



City of Leavenworth

700 HIGHWAY 2 / POST OFFICE BOX 287
LEAVENWORTH, WASHINGTON 98826
(509) 548-5275 / FAX: (509) 548-6429
Web: www.cityofleavenworth.com

City Council
Cheryl K. Farivar - *Mayor*
Elmer Larsen
Carolyn Wilson - *Mayor Pro Tem*
Gretchen Wearne
Mia Bretz
Margaret Neighbors
Richard Brinkman
Position No. 5 - Vacant
Joel Walinski - *City Administrator*

LEAVENWORTH CITY COUNCIL AGENDA

Leavenworth City Hall - Council Chambers
October 11, 2016 - 6:30 p.m.

Call to Order

Flag Salute

Roll Call

Consent Agenda

1. Approval of Agenda
2. Approval of September 27, 2016 Regular Meeting Minutes
3. 2016 Claims \$412,208.06
4. September 2016 Payroll \$235,666.52
5. PRSA Voucher Request \$12,000.00

WSDOT Project Award Presentation

Public Safety Report: Sergeant Bruce Long, Liaison Officer
Councilmember and Committee Reports
Mayor/Administration Reports

Comments from the Public on Items Not on the Agenda

Presentation by Link Transit – Richard DeRock

Public Hearing: Community Development Block Grant Project Performance of the Meadowlark Affordable Housing Project @ 6:45 PM

Resolutions, Ordinances, Orders and Other Business

1. Action: Second Reading Ordinance 1529: Alcohol Use in the Parks
2. Action: 2017 Chelan County Prosecution Services Agreement
3. Action: Proclamation – United Way Month
4. Action: Mountain Pact Letter of Support

Information Items for Future Consideration

1. Transportation Benefit District Meeting to Follow Regular Council Meeting
2. Council Interviews – 10/18/2016 @ 5:00 PM
3. PUD Substation Update – 10/25/2016 Evening Council Meeting
4. Planning Commission Public Hearing Overnight Rentals – 11/2/2016 @ 7:00 PM

EXECUTIVE SESSION 42.30.110(1)(c) PROPERTY SALE

Adjournment

(Next Ordinance is 1532 - Next Resolution is 15-2016)

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

SUPPLEMENTAL COUNCIL AGENDA

1. Second Reading Ordinance 1529: Alcohol Use in the Parks

The City Council is being asked to adopt Ordinance No. 1529, Alcohol Use in Parks suggested language changes. The suggested changes to the code language reflect the Council's discussion to proceed slowly with the changes in allowing alcohol within the City Parks. The new language would only allow the sale and consumption of alcohol within Front Street Park as a part of an Old World Bavarian type festival and limits the time from 1:00 PM – 7:00 PM. A Special Use Permit (SUP) would be required for the event and would stipulate requirements by the Liquor Control Board and City, such as security, separation, clean up, etc. The Special Use Permit would be approved by the administration similar to other SUP's and based on compliance of the Council approved code language.

During the Council's September 27, 2016 meeting, the first reading was conducted and City Council was asked to review and comment on the Ordinance 1529 proposed language changes.

The current City code prohibits the sale and consumption of alcohol; there have been several requests from event organizers over the last several years to allow for the sale and consumption of alcohol within City parks. The City Council in the past has made exceptions to the code; however, earlier this year Council has requested staff to work with the Public Safety Committee and Park Committee to develop code language that would allow for limited sale and use of alcohol in conjunction with permitted events. The initial draft language was developed and reviewed by each committee and forwarded for a first reading of the ordinance at a City Council meeting on June 28, 2016. After that, the Council received comments from the Chamber of Commerce requesting modifications of the proposed ordinance changes.

The Chamber of Commerce requested consideration of the following:

- Consideration based on event appropriateness/site of venue
- No limitations to the number of permits issued
- Expanding the time frames limiting operation
- Not requiring the permit holder to be onsite during operation

The Council met with the Chamber of Commerce representatives at the August Study Session to further the discussion regarding the Chamber's request and comments. Follow-up discussions at the Public Safety Committee and Parks Committee meetings provided staff with the outline to develop the suggested language that was reviewed as a 1st reading.

The current language would allow the Christmas Lighting Festival to continue with the Glüewein Tent and would allow for a Bier Tent for Maifest. The language does not limit the number of events per year, does expand the period from 1:00 PM – 4:00 PM to 1:00 PM to 7:00 PM and does not require the permit holder to be onsite (a contact person will need to be identified however as part of the SUP approval process). This new language is Front Street Park specific; the consumption and sale of alcohol in any other City park remains prohibited.

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

- Revised Ordinance 1529: Alcohol Use in the Parks
 - **MOTION:** *The Leavenworth City Council moves to approve Ordinance 1529 – Alcohol Use in the Parks.*

2. 2017 Chelan County Prosecution Services Agreement

The City Council is being asked to approve the 2017 Chelan County Prosecution Agreement with Chelan County for prosecution services through the Chelan County Prosecuting Attorney. Through this agreement, the County Prosecuting Attorney will provide prosecution services for misdemeanors and gross misdemeanors filed in District Court for cases arising within the corporate City limits. The fee for the prosecution services would be calculated based on the rate of \$225.00 per case, which is an increase of \$15 per case. The total contract amount for 2017 would be \$12,150 based on 54 cases at \$225 per case, which is a decrease of \$1,290 from last year.

The 2016 contract was for \$13,440 based on 64 cases at \$210 per case; the 2015 contract was for \$10,500 based on 50 cases at \$210 per case; the 2014 contract was based on 84 cases at \$210 per case; the total amount was \$17,640. In 2013, the Prosecutors office requested a fee increase of \$10.00 per case, which was approved by the Council; the total contract amount was \$14,490 for a total of 69 cases. The total contract amount for 2012 was \$11,000 based on 55 total cases at \$200 per case. The 2011 contract amount was for \$11,600 based on 58 misdemeanor cases within the corporate City limits; in 2010, the case load was 69 cases at \$200. The history of fee changes per case for the Prosecution Service Contract is as follows:

1997 - \$100 per case	2003 - \$125 per case	2006 - \$175 per case
2010 - \$200 per case	2013 - \$210 per case	

A copy of the agreement is provided as well as a list of misdemeanor crimes occurring within the corporate city limits as provided by the Chelan County Sheriff's Office via RiverCom. The report provides the incident number, location of incident, location of arrest, the charges, and the date and time of arrest.

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

- Chelan County Prosecuting Attorney Cover Letter, September 30, 2016
- Booking by LV Incident Location (09012015 – 08312016)
- Prosecution Service Agreement
- **MOTION:** *The Leavenworth City Council moves to approve and authorizes the Mayor to sign the 2017 Chelan County Prosecution Service Agreement.*

3. Proclamation – United Way Month

The City Council is being asked to support a Proclamation that states the City of Leavenworth's support and appreciation to the United Way volunteers, donors, and the United Way partner organizations during United Way Month. The United Way of Chelan and Douglas Counties has served the people of the region for over 75 years.

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

- Proclamation – United Way Month

- **MOTION:** *The Leavenworth City Council moves to approve the Proclamation in support of United Way Month.*

4. Mountain Pact Letter of Support

The Council is being asked to authorize a letter related to public lands and fire funding reform in support of The Mountain Pact. The letter would be addressed to Congressional leadership, pointing out the impact that shrinking Forest Service and Interior Department budgets have on our western mountain towns and urging them to take this into account in their fall budget negotiations. The letter requests additional congressional funding for better forest management to assist and help protect the tourism based economies that many of the western cities have in common. The supporting letter is being requested from the Mountain Pact coalition of cities. The Mountain Pact is a coalition of western tourism based cities, empowering the mountain communities to build resilience in the face of economic and environmental stresses through federal climate and conservation policy. The Mountain Pact is a nonprofit project fiscally sponsored by Sierra Business Council (501c3).

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

- Mountain Pact Draft Letter
- Mountain Pact Information: Protecting Western Forests
- **MOTION:** *The Leavenworth City Council approves supporting the Mountain Pact coalition of Cities requesting Congressional leadership support additional congressional funding for better forest management relating to the public lands and fire funding reform.*

LEAVENWORTH CITY COUNCIL
Study Session Agenda
City Hall - Council Chambers
October 11, 2016 9:00 a.m.

9:00 – 9:15 Chamber Report

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

9:15 – 9:35 Salmon Life Cycle Presented by Kara Zupke with Pacific Engineering

This time has been provided for a presentation by Kara Zupke from Pacific Engineering on the Salmon Lifecycle Learning Landscape and Fishing Pond at the Leavenworth National Fish Hatchery. The project was initially conceived several years ago and at that time presented to the City Council. Since that time additional design, cost estimates, and funding work have been completed. At this time the Project Stakeholders – Friends of the Northwest Hatcheries, United States Forest Service, Cascade Columbia Fisheries Enhancement Group, and Trout Unlimited – Iccicle Chapter are requesting \$5,000 from the City of Leavenworth to assist the group in meeting the 20% match for the Washington State Recreational Trails Program (RTP) grant. The group is developing a RTP grant application for \$150,000 for the initial design and construction of the base trail.

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

- Pacific Engineering Funding Request Letter, Sept 17, 2016
- Salmon Lifecycle Learning Landscape Project Description
- Salmon Lifecycle Learning Landscape Brochure

9:35 – 10:05 Budget Priority Review

The City Council is being provided a redline version of the 2017-2018 Budget Priorities that identifies the recommended changes from the City Council Finance Committee who reviewed this document in its entirety on September 27, 2016. Newly included is the identification of the City Council's Goals for each priority that were created by the Council at the annual retreat held this year on March 4, 2016; these designations are included in the first column of the priorities document.

Although many of the amendments are minor in nature, one particular item of discussion on Tuesday will be in regard to the 2nd listed priority item, Reallocation of Staffing Costs. This item affects the Lodging Tax Fund and has been recommended by the Finance Committee to be split with the Garbage Fund pertaining to the costs associated with the downtown garbage removal. Approximately 53% of the total salaries and wages are directly related to downtown garbage removal while 47% is related to Administrative costs for staff time spent on various downtown

related projects, capital repairs, festival/events, contracts and special use permits. As a reminder, the City will be audited on cost allocation of salaries and wages in future years to ensure that personnel costs are charged appropriately based on where staff actually performs work; in 2015-2016 city staff tracked various personnel to determine where staff was spending their time. The Finance Committee reviewed five different options for allocating the garbage related costs that included the following:

- Charge all costs directly to the Lodging Tax Fund (presented in original budget)
- Downtown Business Garbage Surcharge (concern with small business vs big/restaurant)
- Charge portion to the General Fund (concern – GF already covers over \$600K in Parks and Public Safety costs)
- Charge portion or all to Garbage Fund by incorporating a new rate for the City owned downtown garbage cans (this would require increasing other commercial garbage rates to offset the increased expenses in the Garbage Fund)
- Festival / Event Charge (concern with how to charge – basis on size? and who?)

The Committee requested that the staff research allocating about 25% (\$57,938) of the total costs (\$231,749) to be funded directly from the Garbage Fund and to offset that increase with a flat fee of no more than \$15.00 per commercial account. In performing the research, the City has approximately 161 commercial accounts that would generate approximately \$28,980 of the \$57,938 target at a \$15.00 per commercial account charge. With the upcoming Utility Rate Study in 2017 and a healthy fund balance in the Garbage Fund, the staff recommends proceeding with the reallocation of \$57,938 to the Garbage Fund and utilizing the difference of \$30,758 from Garbage Fund reserves in 2017. Along with this request by the Finance Committee, staff suggested no rate increases on Water, Sewer, Stormwater and Garbage rates, with exception to the new flat commercial rate of \$15 per account for 2017; this is suggested due to the decrease in personnel costs on the other utility funds from the reallocation of the personnel costs to the Lodging Tax Fund.

At this time one additional change, not discussed by the Finance Committee, has been incorporated to the Budget Document since the Council was provided draft figures that resulted in a minor increase to the General Fund expenditures that are related to the Parks Seasonal employees. Beginning in 2016 the City transitioned from two 6-Month Seasonal Positions to two 7-Month Seasonal Positions; this additional cost has been incorporated. As the budget process progresses there may be additional minor amendments as contracts are finalized, estimated beginning fund balances are recalculated and any additional suggestions from the City Council are incorporated; all changes will be included in future public hearing presentations for the preliminary and final budget documents prior to adoption in December.

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

- 2017 – 2018 Budget Priorities – Redline Changes
- Council Goal Development Worksheet
- Updated Budget Total Pages (Pages 1-3 of Budget Document)

10:05 – 10:25 Discussion: Rates & Fees

This time is being provided to start the discussion on any changes to the Rate and Fee Schedule for 2017. Over the course of the year several small amendments have been discussed and each of these have been incorporated within the document as redline changes for Council's discussion and consideration. Staff will provide an update on the preliminary items and ask for additional direction on developing the 2017 Rate and Fee Structure. A few items of particular note include:

- Removal/amendment to Fireworks related fees and other Fire Code charges
- Consideration of an increase to the Dog License fees as suggested by Animal Control to offset contract costs
- Commercial related holiday and tourism garbage fees
- New fees to consider for alcohol related SUP in Front Street Park
- New Storm Sewer hook-up fees
- Clarification to outside city utility extension fees
- Clarification to pool related fees
- Clarification to Rafting for Tubing as a contract
- Parking time limits for City Hall lot
- Removal of 2016 Festhalle fees
- Consideration for Alcohol in Front Street Park use fees.

As noted above in the Budget Priorities item, there are no changes incorporated for Water, Sewer, Stormwater, and Garbage monthly utility rates with exception to the flat \$15 per commercial account garbage fee. A new \$50 flat fee for consideration of garbage is also included for holiday pick-up that is included to recoup specific overtime costs of personnel; this fee would only be charged to a commercial account that requires pick-up of garbage on the City's designated federal holidays as observed per the Union Contract.

As an alternative to on-site construction of stormwater treatment and control facilities, the new plan includes a stormwater "Fee In-lieu-of completing on-site control and treatment facilities." This allows for the option of payment to contribute to a system-wide improvement rather than engineering, constructing and maintaining (in perpetuity) a private system.

- Fee In-lieu-of Water Quality Treatment BMPs formula: $(\text{Estimated Cost} \div \text{BMP PGIS}) \times \text{Project PGIS}$. These fees are based on several factors, i.e. 1) the planned regional BMP capital improvement estimated cost, and 2) the tributary pollutant generating impervious surface (PGIS) area being treated by the regional BMP, and 3) the project PGIS area discharging to the regional BMP.
- Fee In-lieu-of Detention BMPs formula: $(\text{Estimated Cost} \div \text{BMP Impervious Surface Area}) \times \text{Project Impervious Surface Area}$. This fee formula is based on several factors, i.e. 1) the planned regional BMP capital improvement estimated cost, and 2) the tributary impervious surface area being detained by the regional BMP, and 3) the project impervious surface area discharging to the regional BMP.

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

- Draft Rate & Fee Schedule – Redlines
- Fee In-lieu-of Project Required BMPs

10:25 – 10:35 Skatepark Update

This time is provided to give an update to the City Council on the progress being made by the Ad Hoc Skatepark Committee. The Committee met on Friday, September 30, 2016 and reviewed the Request for Quotation submittals. The Ad Hoc Skatepark Committee received three responses to the request for quotation advertisement: Dreamland Skateparks, Grindline: Concrete Skatepark Design and Construction, and Evergreen Skateparks. The criteria used to assess the firms based on the submittals included the following:

- Quality of previous build and design skatepark projects?
- Ability to meet contract requirements: Public Outreach, achieve design standards, quality?
- Responsiveness to the Request: is the response complete, does it provide the correct information, does it require more information?
- Does the firm have the capacity to actually complete the work: expertise, capable staffing and numbers, financial stability, etc?
- Based on the submittal, do you think the firm can achieve the desired outcome?

In addition, the Committee also considered input from the local skateboard community members, quality of work on other local projects, willingness of the firm to work with the community on the final design and consideration of the designs presented within the submittals. All three submittals identified completion for design and construction of the Leavenworth Skatepark project at \$175,000. The consensus of the committee was a recommendation for selecting Grindline: Concrete Skatepark Design and Construction. The committee recognized the quality of the work and durability of construction of the previous Leavenworth Skatepark which was built by Grindline. They also appreciated Grindline's previous park designs which allowed for multiple users and distinct user lines which allowed for greater user safety. In addition, the Committee heard from members of the local skateboard community that a preference was given to Grindline primarily because of the success of their previous designs. As with the other proposals, Grindline outlined the involvement of the community in the design development of the Skatepark which would include a number of public meetings, use of electronic media communication, and a review and consideration process for a final design selection. Grindline also would be open to working with in-kind donations, local donors and the use of local vendors. Their design work, engineering, and construction documentation is completed in house; the shared information between design, drafting, and construction assists in the project efficiency and controlling costs.

The next step in the process will be to develop a contract for design and construction with Grindline and request City Council consideration of approval. Once completed the design process will begin as identified in the RFQ. At this time the tentative completion date remains September 30, 2017 although Grindline has indicated the completion date can be advanced with an aggressive schedule.

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

- Grindline Concrete Skatepark Design and Construction RFQ Submittal

10:35 – 10:50 Discussion: Existing Structures and Setbacks

This time is provided as requested by Councilmember Larsen to discuss existing structures and setbacks. As earlier discussed and the Council is aware, the International Building, Fire and Residential Codes are adopted by the State of Washington, and may not be modified. In contrast, many sections of the Leavenworth Municipal Code (LMC) may be modified at the direction and desire of the City Council.

Specific to the topic, the Council and Planning Commission amended the Leavenworth Municipal Code (LMC) on March 22, 2016 (Ordinance No. 1523). This amendment, in part, was focused on providing a process for the conversion of existing buildings to an Accessory Dwelling Unit (ADU). This amendment included, considered and, in part, was based on Mr. Barber's and Mr. Hess' testimony during the LMC amendment hearing process to allow a new deviation allowance for setbacks for existing structures. The LMC Section for this deviation to the setbacks for legal existing structures states "Conversions of existing structures to accessory dwelling units shall be allowed in conformance with Chapter 18.68 LMC, Nonconforming Provisions, *excepting setbacks* whereby the *legally established* structure may receive an administrative deviation to *encroach no more than 20 percent*".

Following up on this code change, Councilmember Larsen desired additional study of "Nonconforming Issues" by the Council on May 10, 2016; and requested another study on "Change of Use" on September 13, 2016.

The Development Services Department is requesting guidance to find closure. The following may be used by the Council in directing the next action:

- No action. Allow Council's and Planning Commission's elegant and fair solution (LMC amendment - Ordinance No. 1523) to be monitored without change.
- Remove the LMC's setbacks from the rear and side property lines for all accessory structures. This would require a new amendment to the LMC, and staff recommends that such be placed on the 2017 PC Docket for deliberation and processing.
- Remove the LMC's setbacks from alleys regardless of location in relation to the rear and side property lines. This would require a new amendment to the LMC, and staff recommends that such be placed on the 2017 PC Docket for deliberation and processing.
- Modify the LMC's setbacks from alleys on a sliding scale. For alleys that are less than 12 ft. wide, place a greater setback of 8 ft. For alleys that are 12 to 14 ft. wide, require a setback of 4 ft. For alleys that are greater than 14ft, require no setback. This would require a new amendment to the LMC, and staff recommends that such be placed on the 2017 PC Docket for deliberation and processing.

- Amend Ordinance No. 1523 to increase the administrative deviation to 50% (or other amount as desired by the Council). Staff recommends that such can be completed at a Council Hearing. This amendment could state: “Conversions of existing structures to accessory dwelling units shall be allowed in conformance with Chapter 18.68 LMC, Nonconforming Provisions, excepting setbacks whereby the legally established structure may receive an administrative deviation to encroach no more than 50 percent.”
- Other _____. The Council may provide guidance outside or a combination of the above.

Regardless of the option or direction given, the International Building, Fire and Residential Codes separations remain; and staff recommends that life and safety requirements be upheld. In addition, with encroachment into alley setbacks, the need for mitigation (for example: placement of protective ballads may be necessary for inclusion into the LMC) may be necessary with clear standards and specifications beyond the adopted International Building, Fire and Residential Codes.

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

- Ordinance No. 1523

10:50 – 11:00 Mountain Pact Letter of Support

This is a follow-up and a new request from The Mountain Pact. The Mountain Pact is a coalition of western tourism based cities, empowering the mountain communities to build resilience in the face of economic and environmental stresses through federal climate and conservation policy. The Mountain Pact is a nonprofit project fiscally sponsored by Sierra Business Council (501c3).

Executive Director, Ms. Madson asked that the Council consider supporting a letter related to public lands and fire funding reform. The letter is addressed to Congressional leadership, pointing out the impact that shrinking Forest Service and Interior Department budgets have on our western mountain towns and urging them to take this into account in their fall budget negotiations. The Mountain Pact coalition of cities is requesting additional congressional funding for better forest management to assist and help protect the tourism based economies many of the western cities have in common. The letter would be sent with the signature of the Mayors supporting the initiative of the Mountain Pact.

The draft letter and information on the Mountain Pact report on the topic are included in the packet material.

The following items are included under **TAB 4 (evening meeting)**:

- Mountain Pact Draft Letter
- Mountain Pact Information: Protecting Western Forests

11:00 – 11:10 Quarterly Update Future Council Agenda Items / Project Tracking

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

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

- Project Tracking Document
- City Council 2016 Future Agenda Items

11:10 – 11:15 Quarterly City Newsletter Recommendations – Distribution in November

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

- “A Minute With the Mayor” – Topic to be determined
- Winter Parking and Snow Plowing (winter parking ban / snow removal operations)
- Holiday Closures & Garbage Collection Schedules – Sue Cragun
- Winter Events / Festivals – Sue Cragun
- Update on current / upcoming City projects – Herb Amick & Sue Cragun

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

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

- 2015 Winter Newsletter

11:15 – 11:30 Council Open Discussion

The remainder of this time slot allows for Council discussion of items not on the agenda.



September 17, 2016

Joel Walinski
City of Leavenworth
PO Box 287
Leavenworth, WA 98826

PROJECT: Salmon Lifecycle Learning Landscape & Fishing Pond
Project No. 16137GA

SUBJECT: Request for Matching Funds for Grant Application
Recreation Conservation Office (RCO) – Recreational Trails Program (RTP)

Dear Mr. Walinski,

I am currently working with several local organizations, to bring to life the Salmon Lifecycle Learning Landscape & Fishing Pond at the Leavenworth National Fish Hatchery in Chelan County. Project stakeholders include the following:

- Friends of Northwest Hatcheries
- United States Forest Service
- Cascade Columbia Fisheries Enhancement Group
- Trout Unlimited – Icicle Chapter

The Salmon Lifecycle Learning Landscape project is an interpretive trail and fishing pond that focuses on educating users on the origins of salmon and their natural habitat. The project site would be approximately four (4) acres. It is anticipated that a guided trip through the learning landscape would take about an hour with stops at the entrance for orientation and several stops along the 1200+/- foot path that represent the Wenatchee and Columbia Rivers. The fishing pond will be available for education and local fishing derbies, while housing live fish species.

A project of this size is a large undertaking for the teaming non-profit organizations. However, to maximum our efforts – we have broken the project into three (3) phases: **1) Design and Base Trail; 2) Pavement and Vegetation;** and **3) Arts, History and Signage.**

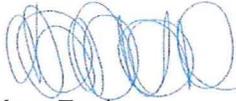
We are currently pursuing funding for the first phase – Design and Base Trail – of \$150,000. During this phase, plans and specifications will be developed and permitting commenced. Once construction-ready documents are finalized, site grading and prep-work will be undertaken, followed by construction of the project's "base" trail that will be usable to the public. It is our intention to fund this phase through an RTP grant with matching dollars from the City of Leavenworth and other project stakeholders (i.e. Friends of Northwest Hatcheries, Leavenworth National Fish Hatchery, etc.). We are requesting \$5,000 from the City of Leavenworth to help us meet the required 20% (\$30,000) match for the grant application. We have also requested matching funds from the Port of Chelan County and Chelan County Department of Natural Resources.

Joel Walinski
Request for Matching Funds for Grant Application
September 17, 2016

I would love the chance to talk to you in person about the project and answer any questions that you may have. For your convenience, I have attached a brief packet of information that discusses design, economic value, and more.

Thank you for your time and the opportunity to present to you the Salmon Lifecycle Learning Landscape & Fishing Pond project.

Sincerely,



Kara Zupke
Funding Specialist

CC: Cheri Kelley Farivar, Mayor, City of Leavenworth
Nathan Pate, Development Services Manager, City of Leavenworth



SALMON LIFECYCLE LEARNING LANDSCAPE



Friends of Northwest
Hatcheries

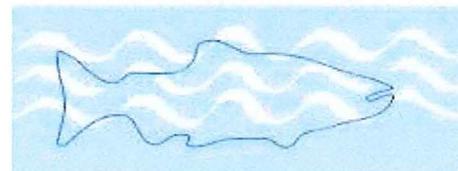
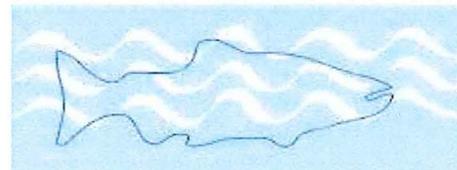


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Friends of Northwest
Hatcheries



PROJECT DESCRIPTION

The Cascade Columbia Fisheries Enhancement Group (CCFEG) initially spearheaded the effort to formalizing a vision for a salmon learning landscape at the Leavenworth National Fish Hatchery. The landscape would focus on educating hatchery visitors on the origins of salmon and their natural habitat. The Schematic Design Report sought to define the project program, interpretive approach, site design and provide an initial cost estimate.

A group of stakeholders was established after CCFEG received two grants to explore some initial concepts and project costs. The Community Foundation of North Central Washington and the Icicle Fund provided the initial project funding through local community grants. The Icicle Chapter of Trout Unlimited and the US Fish and Wildlife Service also contributed monetarily and in-kind contributions. The group was led by Jason Lundgren, Executive Director of CCFEG throughout 2012 to develop the initial concept and vision for the project.

PROJECT VISION

The vision that was formed was of an outdoor space where visitors whether they are mothers with their kids or the general public, or tourists visitors to the hatchery walk away with a more clear understanding of wild salmon, their habitat and the effects of modern development on that habitat. It would be a place where parents and teachers could and their kids to become a salmon while they are learning in the landscape. Engaged children, now little salmon, could 'swim' through a dry stream bed, dig up redds to find eggs, hide behind logs, jump into pools created from rocks, feel the different types of gravel between their fingers, climb waterfalls, escape predators, and learn through their interaction with the educational elements found in the landscape. Add oceanic and estuarine components to complete the journey of small fry –to experience life in a stream, life in the ocean and the return back to repeat the cycle.

This initial notion of a landscape that would interpret the lifecycle and habitat of the Pacific Northwest Salmon was boiled down to a specific vision statement by the stakeholders group.

In addition to the vision for the project a number of goals were discussed. The goals focused on educating children and the public about:

- Salmon migration routes
- Diversity of salmon habitat
- Challenges salmon face
- Cultural and biological significance of salmon

PROGRAM DEVELOPMENT

A project program was developed that outlined the elements that were incorporated into the schematic site plan. The stakeholders discussed a wide range of potential site elements that would potentially be included in the garden. Ultimately the project program was set to include the following;

- Plaza/connection to visitor center
- Salmon river walk interpretive path
- Watershed exhibit
- Interpretive signage
- Site furnishings
- Connection to existing site trails



PROJECT DESCRIPTION

SITE SELECTION

The Leavenworth National Fish Hatchery is an ideal location for the Salmon Lifecycle Landscape because of the current visitation base (150,000 annually) and it is the home of the Wenatchee River Salmon Festival (Salmonfest) held annually during the third week of September.

