworth Ci | 54.20 | | |
| 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 48 00 | Repairs & Maintenance | | 110 000 575 Leavenworth Ci | -150.00 | | |
| 575 48 48 00 | Repairs & Maintenance | | 110 000 575 Leavenworth Ci | -82.46 | | |
| 22413 | 06/29/2016 | 06/29/2016 | 237 | Dept of Ecology | 49.00 | Water Supply & Irrigation |
| 534 80 32 00 | Operating Supplies-Trtmnt | | 403 000 534 Water | 49.00 | | |
| 22438 | 06/29/2016 | 06/29/2016 | 249 | Dept of Transportation | 1,029.85 | Street Salt |
| 542 66 31 00 | Office & Operating Supplie | | 101 000 542 Streets | 1,029.85 | | |
| 22448 | 06/29/2016 | 06/29/2016 | 249 | Dept of Transportation | 1,310.96 | Paint Striping 2016 |
| 542 30 48 00 | Repairs & Maintenance | | 101 000 542 Streets | 1,310.96 | | |
| Total Dept of Transportation | | | | 2,340.81 | | |
| 22416 | 06/29/2016 | 06/29/2016 | 3823 | Fields, Matt | 380.00 | Website Maintenance & Repairs/park Use Request Forms |
| 518 90 41 04 | Website Design-ProSvs | | 502 000 518 Central Service | 380.00 | | |
| 22446 | 06/29/2016 | 06/29/2016 | 298 | Firefly Inc. | 1,563.53 | Web Hosting, Server Management & Email Hosting |
| 518 90 41 00 | Professional Services | | 502 000 518 Central Service | 1,563.53 | | |
| 22425 | 06/29/2016 | 06/29/2016 | 832 | Frontier | 30.56 | WWTP Pumping Station |
| 535 80 42 00 | Comm-Phone/Postage/Fx | | 404 000 535 Sewer | 30.56 | | |
| 22428 | 06/29/2016 | 06/29/2016 | 832 | Frontier | 1,291.69 | City Landlines |

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 06/29/2016

Time: 08:46:11 Date: 06/24/2016
Page: 4

| Accts Pay # | Received | Date Due | Vendor | Amount | Memo |
|--------------------------------|----------------------------|-------------------|---|---------------|---------------------------------|
| 518 90 42 00 | Comm-Phone/Postage/Fx | | 502 000 518 Central Service | 471.84 | |
| 534 80 42 00 | Comm-Phone/Postage/Fx | | 403 000 534 Water | 41.30 | |
| 535 80 42 00 | Comm-Phone/Postage/Fx | | 404 000 535 Sewer | 43.49 | |
| 535 80 42 00 | Comm-Phone/Postage/Fx | | 404 000 535 Sewer | 73.48 | |
| 535 80 42 00 | Comm-Phone/Postage/Fx | | 404 000 535 Sewer | 82.11 | |
| 535 80 42 00 | Comm-Phone/Postage/Fx | | 404 000 535 Sewer | 112.10 | |
| 535 80 42 00 | Comm-Phone/Postage/Fx | | 404 000 535 Sewer | 43.49 | |
| 557 30 44 01 | Advertising-LAP | | 104 000 557 Lodging Tax | 47.58 | |
| 575 48 42 00 | Phone/Postage/Fax | | 110 000 575 Leavenworth Ci | 220.71 | |
| 576 20 42 00 | Comm-Phone/Postage/Fx | | 176 000 576 Community Sw | 43.49 | |
| 576 80 47 00 | Utilities | | 001 000 576 Current Expens | 112.10 | |
| Total Frontier | | | | 1,322.25 | |
| 22439 | 06/29/2016 | 06/29/2016 | 7003 Goldstar Products Inc. | 459.50 | Barrier |
| 576 80 31 00 | Office & Operating Supplie | | 001 000 576 Current Expens | 459.50 | |
| 22457 | 06/29/2016 | 06/29/2016 | 5131 Granich Engineered Products | 130.67 | WWTP Supplies |
| 535 80 48 00 | Repairs & Maintenance | | 404 000 535 Sewer | 130.67 | |
| 22406 | 06/29/2016 | 06/29/2016 | 331 Graybeal Signs Inc. | 50.00 | Sign Permit Refund |
| 322 10 01 00 | Sign/Design Permits | | 001 000 320 Current Expens | -50.00 | |
| 22410 | 06/29/2016 | 06/29/2016 | 331 Graybeal Signs Inc. | 555.40 | Aluminum Parking Signs |
| 542 65 31 01 | Office & Operating Supplie | | 415 000 542 Parking | 555.40 | |
| Total Graybeal Signs Inc. | | | | 605.40 | |
| 22431 | 06/29/2016 | 06/29/2016 | 6370 Guerra, Angel | 500.00 | Festhalle Deposit Refund |
| 347 30 06 03 | Room Deposit Fees | | 110 000 340 Leavenworth Ci | -500.00 | |
| 22407 | 06/29/2016 | 06/29/2016 | 340 H.D. Fowler Company Inc. | 422.14 | Parks Supplies |
| 576 80 31 00 | Office & Operating Supplie | | 001 000 576 Current Expens | 422.14 | |
| 22443 | 06/29/2016 | 06/29/2016 | 340 H.D. Fowler Company Inc. | 486.64 | Parks Supplies |
| 576 80 31 00 | Office & Operating Supplie | | 001 000 576 Current Expens | 486.64 | |
| Total H.D. Fowler Company Inc. | | | | 908.78 | |