The landscape can be utilized year round by visitors as well as during Salmonfest by children to understand and appreciate the salmon existence, the differences between wild and hatchery raised fish, their history, and habitat.

FUTURE CAPITAL IMPROVEMENTS SITE PLAN



PROJECT DESIGN

SCHEMATIC DIAGRAM

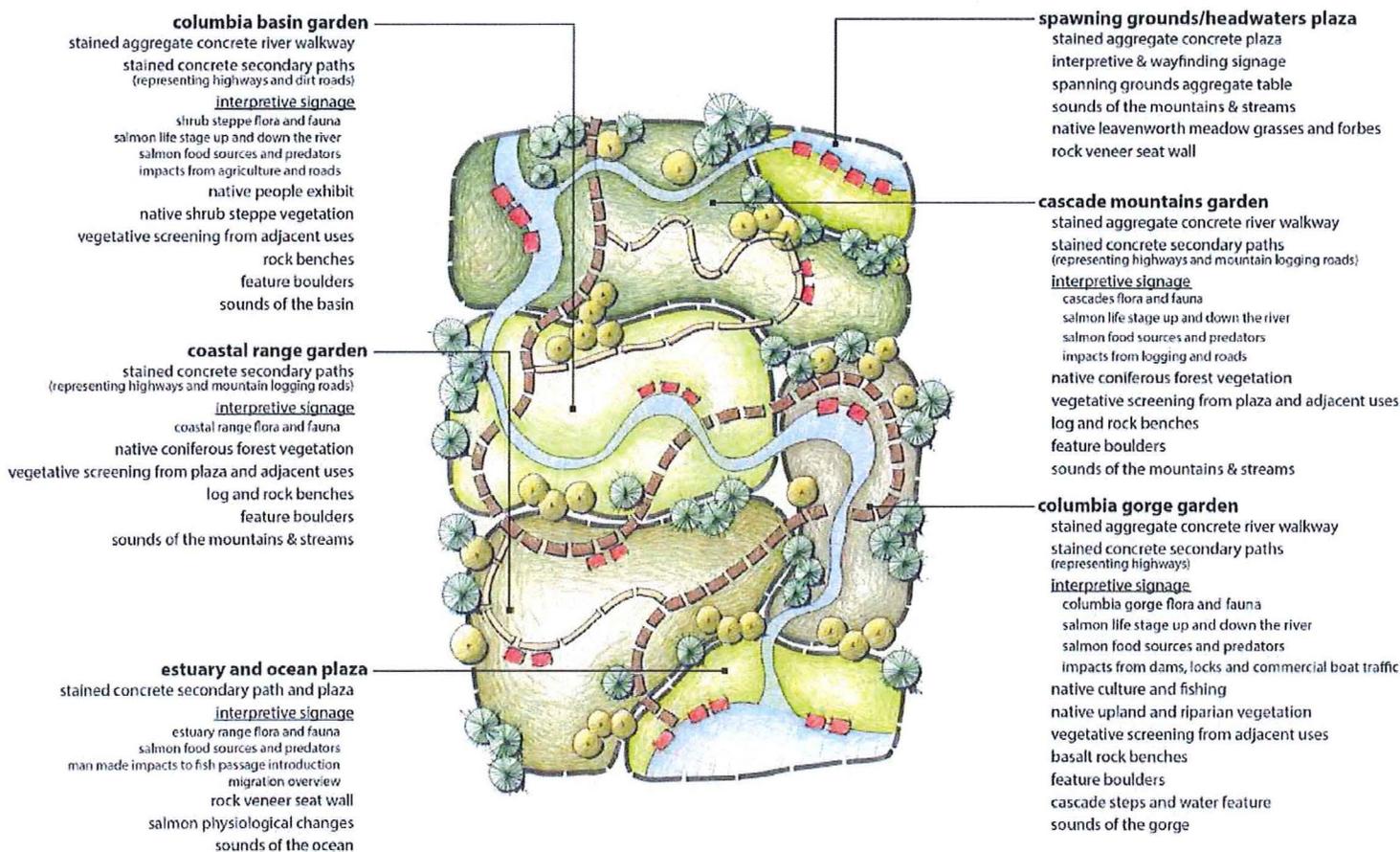
The design team developed a schematic diagram for the landscape. This diagram allowed the stakeholder to flush out most of the specifics for the landscape components and a strategy for telling the story of the pacific northwest salmon. The landscape itself will be divided into five distinct representative ecosystems much like the salmon's actual habitat.

Garden Ecosystems

- The Cascade Mountains
- The Columbia Basin
- The Gorge
- The Coastal Range
- The Estuary and Ocean

In each of these gardens within the landscape the flora, fauna, and natural history and human history will be portrayed along with what makes up good salmon habitat. The past and current barriers to salmon passage and survival will also be represented in the separate areas. A brief description of the landscape and interpretive components has been provided on the schematic drawings that follow.

Following a review of the schematic diagram and the emerging interpretive program portrayed by the diagram, a decision was made by hatchery staff on the site for continued design of the landscape. The north site was identified as the preferred location.



To build an educational, hands-on interpretive outdoor exhibit that takes visitors on a journey through space and time and leaves them with an appreciation for the remarkable story of the salmon.

PROJECT DESIGN (continued)

SCHEMATIC PLAN

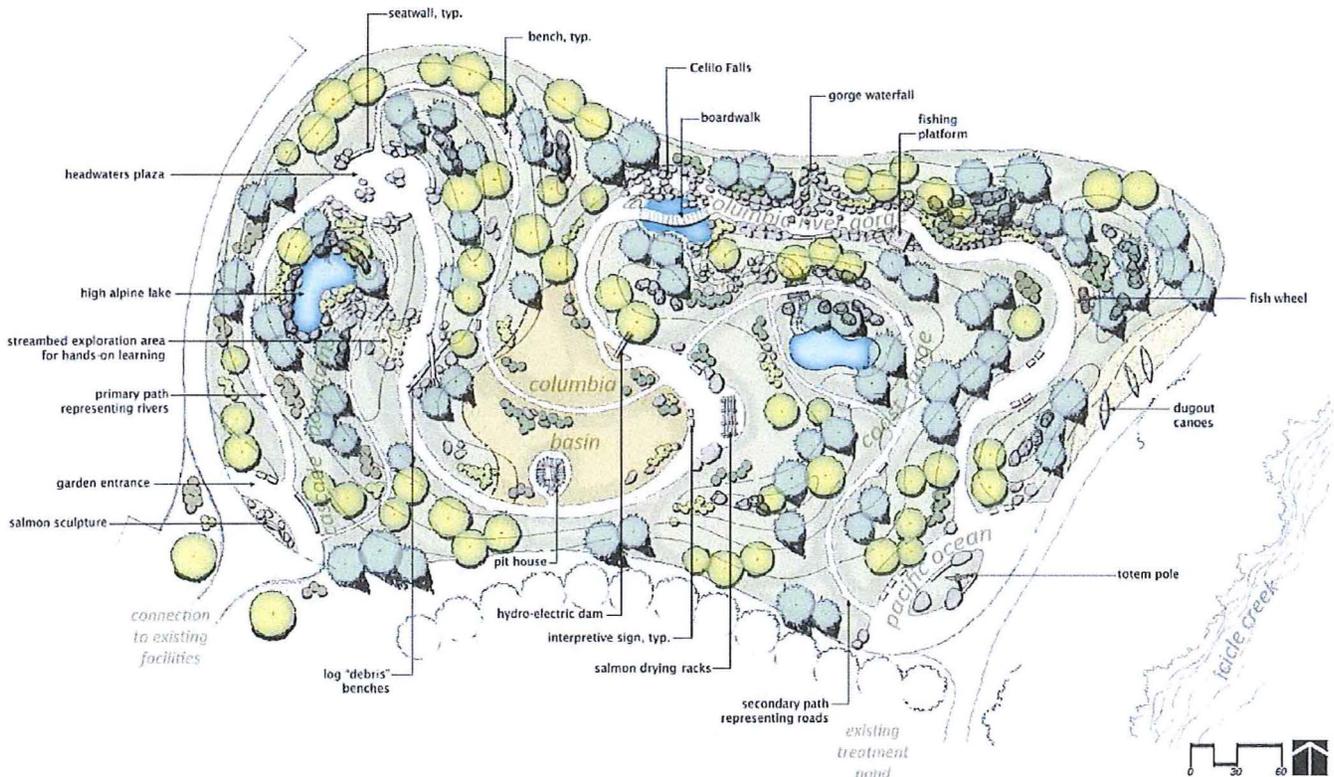
The project site on the north end encompasses approximately 4.0 acres for the learning landscape itself and another half and acre for a gravel parking area. The learning landscape as conceived in the schematic plan would be accessed from East Leavenworth Road via an approximately 700 foot 22 foot wide gravel roadway. The roadway would generally follow the alignment depicted on the overall schematic plan. It is anticipated that a guided trip through the learning landscape would take approximately an hour with stops at the entrance for orientation and several stops along the 1200+/- foot primary path that represent the Wenatchee and Columbia Rivers with a return trip to the learning landscape entrance plaza on the 900+/- foot secondary path that represent mountain and county roads.

The primary paths as envisioned would be constructed as an exposed aggregate concrete path stained to look like a flowing stream. While the secondary paths would be

standard finish concrete stained to look like asphalt or dirt roads.

A significant amount of topography is depicted in the schematic plan all of which will need to be sculpted on the flat site. Landform is an important component in the depiction of the different ecosystems through which a salmon travels. Numerous features boulder are planned for artful placement representing mountain ridge lines, rocky shorelines or natural cascades in the mainstream or side channels.

There are three functioning water features represented in the plan; the high alpine lake flowing into the stream bed exploration area, the upper and lower ponds flowing from the coastal range to Celilo Falls and the cascade in the gorge gardens representing the numbers of waterfalls flowing into the Columbia River. A more detailed description of the different garden areas within the learning landscape is provided on the following pages.



COST ESTIMATE

Salmon Lifecycle Learning Landscape Leavenworth National Fish Hatchery, Leavenworth, Washington

Item No.	Item Description	Qty.	Unit	Unit Cost	Est. Cost	
General Conditions						
1	Mobilization & Demobilization (8%)	1	LS	\$ 93,508	\$ 93,508	
2	Construction Surveying (2.5%)	1	LS	\$ 29,221	\$ 29,221	
3	Demolition	1	LS	\$ 1,500	\$ 1,500	
4	Construction Stormwater Management	1	LS	\$ 3,000	\$ 3,000	
					General Conditions Subtotal	\$ 127,229
Landform, Grading, Drainage						
5	Excavation & Grading	150	CY	\$ 6	\$ 900	
6	Imported Fill	20000	CY	\$ 15	\$ 300,000	
7	Large Boulders	70	EA	\$ 750	\$ 52,500	
8	Small / Medium Boulders	165	EA	\$ 250	\$ 41,250	
9	Rockery Retaining Walls	250	FF	\$ 20	\$ 5,000	
10	Stormwater Handling	1	LS	\$ 15,000	\$ 15,000	
11	Ponds	2750	SF	\$ 25	\$ 68,750	
12	Beach Fill	300	CY	\$ 25	\$ 7,500	
13	Stream Bed Cobble / Fill	90	CY	\$ 100	\$ 9,000	
					Landform, Grading, Drainage Subtotal	\$ 499,900
Vehicular Circulation & Parking						
14	Entry Road from East Leavenworth Road (22' Gravel)	1750	SY	\$ 7	\$ 12,250	
15	One Way Loop in Parking Area (14' Gravel)	1250	SF	\$ 7	\$ 8,750	
16	Gravel Parking Stalls	1250	SY	\$ 7	\$ 8,750	
17	Concrete ADA Stalls	60	SY	\$ 60	\$ 3,600	
18	Concrete Curb and Gutter	335	LF	\$ 18	\$ 6,030	
19	ADA Signage and Striping	1	LS	\$ 1,200	\$ 1,200	
20	Secondary Concrete Trail	400	SY	\$ 50	\$ 20,000	
					Vehicular Circulation & Parking Subtotal	\$ 60,580
Pedestrian & ADA Circulation						
21	Concrete Plazas (Entry, Headwaters, Ocean)	750	SY	\$ 125	\$ 93,750	
22	Boardwalk	300	SF	\$ 35	\$ 10,500	
23	Primary Concrete Trail	1250	SY	\$ 75	\$ 93,750	
24	Secondary Concrete Trail	400	SY	\$ 50	\$ 20,000	
					Pedestrian & ADA Circulation Subtotal	\$ 218,000
Site Features						
25	Entry Sculpture - Salmon	1	LS	\$ 25,000	\$ 25,000	
26	Concrete Seawalls (3' Height)	150	LF	\$ 45	\$ 6,750	
27	Audio System	1	LS	\$ 7,500	\$ 7,500	
28	Power for Audio System	1	LS	\$ 7,500	\$ 7,500	
29	Log "Debris" Benches	1	LS	\$ 2,500	\$ 2,500	
30	Stone Benches	5	EA	\$ 800	\$ 4,000	
31	Concrete Dam	1	LS	\$ 10,000	\$ 10,000	
32	Celilo Falls Representation	1	LS	\$ 15,000	\$ 15,000	
33	Salmon Drying Rack	1	LS	\$ 5,000	\$ 5,000	
34	Water Features / Circulation	1	LS	\$ 20,000	\$ 20,000	
35	Fishing Platform	100	SF	\$ 50	\$ 5,000	
36	Pit House	1	LS	\$ 10,000	\$ 10,000	
37	Totem Pole	1	EA	\$ 25,000	\$ 25,000	
38	Canoes	3	EA	\$ 1,500	\$ 4,500	
39	Cannery Wheel	1	LS	\$ 10,000	\$ 10,000	
					Site Features Subtotal	\$ 157,750
Plantings						
40	Deciduous Tree	100	EA	\$ 250	\$ 25,000	
41	Coniferous Tree	150	EA	\$ 325	\$ 48,750	
42	Large Shrub	250	EA	\$ 40	\$ 10,000	
43	Small Shrub	500	EA	\$ 15	\$ 7,500	
44	Perennials and Grasses	104	EA	\$ 6	\$ 624	
45	Seed Type 1	0.3	AC	\$ 2,500	\$ 750	
46	Seed Type 2	2.8	AC	\$ 2,500	\$ 7,000	
47	Erosion Control	1	LS	\$ 2,500	\$ 2,500	
48	Irrigation System	1	LS	\$ 25,000	\$ 25,000	
					Plantings Subtotal	\$ 127,124
Signage						
49	Monument Sign	1	LS	\$ 10,000	\$ 10,000	
50	Wayfinding Signage	2	EA	\$ 2,500	\$ 5,000	
51	Regulatory Signage	1	LS	\$ 750	\$ 750	
52	Interpretive Signage	20	EA	\$ 4,500	\$ 90,000	
					Signage Subtotal	\$ 105,750
					SUBTOTAL	\$ 1,296,333
					Contingency (25%)	\$ 324,083
					Tax (8.3%)	\$ 134,495
					CONSTRUCTION TOTAL	\$ 1,754,911
					Project Admin	\$ 20,000
					Design (20%)	\$ 350,982
					PROJECT TOTAL	\$ 2,125,893

COST ESTIMATE

FUNDING

While a significant amount of work on initial design has been completed to date, the design development will need to continue to further understand the costs of the project and to complete the interpretive plan for the project. Design Development would typically involve several meetings with the newly formed steering committee to address questions as the plan takes shape. It is important that the story being told in the landscape is accurate and compelling to visitors.

The Salmon Lifecycle Educational Landscape can be an important part of natural resource education for students throughout the Wenatchee River Valley and beyond. An important component of Salmonfest and an additional visitor experience at the Leavenworth National Fish Hatchery, the landscape can provide education about the roles of hatcheries and why we need them counterpoint to the development and life of hatchery fish. It can help explain how delicate the natural world can be while at the same sharing the success story of reestablishing the salmon runs with hatchery raised fish.

With proper design and construction, the Salmon Lifecycle Landscape can become a permanent, sustainable addition to the hatchery grounds providing an additional draw for hatchery, local and regional visitation.

PHASING

The total estimated for all phases of the project come to over \$2 million. However, in order to allow for more manageable funding limit—the project will be broken into three (3) phase:

1st PHASE—Design and Base Trail

Estimated Phase Cost: \$150,000

During this phase complete plans and specifications will be developed and permitting will be undertaken. Once construction-ready documents are finalized, site grading and prep-work will be undertaken, followed by the project's "base" trail that will be usable to the public. It is our intention to fund this phase through an RTP grant with matching dollars from the City of Leavenworth and project stakeholders (i.e. Friends of Northwest Hatcheries, Leavenworth National Fish Hatchery, etc.).

2nd PHASE—Pavement and Vegetation

Estimated Phase Cost: \$1,500,000

The secondary phase will consist of construction of the natural landscape and planting of the specified vegetation to reflect the appropriate areas along the learning landscape. Paved trails and roadways will be installed and the trail system finalized and connected to existing trails. It is our intention to fund this phase through an RCO grant with matching dollars from the project stakeholders (i.e. Friends of Northwest Hatcheries, Leavenworth National Fish Hatchery, etc.) and local fundraising efforts.

3rd PHASE— Arts, History and Signage

Estimated Phase Cost: \$500,000

This final phase will consist of the installation of historical features, signage, and educational exhibits. It is our intention to fund this phase through an RCO grant with matching dollars from the project stakeholders (i.e. Friends of Northwest Hatcheries, Leavenworth National Fish Hatchery, etc.), local fundraising efforts and sponsorships.



ECONOMIC DEVELOPMENT

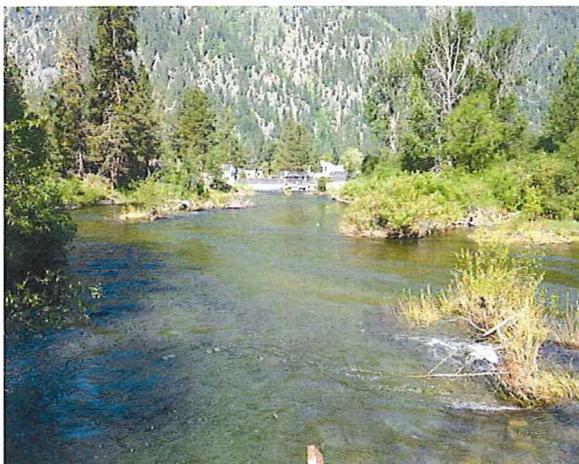
TRAILS AND ECONOMIC DEVELOPMENT

Trails and green space are important community amenities that help to spur economic development. Trails are important community facilities that attract people and dollars.

The relationship between well-designed green spaces and trails and economic development has long been understood. But with increasing competition for scarce resources, this conventional wisdom on the value of parks for economic development has been supplanted by wariness to invest in purely recreational resources. Over the last decade, however, sophisticated new economic studies, have once again begun to use green spaces, parks and trails as economic stimulants for community revitalization. New evidence shows an almost universal positive connection between well-designed open spaces and trails and important economic development indicators. Trails and greenways are helping shape growth and contribute to critical environmental values, and, indeed, place economic development and revitalization.

Trails...

- Build strong, economically vital communities.
- Provide communities with a valuable amenity.
- Revitalize.
- Support local businesses.



VALUE

This project will promote:

- **Economic vitality:** A trail system that contributes to the financial strength and attractiveness of a community by enhancing business opportunities, tourism, and property values
- **Sustainability:** A trail system that offers alternative transportation opportunities, contributes to the health and vitality of a community, and connects people to nature
- **Best practices:** Innovative, sustainable, and technically sound guidelines that are understood and applied by decision makers in the planning, design, development, and construction of high quality trail systems
- **Accessibility:** A infrastructure of trails and greenways that are a part of everyday life and accessible to all people of varying abilities, ages, and backgrounds
- **Connectivity:** Trail systems that link communities, natural areas, and people as a means of recreation and transportation
- **Healthy lifestyle:** Improved fitness, health, and well-being for all people through trails that offer opportunities for physical activity, recreation, rejuvenation, and preventative health care
- **Learning:** Educational and interpretive opportunities that promote understanding, skills development, and appreciation of the environment
- **Outdoor Experience:** Responsible and enjoyable opportunities that are afforded to all trail users and contribute to each community of trail recreationists
- **Outdoor Appreciation:** Inspiring trail experiences that cultivate an appreciation for our natural and cultural heritage

PARTNERING FOR SUCCESS

WHAT'S NEXT?

Moving forward, existing project stakeholders hope to submit a Recreational Trails Program grant application with the Recreation and Conservation Office (RCO) this fall for \$150,000.

The application is due November 1st. *Grant recipients must provide at least 20% in matching resources.*

This grant application will be the 1st step in completing the final design and moving forward with the construction phase of the project.

We would like to ask the City of Leavenworth to help us meet the required 20% match for the grant application—\$5,000. If successful, the grant will pay for the design, and first phase of construction (grading / base trail) for the project.

Once this first phase is complete, project stakeholders will pursue additional RCO grants in 2018. In the meantime, we are actively pursuing additional funding/project partnerships and resources to successfully complete this project.

ACKNOWLEDGMENTS

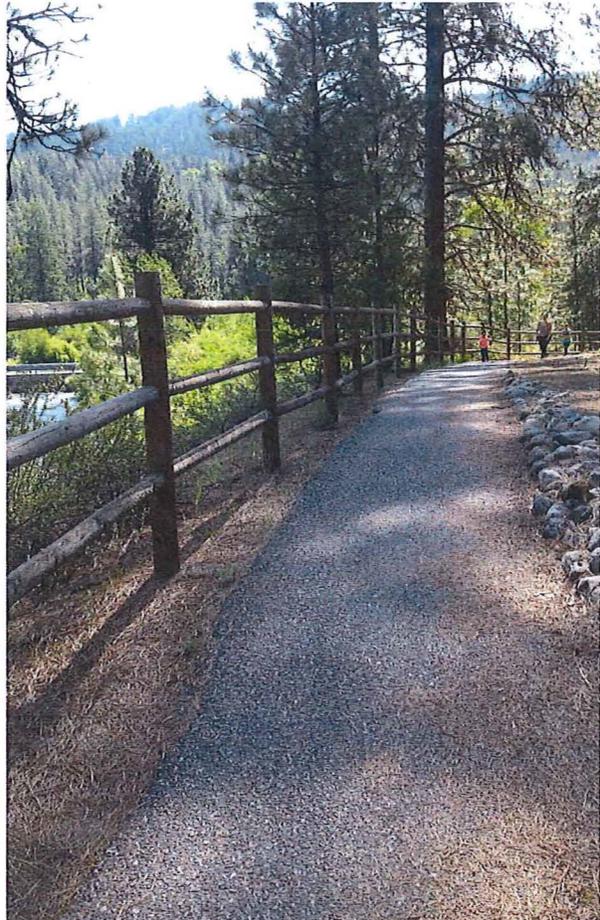
The following team members were responsible for the schematic design team. They spent countless hours and offered financial support and energy to ensure the vision was appropriately captured:

- The Icicle Fund
- The Community Foundation of North Central Washington
- Friends of the Northwest Hatcheries
- Trout Unlimited
- Leavenworth National Fish Hatchery
- Cascade Columbia Fisheries Enhancement Group
- US Fish and Wildlife Service

POTENTIAL PARTNERS

The stakeholders have discussed the need to reach out to the community to gain additional support for the project. Over the next several months members of the stakeholders group and design team will present the plans for the project to the following:

- Port of Chelan County
- Chelan County Commission and Natural Resources Department
- Chelan County PUD No. 1
- Leavenworth City Council
- Leavenworth Chamber of Commerce
- Leavenworth Area Promotions
- Leavenworth Rotary
- Bureau of Land Management
- Upper Columbia Salmon Recovery Board
- Colville Confederated Tribes
- Yakama Nation



The Salmon Lifecycle Learning Landscape & Fishing Pond project need your help to succeed!

The total estimated cost for both projects comes to over \$2 million. However, at this time, project sponsors are working on the first phase: *Design and Base Trail*.

PHASE 1—Design and Base Trail

The estimated cost for this phase is \$150,000. During this phase complete plans and specifications will be developed and permitting will be undertaken. Once construction-ready documents are finalized, site grading and prep-work will be undertaken, followed by the project's "base" trail that will be usable to the public.

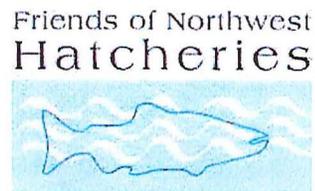
Current project sponsors are actively pursuing additional funding/project partnerships and resources to successfully complete this project. **With your support we can convert our concepts and create a construction-ready project!**

Contact us today to donate and/or show your support:

Friends of Northwest Hatcheries
P.O. Box 2044
Leavenworth, WA 98826
509.548.6662
info@friendsofnwhatcheries.org
Ask for Betsy or Corky

*Friends of Northwest Hatcheries is non-profit 501(c)(3) organization.
All donations are tax-deductible.*

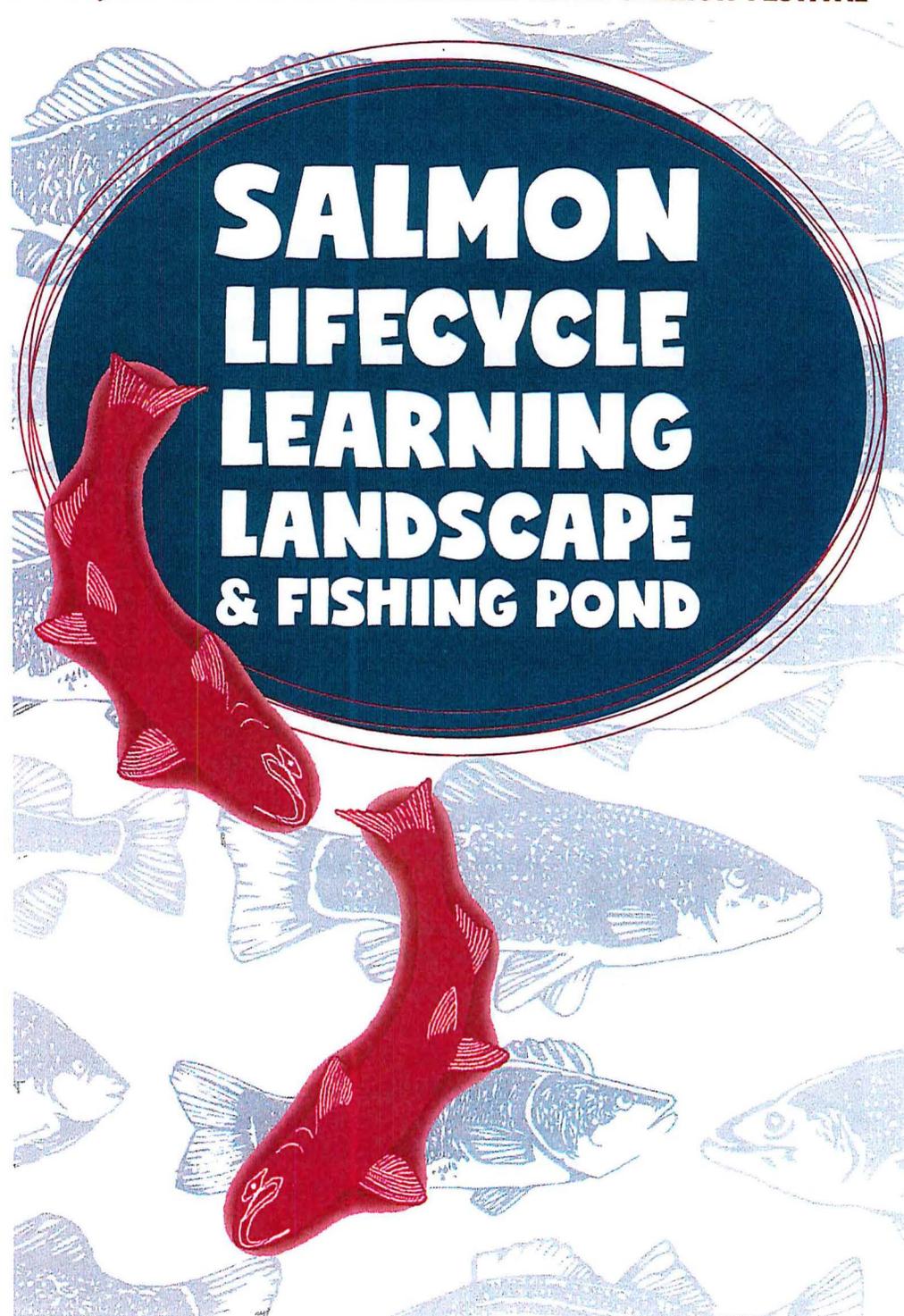
BROUGHT TO YOU BY OUR PROJECT SPONSORS:



ICICLE FUND

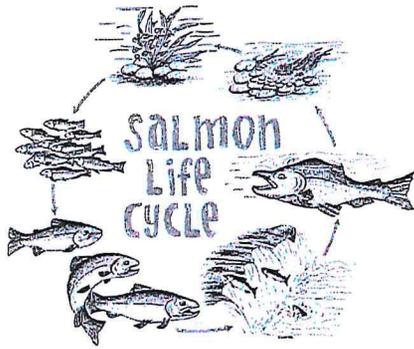


A PROJECT INSPIRED BY WENATCHEE RIVER SALMON FESTIVAL



Helping to increase awareness of the relationship between people and the environment...

The goal of the **Salmon Lifecycle Learning Landscape** is to engage and educate people from all backgrounds in exploring, connecting with and preserving our natural and cultural heritage. This project will ensure that visitors and locals alike, remain connected to and engaged with nature, while promoting natural resource conservation through programs within the Pacific Northwest. The **Salmon Lifecycle Learning Landscape** is an outreach and education project created to present a high-quality experience and information to the public while sharing the cultural significance of salmon. People of all ages will be excited and eager to learn about nature!



The landscape will be divided into five distinct representative ecosystems—much like a salmon’s actual habitat. **Ecosystems:** Cascade Mountains, Columbia Basin, Gorge, Coastal Range, Estuary and Ocean.

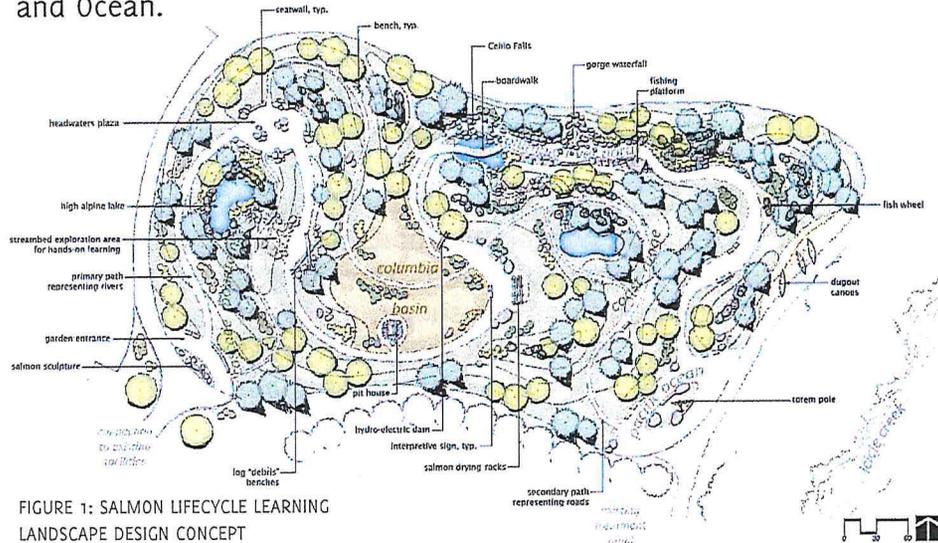


FIGURE 1: SALMON LIFECYCLE LEARNING LANDSCAPE DESIGN CONCEPT

This project will build an educational, hands-on interpretive outdoor exhibit that takes you on a journey through space and time and leaves you with an appreciation for the remarkable story of salmon.

The existing hole-in-the-ground at the Hatchery will be transformed into a **Fishing Pond**! This transformation will improve wildlife habitat and create positive opportunities for youth. Rainbow trout and other species will thrive in the **Fishing Pond**, supplied with water that has already passed several times through the raceways where summer Chinook salmon are raised. Around the **Fishing Pond**, young pines and other native trees will be planted to coincide with the learning landscape trail. *This will also mean that the Hatchery will be able to host fishing derbies!*



The **Salmon Lifecycle Learning Landscape** will be an important part of natural resource education throughout the Wenatchee River Valley and beyond, a vital component of Salmon Fest and an additional visitor experience at the Leavenworth National Fish Hatchery. The landscape will provide education about the roles of hatcheries and why we need them as counterpoints to the development and life of hatchery fish, helping to explain how delicate the natural world can be while at the same sharing the success story of reestablishing the salmon runs with hatchery raised fish.

With proper design and construction, the **Salmon Lifecycle Learning Landscape & Fishing Pond** will become a permanent, sustainable addition to the hatchery grounds providing an additional draw for hatchery, local and regional visitation.



FIGURE 2: FUTURE CAPITAL IMPROVEMENTS SCHEMATIC

RECOMMENDATIONS FOR THE 2017 - 2018 BUDGET

DRAFT - DRAFT - Funding Costs Updated 9/29/2016

Leavenworth 2017 - 2018 Proposed Budget Items for Consideration

Council Goal	Budget Item	Description	Estimated Cost	Funding Source	Page # in Budget Document
B. 6, C. 1, E. 5	Parking Property Improvements (P1, P2, P3)	These are improvements to the P1, P2, and P3 paid parking areas. Improvements include fencing, lighting, electrical upgrades, pay stations, jersey barrier placement and landscaping. Funding is available through the residual funds in the purchase financing (\$95,000 of which \$90K is remaining and should be spent by the end of 2016; any remaining project funds will be transferred to the parking fund at year-end for use in 2017). Parking revenues fund balance will be used to cover project costs. Funding has been requested from Projekt Bayern to assist in funding, however the request has not been approved at this time.	\$60,000.00	Capital Projects Fund (Warehouse) - \$90K in 2016 Parking Fund - \$360K 2017	40 , 59
A. 3, E. 1	Reallocation of Staffing Costs	This budget item is based on the completion of the Cost Allocation Study which was completed in 2015/2016. The Cost Allocation Study was a requirement from the State Auditors Office for all cities to document and justify the expenditure of funds to cover personnel costs. The preliminary findings from this study indicate that less staffing time is spent supporting water/sewer/ stormwater utilities and a higher percentage of staff time is spent supporting downtown commercial activity and/or tourism. One area is providing trash removal for the 53 trash cans located in the downtown commercial district and primarily used by visitors to Leavenworth. Trash receptacles are emptied at a minimum of 5 times per week throughout the year; often extra service is required on weekends and during festivals. Previously these costs had not been specifically accounted for; the estimate for this cost is \$123,762. The other area is staffing costs for managing downtown/commercial activity; this includes processing Chamber and LAP expenditures, processing Special Use Permits, event support. The estimate for this allocation would be \$107,987 123,762 . This is not a new service or addition of costs, it is a reallocation of a funding sources for this level of service which will reduce costs from other funding areas and allow those costs to stabilize. Alternative funding options may be considered. In reviewing this item, the Finance Committee recommends a split to charge \$57,938 directly to the Garbage Fund that would be partially offset by an increase in Commercial garbage collection on a per account (not unit or per dumpster) basis of a flat \$15.00 per month charge. Initially in 2017 this \$15 charge would generate an additional \$27,180 and utilizes reserve garbage funds for a difference of \$30,758. This will bring the Garbage fund to a 29% reserve fund balance (finance policy is 25% by 2020) and will continue to drop in 2018 if no changes are made. With the anticipated Utility Rate Study in 2017, this can be addressed with 2018 rates to stabilize the garbage fund for ongoing sustainability.	\$231,749 LT Fund: \$173,811 - 2017 \$178,342 - 2018 Garbage Fund: \$57,937 - 2017 \$61,062 - 2018	TBD - Currently showing as salaries/benefits/OT in the Lodging Tax Fund - See personnel spreadsheet for breakdowns	70, 71
C. 1	Downtown Recycling	Downtown Recycling was identified as a Council priority and the service level improvement is being recommended by the Downtown Steering Committee. The expenditure is for the expansion of the City's downtown recycling program; the purchase of an additional 8 recycling cans, the contracted comingled dumpster cost through Waste Management, and the cost for collecting the comingled recycling material when necessary from recycling containers. The funding is being requested through the Lodging Tax Fund.	\$12,000 Cans-2017 \$15,000 Operations - both years	Lodging Tax	28 - Cans 27 - Collection Services
C. 1	Chamber Funding Increase	The Chamber has a 2014-2017 contract with the City to receive 18.5% of revenues based on the prior year's hotel/motel tax revenue collections that goes through March 2017 based on the 2015 revenues. Estimates are included at this time based on the past agreement of 18.5% for the 2017-2018 budget years utilizing 2016 and 2017 estimated revenues. This contract will need to be renegotiated in early 2017 for future allocations.	\$270,000 - 2017 \$275,400 - 2018	Lodging Tax	27

A	B	C	D	E	F
13 C. 1, C. 2	LAP Funding Request / Stevens Pass	TBD Lap requested and received a \$8,000 increase for 2015, and an additional \$11,000 in 2016 which brought the total to \$539,000. In addition the Council did approve \$20,000 for the Steven's Pass Stay and Play, which is a LAP initiative. 2017 will be the third and final year of that commitment. LAP typically provides an additional request to the Council in late October for future funding. The City anticipates an additional request from the LAP/Chamber Board to purchase a downtown video cam system; estimated cost increase of \$20,000 added to the LT Budget.	\$539,000 both years at this time Stevens Pass: \$20,000 - 2017 Web Cam: \$20,000	Lodging Tax	27/28
14 C. 1	Autumn Leaf Festival	In 2009, the City increased the annual funding for the Autumn Leaf Festival to \$15,300, it has remained at this level. The funds are spent on the reimbursement of insurance for the festival float and the reimbursement of costs associated for representatives of Autumn Leaf to attend other festivals. The 2017/2018 Budget includes this ongoing expenditure. In 2014, the City Council also approved an additional \$15,000 to the Autumn Leaf Association which is used to support travel costs for individuals to other community sponsored events. The additional \$15,000 has been an annual request from the Autumn Leaf Association considered for approval by the Council in March of each year; at this time it has been included for review. Finance Committee recommendation to reduce funding over time as originally discussed in 2014 with the Autumn Leaf Board - 2017 - \$15,000, 2018 - \$10,000, 2019 - \$5,000, 2020 - no future additional funding over the usual \$15,300 support.	\$15,300 both years Supplemental Funding \$15,000 - 2017; \$10,000 2018	Lodging Tax	27 / 28
15 C. 1	Museum	The City increased the funding to the Leavenworth Museum in 2013 from \$5,000 to \$10,000 with funding provided through the Lodging Tax Funds. At this time the \$10K has been included in the 2017/2018 Budget for Council consideration, the Council did have several requests of the Museum and previously the funding was contingent upon the Museum charging a minimum of \$2.50 for entry and considering and exploring further revenue generation such as wedding ceremonies and investigation into a potential new location for higher visitor awareness.	\$10,000 - Both Years	Lodging Tax	27
16 B. 7, C. 1	Golf Course Capital Facility Improvements -Advertisement	This item was included in 2013/2014, 2015/2016 and again at this time for \$5,000 each year in 2017/2018 within the General Fund. Originally as directed by the Council the use of these funds are for capital improvements and require the Golf Course to match funds each year. In 2016 the City Council authorized an additional \$15,000 from Lodging Tax Funds to complete part of the cart path improvement project which was accomplished in August, 2016 at a cost of \$26,828. At this time the Lodging Tax Fund includes \$15,000 in supplemental funding for the 2017 year only. In addition, the City makes \$5,000 available for advertising via the Lodging Tax Fund; this funding is again included in the 2017/2018 budgets. Finance Committee recommendation to remove the annual General Fund allocation of \$5,000 for capital improvements and provide the \$15,000 in 2017 from the Lodging Tax Fund to continue the cart path improvements.	\$5,000 each year \$5,000 each year \$15,000 - 2017	General Fund Lodging Tax Lodging Tax	16 27 28
17 C. 1, C. 2	Lodging Tax Group Funding	Group funding continues to include \$10,000 each year for Group Funding designed to create start up funding for new festivals/events.	\$10,000 Both yrs.	Lodging Tax	27
18 B. 7, C. 1	Gazebo Improvements	\$3,000 is being included in the Lodging Tax Fund to complete some minor water proofing improvements to the Gazebo basement.	\$3,000 - 2017	Lodging Tax	28
19 C. 1, C. 2	Tourism Capital Improvement Funding Program	This program is the creation of a funding source for programs or improvements that are necessary to be made on an ongoing basis to continue to enhance the Leavenworth Brand and continue the economic development of the City. Funds began in 2012 with \$17,724 appropriated and have been increased to \$20,000 in 2013 and \$30,000 in 2014. The Council had previously identified maintaining \$30,000 within this fund annually on January 1 of each year. Due to Council approving additional funds used in 2014, the 2015 budget was reduced to \$20,000 to balance the Lodging Tax Fund. Although the funding amounts changed over time and typically spent less than budgeted the full \$30,000 was restored in 2016 and continues as such for 2017/2018. Past projects include the addition of garbage receptacles, light and sign posts, lighting improvements, etc.	\$30,000 - 2017 \$30,000 - 2018	Lodging Tax	28
20 C. 1, C. 2	Leavenworth Winter Sports Club	Beginning in 2015, the City Council has authorized \$20,000 for the Leavenworth Winter Sports Club to assist in annual insurance costs. This funding has been approved annually. At this time it is being suggested to add this as a annual expense for 2017 and 2018.	\$20,000 Each Year	Lodging Tax	28
21 C. 1	Custodial Restroom Attendant	This funding is for continuing contracted services for providing onsite custodial services for the public restrooms in the downtown areas for approximately 30 weekends throughout the year. The actual costs have increased slightly each year since inception in 2014 from \$6,800 to an estimated \$8,000 projected for 2016. The 2017/2018 budget is set at \$8,500 for each year.	\$8,500 - 2017 \$8,500 - 2018	Lodging Tax	27
22 C. 1	Wayfinding Project: Pointy People Replacement	The Wayfinding project is to coordinate an integrated signage program to provide information to drivers and pedestrians on public amenities, parking, etc. The initial phase included the way finding signage along Hwy. 2 for vehicle traffic. In 2015/2016 the focus was on the development of a new "Pointy People" program for pedestrian way finding. In 2017/2018 the focus will be on way finding direction to park and trail access. \$10,000 is available each year, the City will also provide staff time for design work and contract management. The Downtown Steering Committee provides oversight and recommendations to the Council on the specifics of the project.	\$10,000 Each Year	Lodging Tax	28

A	B	C	D	E	F
23	B. 5, C. 1 Park Plaza Project	This improvement project was previously called out as the Royal Lady Plaza. The scope of the project at this time includes the design and construction of a pedestrian park plaza on the triangle area of Front Street. The project also includes pedestrian improvements and roadway improvements to Front Street in this location and a memorial to Bob Rogers and Ted Price, which is funded by their heirs. The estimated cost for the project at this time is approximately \$600,000. The proposed project funding at this time is \$288,680. This includes \$200,000 from the Lodging Tax Fund, \$60,000 donated by the heirs that is located in the General Fund and some additional carryover funding from 2016 allocations in the General Fund. The remaining shortfall could be made up from possible grants and funding commitments/donations from the downtown businesses. Design work will continue through the Downtown Steering Committee while full project funding is identified.	\$288,680 Estimated	General Fund- \$78,680 & \$10,000 Lodging Tax Exp \$400K	GF - 16 LT - 27,28
24	C. 3, E. 4 Sheriff's Contract/RiverCom	The Sheriff Contract amount is based on a 4% increase per year. The current contract runs through the end of 2017; 2018 is estimated at 4% at this time. In addition \$54,500 for RiverCom charges were originally budgeted as a separate line item in 2012; current funding has increased to \$63,600 in 2016. The City contract with the Sheriff does not specify annual increases for this portion of the contract; for 2017/2018 the City is estimating increases of 4% at this time. The Sheriff Contract also includes an additional \$10,000 each year for overtime to support festivals and events which are included in the Lodging Tax Fund allocations and identified below in the Sheriff Deputy Festival Support project line. Possible additional increase to contract to partner with the Cascade School District in providing funding support of a full-time SRO officer rather than sharing with Cashmere School District. This would require a total of \$104,000 that is currently covered by the School @ \$50K, \$17.5K from the City and would need an additional \$36,500 to be split between School and City if possible - roughly an increase to the City of \$20,000 or less. This is not yet included in the budget figures as it is being explored by the Sheriff's Office and the School District.	Sheriff: \$517,122 - 2017 \$537,807 - 2018 RiverCom: \$66,144 - 2017 \$68,790 - 2018	General Fund	13
25	C. 3, E. 4 Fire District Services	In 2013, the City was annexed into the Chelan County Fire District. In 2014, the City budget reduced the contract to a total new cost of \$43,000 to cover Fire Marshall Inspection and building reviews. In addition, the City Council reduced property taxes for the City by \$125,000 in 2014 to address the change in charges for fire services to local property owners. The current contract runs through the end of 2016. The \$43,000 is a place holder until a new contract can be agreed to.	\$43,000 - 2017 \$43,000 - 2018	General Fund	13
26	C. 3, E. 4 Pacific Patrol - Downtown Security Patrols and Parking Enforcement	In 2012 the City Council requested after hour security patrols on weekend evenings/early mornings and random weekday evenings. This program was initiated and the City contracted with Pacific Patrol to provide two officers to cover all weekends beginning in May through September with additional weekend coverage in December. In 2014 the City contracted with Pacific Patrol to provide a minimal, 9 hours per week, of parking enforcement; this was increased in 2016 to 18 hours per week. The security program is funded through Lodging Tax Funds and the parking enforcement through the Parking Fund. Funding located in the LT Fund is embedded within the Overtime-Festival & Event Line item along with costs for Festival support and Sheriff Contract Overtime identified below. In 2016, the City also contracted with Pacific Patrol to monitor tubing and park use activity, funding for the service is off set with fees collected from the Tubing and Rafting companies. This item is added as a place holder until the service level provided in 2016 is assessed. Recommended removal of Tube/Raft Enforcement Cost as it is not deemed to be cost effective/necessary in future years.	Tube/Raft: GF - \$11,000 each year Security: LT \$27,500 - 2017 \$27,500 - 2018 Parking: PF Enforcement \$21,500 each year	General Fund Lodging Tax Parking	13 27 58
27	C. 3, E. 4 Sheriff Deputy Festival Support	This item is for additional Sheriff's Deputy support for festivals. The City has requested and received Sheriff Deputies support for the Oktoberfest weekends and for traffic control on Christmas Lighting Weekends. The Sheriff's contract provides for 200 hours of overtime deputy support for \$10,000. Additionally, the City spends approximately \$6,000 for Oktoberfest deputy support and \$5,000 for Christmas Lighting deputy support; \$12,500 is budgeted to cover costs should they go over.	Contract OT: LT \$10,000 each year Additional OT: LT \$12,500 each year	Lodging Tax	27
28	B. 7, D. 1 Planning & Community Development - Professional Services & Other Projects	Included in the 2017/2018 budget is \$2,000 each year for consultant services for the Comp Plan Amendments and \$15,000 for each year for ongoing GIS Development. The Comp Plan Amendments are done on an ongoing basis to reduce the work level necessary in 2017 when the full comp plan cycle needs to be completed. In addition, Council has requested a robust discussion on the Urban Growth Boundaries, although initiated this year, additional information will be necessary to compile to facilitate the discussion. The GIS improvements are related to layers associated with Planning and Community Development, these are an ongoing expenditure to update information and improve the use of this tool for City Staff and City Clients. Layers would include mapping of critical areas, wetlands, city easements, special property conditions, etc. A separate Professional Service Non-Reimbursed Line Item provides for an additional \$5,000 each year to support either of these or other review projects. Additionally, there is a Professional Services-Reimbursed line item that is offset by a revenue line and is used to do outside reviews of major projects that are billed back to the developer as they occur.	Comp Plan: \$2,000/Yr GIS: \$15,000/Yr ProSvs Non Reimb: \$5,000/Year	General Fund - Planning & Community Development Department	14

A	B	C	D	E	F
B. 7	Swimming Pool Maintenance Improvements	The pool's service life is at approximately 13-14 years; the new pool started construction in 2001 with a majority of the work completed in 2002 and finalized in 2003. At this point in time, mechanical equipment replacements, tile maintenance and surface repairs become more significant. In 2013 the PRSA voters approved a new M&O Bond which supports the capital repairs needed. In 2013 major capital expenditures included both the heater replacement and salt cell filtration system replacement and \$3,000 for an ADA Handicap Wheelchair. Following the 2014 season, solar heating elements were added to the facility and new pool covers were purchased, these were mostly funded through the Department of Commerce Energy/Solar Grants with the pool paying a 10% match of \$2,844. In 2015, \$9,141 in improvements included a Slabjack repair to the pool deck for stability, and replacement of the vacuum system, spine board/backboard kits, drains, and pool ladder. In 2016 the pool pump went out prior to operations and was replaced with reserve funds for a total cost of just over \$6,000. The 2017/2018 capital improvements include \$9,000 in 2017 for repairs/replacement of the pool equipment, salt cells if needed and \$1,500 is made available for possible matching funds for new rope lanes if the Swim Team secures additional funding; 2018 includes the \$5K for equipment and \$2,500 for salt cells. Also in 2017/2018 is the annual \$5,000 allocation for facility repairs & maintenance for painting and other improvements for the buildings supporting the pool operations.	2017: \$9,000 - Capital, \$5,000 Facility Maint. 2018: \$7,500 - Capital, \$5,000 Facility Maint.	Pool Fund	35
B. 2, B. 7, C. 4, E. 2	Well VFD Surge Protection	Well #1 Maintenance and Rebuild was completed in 2013. Well & pump #3 was drilled in 2013 and went online in 2014. Funding and completion of Well #3 required a 3-year interfund loan of \$130,000 from the Water Bond Reserve Fund. Deferred maintenance on Well #2 was completed in 2015/2016. In 2017, \$12,000 has been budgeted to install a surge protector for the Variable Frequency Drive (VFD) which will help in protecting the well electrical components from fluctuations in the electrical power supply.	\$12,000 - 2017	Water Fund	48
B. 2, B. 7, C. 4, E. 2	Water Plant Chlorine Leak Detection Replacement	Both the Water Plant and the Well House utilize chlorine gas. These funds would be used to upgrade the leak detection system and replace Emergency kits required on site.	\$6,000 - 2017	Water Fund	48
B. 2, B. 7, C. 4, E. 2	Rehab of Water Plant Filters	This item includes the replenishment of the water filter media at the water plant on the Icicle River. This is an ongoing maintenance item which should be addressed every 5 to 7 years. The previous replenishment was performed in 1999. The price is based on the cubic footage of Anthracite coal.	\$15,000 - 2017	Water Fund	48
B. 2, B. 7, C. 4, E. 2	Water Plant - Interior Sandblast/Painting	The paint on the filters, valves, piping, etc. in the Water Plant has deteriorated over time, and presently is scaling and peeling into the water stream. In addition, the paint has been tested and shown to contain lead. This item includes sandblasting to remove old paint and scaling and refurbishing the paint on the equipment with an acceptable industrial coating.	\$150,000 - 2017	Water Fund	48
B. 2, B. 7, C. 4, E. 2	Water Plant: Sedimentation Pond	This expenditure includes replacement of leaking drainage piping to the sedimentation pond, pond redesign for ease of access and cleaning, and safety fencing. Presently, at peak times, the pond can reach near capacity which can impede the plant's performance. In addition, due to the close proximity to the public trail system, it poses a safety issue due to the steep sides and slippery conditions.	\$5,000 - 2017 \$25,000 - 2018	Water Fund	48

35	A	B	C	D	E	F
	B. 2, B. 7, C. 4, E. 2	Reservoir Inspection	This item includes cleaning and inspection of the Ski Hill and the Icicle reservoirs. This is an ongoing maintenance item which is recommended to be addressed every 5 years. The Ski Hill Reservoir is 8 years old and the Icicle Reservoir is 11 years old. There has been no cleaning or inspection since installation.	\$8,000 - 2018	Water Fund	48
	B. 2, B. 7	Water Plant: Wireless Radio & Chemical Scale	Presently the SCADA System relies on a two way radio system between the various facilities to monitor status. This can prove unreliable at times creating false readings, etc. The \$16,000 amount would be used to upgrade this system to a much more reliable and accurate Ethernet system. In addition, the remaining funds would be used to add scales for more precise measurement of coagulant and anti corrosive chemicals when added to the treatment process. Currently only chlorine gas is measured in this manner.	\$13,500 - 2018 \$16,000 - 2018	Water Fund	48
	B. 2, B. 7, D. 1, E. 1	Water Plant & Meter Maintenance	This expenditure includes capital related projects that are included annually to administer ongoing maintenance needs for the water plant, distribution and meters throughout the community. This year's budget includes \$15,000 for system wide meter replacements and continues into 2017-2018 for each year. This is not a meter replacement project, but merely stop gap measure to repair and replace faulty meters when identified. This will always be an allocation for replacement of broken or aging meters.	\$15,000 - 2017 \$15,000 - 2018	Water Fund	48
	B. 2, C. 4, D. 1, E. 2	Water System Plan Update	The Water System Plan update is required by the Department of Health every 7 years. The process for selecting a consultant for completing the work began in July 2016. Completion of the plan update is required by December of 2017.	\$70,000 - 2017	Water Fund	48
	B. 1, C. 4, E. 2	Sewer System Plan Update / TMDL-Prelim Facilities Plan Engineering	This line item in the budget is currently under way, funded in part by a DOE low interest loan and grant. The planning project will include addressing the TMDL requirements, NPDES License Renewal and identifying any additional refurbishments necessary at the WWTP. Final design and construction costs are not included at this time; however, construction is scheduled to be completed by July of 2020. The City will be applying for additional grant funding to offset design costs and eventual construction costs. The budget in 2016 includes a \$200K estimate for the contract amount of \$193,988 with Varela & Associates. At this time the carryover estimate of this contract into 2017 is \$60,000 and an additional estimated \$500,000 is included for 2018.	\$60,000 - 2017 \$500,000 - 2018	Sewer Fund	52
	B. 1, B. 7, C. 4, E. 2	Wastewater Plant Ongoing Maintenance (WWTP)	These are capital related projects that are included annually to administer ongoing maintenance needs for the wastewater plant. \$15,000 is included in both years for WWTP Equipment Replacement.	\$15,000 - both years	Sewer Fund	52
	B. 7, D. 1	GIS Streets and Utilities	This funding is for continuing contracting for field mapping and locates of utility manholes, valves, lines and other utility equipment located throughout the City. This information would then be used to develop GIS layers for Water, Sewer, Stormwater, and Streets for use by PW personnel. \$16,875 is the total amount allocated from the Water, Sewer and Stormwater Funds for each year. The General Fund includes \$15,000 each year that is identified above under the Planning & Community Development - Professional Services & Other Projects item.	Each Year \$5,625 Sewer \$5,625 Water \$5,625 Storm	Sewer Fund Water Fund Storm Fund	S - 51 W-47 Storm-56
	B. 7, C. 1	FestHalle Improvements - Facility Maintenance-Advertising	In May 2013 the Festhalle oversight was transferred from the LCCF to the City. In 2013/2014 a number of procedural and facility improvements were completed at the facility. The Festhalle Oversight Committee is continuing to investigate and develop Festhalle improvements, the goal remains for the Festhalle to operate where annual revenues balance expenditures. The 2017 & 2018 budget includes a \$20,000 transfer from the General Fund to offset costs for HVAC, elevator maintenance, and insurance; previously this cost was paid through the GF without the transfer. The City's General Fund also supports city employee costs for maintenance of the facility while Managerial and custodial costs are covered by the Festhalle. Currently there is about \$24,000 remaining in Capital Funds for improvements to the Festhalle that are anticipated to be fully spent by the end of 2016; there are no capital projects included at this time for 2017/2018. In addition, the City makes \$10,000 available for Festhalle advertising via the Lodging Tax Fund; this funding is again included in the 2017/2018 budgets.	GF Staffing: \$22,332-2017; \$22,908 - 2018 M&O/INS: \$20,000 each year. \$10,000 Adver. Lodging Tax	General Fund-Ctrl Svs Leavenworth Civic Center Lodging Funds	GF - 12 LCC - 31 (rev) LT - 27