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 06/29/2016

Time: 08:46:11 Date: 06/24/2016
Page: 5

| Accts Pay # | Received | Date Due | Vendor | Amount | Memo |
|----------------|-------------------|----------------------------|------------------------------------|-----------------|---|
| 22411 | 06/29/2016 | 06/29/2016 | 345 | | |
| | | | Haglund's Trophies | 62.87 | Maibaum & Lions Club Park Plates |
| | 576 80 31 00 | Office & Operating Supplie | 001 000 576 | 38.48 | Current Expens |
| | 594 76 64 05 | Mai Pole Replacement | 104 000 594 | 24.39 | Lodging Tax |
| 22451 | 06/29/2016 | 06/29/2016 | 345 | | |
| | | | Haglund's Trophies | 23.31 | PC Member Sign |
| | 558 60 31 00 | Office & Operating Supplie | 001 000 558 | 23.31 | Current Expens |
| | | | Total Haglund's Trophies | 86.18 | |
| 22417 | 06/29/2016 | 06/29/2016 | 5153 | | |
| | | | Inside Golf Newspaper | 275.00 | Advertising |
| | 557 30 44 05 | Advertising-Golf Course | 104 000 557 | 275.00 | Lodging Tax |
| 22412 | 06/29/2016 | 06/29/2016 | 6768 | | |
| | | | JA Brennan Associates, PLLC | 5,262.23 | Front Street Plaza |
| | 594 76 65 03 | Downtown Tourist Plaza | 104 000 594 | 5,262.23 | Lodging Tax |
| 22409 | 06/29/2016 | 06/29/2016 | 4890 | | |
| | | | Kyle Mathison Orchards, INC | 360.00 | Recycling Dump Fees |
| | 537 80 41 03 | Recycling Dump Fees | 402 000 537 | 360.00 | Garbage |
| 22427 | 06/29/2016 | 06/29/2016 | 459 | | |
| | | | Lakeside Equipment Corp | 404.00 | WWTP Supplies |
| | 535 80 32 00 | Operating Supplies-Trtmnt | 404 000 535 | 404.00 | Sewer |
| 22460 | 06/29/2016 | 06/29/2016 | 477 | | |
| | | | Leavenworth Electric Inc. | 135.51 | Pool Chlorinator Repairs |
| | 576 20 41 00 | Professional Services | 176 000 576 | 135.51 | Community Sw |
| 22459 | 06/29/2016 | 06/29/2016 | 4399 | | |
| | | | Leavenworth Learning | 420.00 | Bloodborne Pathogens Prevention Course |
| | 518 90 49 00 | Misc-Reg/Dues/Subscriptio | 502 000 518 | 80.00 | Central Service |
| | 534 80 49 00 | Misc/Reg/Dues/Subscriptio | 403 000 534 | 20.00 | Water |
| | 548 68 49 00 | Misc-Reg/Dues/Subscriptio | 501 000 548 | 200.00 | Equip Rental & |
| | 576 80 49 00 | Misc-Reg/Dues/Subscriptio | 001 000 576 | 120.00 | Current Expens |
| 22421 | 06/29/2016 | 06/29/2016 | 4176 | | |
| | | | Leavenworth Nursery | 191.52 | Downtown Flowers |
| | 576 80 31 00 | Office & Operating Supplie | 001 000 576 | 191.52 | Current Expens |
| 22405 | 06/29/2016 | 06/29/2016 | 6980 | | |
| | | | Leavenworth Spirits | 172.98 | Utility Refund |
| | 343 40 00 00 | Water Collections | 403 000 340 | -82.74 | Water |
| | 343 50 00 00 | Sewer Collections | 404 000 340 | -61.88 | Sewer |
| | 343 70 00 00 | Garbage Collections | 402 000 340 | -28.36 | Garbage |
| 22429 | 06/29/2016 | 06/29/2016 | 489 | | |
| | | | LocalTel Communications Inc | 48.09 | WTP Internet |