	A	B	C	D	E	F
43	A. 3, B. 7, E. 1	DOE Solar/Energy Grant Project	This project includes final expenditures for retainage on the solar and energy projects that were completed in 2015-2016 at multiple city owned facilities. Retainage will be held until the grant monitoring (approximately 1 year from installation) occurs. The City has received nearly all of the grant dollars and will be responsible for the remaining match expenditures that are estimated at about \$45,000.	\$45,000 - 2017	General Fund	16
44	B. 7, C. 1, E. 4	Skate Park	This is an identified priority project for the City Council which is the design and construction of a new skate park. The Skatepark Committee has narrowed the location of one of two sites at Enchantment Park. A Request for Quotation for a firm for design and building of a skatepark is currently out for response. The current project timeline is for design to be completed in mid winter and construction will be early next year. Funding will be provided by the City with the School District providing 50% of the cost as a reimbursement in 2018.	2017 GF \$131,250 LT - \$43,750	General Fund Lodging Tax	GF - 16 LT - 28
45	B. 7, C. 1, E. 4	Bike Pump Track Lighting	The City has obtained outdoor area lighting through donation by the Icicle Inn. The funds would be used to retrofit the fixtures with LED light bulbs, run 2 electrical circuits for existing power at the Pump Track and then install junction boxes, mounting poles, and fixtures to enhance safety at the site.	\$7,000 - 2017	General Fund	16
46	B. 7, C. 1	Front Street Restroom Expansion	Due to the increase in tourism and festival attendance, the Front Street Restrooms have reached capacity on weekends and festivals. These funds have been established for design in 2017 and expansion of the existing facility, particularly the women's portion, in 2018 to accommodate the required need. Finance Committee recommends a minimum of 25% support from the Lodging Tax Fund for this project as it directly benefits tourism. This is also being offset by the reduction of the cost allocation changes in the Lodging Tax Fund to add some costs to commercial businesses to support the removal of downtown garbage also directly related to tourism.	GF: \$9,000 - 2017 \$122,250 - 2018 LT: \$3,000 - 2017 \$40,750 - 2018	General Fund - 75% Lodging Tax - 25%	GF - 16, LT - 28
47	B. 7	Waterfront Park Restroom Remodel	Improvements and upgrades to the Waterfront Restrooms would include interior paint, tile flooring, new partitions, toilets, urinals, and sinks. In addition the electrical service panel would be upgraded to industry standards.	\$5,000 - 2018	General Fund	16
48	B. 7	Enchantment Park Master Plan	With the recent addition of the Pump Track and the proposed addition of a Skate Park, available space at Enchantment Park is becoming very limited. These funds would be utilized to create a new master plan for future development of the park in terms of remaining space, access, paths trails, upgrades, etc. This was noted as moving to 2018 instead.	\$11,000 - 2017 2018	General Fund	16
49	B. 7, D. 1	Cemetery Restroom Upgrade / Cemetery Sign	This upgrade is required to make access to the existing restroom available to the public. The improvements would include separating the shared entry to the shop area, tile floors, paint, and fixtures; costs are estimated at \$5,000. The Cemetery Sign to be installed is included for \$1,900 in 2017.	\$5,000 - 2017 \$1,900 - 2017	General Fund	16
50	B. 7	Water Front Park Improvements/Maintenance	Improvements to Water Front Park include tree thinning and removal, improvement of pathways, erosion control and repair, invasive species control, entrance road and parking lot improvements. These annual maintenance costs have been included in both the 2017 & 2018 budgets.	\$7,500 both yrs.	General Fund	16

	A	B	C	D	E	F
51	B. 7	Enchantment Park Improvements	These improvements range from adding additional trees near the playground area, to ball field improvements, including improved turf and lighting. These annual maintenance costs have been included in both the 2017 & 2018 budgets.	\$7,500 both yrs.	General Fund	16
52	B. 7, D.1	Council Chamber Improvements	This funding is for technology improvements in the City Council Chambers that would include sound and recording equipment, presentation equipment, and other minor electrical upgrades within the Chambers. \$15,000 is included as a portion of the Professional Services line item that covers other citywide annual operating costs.	\$15,000 - 2017	Central Services Fund	63
53	B. 7	City Hall Maintenance	The City Hall was constructed in 1994; the 20 plus year old building is in need of standard building maintenance projects to extend the life of the building. The HVAC system was replaced in 2015. \$6,000 is identified for 2017 & \$10,000 in 2018 is included in the budgets to do interior/exterior maintenance as needed; this is an increase from previous years. One specific item is the painting of the lobby and restroom areas. Another specific is painting of the exterior trim of the building.	\$6,000 2017 \$10,000 2018	General Fund	16
54	B. 3, B. 4, B. 5, B. 7, C. 4, E. 5	Pine Street	This project is the reconstruction of Pine Street for Ski Hill Drive to Titus Road. Design work is currently at 30%. The City has secured funding from a Federal Hwy. Grant (\$705,000 which has not yet been incorporated into the budget document), Cascade School District Development Fees (\$200,000) and TBD dollars (yet to be determined for transfer within the budget). The Pineview Development is currently completing approximately 25% of the total project. The City has submitted a Transportation Improvement Board Grant application for the remainder of necessary funding. Grant awards will be made in late November. TD&H Engineering has been recommended as the engineering firm for the completion of this project. Construction is scheduled for spring 2018.	TBD as funding is secured	Pine Street Capital Project	42
55	B. 3, B. 4, B. 5, E. 5	Leavenworth Transportation Benefit District (TBD) Revenue	At this time \$150,000 in 2017 will be transferred to the Street fund to support residential street improvements and specifically the grant match requirements for the SR2 PED Crossings at the LINK Bus Stop and Gustav's current crosswalk locations, the Transportation Improvement Board 2017 Preservation Project and any other residential overlay improvements that may be determined. In 2018, \$60,000 is identified to be transferred to the Street Fund to assist in additional residential preservation projects to be determined. The potential remains to reallocate these funds and additional TBD dollars to the Pine Street Project as that project progresses in 2017/2018.	\$150,000 - 2017 \$60,000 - 2018	Street	22
56	B. 5, E. 5	Residential Street/Sidewalk Programs	As noted above these dollars come from the Transportation Benefit District funding and will be used to support ongoing preservation of residential streets and/or sidewalks. Actual streets will be determined as projects are finalized and leveraged when possible by grant fund dollars.	\$60,000 Each Year	Street	25
57	B. 5, E. 5	TIB 2017 Preservation Street Improvement Project	This project is focused on pavement improvements of Commercial Street from 3rd to Joseph and Whitman from Ski Hill to Woodward. Enchantment Parkway from Scholze to Commercial has also been added to the project scope. The project involves a full depth reclamation of the asphalt (grinding of the existing asphalt, the addition of cement to the grinding for improvement of the base material, and then a 3 inch new asphalt roadway overlay over the base material. The project does not include sidewalk or curb and gutter improvements. The project is funded through a TIB Grant award of \$420,117 and 5% City match using Transportation Benefit District dollars as noted above in the TBD revenue item. The construction is estimated at \$442,400 with an additional 10% estimate of \$44,240 for engineering/design.	\$442,400 - 2017 \$44,240 - 2017	Street	25
58	B. 5, C. 3, E. 4, E. 5	Hwy. 2 Crosswalks	This project is the upgrade of 2 existing Hwy. 2 crosswalks at Gustav's and LINK Park and Ride. The improvements include the addition of Rapid Flash Signals, pedestrian level lighting, and new striping. The LINK Crosswalk will be relocated to the east of the existing crosswalk based on the DOT recommendation. The project is funded through a DOT Pedestrian Safety Grant of \$471,100 and a 20% City match using TBD dollars as noted above in the TBD revenue item. \$494,900 is included as construction dollars for this project as the DOT will be leading the engineering/design phases.	\$494,900 - 2017	Street	25
59	C. 3, E. 4, E. 5	Traffic Radar Sign	This project is to purchase two one traffic radar sign to be used around the community for improving residential compliance of local speed laws. New estimated cost is determined to be \$6,500 per device; therefore, only one will be considered. The model selected will flash speed and collect data.	\$3 \$6,500 - 2017	Street	24

A	B	C	D	E	F
60 C. 5, E. 1, E. 3	Wetland Mitigation/Stormwater Master Plan	This project is the study and creation of a Wetland Mitigation Opportunity/Stormwater Master Plan Study to identify a variety of issues and develop the various options that may be open to the City to address mitigation concerns. The final study document is under the review and approval process by the Planning Commission and City Council. At this time \$12,000 is included in 2017 in the event an additional formal review process is required by the Department of Ecology or the Army Corp of Engineers on the wetland findings. The finalization of the study may provide additional grant opportunities for wetland improvements or stormwater system improvements.	\$12,000 - 2017		
61 A. 3, E. 1	Insurance / Utility / Information Only Update	This is included at this time to update the Council on some various changes throughout the budget. Insurance costs have been reviewed based on our insurance report that identifies actual buildings and equipment replacement costs and have been reallocated across funds as they should be reflected by these percentages of the total costs; in 2015 a review was completed on building values and increased allocations have changed significantly for the sewer plant/fund that affected reductions to several other facilities/funds. Another significant change is assigning direct liability costs to funds within the budget that have had significant claims over the last several years that drive insurance rate increases; this would include the Water Fund, because of damages caused by water breaks, and the General Fund, because of Land Use/Sign Code litigation. Total annual insurance cost has been added for clarity; these costs are split across many various funds.	\$256,189 - 2017 \$263,874 - 2018	Various	N/A
62 A. 3, D. 1, E. 1	Utility Rate Study	This study is done every six years to review revenues necessary to cover annual ongoing operational costs, financing needs and capital improvements within the Garbage, Water, Sewer, and Stormwater utility funds. This study will take into account a reserve funding balance as set by the City Council and will provide estimated annual revenue increases/decreases as needed to ensure proper funding for maintenance, operations and capital improvements. A rate study has also been requested to supplement the Regional Utility Study which is being funded by the PUD. The Regional Utility Study will look into the advantages and disadvantages of creating a regional agency to provide sewer and water utilities. The last study was completed in December of 2011 with projections for rate changes through 2016. Due to a Council decision to postpone this project in 2016 until 2017 the utility rate increases in 2017 will be determined based on fund balances and the Council's decision.	Garbage: \$15,000 Water: \$20,000 Sewer: \$20,000 Storm: \$15,000	Garbage Fund Water Fund Sewer Fund Storm Fund	G - 45 W-48 S-52 Storm-57
63 A. 3, E. 1	Utility Rates	Utility revenue increases have been estimated at this time, further discussion and direction will be needed from the City Council. Included in the budget drafts are rate increases for the Water, Sewer, Stormwater and Garbage Funds all with a 2% increase for both 2017 and 2018. Once the Utility Rate Study is completed in 2017, the Council may make additional adjustments to rates for the 2018 year. Page 69 is a summary page within the budget that identifies the current 2016 rate and what the 2% increase will do for both budget years for a single family residence with a 3/4 inch meter; since these are revenue line items, the increases are incorporated in the revenue collection line items within each of the funds. In addition, based on the findings of the Cost Allocation Study, the reassignment of staffing costs may reduce the justification for a utility rate increase in 2017(TBD). Based on the changes to personnel costs, with the addition of the Cost Allocation data for downtown garbage pickup, the Finance Committee recommends a 0% increase for all utilities in 2017 with exception to the downtown business garbage rate increase of a flat \$15 fee as noted above on line 10. Due to the decrease in personnel costs from the analysis of the allocation, the pressure to increase rates on Water, Sewer and Stormwater have decreased. This will be further analyzed in 2017 with the Utility Rate Study for future utility rate amendments. At this time 2018 will remain with a 2% increase.	2017 Flat fee only of \$15 on Commercial accounts for garbage no increases on water, sewer storm; 2% Both Years- 2018 all utilities	Water, Sewer, Garbage, Stormwater	69
64 C. 3, D. 1, E. 1	Development Services: Enforcement/Permit Clerk	This employee will perform ½ enforcement and ½ permit coordination duties. This position will be necessary to support the Council's priority for more active enforcement and to assist in building and land permit issuance. Employee's time will be directed toward investigation, contact with the violator, collection of evidence, monitoring the corrections desired, and follow-through that may include notice/order and penalties. The permitting responsibilities would include helping to obtaining / issuing timely permits and gain compliance with the Codes are necessary, and this candidate can bring additional resources to help obtain a new level of effectiveness desired by the Council. Morning times will be allocated to permit process with afternoon allocated to code enforcement.	\$68,781 Annual Full-Time Position with Benefits	General Fund - Planning & Community Development Department	14 - Exp 70/71 Personnel Summary Pages
65 A. 1, D. 1, E. 1	Personnel	Personnel is included as the last two pages of the budget; the only new position at this time is the Enforcement/Permit Clerk. The overall personnel costs will increase approximately \$205,376 in 2017 which includes the 1.5% cola increase and \$79,237 for 2018 which includes the 1.5% cola increase per the union contract. Part of the increase for 2017 is the additional new position, a significant increase in the State PERS Retirement System that is set by the Legislature and Health Insurance potential increases as negotiated in the Union contract.	N/A	Various	70/71 Personnel Summary Pages

A	B	C	D	E	F
66 A. 1, E. 1	Equipment Rental & Revolving Fund (ER&R)	The ER&R Fund includes equipment capital purchases of \$167,734 in 2017 and \$208,911 in 2018 based on the ER&R Replacement Schedule and some additional requests noted below that are not yet within the schedule. At this time the Fund is underfunded (i.e. the fund balance is about 46% what should be in the fund per the replacement schedule). In the 2017-2018 budget, increases have been included in the required funds that support the equipment purchases based on use of the equipment by those funds to attempt to restore the fund balance up to a stronger funded balance that is estimated to increase to about 60% by the end of 2018. This will need to continually be reviewed in future budget years as purchases and selling of equipment is made. New purchase requests include a Mini Cat Excavator/Trailer that is replacing an older backhoe; however, the price at this time is for a new excavator that may be researched further for a slightly used one to reduce the purchase price; a second request is a used 65 FT Boom Lift that if purchased will eliminate annual rental costs in other funds and a third request not included is an Industrial Snow Blower that the City may look into further for a future budget year.	\$167,734 - 2017 \$208,911 - 2018	ER&R Fund	61-62
67 A. 1, E. 1	Central Services Fund (Includes Computer Replacements)	The Central Services Fund is used to purchase computers for staff and is back charged to each fund that supports the specific employee/department receiving the computer. The 2017 year includes 5 computer replacements (\$1,500 is allocated per computer for purchase, install and programming) for the City Administrator, Public Works Director, Public Works Supervisor, Water Treatment Plant Scada, and Assistant Planner. The 2018 year includes 5 computer replacements for the Mayor, Executive Assistant, Festhalle, Deputy Clerk and the Water Treatment Plant Supervisor's Computer. Computers are replaced on a rotating schedule with estimated life cycles of 4-5 years. Some additional dollars are included in the capital section of this fund for small office furniture (workstation chairs in most cases).	\$8,500 - 2017 \$8,000 - 2018	Central Services Fund	63
68 These items are not included in the Budget Documents.					
70 A. 3, B. 7, E. 1	Water Meter Replacement	The vast majority of the City's water meters have exceeded their lifespan for accuracy and dependability. Additionally, since they are manual and touch read meters, they cannot be read in the winter snow months. This expenditure includes the replacement and installation of all City meters (residential and commercial) with new, much more accurate, magnetic meters equipped "with drive" by radio reading capability to allow for year round reading. This will not only allow for accurate water usage readings and data collection, but will also reduce the labor presently required for reading and maintenance. The system will also be upgradeable to a future, central, one read radio system. The City in 2012/2013 had previously applied for funding for replacement of all meters system wide; however statewide budget cuts did not provide necessary funding. At this time funding has not been confirmed. Loan options will be explored when the City is ready to proceed, possibly in 2017.	TBD - \$500,000? - Not Included In Budget	Water Fund	TBD
71 B. 7, C. 4, E. 1, E. 2	South Interceptor	This project began with a study in 2008 and some improvements were done in 2009/2010. Additional work is necessary and was identified as part of the Utility Rate Study. In the Study, engineering was anticipated to begin in 2012. At this time it is recommended that the planning, engineering and construction of this project be considered with the Wastewater System Plan updates and construction as part of the project regarding TMDL; costs however will be tracked separately. The construction project is a 15 - 18" transmission line with engineering to be determined based on the needs assessed.	TBD - Not Included In Budget	Sewer Fund	52
72 B. 7, E. 4	Osborn Park/School Property Purchase	Per the agreement between the Cascade School District and City of Leavenworth, the City has an option on purchasing a remnant parcel of the Osborn School property. At this time the construction costs of the new Alpine Lakes School are significantly over budget. The District is now considering different options for the future use of the Osborn School Property. The final identification of the remnant parcel and cost should be made sometime in late 2018. At that time the Council will need to consider the purchase of the property and future public use of the property which may include the use of one of the existing buildings for a community center. The community center and a park location on the Northwest side of Hwy. 2 have been identified as Council priorities.	TBD	TBD	N/A
73 D. 1	City Web Page Redesign	The City currently uses a local web designer to provide additional minor updates and addition of web features when requested. The next service level for web service would be contracting with a regional or national firm that would provide additional horsepower in the redesign of the City's website. This could include much greater interactive response with the public and possibly greater access to information from the general public. Estimated costs are from \$50,000 to \$70,000 and additional annual fees for maintenance of the website.	\$50,000 - \$70,000 Not included in Budget.	TBD	N/A

	A	B	C	D	E	F
74	D. 1	Department Survey	Not included at this time. Recommendation to reconsider this item in 2018.	TBD	TBD	N/A
75	B. 6	DOT Parking Lot Purchase	The purchase of a portion of the DOT Maintenance Lot was identified as a priority for the Council. Currently the DOT is working with the PUD in resolving the PUD Distribution lines that cross the property without a written easement. Once this issue is resolved, discussions will begin again with the DOT.	TBD	TBD	N/A
76	B. 1, B. 7, C. 4, E. 1, E. 2	Waste Treatment Plant Design and Construction	This project is necessary to comply with the DOE requirements for licensing of the sanitary sewer facility. Estimated costs will be provided at the conclusion of the Waste Water Facility Plan which is scheduled for December 2016. Funding will come through loans, grants, and reserve funds of the Sewer Fund.	TBD	Sewer Fund	52
77	B. 7	Pool Improvements	Resurfacing Project of interior of pool. At this time funding has not been identified and the PRSA will need to explore options for saving funds or possibly borrowing funding to complete the project sooner rather than later.	\$125,000	Pool	N/A
78	B. 7	Other Capital and Street Improvement Projects	There are a number of projects listed within the Capital Facility Plan (CFP) and 6 - Year Transportation Improvement Plan that have not been included in the 2017/2018 budget at this time, however they do remain on the within the planning documents. As funding opportunities present themselves they may be added to future budgets.	\$900,000	Street Fund	N/A

Approved May 24, 2016 - Goal Development Worksheet

	Goal (Not listed by priority)	Objectives/Initiative
Revenue & Fiscal Health (A)	<ol style="list-style-type: none"> 1. Decisions comply with adopted Financial Policy. 2. Maintain or improve City's A+ bond rating. 3. Revenues should equal expenditures for cost of City's individual utility services. 	<ul style="list-style-type: none"> • Build reserves. – Capital (new and maintenance), Operating (cash flow), emergency (utility breakdowns)
Infrastructure (B)	<ol style="list-style-type: none"> 1. Compliance with TMDL regulations 2020. (Required) 2. Comply with all DOH water regulations. (Required) 3. Reconstruction of Pine Street Phase 1 & 2 4. Circulation Plan (alternate route) for travel through town 5. Improve quality of multimodal transportation – residential 6. Parking Improvements (Increase/improve) 7. Continuous improvements of facility/utility infrastructure 	<ul style="list-style-type: none"> • TIB Project asphalt reclaim and preservation Whitman & Commercial Streets (2017) • Acquire/Create more parking locations (public & private) • Water regulations – meet standards – maintain well/river redundancy – operator certifications • Continuous snow removal improvements in efficiency/effectiveness
Economic Development Growth and Vitality (C)	<ol style="list-style-type: none"> 1. Preserve, Promote and grow the Old World Bavarian Theme and enhance the Leavenworth brand. 2. Promote the diversification of the City's economic base. 3. Continue to provide community safety 4. Utilities available for future growth 5. Incentives for cluster/smaller developments 6. Expansion of downtown footprint 	<ul style="list-style-type: none"> • Incubator – Live/Work Units • Zoning review/change • Utility system wide (new and upsize) • System Development Charges for growth • Secure additional water right (SB 6413 and Wenatchee Reserve). • Explore options to incentivize cluster / small • Enhance park entrances – Waterfront Park • Safety – Improve Fire flow / incentives sprinklers • Incentivize life/safety components
Transparency and Accountability (D)	<ol style="list-style-type: none"> 1. Improved communications with citizens using various tools and social media. 2. Report out (metrics) on engagement methods. 	<ul style="list-style-type: none"> • Post annual audit results. • Define metrics/measurements of success. <ul style="list-style-type: none"> ○ Metric on understanding of development process. • Additions and Clarity of Website Information: <ul style="list-style-type: none"> ○ Pavement Condition Ratings (PCR) Map

TAB B

		<p>Posting along with scheduled street improvements.</p> <ul style="list-style-type: none"> ○ Flow Chart of Communication. ○ Addition update of Planning Maps. ○ Addition of cost appropriate enhancements. ○ Ability to conduct "Straw Polls". <ul style="list-style-type: none"> ● Develop pamphlets on code changes for public understanding of code changes. ● Survey on Permitting and Development Process (Contracted and performed out of house). ● Consider Website Redevelopment ● Consider Website Reorganization
Community Building (E)	<ol style="list-style-type: none"> 1. Promote affordability for cost of government and service rates. 2. Utilities available for future growth. 3. Address housing affordability. 4. Continue to provide a safe community. 5. Improve quality of transportation in residential neighborhood. 	<ul style="list-style-type: none"> ● Explore code changes to address ADU's / small homes. ● Secure additional water right (SB 6413 and Wenatchee Reserve). ● Consider a Community Center (Define, identify public resources, the role of PRSA, central location) ● Explore Regional Water and Waste Treatment Options. ● TIB Project asphalt reclaim and preservation Whitman & Commercial Streets (2017). ● Sidewalk addition Mine Street (Completed)

FUND TOTALS

FUND	2014 Actual	2015 Actual	2016 Amended Budget	2016 To Date Actuals Thru 6/30/2016	2017 Proposed	2018 Proposed	% Change from 2016 Amended Budget to 2017 Proposed Budget
General Fund Revenues	2,606,734	3,418,470	2,605,559	1,289,903	2,342,229	2,433,335	-10%
General Fund Beg. Fund Bal.	421,600	485,461	1,031,933	1,031,933	1,457,477	1,168,117	41%
Total Revenue	3,028,335	3,903,931	3,637,491	2,321,836	3,799,707	3,601,451	4%
General Fund Expenditures	2,542,873	2,871,998	2,765,131	915,193	2,631,590	2,549,116	-5%
General Fund End. Fund Bal.	485,462	1,031,933	872,361	1,406,643	1,168,117	1,052,335	34%
Total Expenditures	3,028,335	3,903,931	3,637,491	2,321,836	3,799,707	3,601,451	4%
General Fund Rev less Exp.	0	0	0	0	0	0	
All Fund Revenues	10,901,878	13,076,412	11,842,094	5,417,988	11,607,489	10,404,781	-2%
All Fund Beg. Fund Bal.	2,751,265	2,538,806	3,701,074	3,701,044	5,170,312	4,505,180	40%
Total Revenue All Funds	13,653,143	15,615,218	15,543,168	9,119,033	16,777,801	14,909,962	8%
All Fund Expenditures	11,114,336	11,914,173	11,733,623	4,546,111	12,272,621	10,266,711	5%
All Fund End. Fund Bal.	2,538,806	3,701,045	3,809,544	4,572,922	4,505,180	4,643,250	18%
Total Expenditures All Funds	13,653,142	15,615,218	15,543,167	9,119,033	16,777,802	14,909,962	8%
All Funds Rev less Exp.	0	0	0	0	0	0	
All Funds Debt Service	1,232,769	1,216,968	1,302,520	576,924	1,277,851	1,051,765	-2%
All Funds Capital	2,029,784	3,061,520	1,856,020	255,126	2,879,354	1,143,411	55%
Total All Funds Expenditures Less Capital, Debt and Ending Fund Balance	7,851,783	7,635,685	8,575,083	3,714,061	8,115,416	8,071,535	-5%

* Ending Fund Balances include both restricted and non-restricted.

** Debt Service does not include interfund loans whether yearly or multi year.

All Funds Proposed Revenues and Expenditures less Beginning & Ending Fund Balances

Fund	2016	2017	2018	2016	2017	2018	2016	2017	2018
	Budgeted Revenue	Proposed Revenue	Proposed Revenue	Budgeted Expenditure	Proposed Expenditure	Proposed Expenditure	Revenue Less Expenditure	Revenue Less Expenditure	Revenue Less Expenditure
General	2,605,559	2,342,229	2,433,335	2,765,131	2,631,590	2,549,116	(159,572)	(289,360)	(115,781)
Street	1,705,046	1,649,627	685,296	1,823,116	1,710,269	745,846	(118,071)	(60,642)	(60,550)
Lodging Tax	1,358,662	1,700,750	1,545,750	1,378,321	1,985,838	1,511,702	(19,659)	(285,088)	34,048
PW Cap Improv.	80,000	90,500	90,500	80,000	0	0	0	90,500	90,500
Leav. Civic Center	115,550	116,350	116,350	157,754	119,937	121,829	(42,204)	(3,587)	(5,479)
Pool	249,803	227,550	228,750	234,391	210,594	209,164	15,412	16,956	19,586
1997 GO Bond	60,000	56,293	0	89,042	87,172	0	(29,042)	(30,879)	0
2009 GO Bond	29,043	29,043	29,043	29,043	29,043	29,043	0	0	0
2013 GO Bond	184,813	187,913	185,913	184,813	187,913	185,913	0	0	0
Warehouse Capital Imp.	0	0	0	90,543	0	0	(90,543)	0	0
Pine Street Capital Proj.	200,000	1,000	1,000	0	0	0	200,000	1,000	1,000
Garbage	678,978	724,130	737,980	653,579	767,914	770,123	25,399	(43,784)	(32,143)
Water	1,453,151	1,440,966	1,443,217	1,408,061	1,563,176	1,310,798	45,090	(122,210)	132,420
Sewer	1,707,472	1,532,912	1,475,850	1,625,571	1,284,245	1,589,234	81,901	248,667	(113,384)
Water Bond Res.	43,000	44,000	0	0	0	0	43,000	44,000	0
Sewer Bond Res.	0	0	0	0	0	0	0	0	0
Stormwater	94,092	60,513	71,806	80,939	97,283	73,708	13,153	(36,770)	(1,902)
Parking	371,800	431,358	442,092	293,330	685,376	327,142	78,470	(254,017)	114,950
Equip. Rental	527,300	587,080	647,198	502,714	534,497	579,891	24,586	52,583	67,307
Central Services	77,275	107,774	82,001	77,275	107,774	82,001	0	0	0
Cem. Endow.	40,550	7,500	7,500	0	0	0	40,550	7,500	7,500
Trans. Benefit Dist.	135,000	150,000	60,000	135,000	150,000	60,000	0	0	0
UVPRSA	125,000	120,000	121,200	125,000	120,000	121,200	0	0	0
TOTAL	11,842,094	11,607,489	10,404,781	11,733,623	12,272,621	10,266,711	108,471	(665,132)	138,070

* Only funds that are being used in the current year budget are included - retiring funds are not included.

Beginning Fund Balances + Revenues - Expenditures = Ending Fund Balances

Fund	2015 BFB	2016 BFB	2017 BFB	2018 BFB	2016 Revenue	2017 Revenue	2018 Revenue	2016	2017	2018	2016 EFB	2017 EFB	2018 EFB
					Total	Total	Total	Expenditure	Expenditure	Expenditure			
General	485,461	1,031,933	1,457,477	1,168,117	2,605,559	2,342,229	2,433,335	2,765,131	2,631,590	2,549,116	872,361	1,168,117	1,052,335
Street	89	128,805	315,019	254,377	1,705,046	1,649,627	685,296	1,823,116	1,710,269	745,846	10,734	254,377	193,827
Lodging Tax	164,858	287,325	444,885	159,796	1,358,662	1,700,750	1,545,750	1,378,321	1,985,838	1,511,702	267,666	159,796	193,844
PW Cap Improv.	110,660	119,613	160,317	250,817	80,000	90,500	90,500	80,000	0	0	119,613	250,817	341,317
Leav. Civic Center	136,909	96,638	38,748	35,161	115,550	116,350	116,350	157,754	119,937	121,829	54,434	35,161	29,682
Pool	12,402	30,336	33,613	50,569	249,803	227,550	228,750	234,391	210,594	209,164	45,748	50,569	70,155
1997 GO Bond	85,447	60,418	30,879	0	60,000	56,293	0	89,042	87,172	0	31,376	0	0
2009 GO Bond	0	0	0	0	29,043	29,043	29,043	29,043	29,043	29,043	0	0	0
2013 GO Bond	28	28	0	0	184,813	187,913	185,913	184,813	187,913	185,913	28	0	0
Capital Imp.													
Warehouse	95,034	90,666	0	0	0	0	0	90,543	0	0	123	0	0
Pine St Cap Proj	0	0	200,579	201,579	200,000	1,000	1,000	0	0	0	200,000	201,580	202,579
Garbage	106,301	173,152	255,441	211,657	678,978	724,130	737,980	653,579	767,914	770,123	198,551	211,657	179,514
Water	93,835	78,732	247,016	124,806	1,453,151	1,440,966	1,443,217	1,408,061	1,563,176	1,310,798	123,822	124,806	257,225
Sewer	552,959	788,762	892,944	1,141,611	1,707,472	1,532,912	1,475,850	1,625,571	1,284,245	1,589,234	870,663	1,141,611	1,028,227
Water Bond Res.	2,024	45,024	88,024	132,024	43,000	44,000	0	0	0	0	88,024	132,024	132,024
Sewer Bond Res.	132,024	132,024	132,024	132,024	0	0	0	0	0	0	132,024	132,024	132,024
Stormwater	49,046	14,629	50,578	13,807	94,092	60,513	71,806	80,939	97,283	73,708	27,782	13,807	11,905
Parking	111,780	189,994	310,903	56,886	371,800	431,358	442,092	293,330	685,376	327,142	268,464	56,886	171,836
Equip. Rental	238,280	243,884	284,299	336,882	527,300	587,080	647,198	502,714	534,497	579,891	268,470	336,882	404,188
Central Services	0	0	0	0	77,275	107,774	82,001	77,275	107,774	82,001	0	0	0
Cem. Endow.	161,670	189,111	227,566	235,066	40,550	7,500	7,500	0	0	0	229,661	235,066	242,566
Trans. Benefit Dist.	0	0	0	0	135,000	150,000	60,000	135,000	150,000	60,000	0	0	0
UVPRSA	0	0	0	0	125,000	120,000	121,200	125,000	120,000	121,200	0	0	0
TOTAL	2,538,806	3,701,074	5,170,312	4,505,180	11,842,094	11,607,489	10,404,781	11,733,623	12,272,621	10,266,711	3,809,545	4,505,180	4,643,250

* Ending Fund Balances include both restricted and non-restricted.

RESOLUTION NO. ~~XX~~-2016

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A RESOLUTION OF THE CITY OF LEAVENWORTH, WASHINGTON, AMENDING RATES AND FEES.

BE IT RESOLVED by the Mayor and the City Council of the City of Leavenworth, as follows:

Section 1. The rates, fees and charges as set forth on the attached Exhibit "A" which is incorporated herein, are hereby adopted by this reference and new charges, fees, and rates will be effective ~~January 1, 2017~~, unless otherwise noted within a specific item/section.

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Section 2. Resolution ~~03~~-2016 is hereby amended to be consistent with this resolution.

Section 3. This resolution and any amendment thereto shall be published in summary form in the official newspaper of the City of Leavenworth.

Passed by the City Council of the City of Leavenworth and approved by the Mayor in an open public meeting on the ~~13th~~ day of ~~December~~ 2016.

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APPROVED:

Cheryl K. Farivar, Mayor

ATTEST:

Chantell R. Steiner, Finance Director/City Clerk

CITY OF LEAVENWORTH FEE SCHEDULE

Exhibit A

Each Department Head shall be granted the authority of interpretation of the portions of this resolution, which fall under the authority of their Department.

DEVELOPMENT SERVICES DEPARTMENT RATES, FEES, AND CHARGES

GENERAL INFORMATION ON FEES

- A. Payment of the base fee for applications is required at the time of application submission. Payment of base fees for annexations, vacations, and other related activities, which do not require submittal of permit applications, are due prior to commencement of any staff work on the activity. Typically, this would be following submission of an initial letter of interest and/or petition. Payment of all fees will also be required regardless of approval/non-approval of the activity.
- i. Hourly fees are in addition to the underlying permit/action base fees.
 - ii. Hourly fees are typically billed on a monthly basis.
 - iii. Any billing more than 30 days overdue shall result in progress on the application ceasing and/or withholding of final approval/permit issuance.
- B. Outsourcing:
The City may outsource work to agencies, firms, and individuals at its discretion for any type of permit related activities. The types of activities include, but are not limited to, the work of attorneys, planners, engineers, geotechnical experts, biologists, etc. Outsourcing *typically* occurs when a project has a component which requires review by persons with special expertise, the city must outsource based on staffing and/or workloads, or an applicant has requested and has been granted expedited review.

Outsourcing based on City Determination of Need:

If the City determines that work must be outsourced based on the need for specialized study, input from persons with expertise, or for other reasons; the City retains the authority to determine that this action is required, but will provide notification in either email or written format to the applicant of the action prior to authorizing the expenditure. The City is not required to receive an authorization from the applicant prior to authorizing to proceed, but simply to notify. The following shall apply:

The applicant shall be responsible for all consultant costs, any related staff time and a ten percent administrative fee for other City expenses involved in administering the work of the consultant.

If the City determines that work must be outsourced based on staffing levels, workload, or for other reasons (not including permit expedition requests), the consultant's work will be billed to the applicant at the same rate as City staff time. If the fee schedule indicates there is no hourly fee charged for a specific type of application, even if outsourced, hourly fees will not be charged.

Please note that all other requirements of the City's fee schedule apply.

Outsourcing by Request of the Applicant:

An applicant may submit a written request to outsource a permit application (or portions thereof) for purposes of permit expedition or for other reasons. The City reserves the right to approve, approve with conditions, or deny outsourcing requests. If approved, the following shall apply:

The applicant shall be responsible for all consultant costs, any related staff time and a ten percent administrative fee for other City expenses involved in working with the consultant and the applicant.

Please note that all other requirements of the City's fee schedule apply.

- C. Any direct cost beyond \$550.00 or four (4) hours of the Hearing Examiner's work on a case shall be billed to and paid by the applicant. This shall be in addition to any other fees.
- D. Applications that require both City and County approval are still subject to the City's fees.
- E. All project types may not be listed here. If they are not, fees will be applied as determined by the Development Services Director.

BUILDING PERMITS FEES

The following fees are for review performed by the plans examiner, additional review by other staff and departments will be charged at \$50 per hour. Exception: single-family and multi-family structures, with four units or less, and commonly associated residential structures and permits, including, but not limited to, permits for decks, garages, outbuildings, fences, demolition, and earthwork, shall be exempt from hourly fees.

1. Building fee structure valuation shall be calculated utilizing the most current edition of the International Code Council Building Safety Journal Building Valuation Data (BVD) Table for Average Construction Costs per Square Foot. The permit fee shall then be calculated utilizing the 1997 Uniform Building Code Table 1-A with the following provisions:
 - a. If an applicant submits plans for two (2) or more identical buildings within the same project, within 180 days of each other, the plan review fee shall be calculated as a percentage of the building permit fee as shown in Table 1-A for each plan after the first one. The percentage reduction shall be determined at the discretion of the building official.
2. Plan review fees shall be calculated pursuant to the 1997 Uniform Building Code, Section 107.3 "Plan Review Fees".
3. Mechanical permit fees shall be calculated pursuant to the 1997 Edition of the Uniform Mechanical Code, Section 115, Table 1-A.
4. Plumbing permit fees shall be calculated pursuant to the 1997 Edition of the Uniform Plumbing Code, Section 103.4, Table 1-1.
5. Manufactured structure permit fee: Support systems including typical concrete elongated pads are factored in. Concrete foundations for modular structures and daylight basements are factored separately based on value:
 - a. Single unit\$300.00
 - b. Double unit:\$400.00
 - c. Triple unit:\$500.00
 - d. Each additional unit:\$75.00
6. Footing and Foundation Permit (allowed only at the discretion of the City):
 - a. Residential.....\$200.00
 - b. Commercial.....5% of the total estimated building and plan review permit feesNote: This is an additional charge and shall not be deductible from future permit fees, and any adjustment based on the actual permit fee will be added at the time of permit issuance.
7. Work without a permit Double the basic permit fee (excludes taxes, plan review, and other fees)
8. Modifications to reviewed plan..... One-half of value of modification (see No. 1 above, the valuation shall be determined utilizing one-half of the fair market value of the change, regardless if the change is higher or lower value than the original).
9. Demolition Permit\$100.00
10. Excavation, Grading, and Fill Permit (IBC Appendix J)\$150.00
11. Inspections for which no fee is specifically indicated.....\$50/hr (min ½ hr)

Fire Code:

- 12. Liquid Petroleum Gas (LPG) and Fuel Tank installation (per tank).
 - a. 500 gallons or less.....\$150.00
 - b. 501 to 5000 gallons.....\$300.00
 - c. 5001 gallons or more.....\$450.00
- 13. Commercial kitchen hood fire suppression system.....\$100.00
- 14. Residential Fire sprinkler **plan review**.....\$75.00
- 15. Residential Fire sprinkler **inspections**.....\$75.00
- 16. Fire sprinkler system plan review for more than 10 heads.....\$150.00
+ \$1.50 per device
- 17. Fire sprinkler system inspection for more than 10 heads.....\$150.00
+ \$2.50 per device
- 18. Fire sprinkler system **plan review and inspections** 10 heads or less \$150.00 + \$1.50 per device.
- 19. Fire hydrants and mains plan review.....\$150.00
- 20. Fire hydrants and mains inspection.....\$75.00 per each hydrant or main
- 21. Commercial IFC application plan review \$150.00 per building application or \$75 if single component.
- 22. Commercial IFC component inspections.
 - High piled storage.....\$75.00
 - Tents and temporary membrane structures.....\$75.00
 - Fireworks **Public Display Permit Fee**.....\$100.00
 - Fireworks **Public Display Deposit**.....\$500.00
 - Exhibitions (Miscellaneous).....\$75.00
- 23. Fire alarm & smoke detection system **plan review** for more than 10 devices.....\$150.00
+ \$1.50 per device
- 24. Fire alarm & smoke detection system **inspections** for more than 10 devices.....\$150.00
+ \$2.00 per device
- 25. Fire alarm & smoke detection system **plan review and inspections** for 10 devices or less \$150 + \$1.50 per device
- 26. Reinspection fee.....\$100.00

Residential Misc.:

- 27. Factory built wood/gas heating appliances, log lighters and inserts.....\$45.00
- 28. Factory built gas kitchen range.....\$45.00
- ~~29.~~
- 30. Masonry fire place including chimney.....\$45.00
- 31. LPG tanks and gas lines for heating and cooking appliances.....\$75.00
- 32. Roofing replacement permit including sheathing if necessary.....\$200.00 per building

Commercial Misc.:

- 33. Commercial kitchen hood Type 1 or 2.....\$75.00
- 34. Building Permit for sign placement including review of all structural attachments and or foundation.....\$75.00
- 35. Roofing replacement permit including sheathing if necessary.....\$200.00 per building
- 36. Factory built fireplace/heating appliances, log lighters wood or gas (per unit).....\$45.00
- 37. LPG gas lines for heating and cooking appliances.....\$45.00

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- Comment [CS1]:** This is corrected to match the new code language adopted by the Council in May 2016 for public display's only; firework stands are no longer permitted.
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LAND USE AND LEGISLATIVE PERMIT FEES

Calculation of fees begins following the release of the pre-application meeting notes. If the pre-application meeting requirement has been waived by the Development Services Manager, fees will be calculated immediately upon receipt of the application/request. In addition to the base fee, a charge of \$50 per hour will be assessed for each hour of staff time for reviewing the project; however, 50% of the base fee will be credited toward the total dollar amount of the staff hours billed to the applicant. For example, if the base fee is \$800, \$400 worth of staff hours (8 hours) will be credited toward the total dollar amount of staff hours billed. Revisions to any permit will be billed at half the original submission fee and charged at the hourly rate..

State Environmental Policy Act Review

Fee

- 1. Environmental Impact Statement\$1,000.00
- 2. SEPA compliance for non-exempt activities not addressed herein\$350.00
- 3. Co-lead or assumption of lead status (for projects outside of the City’s jurisdiction) following assumption of lead or co-lead status..... \$50/hr
 - Recovery of all consultant costs, plus a ten percent administration fee for clerical work related to contract administration
- 4. Revisions to approved permits within this category 50% of the Original Fee

Miscellaneous land use actions/permits

- 1. Parking Lot Permit (with SEPA).....\$350.00
- 2. Parking Lot Permit\$50.00
- 3. Conditional Use Permits.....\$1,650.00 (includes HE and SEPA)
- 4. Home Occupations, Group A No Charge
- 5. Home Occupations, Group B\$100.00
- 6. Variances (Commercial)..... \$1,350.00 (includes HE)
- 7. Variances (Residential) \$950.00 (includes HE)
- 8. Development Agreement\$1,800.00 (includes SEPA)
- 9. Floodplain Elevation Certificate\$200.00
- 10. Critical Areas Checklist\$100.00
- 11. Lighting Permit\$50.00
- 12. Administrative Deviation.....\$25.00
- 13. Administrative Interpretation which require written policy.....\$350.00
- 14. Revisions to approved permits within this category (as necessary) 50% of the Original Fee

Subdivision permits

1. Short Subdivisions.....\$800.00 (or \$1,100 with SEPA), plus \$50.00 per lot
2. Major Subdivisions.....\$1,650.00 (includes HE and SEPA), plus \$50.00 per lot
3. Final Plat (Short or Major Subdivision).....\$100.00
4. Cluster Subdivision (Short).....
..... \$400.00 (or \$550 with SEPA) (addition to SS), plus \$25.00 per lot
5. Cluster Subdivision (Major).....\$775.00 (addition to MS), plus \$25.00 per lot
6. Planned Development.....\$1,650.00 (includes HE and SEPA), plus \$50.00 per lot
7. Binding Site Plans\$1,100.00 (includes SEPA), plus \$50.00 per lot
8. Binding Site Plans (when within new building.....\$800.00, plus \$50 per lot
9. Plat Alteration.....\$1,650.00 (includes HE and SEPA), plus \$50.00 per lot
10. Boundary Line Adjustments\$300.00
11. Boundary Line Adjustments - Lot line elimination / consolidation ... \$150.00
12. Revisions to approved permits within this category 50% of the Original Fee

~~\$50 per~~

Shoreline permits

1. Substantial Development Permit\$1,650.00 (includes HE and SEPA)
2. Shoreline Conditional Use Permit
(in addition to the SDP fee)\$1,350.00 (includes HE and SEPA)
3. Shoreline Variance
(in addition to the SDP fee).....\$1,350.00 (includes HE and SEPA)
4. Shoreline Exemption\$100.00
5. Revisions to approved permits within this category 50% of the Original Fee

Legislative Action

1. Right-of-way vacation investigation\$100.00
 - Appraisal costs, legal fees, and cost of property will be due if approved for vacation
 - If multiple property owners initiate vacation activity the activity will be treated as a joint application with the cost split among property owners.
2. Annexation\$1,100.00 (includes SEPA)
 - Costs for annexation studies shall be fully reimbursed by the applicant
3. Developer reimbursement and collection agreements.....\$1,100.00 (includes SEPA)
 - Costs for consultant work shall be fully reimbursed by the applicant
4. Comprehensive Plan amendment/rezone

- a. Phase 1 – Initial Application for Docket.....\$300.00
 - b. Phase 2 – If approved for docket, fee for next steps in approval process
.....\$800 (includes SEPA)
- (Note: Payment Phase 1 and 2 fees does not constitute approval of a proposed amendment)
- 5. LMC text amendment (includes zoning, subdivision, development regulations, etc.)
.....\$1,100.00 (includes SEPA)
 - 6. LMC text amendments (non-land use)\$600.00 (includes SEPA)
 - 7. Shoreline Master Program text amendment\$1,100.00 (includes SEPA)
 - 8. Shoreline Master Program environment designation amendment\$800.00
 - 9. Revisions to approved permits within this category 50% of the Original Fee

Appeals to the Hearing Examiner:

- 1. Appeal\$500.00*
- 2. Motion for Reconsideration.....\$100.00

* Appeal fees do not apply for a first hearing on the record in a city initiated enforcement case.

PRE-APPLICATION MEETING FEES

- A. Payment of the pre-application fee is required at the time of pre-application submittal.
- B. A pre-application meeting fee shall be charged for each of the permit types below. If multiple permits are sought, the fee shall be based on the highest single pre-application fee.
- C. The Development Services Director will determine which category of pre-application fee applies to each project.

The City will perform a Courtesy Consultation Meeting prior to the required pre-application meeting at the request of the applicant. Items discussed at this meeting will be for information gathering purposes only. Attendance at a Courtesy Consultation Meeting does not eliminate the requirement to attend a pre-application meeting. Please note: the City will not provide notes from this meeting, but will provide a copy of the City's Fee Schedule to the applicant.

Pre-Application Meeting (s):

Single-family Residential (including duplexes).....	No Charge
Boundary Line Adjustment.....	No Charge
Group A Home Occupation:	No Charge
Excavation, Grading and Filling:.....	No Charge
Parking Lot:	No Charge
Floodplain elevation/development:.....	No Charge
Work in a right-of-way.....	No Charge
Interpretation of Codes and Ordinances.....	No Charge
Shoreline Exemption	No Charge
Fence.....	No Charge
Sign and Design.....	No Charge
All others.....	No Charge

DESIGN REVIEW FEES

- 1. Design review book
 - a. Refundable deposit..... \$100
 - b. Purchase\$100
 - c. CD:\$5

Architectural Design:

- 2. New design for, or changes to, a structure valued under \$5K.....\$100
- 3. New design for, or changes to, a structure valued \$5K - \$50K \$150
- 4. New design for, or changes to, a structure valued \$50,001 + \$200
- 5. Changes to building color, roofing, or murals (includes mural additions), or other individual elements - when no other improvements are proposed.....\$50
- 6. Submittal of revisions to a design approved in the prior 12 months..... \$100
- 7. Re-submittal of projects after being cited for non-compliance with original design approval.....\$175
- 8. Fence design, tables, chairs, umbrellas, or other similar elements when no other improvements are proposed.....\$25
- 9. Administrative Approval, change of design or of individual elements such as landscaping structures, lighting, fences or fence-type walls, garbage enclosures, walkways, plazas, or similar structures when they are not proposed in conjunction with a larger project or that would require design review board review.....\$25

Sign:

- 10. Sign - first sign:\$75
- 11. Each additional sign (applied for at the same time)\$35
- 12. Sign permit revision.....\$25

Miscellaneous:

Any time an application requires a second meeting by the Design Review Board due to actions of the applicant, including withdrawal, requesting continuance, design changes, or non-attendance, payment shall be made prior to further review by the Design Review Board in the amount of

..... ½ of original application fee

Any time an application requires more than two meetings by the Board in order to review changes, whether proposed by the applicant or requested by the Design Review Board, payment shall be made prior to further review by the Board in the amount of

.....\$50

WATER RATES, FEES AND CHARGES

The charges that each property owner shall pay to the City for access to the City main shall include a system buy-in charge, a charge to cover the cost of labor, equipment, and materials to install the meter, a Utility Reimbursement Agreement charge if applicable to the property location, and a surcharge for customers located outside City limits.

Monthly fees include a base rate and 7,500 gallons of water. Use above 7,500 gallons per month is subject to an overage charge.

Charges to be paid by new customers to receive service (applicable to all customer classes):

1. System Development Charge (SDC) for Residential and Commercial:

Meter Size based on ERU

5/8" or 3/4" (1.0 ERU).....	\$3,898.80
1" (1.7 ERU).....	\$6,510.75
1 1/2" (3.3 ERU).....	\$12,983.30
2" (5.3 ERU).....	\$20,780.90
3" (11.7 ERU).....	\$45,498.80
4" (20 ERU).....	\$77,976.15
6" (41.7 ERU).....	\$162,424.80

2. Meter charge (not including installation)

Meter Size

3/4".....	\$ 550.00
1".....	\$ 700.00
1 1/2".....	\$ 1,000.00
2".....	\$ 1,500.00
3".....	\$ 2,840.00
4".....	\$ 5,530.00
6".....	\$ 8,625.00

3. Water service connection charges

- a. Labor, Equipment, Patching and Administrative charges \$1,172.30
- b. Titus Road Connection Charge.....\$225.00

Note: Beginning at north property line of lot 2, SS 3264 to north end of Aldea Village

4. Utility Reimbursement Agreements

- a) Leavenworth 24, LLC Utility Reimbursement Agreement (URA) (see Leavenworth 24, LLC agreement), this flat fee includes the 10% administrative fee as defined in the URA:

For each water service hookup (1.0 ERU)\$2,781.27

- b) DNR, LLC Utility Reimbursement Agreement (URA) (see DNR, LLC agreement for flat fee as identified for various parcels, this flat fee includes the 10% administrative fee as defined in the URA.)
- c) Cascade Medical Center (CMC) Utility Reimbursement Agreement (URA) (see CMC agreement for flat fee as identified for various parcels, this flat fee includes the 10% administrative fee as defined in the URA.)

- 5. Irrigation meter - An irrigation meter fee is the same as a meter charge. No additional buy-in fee will be charged if the property already has a meter, and the irrigation represents no increase in water use based on billing data.
- 6. Upon receipt of proof of payment (canceled check), a credit equal to the cost of construction of water main line extension dedicated to the City will be reduced from the "System Development Charge" not to exceed the value of one ERU. This credit shall be applied to subdivisions which create two to four lots.

Residential Water Rates

- 7. The monthly minimum residential charge includes an allowance of 7,500 gallons per month per meter. Qualifying low-income senior and disabled citizens receive a discount off the monthly minimum residential charge. To qualify for the discount, applicants must be 62 years of age or older or disabled, and must have a total household income of \$24,000 per year or less. To qualify for the additional hardship low income senior or disabled discount, you must have an income of \$12,000 or less per year with no other assets, to apply for either discount, applicants must fill out and return an application for a utility discount, for review and approval by the City.

- a. Inside city limits

- i. ¾"meter.....\$59.24
- ii. Qualified low income seniors or disabled.....\$29.01
- iii. Additional hardship low income seniors or disabled.....\$15.11
- iv. 1" meter.....\$61.77
- v. 1 ½" meter.....\$74.39

- b. Outside city limits (rates are 25% higher than inside city rates)

- i. ¾"meter.....\$74.05
- ii. Qualified low income senior or disabled\$36.26
- iii. Additional hardship low income seniors or disabled.....\$18.88
- iv. 1" meter.....\$77.21
- v. 1 ½" meter.....\$92.98

- c. Overage: For water use above the allotted 7,500 gallons per month, the following rates shall apply:
 - i. 0 - 7,500 \$0.00 per 1,000 gallons
 - ii. 7,501 – 15,000.....\$0.85 per 1,000 gallons
 - iii. 15,001 – 25000.....\$1.86 per 1,000 gallons
 - iv. Above 25,000.....\$2.31 per 1,000 gallons

Commercial Water Rates

8. The monthly minimum commercial charge includes an allowance of 7,500 gallons per month per meter.

- a. Inside city limits - monthly minimum charge per meter:
 - i. ¾" meter.....\$59.24
 - ii. 1" meter\$61.77
 - iii. 1 ½" meter\$74.39
 - iv. 2" meter\$76.92
 - v. 3" meter\$228.16
 - vi. 2" x 6" fire service meter\$369.42

- b. Outside city limits (rates are 25% higher than inside city rates):
 - i. ¾" meter\$74.05
 - ii. 1" meter.....\$77.21
 - iii. 1 ½" meter\$92.98
 - iv. 2" meter.....\$96.15
 - v. 3" meter\$285.20
 - vi. 2" x 6" fire service meter\$461.78

- c. Commercial overage: For water use in the commercial zone above the allotted 7,500 gallons per month, the following rates shall apply to commercial users:
 - i. Inside City commercial:.....\$1.55 1,000 gallons
 - ii. Outside City commercial:..... \$1.94 1,000 gallons

Miscellaneous fees

- 9. Fire hydrant use fee..... \$3.30 per 1000 gallons / minimum charge of \$10.00 per day
- 10. Fire hydrant meter installation/removal charge.....\$54.60
- 11. Fire hydrant installation charge \$343.90 inspection and buy in
- 12. Fire flow installation charge \$334.20(\$212.20 buy-in, \$122.00 inspection)
- 13. Seasonal turn on/off charge
 - a. In City:\$10.90 each trip
 - b. Outside City:\$16.40 each trip
- 14. Late fee.....\$10.90
- 15. Late payment turn on fee\$27.30 (\$54.60 for after hours turn on)
- 16. Charge to remove / reinstall meter..... \$27.30 removal or reinstallation
- 17. Installed, with a meter and no consumption
 - a. In City:\$17.82
 - b. Outside City:\$22.28

Final or closing utility bill: The City does not pro-rate utility bills. Accounts involving new owners, the pro-ration is between the previous owner and the new owner. In the event a previous balance is on the account, the City will make every effort to collect from the previous owner. However, the new owner is ultimately responsible for the bill, as the utility account stays with the property. The City suggests contacting the title company used in the real estate transaction for further remedy. In a landlord-tenant situation the landlord is ultimately responsible for the utility bill.