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 06/29/2016

Time: 08:46:11 Date: 06/24/2016
Page: 6

| Accts Pay # | Received | Date Due | Vendor | Amount | Memo | |
|----------------|----------------------------|-------------------|-----------------------------|-----------------------------|---------------|-----------------------------------|
| 534 80 42 00 | Comm-Phone/Postage/Fx | | 403 000 534 Water | 48.09 | | |
| 22420 | 06/29/2016 | 06/29/2016 | 4344 | McConkey Company | 164.17 | Parks Supplies |
| 576 80 31 00 | Office & Operating Supplie | | 001 000 576 Current Expens | 164.17 | | |
| 22440 | 06/29/2016 | 06/29/2016 | 4344 | McConkey Company | 27.43 | Invoice Difference Payment |
| 576 80 31 00 | Office & Operating Supplie | | 001 000 576 Current Expens | 27.43 | | |
| | | | Total McConkey Company | 191.60 | | |
| 22452 | 06/29/2016 | 06/29/2016 | 475 | NCW Media, Inc. | 32.76 | Advertising |
| 518 90 44 00 | Advertising | | 502 000 518 Central Service | 32.76 | | |
| 22432 | 06/29/2016 | 06/29/2016 | 5775 | O'Hanlon, Elizabeth | 750.00 | 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 | | |
| 22436 | 06/29/2016 | 06/29/2016 | 595 | Oxarc Inc. | 17.31 | Parks Supplies |
| 576 80 31 00 | Office & Operating Supplie | | 001 000 576 Current Expens | 17.31 | | |
| 22447 | 06/29/2016 | 06/29/2016 | 595 | Oxarc Inc. | 109.91 | Parks Supplies |
| 576 80 31 00 | Office & Operating Supplie | | 001 000 576 Current Expens | 109.91 | | |
| | | | Total Oxarc Inc. | 127.22 | | |
| 22450 | 06/29/2016 | 06/29/2016 | 346 | Pace Engineers, Inc. | 674.46 | City Engineering |
| 594 34 41 05 | Meadowlark LID | | 403 000 594 Water | 157.50 | | |
| 594 35 41 05 | Meadowlark LID | | 404 000 594 Sewer | 157.49 | | |
| 595 10 63 06 | Chumstick Multi Trail Engi | | 101 000 595 Streets | 359.47 | | |
| 22418 | 06/29/2016 | 06/29/2016 | 617 | Petty Cash | 163.89 | Petty Cash Replenishment |
| 369 81 00 00 | Cashier's Overages Or Shor | | 001 000 360 Current Expens | -1.70 | | |
| 514 20 49 00 | Misc-Reg/Dues/Subscriptio | | 001 000 514 Current Expens | 10.00 | | |
| 534 80 32 00 | Operating Supplies-Trtmnt | | 403 000 534 Water | 10.76 | | |
| 535 80 32 00 | Operating Supplies-Trtmnt | | 404 000 535 Sewer | 13.19 | | |
| 548 68 31 00 | Office & Operating Supplie | | 501 000 548 Equip Rental & | 5.00 | | |
| 548 68 31 00 | Office & Operating Supplie | | 501 000 548 Equip Rental & | 102.00 | | |
| 548 68 31 00 | Office & Operating Supplie | | 501 000 548 Equip Rental & | 18.00 | | |