SANITARY SEWER RATES, FEES AND CHARGES

The charges that each property owner shall pay to the City for access to the City main shall include a system buy-in charge, a Utility Reimbursement Agreement charge if applicable to the property location, and a charge to cover the cost of labor, equipment, and materials to hook-up.

Charges to be paid by new customers to receive service (applicable to all customer classes):

1. System Development Charge (SDC):
 - a. Residential: For the purposes of calculating the sewer SDC the definition of an ERU is one residential dwelling unit at 175 gallons per day.
 - b. Multifamily: Dwelling units in multifamily residential structures are assigned an ERU value of less than one to reflect the fewer number of occupants typically residing in each unit, and an assumed proportionate resulting reduction in wastewater production (1990 US Census Report and 1996 Comprehensive Plan).
 - c. Motels, Restaurants, Bars: ERU's are based on the number of motel rooms and the number of seats respectively as defined in the Washington State Department of Ecology *Criteria for Sewage Works Design*.
 - d. Other Commercial: For other types of non-residential sewer connections, each equivalent 3/4 inch water meter is considered one ERU using American Water Works Association defined meter capacity to determine the factor for the number of ERU's for each non-residential meter size above 3/4 inch. In no case shall less than 1 ERU be assigned to any proposed connection.
 - e. Summary: Based on the above figures, the following charges shall apply:

Restaurant Category 1 – Take Out / Ice Cream shop / Yogurt shop (no dishwasher, no fryer, no public restrooms less than 400 sq. ft.) (1.0 ERU).....	\$2,620.40
For Category 1 - Additional square foot areas beyond 400 sq. ft. are calculated at \$6.55/sq. ft.	
Restaurant Category 2 – Average Size (If two of the three following criteria apply: dishwasher required, fryer, public restrooms required then restaurant is considered a Category 2) (Up to 1,000 sq. ft. including kitchen, dining area and restrooms) (4.0 ERU)	\$10,481.70
Bakery (retail) - (Up to 1,000 sq. ft. including kitchen, dining area and restrooms) (4.0 ERU)	\$10,481.70
For Category 2 and Bakeries – For additional areas in excess of 1,000 sq. ft. which includes the kitchen and restrooms square footage; the additional square foot areas are calculated at \$6.55/sq. ft.	
Bars - (yes-dishwasher, no food /no fryer, yes-public restrooms) (Up to 1,000 sq. ft. including seating area and restrooms) (1.17 ERU)	\$3,065.90
For Bars larger than 1,000 sq. ft as described above - Additional square foot areas are calculated at \$6.55/sq. ft.	
Motel (.5 ERU/Room).....	\$1,310.15/RM

Over 4 Units (.54 ERU/DU).....	\$1,414.20/DU
5/8" or 3/4" (1.0 ERU, includes single, duplex, 3-plex, 4-plex).....	\$2,620.45
1" (1.7 ERU).....	\$4,376.20
1 1/2' (3.3 ERU).....	\$8,725.90
2" (5.3 ERU).....	\$13,966.75
3" (11.7 ERU).....	\$30,580.45
4" (20 ERU).....	\$52,408.45
6" (41.7 ERU).....	\$109,166.60

f. Special conditions: For special conditions the city will determine the SDC based on either the ERU table, on estimated wastewater flow, or on a combination of both methods at the city's sole discretion. Flow will be based on either estimated peak day flow or maximum month average day flow at the sole discretion of the city. Special conditions include the following:

- i. Structures with more than one of the occupancy types listed above.
- ii. As determined by the city upon review of an applicant's administrative appeal.
- iii. As determined by the city upon its sole judgment that the specifics of the proposed occupancy and/or its characteristics warrant special determination of the SDC.

g. Administrative Appeal: An applicant for sewer connection may appeal the SDC determination to the Mayor or City Administrator within thirty (30) working days of receiving the initial SDC determination from the City. The decision of the Mayor or City Administrator shall be provided within thirty (30) working days of the appeal and shall serve as the final SDC determination.

h. Change of Occupancy Type: If, in the sole judgment of the city, a proposed change in occupancy type for an existing structure already connected to the sewer system will substantially increase the amount or character of wastewater flow over that for the previous occupancy, and the SDC for the proposed occupancy would result in a greater SDC than for the previous occupancy, and the change of occupancy requires a building permit, then the use of the structure for the proposed occupancy type shall be contingent upon payment to the city of an SDC determined in accordance with this resolution. The additional SDC charge shall be added to any city permit fees or charges applicable to the proposed occupancy.

i. Inspection, patching and administrative charge.....\$694.90

ii. Titus Road Connection Charge.....\$225.00

Note: Beginning at north property line of lot 2, SS 3264 to north end of Aldea Village

iii. City/Clennon Utility Reimbursement Agreement(URA) (see Clennon agreement, Exhibit A)

Full\$5,469.41

Half.....\$2,734.70

i. Upon receipt of proof of payment (canceled check), a credit equal to the cost of construction of sanitary sewer main line extension dedicated to the City will be reduced from the "System Development Charge" not to exceed the value of one ERU. This credit shall be applied to subdivisions which create two to four lots.

Residential Monthly Rates

2. For monthly sewer rate purposes, each unit of a multi-family dwelling is considered a dwelling unit. Qualifying low-income senior and disabled citizens receive a discount off the monthly minimum residential charge. To qualify for the discount, applicants must be 62 years of age or older or disabled, and must have a total household income of \$24,000 per year or less. To qualify for the additional hardship low income senior or disabled discount, you must have an income of \$12,000 or less per year with no other assets, to apply for either discount applicants must fill out and return an application for a utility discount, for review and approval by the City.

- a. Residential Customers:.....\$55.64 per dwelling unit
- b. Low-income senior or disabled citizen.....\$31.25 per dwelling unit
- c. Additional hardship low income senior or disabled.....\$11.60 per dwelling unit
- d. Outside of City limits:.....twenty-five percent (25%) surcharge on the above rates.

Commercial Monthly Rates

3. Base rate: Monthly charge of \$55.64 per Equivalent Residential Unit (ERU) of water used, with a minimum charge of one ERU per month. Water use shall be based on the average monthly water use between October 1 of the previous year and September 30 of the current year. One ERU is equivalent to 7,500 gallons of water use.

4. Food Service Surcharge: An additional surcharge will be assessed to food service establishments with grease fryers to account for the loading of the sewer plant associated with grease. The surcharge shall be fifty percent (50%) of the base rate as calculated above. Food service establishments without an individual water meter (a shared meter) shall be based on a calculation of one ERU per 5 seats or fifty percent (50%) of the total water use associated with the shared meter, as decided by the building owner.

5. School District: Monthly charge of \$55.64 per Equivalent Residential Unit (ERU) of water used, excluding irrigation meters and water use in June, July, and August associated with watering ball fields.

6. City Pool: During the months of January through May and October through December when the pool is not in use there will be no sewer rate applied. For the months of June through September, the pool rate charged will be equivalent to 10% of the monthly charge of \$55.64 (Residential Customer Charge) per Equivalent Residential Unit (ERU) of water used will apply. Water use shall be based on the average monthly water use between October 1 of the previous year and September 30 of the current year. One ERU is equivalent to 7,500 gallons of water use.

Miscellaneous fees

- 7. Late Fee.....\$10.90
- 8. Non-Compliance Fee: Food Service Establishments without grease traps per month..\$200.00
(Non-Compliance Fee will be effective starting on July 1, 2016)

Final or closing utility bill: The City does not pro-rate utility bills. Accounts involving new owners, the pro-ration is between the previous owner and the new owner. In the event a previous balance is on the account, the City will make every effort to collect from the previous owner. However, the new owner is ultimately responsible for the bill, as the utility account stays with the property. The City suggests contacting the title company used in the real estate transaction for further remedy. In a landlord-tenant situation the landlord is ultimately responsible for the utility bill.

STORM SEWER FEES, RATES AND CHARGES

The charges that each property owner shall pay to the City for Storm Sewer access to the City main shall include a system buy-in charge, and a charge to cover the cost of labor, equipment, and materials to hook-up.

Charges to be paid by new customers to receive service (applicable to all customer classes):

1. System Development Charge for Residential & Commercial: (Per ERU) \$1,034.40
2. Street patching and Inspection\$477.40
3. Fee In-lieu-of Water Quality Treatment BMPs formula: (Estimated Cost ÷ BMP PGIS) x Project PGIS.
4. Fee In-lieu-of Detention BMPs formula: (Estimated Cost ÷ BMP Impervious Surface Area) x Project Impervious Surface Area.

For System Development Charges, one ERU equates to 4,000 square feet of impervious area. Residential lots developed will be charged as one ERU, unless determined otherwise by the City Engineer. Commercial properties developing an area larger than 4,000 square feet of impervious area will be charged based on the number of ERU's (calculated to one-tenth of an ERU) times the charge for one ERU. Example, if a property has 10,000 square feet of impervious area $10,000/4,000 = 2.5$ ERU's, times the rate per ERU.

Monthly Residential and Commercial Rates

3. For monthly Storm Sewer rate purposes, each unit of a multi-family dwelling is considered a dwelling unit.
 - a. Residential..... \$2.50
 - b. Commercial Low Impact \$2.50
 - c. Commercial Medium Impact \$10.50
 - d. Commercial High Impact.....\$16.50
 - e. Late Fee \$10.90

The rates and service charges shall be based on the service provided and relative contribution of surface and storm water runoff from a given parcel to the storm water control facilities. The average estimated percentage of impervious surfaces on the parcel, the land use classification, the total parcel acreage and/or measured impervious surface area will be used to determine the relative contribution of surface and storm water runoff from the parcel. For detailed analysis and definitions required for residential and commercial low, medium and high impact rate structures see Leavenworth Municipal Code section 13.90.050.

50% Residential Rebate: For those single family residential property owners that have addressed and provided run off mitigation for the 25-year storm event onsite; a 50% reduction in the Storm Sewer monthly rate is available. Property owner must apply to the City for review and rebate approval. Renewal is required once every five years. Rebate is limited to fees paid after

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January 1, 2015.

Final or closing utility bill: The City does not pro-rate utility bills. Accounts involving new owners, the pro-ration is between the previous owner and the new owner. In the event a previous balance is on the account, the City will make every effort to collect from the previous owner. However, the new owner is ultimately responsible for the bill, as the utility account stays with the property. The City suggests contacting the title company used in the real estate transaction for further remedy. In a landlord-tenant situation the landlord is ultimately responsible for the utility bill.

GARBAGE RATES, FEES AND CHARGES

Residential (Weekdays pickup)

1. Scheduled Collections

- a. Residential (one 64 gallon tote container, once per week) \$25.50 per month
- b. Low-income senior citizen (one 64 gal tote container, 1x per week).....\$11.55 per month
 - i. Qualifying low-income senior or disabled citizens receive a discount off the monthly minimum charge. To qualify for the discount, applicants must be 62 years of age or older or disabled, and must have a total household income of \$24,000 per year or less, and must fill out and return an application for rate discount, for review and approval by the City. The additional hardship low income senior or disabled rate (less than \$12,000 per year) is currently the same as low income senior or disabled.
- c. Additional 64 gal tote containers: \$11.55 per month per 64 gal container
- d. Overloaded 64 gallon tote container \$3.50 per occurrence
- e. Per extra can or bag (up to 35 gal each can or bag) per collection..\$3.50

Residential Recycling Rebate:

The City offers a \$5.00 per month rebate effective January 1, 2015 for those residential properties that have opted to participate in the Waste Management Residential Single Stream Recycling Program. Those wanting to participate in the rebate program must provide the City with proof of payment for the Waste Management Program. Reimbursements will be processed in January and July of each year starting with the first reimbursement process being available in July 2015 for January through June 2015 Services. July 2015 through December 2015 services may be reimbursed in January 2016.

Commercial and Multifamily Residential (Weekdays pickup)

1. Scheduled Collections

- a. 64 gallon tote container: \$25.50 per month multiplied by the number of times per week that the garbage is collected. Multifamily residential complexes not using a 300 gal container will be charged the base garbage rate for each housing unit.
- b. 96 gallon tote container: \$38.20 per month multiplied by the number of times per week that the garbage is collected. Multifamily residential complexes not using a 300 gal container will be charged the base garbage rate for each housing unit.
- c. Overloaded 64 gallon tote container \$3.50 per occurrence
- d. Overloaded 96 gallon tote container.....\$5.20 per occurrence
- e. 300 Gallon Containers: \$57.90 per month for each 300 gal (1.5 cubic yard) container, multiplied by the number of times per week that the container is emptied.
- f. Overloaded 300 gallon tote container \$9.25 per occurrence

2. Non-scheduled or additional collection of garbage in proper containers:

- a. Per 64 gal tote container.....\$6.95
- b. Per 96 gal tote container.....\$10.40

- c. Per can or bag (up to 35 gal each can or bag) per collection.....\$3.50
- d. Per 300 gal container per collection.....\$28.95
- 3. 300 gallon Container Rental (for garbage) without caster wheels..... \$28.95 /container/ month
- 300 gallon Container Rental (for garbage) with caster wheels..... \$40.55 /container/ month
- 4. Commercial Cardboard collection: All commercial accounts will be assessed a \$6.95 monthly fee for the service of cardboard collection.
 - a. Purchase option for cardboard metal dumpster (1.5 cu. yd.) container painted blue and stenciled with "CARBBOARD ONLY" text \$173.70
 - b. Rental option for cardboard metal dumpster (1.5 cu. yd.) container painted blue and stenciled with "CARBBOARD ONLY" text..... \$28.95 per month
 - c. Special large quantity cardboard pick up requests (weekdays only)..... \$5.80 each time

Commercial (Weekends pickup)

- 1. Scheduled collections
 - a. 64 gallon tote container: \$33.60 per month
 - i. Entitles user to a collection of one 64 gal container, multiplied by the number of times per weekend that the garbage is collected.
 - b. 96 gallon tote container: \$50.35 per month
 - i. Entitles user to a collection of one 96 gal container, multiplied by the number of times per weekend that the garbage is collected.
 - c. 300 gallon container\$75.25 per month x number of times emptied on weekend.
- 2. Non-scheduled collection or additional collection of garbage in proper containers:
 - a. Per 64 gal tote container per collection\$9.25
 - b. Per 96 gal tote container per collection\$13.90
 - c. Per can or bag up to 35 gal per collection\$4.60
 - d. Per 300 gal container per collection\$37.05
- 3. 300 gallon Container Rental (for garbage) without caster wheels. \$28.95 /container/ month
- 300 gallon Container Rental (for garbage) with caster wheels. \$40.55 /container/ month

Commercial (Federal Holiday pickup)

Single Surcharge (per holiday).....\$50.00

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Miscellaneous

Dirty refuse totes or containers: Customers are responsible for keeping their City issued refuse totes and containers clean and sanitary. If you wish to have the City clean your existing tote or container, there is an additional fee:

64/96 gallon Tote Container Cleaning Fee\$22.70

300 gallon Container Cleaning Fee.....	\$45.45
Damaged or lost totes or containers replacement fees:	
64/96 gallon Tote Container Replacement Fee.....	\$69.45
300 gallon Container Replacement Fee	\$312.55
<u>Commercial Account Downtown Tourism Removal Fee.....</u>	<u>\$15.00/Account</u>

Final or closing utility bill: The City does not pro-rate utility bills. Accounts involving new owners, the pro-ration is between the previous owner and the new owner. In the event a previous balance is on the account, the City will make every effort to collect from the previous owner. However, the new owner is ultimately responsible for the bill, as the utility account stays with the property. The City suggests contacting the title company used in the real estate transaction for further remedy. In a landlord-tenant situation the landlord is ultimately responsible for the utility bill.

Additional Charge For Pickup For Noncompliance: In the event any owner or occupant of premises within the City permits garbage to accumulate thereon, and fails or refuses to deposit such garbage in suitable containers in accordance with the provisions of this resolution, or fails to place the same conveniently for loading, the City, at its discretion, may collect and remove such garbage, and in such case the entire expense of the collection and removal thereof, as determined by the City, shall be charged against such premises, and against the owner or occupant, in addition to the regular charge for collection and disposal of such garbage.

CEMETERY RATES, FEES AND CHARGES

Lot Prices

	<u>Inside City</u>	<u>Cascade School District</u>	<u>Outside Cascade S.D.</u>
1. Adult Lots.....	\$650.00.....	\$700.00.....	\$1075.00
2. Youth/Infant Lots.....	\$375.00.....	\$425.00.....	\$475.00
3. 18" x 24" Cremains Lots.....	\$375.00.....	\$425.00.....	\$590.00

***Endowment Care, Vase, Vase Setting fee, & Temporary Markers are all included in the total sale price of the above listed lots.**

4. Niches			
a. First Row (top).....	\$400.00.....	\$440.00.....	\$1050.00
b. Second Row.....	\$375.00.....	\$415.00.....	\$900.00
c. Third Row.....	\$350.00.....	\$390.00.....	\$800.00
d. Fourth Row.....	\$325.00.....	\$365.00.....	\$750.00

***Endowment Care is included in the total sale price of the above listed lots.**

***The City will allow the burial of one (1) adult casket and one (1) cremain in each burial lot. The City will also allow the burial of two (2) urns per cremains lot.**

5. Companion or extended use, per Niche, Cremains, or burial lot.....	\$275.00
---	----------

Opening and Closing Fees

	<u>Weekday</u>	<u>Saturday</u>
6. Adult/Youth lots.....	\$400.00.....	\$600.00
7. Infant lots.....	\$200.00.....	\$350.00
8. Cremains lots.....	\$175.00.....	\$350.00
9. Niches.....	\$125.00.....	\$300.00

10. Disinterment.....	\$650.00.....	\$800.00
11. Disinurnment (Ground).....	\$250.00.....	\$350.00
12. Disinurnment (Niche).....	\$125.00.....	\$200.00

Stone Setting/Miscellaneous

13. Single		\$85.00
14. Double - 12"x 36"		\$140.00
15. Single & Cremains - 12"x 24"		\$100.00
16. Infant & Cremains - 8"x 16"		\$85.00
17. Veterans Bronze Marker Setting.....		No Charge
18. Transfer of Ownership.....		\$15.00
19. Temporary Marker.....		\$25.00

Payment of Lots

A cemetery lot must be paid for in full before interment. The City will hold a cemetery lot for a purchaser upon receipt of a twenty percent (20%) down payment, provided the balance is paid within one (1) year. A service fee of \$15.00 shall be charged for the delayed payment.

Repurchase of Lots

In the event that the owner of a lot has been buried elsewhere and the lot is no longer needed, the City will repurchase the lot from the heir(s) at the original cost, minus a \$15.00 administrative fee. Certification of the owner's death is required prior to the repurchase by the heir(s).

**FEES AND CHARGES
FOR EQUIPMENT RENTAL, TRAFFIC CONTROL, WORK IN
THE RIGHT OF WAY**

- 1. Traffic control signs Deposit Required Rates Listed Below
- 2. Barricades with flashers Deposit Required Rates Listed Below
- 3. Wooden barricades Deposit Required Rates Listed Below
- 4. Traffic cones Deposit Required Rates Listed Below
- 5. Crew labor cost..... \$50.00 per hour per employee
- 6. Overtime labor cost \$75.00 per hour per employee
- 7. Heavy equipment (excluding operator) \$100.00 per hour
- 8. Right-of-way permit (temporary limited road/sidewalk closures).....\$100.00
- 9. Right-of-way permit (specific for construction work, underground utilities, etc)\$300.00
- 10. Utility Extension permit (Water/Sewer/Stormwater)\$300.00

The City may outsource work to agencies, firms, and individuals at its discretion for any type of the Utility Extension permit related activities i.e. engineers, inspectors. The applicant shall be responsible for all consultant costs.

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Deposit Fees for Traffic Control Signs, Barricades (with or without flashers) and Traffic Cones:
 Request for 1-5 signs/barricades/cones.....\$25.00
 Request for 6 or more signs/barricades/cones\$75.00

All such chargeable use of City time and equipment is at the City’s discretion. There is a minimum 4-hour requirement for any requests of city owned and operated heavy equipment.

POOL FEES

Day-Use Fees

	PRSA resident	Non-PRSA resident
Under two (2) years of Age	No Fee	No Fee
General Admission (Two (2) years and up	\$3.50	\$5.50
Senior Citizen (all swims)*	\$2.50	\$4.50
Lap Swim/ Water Exercise (All ages)	\$3.50	\$5.50

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Season Passes

Family Pass	\$140.00	\$170.00
Individual Pass	\$80.00	\$100.00
Senior Pass	\$50.00	\$60.00

*A Season pass includes access to open swim, lap swim and water exercise classes. Lessons are billed separately.

Swim Lessons

Class lessons	\$ 30.00/per student	\$35.00/per student
Private Lessons	\$35 per hour, per student	

Kayaks

Individual Kayak Session.....\$5.00/per person

Pool Rental (Must be outside regular pool hours)

Rental charge of \$65.00 plus \$15.00 per lifeguard, per hour. The number of lifeguards shall be determined by the pool manager or assistant pool manager.

*Senior Citizen: age sixty-five (65) or older, proof of age required.

Swim Teams

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The Swim Teams are required to provide required number of lifeguards or reimburse the City for lifeguard costs.

Swim Team Prep Fee.....\$60.00/per person

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**LEAVENWORTH CIVIC CENTER
RENTAL AND DEPOSIT FEES
FOR CALENDAR YEAR 2017**

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Rental and deposit fees¶
FOR CALENDAR YEAR 2016¶
¶
¶
COMMERCIAL AND PRIVATE¶
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Comment [CS2]: Should the Council consider 2018 rate changes at this time?

COMMERCIAL AND PRIVATE

	Minimum Cleaning Deposit		
	Daily	With Setup	All Events
LOCAL: Sunday – Thursday	\$900	\$1,250	\$500
LOCAL: Friday – Saturday	\$1,150	\$1,650	\$500
NON-LOCAL : Sunday - Thursday	\$1,050	\$1,500	\$500
NON-LOCAL: Friday – Saturday	\$1,300	\$1,750	\$500

NON-PROFIT

	Minimum Cleaning Deposit		
	Daily	With Setup	All Events
LOCAL: Sunday – Thursday	\$400	\$720	\$500
LOCAL: Friday – Saturday	\$625	\$950	\$500
NON-LOCAL : Sunday - Thursday	\$600	\$1,000	\$500
NON-LOCAL: Friday – Saturday	\$800	\$1,250	\$500

Other fees and charges for services related to the Festhalle rental of equipment, chairs, tables, security, kitchen amenities and janitorial services may apply and are defined within the Festhalle Use Policies.

MISCELLANEOUS FEES AND CHARGES

Dog Licenses

- 1. Spayed/Neutered\$10.00
- 2. Unaltered\$15.00
- 3. If paid after March 1st (Spayed/Neutered) (Includes \$10.00 penalty).....\$20.00
- 4. If paid after March 1st (Unaltered) (Includes \$15.00 penalty)\$30.00

NSF / EFT Fee\$45.00

Invoice Late Fee (except for utility billing and parking).....12% per Annum

Copy and Transcription Services

- Black and White Copies..... \$.15/page
- Color Copies..... \$1.50/page
- Cassette Tape, USB or CD Copy \$10.00/each

The City reserves the right to outsource copying of materials and transcription of tapes. If materials are outsourced, the actual cost for copying and transcription billed to the City shall be the cost reimbursed to the City by the requestor.

Fax Services

- First page.....\$2.00
- Additional page..... \$.50/each

Hearing Examiner and related Legal, Specialized Study and Staff Services (For proceedings and appeals not covered in the Development Services Section of the Fee Schedule):

The appellant, applicant, and/or involved party shall reimburse the City for all costs billed to the City by the Hearing Examiner, staff time, and if utilized, for City legal counsel and/or specialized study services reasonably required by the appeal. Staff time involved shall be billed at \$50/hr.*

* Appeal fees do not apply for a first hearing on the record in a city initiated enforcement case.

Consumer Price Index (CPI)

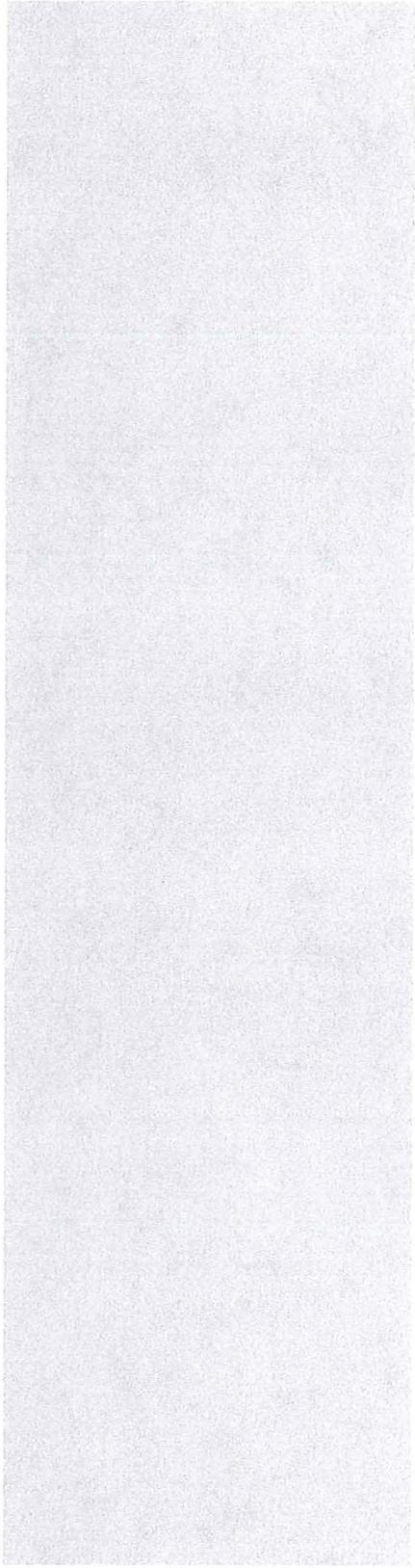
Comment [CS3]: On February 9, 2016 the City Council spoke with Human Society Director Dawn Davies regarding the new contract and contract increase. Ms. Davies noted that the Council could lower their future contract based on an increase to the dog license fees. This item is being included as a discussion item - no new rates have been suggested at this time.

A general rule of the City's various contracts and agreements may include language for a CPI adjustment on an annual basis. The City will incorporate the use of the Seattle CPI-U for all Urban Consumers when incorporating such language.

Rafting

Commercial Rafting Launch/Take Out Fee.....\$2.50 per passenger

Commercial Tubing Launch/Take Out Fee 4% of Gross Receipts by Contract



PARKING PERMITS, RESERVED PARKING RENTAL AND LOT FEES

Permit parking for overnight parking in designated lots only are for a 24-hour period beginning at 9:00 a.m. Lot Fees for lots with no overnight parking have operating hours beginning at 7:00 a.m. and ending at 2:00 a.m. and shall apply to designated areas owned, leased, managed, or maintained by the City. The Chelan County Sheriff is authorized to issue citations for civil infractions for cars in violation of the City’s pay parking requirements. The Chelan County Sheriff and Mayor’s Designee are authorized to issue citations for parking infractions that are in violation of any parking regulations within the Leavenworth Municipal Code. All cars parked in violation of the parking permits, lots fees and non-operating hours in designated lots are subject to towing and overtime parking fees as identified below.

OVERNIGHT PARKING PERMITS

- 1. RV/Trailer Overnight Parking Permit Festhalle Lot Only\$10.00
a.(Permits issued at City Hall, vehicle must be removed from lot by 9:00 a.m.)
- 2. Permitted Overnight Passenger Vehicle Parking Lot Fee at the Festhalle Lot Only\$10.00
a.(Permits issued at City Hall, vehicle must be removed from lot by 9:00 a.m.)

RESERVED PARKING PERMITS

- 3. Reserved Parking available at Festhalle Lot Only with Festhalle Rental per stall fee.....\$5.00

LOT FEES AND PARKING INFRACTION FEES

- 4. Municipal Parking Lot Fee (per stall per hour P1 & P4)\$1.75
- 5. Municipal Parking Lot Fee (per stall per day P2 & P3).....\$5.00
- 6. Municipal Parking Lot Fee (per stall per day rate P1 & P4 (over 5 hours).....\$10.00
- 7. Municipal Parking Lot Fee for Buses during Holiday and Festival days\$30.00
- 8. Parking Infraction – Illegal Parking Fee subject to all lots and designated on street parking locations and regulations\$25.00
- 9. Additional Parking Infraction – Illegal Parking Fee if not paid within 30 days.....\$25.00
- 10. Additional Parking Infraction – Illegal Parking Fee if not paid within 60 days.....\$25.00
- 11. If the penalty imposed for any parking violation is not paid within sixty days of the date it was imposed, the penalty may be turned over to a collection agency for collection and may be subject to an additional surcharge imposed by the collection agency.

OTHER PARKING REGULATIONS

- 12. No fee is required for use of the two hour parking limitation in the Pool Parking Lot for any 24-hour period, vehicles parking for longer than the two hour parking limitation are subject to the Overtime Parking Fee’s listed above.
- 13. No fee is required for use of the thirty minute designated on street parking location for any 24-hour period, vehicles parking for longer than the thirty minute parking limitation are subject to the Overtime Parking Fee’s listed above.
- 14. No fee is required for use of the two hour designated parking stalls located in the City Hall parking lot for any 24-hour period, vehicles parking for longer than the two hour (120 minute) limitation are subject to the Overtime Parking Fee’s listed above.
- 15. No fee is required for Municipal Lot P4 between the hours of 5:00 PM – 3:00 AM the following day; each day Sunday through Thursday.

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Comment [CS4]: This adjustment is included based on previous Council discussions to limit all parking stalls in the City Hall lot to 2 hours.

16. No RV Parking in City owned lots with exception to the Festhalle Lot. RV Parking is available at no charge in the Washington State Department of Transportation Lot with a 24-hour limit.
17. Holiday & Festival Day rates to be determined by the City Administration without notice.

Other Licenses / Permits

Business Licenses:

Number of Persons	
1 to 12	\$115.00
13 and Over	\$300.00
Penalty within one month of city notification of delinquency.....	50 % of license fee
Penalty after one month of city notification of delinquency.....	100% of license fee
Peddler License (non-profits exempt).....	\$50.00
Transient Business.....	\$100.00
Temporary change of occupancy number.....	\$100.00

Vehicle for Hire Licenses:

Motorized vehicle for hire license initial application:	\$500.00
Any new business, part year after January 1 to June 30	½ Rate
Penalty after July 31 but on or before August 31	50 % of license fee
Penalty after August 31.....	100% of license fee

Licenses are renewed on or before July 1 of each year at a rate of \$75.00 per year, per vehicle.

Non-motorized vehicle for hire license:

	\$500.00
Any new business, part year after January 1 to June 30	½ Rate
Penalty after July 31 but on or before August 31	50 % of license fee
Penalty after August 31.....	100% of license fee

Licenses are renewed on or before July 1 of each year.

Special Use Permits:

Offering and/or selling of goods or services in public places and/or street license (year)....	\$50.00
Festival Fee per LMC 5.38.060.....	\$100.00
City Park Right-of-Way Square Footage Rate per Square Foot per month.....	40 cents
Sidewalk Right-of-Way Square Footage Rate per Square Foot per month.....	60 cents
Right-of Way Permit for Street Closure.....	\$100.00

Alcohol in Front Street Park Use:

Processing Fee	\$x.xx
Deposit	\$x.xx
Garbage and Clean-up Surcharge	\$x.xx

Leasehold Excise Tax: Special Use Permits that exceed \$250, all necessary fees combined, are subject to the State Leasehold Excise Tax of 12.84% that will be added in addition to the fees of the Special Use Permit unless otherwise exempt under WAC 458-29A-400. The City Council and/or City Administrator may reduce certain Special Use Permit fee's upon request.

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Comment [CS5]: This addition is included for Council discussion should the Council want to consider additional fee requests for Alcohol Use in Front Street Park.

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**LEAVENWORTH CIVIC CENTER
RENTAL AND DEPOSIT FEES
FOR CALENDAR YEAR 2016**

COMMERCIAL AND PRIVATE

			Minimum Cleaning Deposit
	Daily	With Setup	All Events
LOCAL: Sunday – Thursday	\$650	\$1,000	\$500
LOCAL: Friday – Saturday	\$900	\$1,400	\$500
NON-LOCAL : Sunday - Thursday	\$800	\$1,250	\$500
NON-LOCAL: Friday – Saturday	\$1,050	\$1,500	\$500

NON-PROFIT

			Minimum Cleaning Deposit
	Daily	With Setup	All Events
LOCAL: Sunday – Thursday	\$400	\$720	\$500
LOCAL: Friday – Saturday	\$625	\$950	\$500
NON-LOCAL : Sunday - Thursday	\$600	\$1,000	\$500
NON-LOCAL: Friday – Saturday	\$800	\$1,250	\$500

Other fees and charges for services related to the Festhalle rental of equipment, chairs, tables, security, kitchen amenities and janitorial services may apply and are defined within the Festhalle Use Policies.

Table 4: Fee in-lieu-of Project Required BMPs

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The fee is based on several factors:

- 1) the estimated cost of the regional BMP
- 2) the Drainage Basin total tributary impervious surface area being treated by the regional BMP
- 3) the project impervious surface area discharging to the regional BMP.

Drainage Basin	Area (acre) A	Wetlands (acre) B	Public non-R/W (acre) C	Total Developable Area (acre) A - B - C =
Ski Hill	1,578.0	42.8	1,012.4	522.88
Downtown West	128.6	2.2		126.45
Downtown East	22.7	-	-	22.66
Alpensee	457.6	2.3	150.5	304.81

Regional BMP and Drainage Basin Information			
BMP Title:	Outfall Improvement		
BMP Purpose:	WQ: Yes	Detention: Yes	
D) BMP Estimated Cost:	\$ 200,000		
Drainage Basin:	Downtown East		
Breakdown of Developable Area Tributary to the BMP:			
*Area Tributary to BMP:	22.66	ac	*determined by City Engineer
**Maximum % Impervious:	75%		**based on Zoning
**E) Maximum Impervious Area:	17.00	ac	

Applicant Project Information			
Project Title:	XYZ Parking Lot		
Total Project Area:	0.25	ac	
**Maximum % Impervious:	50%		
**F) Maximum Impervious Area:	0.13	ac	

Fee-in-lieu-of Calculation:	D x (F ÷ E)			
	D	E	F	Base Fee
	\$ 200,000	17.00	0.13	\$ 1,471
Fee in-lieu of Detention BMP:	\$ 1,471			
Fee in-lieu of Water Quality BMP:	\$ 1,471			
Project Fee Total:	\$ 2,942			

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**ORDINANCE NO. 1523
CITY OF LEAVENWORTH, WASHINGTON**

**AN ORDINANCE OF THE CITY OF LEAVENWORTH, WASHINGTON
ADOPTING AMENDMENTS TO THE LEAVENWORTH MUNICIPAL
CODE TO UPDATE LMC SECTION 18.20.020 (B) (3) - THE ACCESSORY
DWELLING UNIT (ADU) STANDARDS AND SPECIFICATIONS.**

WHEREAS, the Leavenworth City Council desires to amend the Leavenworth Municipal Code to update LMC Section 18.20.020 (B) (3) - the accessory dwelling unit (ADU) standards and specifications as a part of the Planning Commission 2015 Amendment Docket; and

WHEREAS, in accordance with the Leavenworth Municipal Code (LMC), early in January of each year, the City Council and Planning Commission sponsor a joint public workshop during which a list of city-initiated proposals are formalized, based on the items docketed throughout the previous year. In January 2015, the Leavenworth City Council accepted the 2015 Planning Commission Docket; and tasked the Planning Commission to proceed with the amendment process. The Docket included identified potential comprehensive plan amendments, substantive zoning / development code updates, and other LMC amendments; and

WHEREAS, within the Planning Commission 2015 Amendment Docket, the Planning Commission has been asked to review and study "Residential uses 1) Review and study the allowed listed uses for this district; and 2) Study substandard lot (less than 60ft) and building size ratio)." The update and modification of the accessory dwelling unit standards and specifications was separated from the body of work as "phase one" to allow for additional workshops and public outreach to address more complex portions of the residential code update; and

WHEREAS, these amendments reflect the first step in a comprehensive analysis of accessory dwelling units. The Planning Commission intends to hold one or more open houses to get public feedback on possible ways to address additional accessory dwelling unit-related issues, including but not limited to whether accessory dwelling units are suitable for overnight accommodations and how to bring existing but illegal accessory dwelling units into compliance with these amendments; and

WHEREAS, the Planning Commission and City Council considered the differing and varied housing which plays an important role in achieving Council's priorities to increase the supply of housing options across the City; and

WHEREAS, the Planning Commission and City Council considered the changing and growing demographics of the Leavenworth community which desires smaller living spaces and higher densities for better use of existing lands; and

WHEREAS, the Planning Commission and City Council removed the requirement that the property owner reside on the property. Such a requirement would be difficult to enforce and could discourage property owners from creating accessory dwelling units; and

WHEREAS, the accessory dwelling unit regulations are to encourage differing housing types which help meet one of many goals within the Comprehensive Plan for meeting housing needs. To achieve these objects, the Planning Commission considered reducing or removing limitations, restrictions, and/or standards within the LMC which may encumber accessory dwelling unit development; and

WHEREAS, this amendment may have the added benefit of removing or reducing illegal and/or "non-permitted" conversions. To this end, the amendment adds incentives which include, but are not limited to: 1) Allowing parking from an alley; 2) Providing more area for living and storage space (increase to 1,200 sq ft); and 3) Removal of the requirement for the owner to occupy one of the units. The desired benefits created by the proposed amendment include, but are not limited to: 1) providing an additional rental opportunity in single family neighborhoods while maintaining the streetscape and neighborhood character; 2) expanding housing options beyond owning a house; and 3) increasing the rental housing supply / stock; and

WHEREAS, the amendment is consistent with the City of Leavenworth Comprehensive Plan: Housing Element Goal 1: Encourage the availability of affordable housing to all economic segments of the population, promote a variety of residential densities, and housing types, and encourage preservation of existing housing stock.

1. Policy 1: Encourage regeneration of existing housing inventories with methods such as:
 - a. Permitting accessory housing or the division of existing structures in designated single family neighborhoods.
 - b. Consider implementing methods of protecting the inventory of manufactured home parks and the provision of siting of manufactured homes.
 - c. Participating in or sponsoring housing rehabilitation programs offered by state and federal governments.
2. Policy 2: Promote the construction of affordable housing, particularly for low and moderate income segments of the population, by exploring all available options, including but not limited to innovative zoning techniques, pursuing grants, and modification of city fee schedule to accommodate affordable housing construction, and initiating an in-depth study of the affordable housing issue.
3. Policy 8: Chelan County and local jurisdictions should encourage increased density in communities with existing infrastructure.
4. Policy 9: Evaluate existing land use designations and regulations which may be presenting barriers to the development of an adequate supply of affordable housing

for all economic segments of the population; and

WHEREAS, the amendment is consistent in addressing state mandates to review and update the Comprehensive Plan (RCW 36.70A.130) and development regulations. This update has been developed in accordance and compliance with RCW 36.70A.130 (WAC 365-196-610 and RCW 36.70A.130) which states "On or before June 30, 2017, and every eight years thereafter, for Benton, Chelan, Cowlitz, Douglas, Kittitas, Lewis, Skamania, Spokane, and Yakima counties and the cities within those counties" shall update their respective Comprehensive Plans *and development regulations*; and

WHEREAS, the amendment is consistent with the assumptions and/or other factors such as population, employment, land use, housing, transportation, capital facilities, economic conditions, etc., contained in the comprehensive plan; and

WHEREAS, the amendment is consistent with RCW 36.70A.020 (4) – Housing - Encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock. The proposed amendment has been developed in accordance with the Growth Management Act and do not conflict with the City's Comprehensive Plan. The amendment process followed for this adoption process is compliant with specific Leavenworth Municipal Code and State regulatory requirements for notification and circulation; and

WHEREAS, the amendment will not modify the supply of land. The proposed amendment does not modify the urban growth boundary in any way; and

WHEREAS, the amendment does not negatively impact public facilities, utilities and infrastructure, including transportation systems, and any adopted levels of service; and

WHEREAS, this amendment does not adversely affect lands designated resource lands of long term commercial significance or critical areas; and

WHEREAS, the Planning Commission reviewed the amendment on July 1, 2015, September 2, 2015, October 21, 2015 and November 25, 2015. During the November 25, 2015 hearing the Planning Commission continued the action upon obtaining research and feedback from the Council's Public Works Committee regarding utility connections. During the January 12, 2016 Council's Public Works Committee meeting, recommendations were discussed and incorporated into the amendment; and

WHEREAS, on November 6, 2015, the City of Leavenworth submitted the draft amendment to State agencies for review pursuant the requirements of RCW 36.70A.106; and

WHEREAS, the agency review began on November 11, 2015 and ended on November 25, 2015; and

WHEREAS, on November 11, 2015, a “Notice of Public Hearing” for the hearing on the amendment was published in the Leavenworth Echo and posted in three locations in City Hall; and

WHEREAS, pursuant to RCW 43.21C and WAC 197-11, the City issued a “Determination of Non-significance” (DNS) on November 6, 2015; and

WHEREAS, a staff report was prepared and given to the Planning Commission February 22, 2016 and November 25, 2015; and

WHEREAS, on November 18, 2015 and March 2, 2016, the Planning Commission held a public hearing to receive public testimony on the amendment and voted unanimously to recommend adoption of the amendment to the City Council;

WHEREAS, on March 8, 2016, the City Council conducted a Study Session to consider the recommendations from the Planning Commission; and

WHEREAS, on March 22, 2016, the City Council held an open public meeting to consider the recommendations from the Planning Commission and this Ordinance.

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

Section 1. The amendment to update the Leavenworth Municipal Code to update LMC Section 18.20.020 (B) (3) - the accessory dwelling unit (ADU) standards and specifications is hereby amended to read as set out in Attachment A.

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

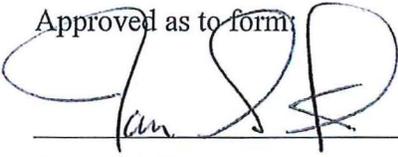
Passed by the City Council of the City of Leavenworth, Washington and approved by the Mayor at an open public meeting on the 22nd day of March, 2016.

CITY OF LEAVENWORTH

By: 
Cheryl K. Farivar, Mayor

Attest:


Chantell Steiner
City Clerk/Finance Director

Approved as to form:

Thom H. Graafstra, City Attorney

Attachment A

Chapter 18.20

RESIDENTIAL LOW DENSITY 6,000 DISTRICT (RL6)

Sections:

- 18.20.010 Purpose.
- 18.20.020 Permitted uses.
- 18.20.030 Uses requiring a conditional use permit.
- 18.20.040 Yard requirements – Specifications.
- 18.20.060 Lot size.
- 18.20.070 Building height.
- 18.20.080 Lot coverage.
- 18.20.090 Off-street parking.

18.20.010 Purpose.

This is a restricted residential district of low density in which the principal use of land is for single-family dwellings, together with recreational, religious, and educational facilities required to serve the community. The regulations for this district are designed and intended to establish, maintain and protect the essential characteristics of the district, to develop and sustain a suitable environment for family life where children are members of most families, and to prohibit all activities of a commercial nature and those which would tend to be inharmonious with or injurious to the preservation of a residential environment. [Ord. 1089 § 1(Exh. A), 1998.]

18.20.020 Permitted uses.

Those uses not listed as permitted or allowed by a conditional use permit are prohibited; provided, that if a proposed use is not specifically listed, the city administrator and/or his/her designee shall determine if the proposed use is similar to one that is already enumerated in the listed permitted uses and may therefore be allowed, subject to the requirements associated with that use and all other applicable provisions of the Leavenworth Municipal Code. In a RL6 district, the following uses and their accessory uses are permitted outright:

- A. Single-family dwelling;
- B. Accessory building and/or uses as follows:
 - 1. Garage, carport or parking space;
 - 2. Work and/or storage sheds for noncommercial use or equipment;

3. Accessory dwelling unit, meaning a subordinate, habitable living unit added to, created within, or detached from a single-family dwelling that provides basic requirements for living, sleeping, eating, cooking and sanitation, provided the following minimum requirements are met:
 - a. There shall be no more than one accessory dwelling unit per building lot or home site in conjunction with a single-family structure, even if such structure is built on more than one platted lot;
 - b. An accessory dwelling unit may be attached to, created within, or detached from a new or existing primary single-family dwelling unit;
 - c. The accessory dwelling unit will require one off-street parking space, which is in addition to any off-street spaces required for the primary single-family dwelling unit which may be accessed from an alley with the recording of a notice to title of an indemnity agreement regarding alley access and maintenance as provided by the City;
 - d. The total habitable floor area of any accessory dwelling unit(s) shall in no case exceed 1,200 square feet;
 - e. An accessory dwelling unit, together with the primary single-family dwelling unit with which it is associated, shall conform to all other provisions of the LMC. Conversions of existing structures to accessory dwelling units shall be allowed in conformance with Chapter 18.68 Nonconforming Provisions, excepting setbacks whereby, the legally established structure may receive an administrative deviation to encroach no more than 20%;
 - f. The accessory dwelling unit shall meet the minimum requirements of the International Building Code, International Fire Code, health district and all other local, state and federal agencies; and
 - g. The accessory dwelling unit must be connected to the water and sewer utilities, and shall have separate services for accessory dwelling unit greater than 900 square feet in area.

C. Family day care home, provided it is licensed by the state and has a current city business license;

D. Public parks;

E. Mini-day care center home facility, provided it is licensed by the state and has a current city business license;

F. Adult family home. See RCW 70.128.175 for definition;

G. Group A home occupation. Such use shall be secondary to the residential use of the property, and shall be reviewed and approved through the limited administrative review process, provided the following minimum conditions shall apply to the approval of any such application:

1. There shall be no nonresident worker(s). No persons other than the immediate resident(s) of the dwelling/property may be employed in the home occupation;

2. No equipment or employees shall be dispatched from the residential premises, except the owner and owner's vehicle;
3. A maximum of two customers per month shall visit the home occupation;
4. No materials or commodities shall be delivered to or from the residence which are of such bulk or quantity as to require delivery by commercial vehicle or a trailer (vehicles that have a DOT number). Deliveries shall be limited to one per day, regardless of carrier;
5. Not over 20 percent of the total floor area of one floor of the residence shall be used for the home occupation;
6. No article shall be sold or offered for sale on the premises. No stock in trade or commodities kept for sale, which are not produced on the premises, shall be permitted;
7. No parking space shall be obstructed and no additional parking space will be required for the home occupation;
8. A home occupation may be conducted in a detached garage and/or accessory structure with not more than 500 square feet of floor area used for the home occupation; provided, that there shall be only one garage and/or accessory structure on the property and does not eliminate any required parking;
9. No structural alterations shall be allowed to accommodate the home occupation except when consistent with residential construction and occupancy;
10. A certificate of occupancy will be required for buildings constructed after the date of adoption of the ordinance codified in this section (January 28, 2014) prior to issuance of a home occupation permit;
11. No sign(s) advertising the business shall be permitted;
12. No window display and no sample commodities, equipment, vehicles or other materials related to the business shall be displayed or stored outside, with the exception of the owner's vehicle;
13. No materials or mechanical equipment shall be used which will be detrimental to the residential use of the property or adjoining residences because of vibration, noise, dust, smoke, odor, interference with radio or television, or other factors;
14. Any occupation which requires licensing, registration or permits, by state or federal statute or requirements or by city ordinance, must be provided at time of application, and at all times thereafter be appropriately licensed, registered, or have a permit and comply with requirements of all such licenses or permits;
15. For the purposes of this section, any use that is not consistent with the definition of "home occupation," including but not limited to those uses which are similar in nature, shall not be allowed as a home occupation:
 - a. Outdoor storage and/or display of items for sale or advertising purposes shall be prohibited unless for a garage sale and/or rummage sale of a frequency less than two per calendar year for a maximum of two days per event;

- b. Delivery services, equipment/trailer rental services, industry, kennels, motorized/nonmotorized service and repair, welding and fabrication, antique sales, funeral services, groceries sales, secondhand merchandise sales, equipment rental, physicians, dentists, chiropractors, restaurants excepting home cooking or preserving if conducted solely within the residence, veterinarians, any wholesale or retail sales, and any like or similar uses or activities;
 - c. Transient accommodations;
- H. Group B home occupation. Such use shall be secondary to the residential use of the property, and shall be reviewed and approved through the full administrative review process, provided the following minimum conditions shall apply to the approval of any such application:
1. Not over 50 percent of the total floor area of one floor is to be used for the home occupation;
 2. A home occupation may be conducted in a detached garage and/or accessory structure with not more than 500 square feet of floor area used for the home occupation; provided, that there shall be only one garage and/or accessory structure on the property and does not eliminate any required parking;
 3. Structural alterations consistent with residential development and occupancy shall be allowed which result in compliance with the building, fire safety, and handicap accessibility codes and standards. The structure shall be fully compliant with all applicable laws, including but not limited to building, fire and accessibility codes, prior to occupancy;
 4. Prior to issuance of a Group B home occupation permit, a certificate of occupancy will be required for buildings constructed after the date of adoption of the ordinance codified in this section (January 28, 2014);
 5. No persons other than the immediate resident(s) of the home and, at any given time, one outside employee may be employed in the home occupation;
 6. No equipment or employees shall be dispatched from the residential premises, except the owner and owner's vehicle;
 7. No article shall be sold or offered for sale on the premises unless by individual appointment which does not exceed occupancy limits within this section and/or the International Building, Residential and/or Fire Codes;
 8. No sign(s) advertising the business shall be permitted;
 9. No window display and no sample commodities or related materials shall be displayed or stored outside the building;
 10. No outdoor storage of stock and trade shall be permitted;
 11. No materials or mechanical equipment shall be used which will be detrimental to the residential use of the property or adjoining residences because of vibration, noise, dust, smoke, odor, interference with radio or television, or other factors;

12. No materials or commodities shall be delivered to or from the residence which are of such bulk or quantity as to require delivery by commercial vehicle or a trailer (vehicles that have a DOT number), and there shall be no parking of customer's vehicles in a manner or frequency as to cause disturbance or inconvenience to nearby residents or so as to necessitate on-street parking;
13. Off-street parking stall shall be provided to accommodate all vehicles associated with the operations of the home occupation;
14. Occupancy shall be limited to the maximum allowed by the adopted International Building, Residential and/or Fire Codes. In addition, the development services department may limit maximum occupancy loads based on impacts and/or infrastructure available to support the home occupation. In general, 10 students, customers, and/or clients within each 12-hour period shall be the maximum without the completion of a traffic, access and/or noise study which demonstrates no impact to neighbors, the community, and/or infrastructure. Class times and/or visitor appointments shall be spaced a sufficient time (minimum of 15 minutes) so that there is not an overlap in pick-up and/or drop-off;
15. Hours of operation shall be limited from 8:00 a.m. to 8:00 p.m.;
16. All classes and activities shall occur indoors in a closed window environment that prevents the passage of noise into the outside atmosphere unless such activity does not generate noise or disturbance;
17. Vehicles shall not be allowed to idle outside of the building;
18. Water and sewer service shall be determined by the city engineer based on the home occupation equivalent residential unit. Water and sewer service shall be connected to the primary residence and shall not be separate. Upgrade of sanitary sewer and water, as necessary, shall be compliant with Chapter 13.04 LMC and other applicable requirements prior to occupancy;
19. Any occupation which requires licensing, registration or permits, by state or federal statute or requirements or by city ordinance, must be provided at time of application, and at all times thereafter be appropriately licensed, registered, or have a permit and comply with requirements of all such licenses or permits;
20. For the purposes of this section, any use that is not consistent with the definition of "home occupation," including but not limited to those uses which are similar in nature, shall not be allowed as a home occupation:
 - a. Outdoor storage and/or display of items for sale or advertising purposes shall be prohibited unless for a garage sale and/or rummage sale of a frequency less than two per calendar year for a maximum of two days per event;
 - b. Events, recitals, performances, promotions, and similar attractions outside of daily operations shall not be allowed unless the applicant completes and obtains approval by the city for a traffic, access and/or noise study which demonstrates no impact to neighbors or the community.

- c. Delivery services, equipment/trailer rental services, industry, kennels, motorized service and repair, welding and fabrication, antique sales, funeral services, groceries sales, secondhand merchandise sales, equipment rental, physicians, dentists, chiropractors, restaurants excepting home cooking or preserving if conducted solely within the residence, veterinarians, any wholesale or retail sales, and any like or similar uses or activities;
- d. Transient accommodations. [Ord. 1467 § 1 (Att. A), 2014; Ord. 1423 § 1 (Att. D), 2012; Ord. 1421 § 1 (Att. A), 2012; Ord. 1268 (Exh. D), 2005; Ord. 1089 § 1 (Exh. A), 1998.]