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 06/29/2016

Time: 08:46:11 Date: 06/24/2016
Page: 7

| Accts Pay # | Received | Date Due | Vendor | Amount | Memo | |
|----------------|----------------------------|-------------------|-----------------------------|-------------------------------------|-----------------|--|
| 576 20 31 01 | Operating Supplies-Conces: | | 176 000 576 Community Sw | 3.24 | | |
| 22458 | 06/29/2016 | 06/29/2016 | 3047 | Radiant Industrial Solutions | 671.91 | WWTP Light Bulbs |
| 535 80 32 00 | Operating Supplies-Trtmnt | | 404 000 535 Sewer | 671.91 | | |
| 22426 | 06/29/2016 | 06/29/2016 | 4644 | Ricoh USA Inc. | 368.15 | Copier Agreement |
| 518 90 45 00 | Operating Rentals & Leases | | 502 000 518 Central Service | 368.15 | | |
| 22404 | 06/29/2016 | 06/29/2016 | 6990 | Shearer, John / Raeann | 146.76 | Utility Refund |
| 343 40 00 00 | Water Collections | | 403 000 340 Water | -77.21 | | |
| 343 50 00 00 | Sewer Collections | | 404 000 340 Sewer | -69.55 | | |
| 22423 | 06/29/2016 | 06/29/2016 | 4111 | Sherwin-Williams | 782.68 | Street Paint |
| 542 30 48 00 | Repairs & Maintenance | | 101 000 542 Streets | 782.68 | | |
| 22442 | 06/29/2016 | 06/29/2016 | 4111 | Sherwin-Williams | 3,197.20 | Street Paint |
| 542 30 48 00 | Repairs & Maintenance | | 101 000 542 Streets | 3,197.20 | | |
| 22449 | 06/29/2016 | 06/29/2016 | 4111 | Sherwin-Williams | 164.68 | Street Paint |
| 542 30 48 00 | Repairs & Maintenance | | 101 000 542 Streets | 164.68 | | |
| | | | Total Sherwin-Williams | 4,144.56 | | |
| 22414 | 06/29/2016 | 06/29/2016 | 4415 | T2 Systems Canada Inc. | 168.02 | Parking Meters |
| 542 65 41 01 | ProSvs-Monthly EMS Serv | | 415 000 542 Parking | 168.02 | | |
| 22403 | 06/29/2016 | 06/29/2016 | 3963 | TD&H Engineering Inc. | 2,330.00 | Swiss Hotel Plan Review |
| 558 60 41 05 | Pro.Svs. Develop Review-R | | 001 000 558 Current Expens | 2,330.00 | | |
| 22435 | 06/29/2016 | 06/29/2016 | 3963 | TD&H Engineering Inc. | 6,518.30 | 2017 TIB Preservation Survey Work Difference Owed |
| 595 10 40 20 | TIB 2017 Preservation - En | | 101 000 594 Streets | 6,518.30 | | |
| | | | Total TD&H Engineering Inc. | 8,848.30 | | |
| 22430 | 06/29/2016 | 06/29/2016 | 833 | Verizon Wireless | 380.46 | PW/Parks Cell Phones |
| 535 80 42 00 | Comm-Phone/Postage/Fx | | 404 000 535 Sewer | 46.56 | | |
| 537 80 31 00 | Office & Operating Supplie | | 402 000 537 Garbage | 19.19 | | |

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 06/29/2016

Time: 08:46:11 Date: 06/24/2016
Page: 8

| Accts Pay # | Received | Date Due | Vendor | Amount | Memo |
|-------------------|----------------------------|-------------------|---------------------------------|-----------------|------------------------|
| 548 68 42 00 | Comm-Phone/Postage/Fx | | 501 000 548 Equip Rental & | 140.47 | |
| 576 20 42 00 | Comm-Phone/Postage/Fx | | 176 000 576 Community Sw | 19.19 | |
| 576 80 47 00 | Utilities | | 001 000 576 Current Expens | 155.05 | |
| 22415 | 06/29/2016 | 06/29/2016 | 837 Visa | 427.47 | Office Supplies |
| 511 60 31 00 | Office & Operating Supplie | | 001 000 511 Current Expens | 25.10 | |
| 576 20 31 01 | Operating Supplies-Conces: | | 176 000 576 Community Sw | 402.37 | |
| 22466 | 06/29/2016 | 06/29/2016 | 837 Visa | 2,872.00 | Office Supplies |
| 518 20 31 00 | Office & Operating Supplie | | 001 000 518 Current Expens | 16.13 | |
| 518 90 34 00 | Office & Operating Supplie | | 502 000 518 Central Service | 23.73 | |
| 518 90 49 00 | Misc-Reg/Dues/Subscriptio | | 502 000 518 Central Service | 99.00 | |
| 534 80 31 00 | Operating Supplies-Distrib | | 403 000 534 Water | 25.40 | |
| 535 80 32 00 | Operating Supplies-Trtmnt | | 404 000 535 Sewer | 40.32 | |
| 558 60 31 00 | Office & Operating Supplie | | 001 000 558 Current Expens | 3.95 | |
| 558 60 31 00 | Office & Operating Supplie | | 001 000 558 Current Expens | 76.00 | |
| 575 48 31 00 | Office & Operating Supplie | | 110 000 575 Leavenworth Ci | 80.85 | |
| 575 48 31 00 | Office & Operating Supplie | | 110 000 575 Leavenworth Ci | 32.26 | |
| 576 20 31 00 | Office & Operating Supplie | | 176 000 576 Community Sw | 466.33 | |
| 576 20 31 00 | Office & Operating Supplie | | 176 000 576 Community Sw | 16.13 | |
| 576 20 31 00 | Office & Operating Supplie | | 176 000 576 Community Sw | 55.48 | |
| 576 20 31 00 | Office & Operating Supplie | | 176 000 576 Community Sw | 962.75 | |
| 576 20 31 00 | Office & Operating Supplie | | 176 000 576 Community Sw | 159.45 | |
| 576 20 31 01 | Operating Supplies-Conces: | | 176 000 576 Community Sw | 253.24 | |
| 576 20 49 00 | Misc-Reg/Dues/Subscriptio | | 176 000 576 Community Sw | 35.00 | K Lemons |
| 576 20 49 00 | Misc-Reg/Dues/Subscriptio | | 176 000 576 Community Sw | 35.00 | S Waters |
| 576 20 49 00 | Misc-Reg/Dues/Subscriptio | | 176 000 576 Community Sw | 35.00 | S Baldwin |
| 576 20 49 00 | Misc-Reg/Dues/Subscriptio | | 176 000 576 Community Sw | 35.00 | J Russ |
| 576 20 49 00 | Misc-Reg/Dues/Subscriptio | | 176 000 576 Community Sw | 35.00 | V Keran |
| 576 20 49 00 | Misc-Reg/Dues/Subscriptio | | 176 000 576 Community Sw | 35.00 | K Ringle |
| 576 20 49 00 | Misc-Reg/Dues/Subscriptio | | 176 000 576 Community Sw | 35.00 | S Archer |
| 576 80 31 00 | Office & Operating Supplie | | 001 000 576 Current Expens | 56.45 | |
| 576 80 31 00 | Office & Operating Supplie | | 001 000 576 Current Expens | 39.93 | |
| 594 76 63 20 | Way Finding Signage (Hwy | | 104 000 594 Lodging Tax | 219.60 | |
| Total Visa | | | | 3,299.47 | |
| 22424 | 06/29/2016 | 06/29/2016 | 907 Wilbur Ellis Company | 340.46 | Parks Supplies |
| 576 80 31 00 | Office & Operating Supplie | | 001 000 576 Current Expens | 340.46 | |

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 06/29/2016

Time: 08:46:11 Date: 06/24/2016
Page: 9

| Accts Pay # | Received | Date Due | Vendor | Amount | Memo |
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| | Report Total: | 45,871.23 |
|--|---------------|-----------|

| Fund | |
|-----------------------------------|-----------|
| 001 Current Expense | 10,946.33 |
| 101 Streets | 13,422.13 |
| 104 Lodging Tax | 6,627.25 |
| 110 Leavenworth Civic Center | 3,665.59 |
| 176 Community Swimming Pool | 2,827.05 |
| 402 Garbage | 407.55 |
| 403 Water | 1,091.88 |
| 404 Sewer | 2,275.50 |
| 415 Parking | 723.42 |
| 501 Equip Rental & Revolving Fund | 865.52 |
| 502 Central Services | 3,019.01 |

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