18.20.030 Uses requiring a conditional use permit.

Those uses not listed as permitted or allowed by a conditional use permit are prohibited; provided, that if a proposed use is not specifically listed, the city administrator and/or his/her designee shall determine if the proposed use is similar to one that is already enumerated in the listed conditional uses and may therefore be allowed, subject to the requirements associated with that use and all other applicable provisions of the Leavenworth Municipal Code. In a RL6 district, the following uses and their accessory uses are permitted when authorized in accordance with Chapter 18.52 LMC:

- A. Churches, convents and monasteries;
- B. Day care center;
- C. Educational institutions;
- D. Mini-day care center, not in family day care provider's home;
- E. Community center buildings, nonprofit;
- F. Public libraries and governmental buildings;
- G. Public recreation areas;
- H. Public museums or art galleries;
- I. Golf courses (not including miniature golf courses, professional putting courses, and/or driving ranges);
- J. Farming, truck gardening and flower gardening;
- K. Educational centers for advanced study and research in an academic field of learning;
- L. Temporary subdivision tract offices subject to approval of the Leavenworth design review board;
- M. Day nurseries and nursery schools;
- N. Two-family dwelling; provided, that the lot size is in conformance with LMC 18.20.060(A), and the project is in compliance with LMC 18.52.130;
- O. Hospital;
- P. Manufactured home park;

- Q. Public utility structures;
- R. (Reserved);
- S. Bed and breakfast facilities, meaning a single-family residential unit which provides transient lodging, and may include breakfast for guests only, for compensation, by renting up to three rooms within the primary residence, provided the following minimum conditions shall apply to the approval of any such conditional use permit:
 1. LMC 18.52.120(A) through (F) shall be complied with;
 2. The minimum lot size for a bed and breakfast facility shall be 6,000 square feet; and
 3. Existing bed and breakfast facilities annexed into the city after the effective date of the ordinance codified in this chapter which do not fully meet the definition and/or requirements of this section shall be allowed to continue as a nonconforming use;
- T. Wireless telecommunications facilities (WTF), in accordance with the requirements of Chapter 18.74 LMC;
- U. (Reserved). [Ord. 1467 § 1 (Att. A), 2014; Ord. 1431 § 1 (Att. A), 2012; Ord. 1421 § 1 (Att. A), 2012; Ord. 1285 § 1 (Exh. A § 1(i)), 2007; Ord. 1205 § 2, 2003; Ord. 1089 § 1(Exh. A), 1998.]

18.20.040 Yard requirements – Specifications.

- A. Front Yard. There shall be a front yard of not less than 25 feet.
- B. Side Yard. There shall be side yards of not less than five feet.
- C. Rear Yard. There shall be a rear yard of not less than 15 feet for lots without an alley adjacent to the rear yard, and a rear yard of not less than eight feet for lots with an alley adjacent to the rear yard.
- D. For corner lots, 6,000 square feet or greater in size, the street side yard shall be a minimum of 10 feet, and at least one rear yard setback shall be provided. For corner lots less than 6,000 square feet in size, the street side yard shall be a minimum of five feet and at least one rear yard setback shall be provided. For the purposes of this title, street side yard shall be that yard area which is adjacent to a public street right-of-way, but which does not provide the primary access to the residential structure, and/or which does not serve as the street address for the residence. [Ord. 1089 § 1(Exh. A), 1998.]

18.20.060 Lot size.

In a RL6 district, the lot size shall be as follows:

- A. The minimum lot area shall be 6,000 square feet for a single-family dwelling and 12,000 square feet for a duplex.
- B. The minimum lot width at the front building line for new land divisions shall be 60 feet for an interior lot and 70 feet for a corner lot. [Ord. 1089 § 1(Exh. A), 1998.]

18.20.070 Building height.

In a RL6 district, no structure shall exceed a height of 35 feet. [Ord. 1246 § 2, 2005; Ord. 1089 § 1(Exh. A), 1998.]

18.20.080 Lot coverage.

In a RL6 district, buildings and structures shall not occupy more than 35 percent of the lot area. [Ord. 1089 § 1(Exh. A), 1998.]

18.20.090 Off-street parking.

Off-street parking shall be provided as required in Chapter 14.12 LMC. [Ord. 1146 § 1, 2000; Ord. 1089 § 1(Exh. A), 1998.]

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Objective Description	Lead	Estimated Completion Date	% Completion				Comment (Updated Quarterly)
			APR	JULY	OCT	DEC	
Financial Policy Review	CS/JW	April 2016	50	95	100		The Council (Finance Committee) has been reviewing Res. 10-2014 Financial Policies for defining fund balances, reserves, debt capacity, and investments to assist in annual budgeting; this will be reviewed by the full Council at the July study session with approval of changes at the July 26 th meeting.
City/TBD Biennial Budgets & PRSA Annual Budget	CS	Nov/Dec 2016	10	20	90		The City and Transportation Benefit District budget on a biennial basis; the 2017/2018 Calendar Years Budget will be developed this year beginning with the budget retreat scheduled for March 4, 2016 The Upper Valley Park & Recreation Service Area (PRSA) budget is adopted yearly by the PRSA Board and is incorporated as part of the City's biennial budget process. A detailed budget calendar will be created and distributed by no later than June 2016.
Cost Allocation Plan	CS	December 2016	90	90	90		In the last audit for the City a recommendation was made to create a written cost allocation plan. This plan should include methodologies for how certain items are expended across multiple funds such as payroll costs, costs charged to the Central Services and Equipment Rental & Revolving Loan Funds, and insurance. At this time the selected consultant has developed a draft of the Cost Allocation Plan and city staff is working on additional final amendments before presenting to the Council for review by the fourth quarter of 2016 for alignment with the budget process.
Quarterly City Newsletter	ALL	Nov. 2016	25	50	75		Publication months: FEB. MAY. AUG. NOV.
Flood Control Zone District (FCZD)	Chelan Cty/HA	Oct. 2016	40	50	90		The FCZD Steering Committee currently finalizing the Flood Control Zone Master Plan for committee review and adoption.
City/TBD/PRSA Annual Reports - 2015	CS	May 29, 2016	25	100			These reports are required by the State annually to be completed within 150 days in the year following the previous year. The TBD (Transportation Benefit District) report has been completed, reviewed by Councilmember Neighbors and submitted to the State Auditor's Office. The PRSA report is in progress.

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Objective Description	Lead	Estimated Completion Date	% Completion				Comment (Updated Quarterly)
			APR	JULY	OCT	DEC	
Lodging Tax Annual Report	CS	March 1, 2016	100				This report is required by the State to be completed annually by March 1 st of each year.
Icicle Work Group	JW	TBD	25	30	30		The Icicle Work Group is made up of various stakeholders with interests in the stream flow and water rights associated with Icicle Creek. The group is now making presentations to State and Federal representatives for funding in the 2017/2018 budget years for additional study and initial design work.
Water Rights Application	JW	TBD	35	35	40		Council approved agreements for participation in the Coordinated Cost Reimbursement program through Chealn County
Personnel Hiring	JW	TBD	100	-	-		The City currently has two long-term employees on major medical leave. Anticipation is one will return in November 2016 and the other may retire in January 2017.
Loadman Weight System	HA/CS	TBD	85	85	85		At this point Staff continues to have issues with hardware and software equipment and data collection. Presently the system hardware is being redesigned, at the contractor's expense, in an attempt to meet project specifications. Project is awaiting design reconfiguration.
Grant Administration	CS	Dec. 2016	25	50	75		Currently the finance department is administering 11 open grants and 2 WWTP planning loans of which one is forgivable. Grant related projects include CDBG (Federal), Commercial Street 3 rd -8 th (DOT- Federal & TIB - State), DOE Solar/Energy (2 DOE grants – both State), Stormwater/Wetland Mitigation Grant (DOE – Federal). Chumstick Trail / Utility Improvements (DOT-Federal/State mix) Additionally Finance continues to monitor Meadowlark LID Project Costs for the offsite utilities. Finance staff continues to work on closing out the Citywide Improvement grant and will be working on closing the CDBG, Commercial Street project, Solar/Energy & Stormwater/Wetland grants next. Two new grants for crosswalks (DOT – State) have begun reporting in 2016 for planning stages as well as the TIB Residential repair grant and WWTP Loan/Forgivable Loans have begun. New funding has been approved for Pine Street Engineering (DOT-Federal) that will be underway this fall.

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Objective Description	Lead	Estimated Completion Date	% Completion				Comment (Updated Quarterly)
			APR	JULY	OCT	DEC	
Regional Stormwater / Wetland Strategy / Management Plan	All	Oct. 2016	60	80	95		PC hearing scheduled for October 19, 2016 to consider the final draft Plan and make recommendation to the Council..
Accessory Dwelling Unit Code Update	NP	March 2016	100				Adopted March 22, 2016.
Review and study Overnight / Vacation Rentals in the residential neighborhoods	NP	Dec. 2016	15	20	80		PC hearing scheduled for November 2, 2016 to consider the draft regulations and make recommendation to the Council.
Transportation Element update - Future Streets Map	NP	Dec. 2016	2	10	20		Update the future streets map within the Transportation Element, and add streets to create planned circulation patterns ("Grid" street). Planning Commission's GIS layer of mapped DRAFT future streets has been transmitted to Chelan County. The PC is willing to delay the update for the County, and work closely with the County.
LMC and Comp Plan - Create "forgiving fees" LMC and/or "forgo fees" option	NP	Dec. 2016	50	-			Planning Commission's draft of new LMC is to be relayed to the Mayor's Ad Hoc Committee for Affordable Housing.
Proactive approach to Tiny Homes / Tiny Study substandard lot (less than 60ft) and building size ratio	NP	Dec. 2016	-	-			The "tiny home" trend is developing throughout the nation, and the Council desires a proactive approach to this housing option. The Mayor's Ad Hoc Committee for Affordable Housing will be conducting research and develop recommendations to increase housing stock and housing options. Study small lots, and research if 'sized right' buildings are necessary to address "scale" and impact.

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Objective Description	Lead	Estimated Completion Date	% Completion				Comment (Updated Quarterly)
			APR	JULY	OCT	DEC	
The Pine Village KOA Comp Plan amendment from R to TC. Return Camp Grounds to the TC listed uses. Address Park Models and other existing uses / criteria for Camp Grounds	NP	Dec. 2016	-	10			The Pine Village KOA property will need a Comp Plan amendment (KOA: R - TC). The Comp Plan needs to be updated to reflect the zoning established by annexation. July 6, 2016 PC meeting includes first reading of the fix to the inadvertently removal use from TC; and criteria for CUP updated to reflect current trends and the industry.
Dwelling Units. Clarify distinction of Duplex and new ADU regulations; and varied updates in the residential districts	NP	Dec. 2016			90		PC hearing scheduled for October 19, 2016. Upon consideration and recommendation from the PC, the amendment will be transmitted to Council for adoption.
Ida Allen Trust rezone from RL 6 to LI	NP	Dec. 2016	-	-	90		This proposal seeks to rezone three properties adjacent to the existing LI district from residential to Light Industrial. PC hearing scheduled for October 19, 2016. Upon consideration and recommendation from the PC, the amendment will be transmitted to Council for adoption.
Increase height of GC from 35' to 50'	NP	Dec. 2016	-	10	90		The proposal seeks to amend the development regulations to change the maximum height of the General Commercial zone to be consistent with the Central Commercial district zoning. PC hearing scheduled for October 19, 2016. Upon consideration and recommendation from the PC, the amendment will be transmitted to Council for adoption..
Willkommen Village rezone from RM to GC Willkommen Village rezone from RL 12 to RL10	NP	Dec. 2016	-	10	90		This proposal seeks to rezone a portion of a 29.9 acre parcel to create a mixed use development. The Residential Low Density 12,000 is being changed to RL 10,000; and the Multifamily Residential is requested to be General Commercial. PC hearing scheduled for October 19, 2016. Upon consideration and recommendation from the PC, the amendment will be transmitted to Council for adoption..

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Objective Description	Lead	Estimated Completion Date	% Completion				Comment (Updated Quarterly)
			APR	JULY	OCT	DEC	
Economic Development Element review and update	NP	Dec. 2016	-	-			State mandated comprehensive plan and development regulations (RCW 36.70A.130) update. Consistency: Live/ work units, Incubator sites, Home Occupation, Commercial Recreation and more.
LMC - Definitions - consolidation (Compile definitions of LMC Title 21 and Title 18).	NP	Dec. 2016	-	15	90		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. PC hearing scheduled for October 19, 2016. Upon consideration and recommendation from the PC, the amendment will be transmitted to Council for adoption..
LMC - Update the OWBAT Substantial Alteration threshold.	NP	Dec. 2016	-				Exempt sprinkler costs or other similar life safety improvements from the calculations of substantial alterations. Expand Admin Deviations and flexibility in review of remodels in regarding to "triggering" the threshold for total exterior compliance with the OWBAT.
"Split Zoning" clean-up city-wide. Alleys as delineators.	NP	Dec. 2016	-				Review the existing land use maps and revised to remove "bisected" properties.
Mandatory Comp Plan and development regulations update.	NP	Dec. 2016	-				State mandated comprehensive plan and development regulations (RCW 36.70A.130) update. Entire Comp Plan reviewed and adopted for 2017. Although the City has progressed to meet this mandate by updating and adopting individual elements and plans, a final complete "package" in include a final review and adoption be create a 2017 Comprehensive Plan (including all elements and plans).

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Objective Description	Lead	Estimated Completion Date	% Completion				Comment (Updated Quarterly)
			APR	JULY	OCT	DEC	
TMDL Regulations and Compliance WWTP	JW/HA Varela & Asst.	Initial Project Planning 2016 Construction 2020	15	15	20		City in communication with DOE, City of Cashmere and PUD to discuss application of TMDL measurement protocol.
Waste Water Treatment Plant Facility Plan: TMDL Compliance/Facility Upgrades WWTP	JW/HA Varela & Asst.	December 2016	25	30	55		A number of Technical memos have been developed by Varela on the development of the WWTP Facility Plan, plan expected to be completed late December/Early January 2017.
Waste Water Treatment Plant Discharge Permit Renewal	JW/HA	TBD	40	40	40		Initial flow information, compliance info, and request for renewal submitted to DOE in August 2014. The renewal of this permit has been put on hold administratively by the Department of Ecology while the City develops the Waste Treatment Facility Plan.
Utility Rate Study	CS/JW	2017	10	-	-		RFQ was developed for consultant services for the utility rate study; the City received 3 responses. Council in consensus to suspend Rate Study for 2016
Well Improvements	AB/HA	Summer 2016	10	10	50		Overhaul of Well # 2 has been completed with variable drive replacement scheduled for completion by November of 2016. Interior painting to be scheduled for possible in-house consideration winter of 2017.
Well Site Grounds Cleanup	HA	2015	80	80	80		Project includes general cleanup and organization of surrounding property. Initial planning completed and work has begun as of April. Work continues.
Assistance to Leavenworth Winter Sports Club (LWSC), Ski Hill Area	JW/HA	TBD	30	35	80		City has completed engineering review and legal review of providing water access. In 2015 City Council approved \$20,000 in funding request for LWSC. Water tap installation of mainline has been completed with hydrant installation to be completed at the Ski Hill Reservoir, in October of 2016 by the Public Works staff.

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Objective Description	Lead	Estimated Completion Date	% Completion				Comment (Updated Quarterly)
			APR	JULY	OCT	DEC	
Festhalle Improvements	JW/HA	TBD	100	15			Festhalle Oversight Committee to consider future developments – staging, rack and pole equipment, light bar, etc.
Warehouse Parking Improvements	JW/HA	October 2015	25	30	40		Current remaining funds are at \$95,042 from Bonding. Council reviewed scope of improvements with IntegriTech Engineering firm: lighting, fall protection, etc. Funding assistance request sent to Projekt Bayern. Installation of railing contract has been awarded and is presently under construction with estimated completion October of 2016.
Wenatchee River Trails / Bank Restoration	HA / NP	Summer 2015	80	80	100		This project is a partnership with Chelan County Department of Natural Resources, includes limiting access to several locations and then improving those access locations. Excepting some additional plantings, all work has been completed.
DOT Property Acquisition	JW	TBD	20	25	25		City Council has reviewed possible purchase of a portion of Hwy. 2 DOT Property at August Study Session. Discussions continue, DOT meeting with PUD on establishing location and easement of existing electric distribution lines.
Pine Street Funding Strategy	JW/HA	Dec 2016	20	50	75		TIB Grant application has been submitted. Announcement typically in late November.
Gustav's/LINK Transit Crosswalks	HA/JW	Sept 2017	15	20	25		DOT discussions underway on modifying signals to reduce congestion potential caused by multiple crosswalks.

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Objective Description	Lead	Estimated completion Date	% Completion				Comment (Updated Quarterly)
			APR	JULY	OCT	DEC	
Chumstick W/S - Multi Use Trail Project	JW/HA	October. 2016	15	25	80		Trail and utility transmission lines nearing substantial completion. Lift station components ordered.
Meadowlark On-site Utility Improvement Project	JW/HA	TBD	20				Meadowlark Developers have canceled future development work for this project. Staff working with Department of Commerce to finalize CDBG contract termination.
Meadowlark Strasse Street Extension to Chumstick Hwy.	JW/NP/HA	TBD	-	-			Begin conversations with developer and Chelan County on future road construction project. Design and funding program need to be developed.
Cemetery Software	AR/HA	Sept 2016	95	95	95		Project includes replacement of outdated software. Initial data transfer and software installation has been completed. Additional missing data is in the process of being installed in conjunction with fine tuning of the application. Data transfer in progress.
Cemetery Kiosk	HA	Sept 2016	50	50	50		Project involves developing a directional Kiosk at the cemetery based on the capabilities of the new software. Awaiting software completion and data entry of lot information.
Residential Street Asphalt Maintenance Program	HA	August 2017	-	15	20		City awarded TIB Funding for reclamation and asphalt improvement to Whitman Street and Commercial Street (3 rd to Joseph). Survey work completed, design work by TD&H underway.
Commercial (3 rd to 8 th)	JW/TD&H	Sept. 2015	98	-	99		Awaiting final contractor paper work submittal, Federal audit completed.
Facility Energy Audit and Projects	HA/JW	Sept 2015	98	100			City Hall, Festhalle, Waste Treatment Plant, Outdoor Pool 98% complete. In 2016 energy use will be monitored and an assessment completed to ensure energy savings are consistent with those identified in the Performance Grade Energy Audit completed in 2014. Punch list items have been completed and system monitoring continues.

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Equipment Purchases:	Lead	Completion Date	2016 Recommended Equipment Purchases				
2016 Forklift	HA/CS	December 2016	-	-	-	-	<p>This is the replacement of the 1987 Clark Forklift .Est. cost is \$18,000. This item was not included in the original budget and if replaced will be included as a budget amendment. Due to staff changes and Council approval; this item is no longer on the purchase list and will be sold in auction once the new loader below is purchased.</p>
2016 – New Request for a 2 nd Loader	HA/CS	June 2016	50	100			<p>The City utilizes two front end loaders, one is owned by the City and the other is rented for 5 to 6 months per year to generally assist in snow removal during winter months. Staff is looking at the annual rental cost which ranges from \$20 - \$24K per year to be offset by a loan to purchase a second loader. The estimated cost for a newer used loader is about \$100K and could be purchased over a 5 to 10 year period that may reduce costs for the City. In March council authorized proceeding with this change staff completed the purchase for a total cost of \$94,795.80.</p>
2016 Ford F-350 XL Super Duty 4x4 Truck/Plow/Dump/Sand	HA/CS	Oct 2016	100				<p>This is the replacement of the 1999 Ford F-350 4x4 used for plowing, sanding, dumping and other public works related work. Est. cost is \$34,000 for a new vehicle. Staff has submitted the purchase request for this vehicle and will report the final cost upon delivery in approximately 90 days. Vehicle has been delivered for purchase price of \$25,734 (tax and licensing included); additional costs for purchasing utility box and plow are still in process.</p>

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Objective Description	Lead	Estimated completion Date	% Completion				Comment (Updated Quarterly)
			APR	JULY	OCT	DEC	
Pine Street Reconstruction	JW/TD &H	August 2018	25	25	25		TD&H selected as preferred consultant for final engineering, contract development underway.
Parking Enforcement	NP/JW	May 2016	90	100			Code amendments approved. Coordination underway with Pacific Patrol to implement enforcement of code changes.
Animal Control Contract Amendment	JW	Jan 2016	100				Animal Control Contract may need amendments to address transfer of animals and dangerous dog enforcement. In discussion with Wenatchee Valley Humane Society. Consideration by Council in Feb. 2016.
W. Cherry Street	HA/JW	TBD	10	12	90		New hydrant installed, pressure testing needed by Fire Department.
Development of 2017-2022 STIP	HA/JW	July 2016	-	100			Annual process of developing Transportation Improvement Plan, ratifying and providing to State DOT.
2017 Legislative Initiatives	JW	Nov. 2016	25	25	80		Resolution #10-2015 Top priority achieved, reintroduce list to Council at October Study Session.
Tubing and Rafting RFQ/Franchise	HA/JW	March 2016	40	100			One tubing company has agreed to the new permit and is under operation. Security monitoring has been initiated to insure compliance.
FEMA Training and tabletop exercise	HA/JW	Sept. 2016	-	75	75		Chelan County training exercise completed. Council training to be scheduled.

**Annual Objective and Project Tracker 2016
October 2016**

Objective Description	Lead	Estimated completion Date	% Completion				Comment (Updated Quarterly)
			APR	JULY	OCT	DEC	
Skate Park Removal and Replacement Plan	JW/NP	TBD	20	25	30		Preferred final sites identified, RFQ issued and recommendation forthcoming from ad hoc committee.
Osborn School Site	JW	2018	5	10	10		MOU has been drafted that would provide City Purchase Option on remnant parcel. Awaiting Council and District consideration of approval.
Park Plaza Planning/Construction	JW	2017	5	10	15		Focus of project is identifying funding program and further refinement of cost estimates.

LEGAL

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

Objective Description	New Projects, Initiatives or Pending Projects The items listed below are items that are new for 2016 or on hold from previous years:
"Pocket" Park exploration and study	Parks Plan. This topic may evolve with the Osborn site discussion.
Water Meter Replacement Project	Submitted application and passed initial threshold with public works board. Legislature cut PWTF funding for 2014. Project on hold until funding secured. Cost estimate updated, will include in Capital Facility Plan. Presentation provided to council 2017 project consideration.
Icicle II Design Work	On hold until funding is secured.
Emergency Response Ordinance.	Staff will be reviewing ordinances pertaining to emergency response powers necessary when the Council/Mayor declares a significant disaster has occurred. Ordinance changes may be necessary to ensure City can recover reimbursement funding where possible and address public health issues quickly and deliberately.
"Sister City" Initiative	Selected potential cities identified, next step is to develop introductory letter and package.
Addition of Fire/Water feature in the downtown area.	Item has been referred to the Downtown Steering Committee to be considered with the Royal Lady Plaza Planning.
Review of Comprehensive Parking Program	Discussions underway in Economic Development Committee on reviewing and investigating changes to current parking program. Downtown Steering Committee and Economic Development Committee suggested Parking Study, PORT Funding request being considered.
Council Tours of Waste Treatment Facility, Water Plant/Well Field, Parks.	Schedule in March-April, weather dependent. Completed
Community Planning Assistance for Wildfires Program (CPAW)	March 23, 2016 City of Wenatchee kick-off meeting. Leavenworth's participation may develop into use of this information to develop its Wildfire Master Plan. DNR Natural Hazards Plan was previously adopted, and a Leavenworth-centric plan can be created.
Downtown Street Side Recycling	The Downtown Steering Committee recommends expansion of program in downtown area, funding proposal in 2017/2018 budget.
Council Goal and Objective	City Council is working through a Goal and Objective work sheet which will be used to begin formulating the 2017/2018 budget. Discussion is scheduled for upcoming City Council Study Sessions. Completed

Objective Description	<p align="center">New Projects, Initiatives or Pending Projects (Continued) The items listed below are items that are new for 2016 or on hold from previous years:</p>
Water System Plan Update	Department of Health requirement, to be completed in calendar year 2017. RFQ interviews completed. Next task is scheduling of DOH meeting with City staff and Varela Engineering, scheduled for OCT 2016
Fire Works Ban	Council implemented Fireworks Ban with Fire District #3 for 2016. Permanent ban and ordinance change effective 2017. Completed.
Alcohol in Parks	Committees and Council review completed, first reading at June 28, 2016 meeting. Council reworked ordinance, 2 nd reading scheduled for October 11, 2016.
Mayor's Ad Hoc Committee on Housing Affordability	Committee has formed and meets monthly. Tentative plan is to provide some initial recommendations for consideration of the 2017 Planning Commission Docket approval.
Hartwig Easement/Front Street Park	Consideration of permanent easement on West end of Front Street Park.
Purchase of Lane Residence	Consideration on the purchase of property adjacent to the PW facility.
TIB Complete Streets Funding Program	New funding program through Transportation Improvement Board (TIB) focused on Complete Streets. Council approved amended policy. Letters requesting nomination sent to 6 nominating agencies.
PUD Substation Siting	Electric load within Leavenworth area at approximately 80% of capacity. Community involved with PUD on public process to identify new substation location. Council presentations and committee involvement.

CITY COUNCIL 2016 FUTURE AGENDA ITEMS

ITEMS NOT SCHEDULED AT THIS TIME

- Elected Officials Training – Ongoing
- Rate & Fee Amendments: Cemetery Rate Adjustments – Parks/Chantell
- Water/Sewer Code Review for Potential Amendments/cleanup – Chantell/Nate
- KOA Annexation & Zoning – Nate
- Stormwater/Wetland Plan Acceptance & Contract Amendments – Nate
- Meadowlark LID Project Finalization and Bond Reimbursement – Joel / Chantell

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

January 12, 2016

9:00 AM Study Session:

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

Council Meeting:

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

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

- Motion to Suspend Council Rules Section 19 – Chantell Steiner
 - Approval of Development Annexation Agreement – Nathan Pate
 - Ordinance 1517 Annexation Request Prusik Investments, LLC (Pete Olson) Property – Nathan Pate
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January 26, 2016 Council Meeting:

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

February 9, 2016

9:00 AM Study Session:

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

Council Meeting:

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

February 23, 2016

Council Meeting:

- Presentation: Cascade High School Girls Soccer Team Recognition Plaque
 - Proclamation Designating "World Spay Day" – Sue Cragun
 - Resolution 02-2016 CDTC Designating Representatives – Sue Cragun
 - Resolution 03-2016 Amending Rate & Fees – Chantell Steiner
 - Ordinance 1522 Parking Regulations – 1st Reading – Joel Walinski
 - Annual Council Retreat Meeting Topics – Joel Walinski
 - ~~Quarterly Leavenworth Pride Award Recipient – Mayor~~
 - Info Items: Group Funding Applications due by March 1st – Contact City Hall
 - Info Items: Council Retreat, March 4, 2016, 8:00 a.m. – 2:00 p.m. – Bavarian Lodge Montafon Room
-

March 4, 2016 Council Retreat Draft Agenda:

- Budget Planning for 2017-2018 8:00 AM to 2:00 PM – Breakfast starts @ 7:00
 - Goals & Priorities
 - City Department Structure
 - Overview of Revenues & Expenditures
 - Project Updates / STIP / CIP
 - Financial Policy Review
 - Lodging Tax Fund Review
 - Councilmember Specific Goals
-

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

- Chamber Report
- Meadowlark Phase 1 Water & Sewer Discussion – Joel/Chantell/Nate
- Autumn Leaf Update – Bill Forhan – Joel Walinski
- Review Lodging Tax Group Funding Requests – Chantell Steiner
- Accessory Dwelling Unit Phase 1 Changes – Nate Pate
- Annual Council Retreat Follow-up – Joel Walinski

Council Meeting:

- Lodging Tax Group Funding Requests – Chantell Steiner
 - Authorization to Bid Meadowlark Phase I Water and Sewer – Joel Walinski
 - Motion to Suspend Development Agreement – Nate/Joel
 - Motion to Suspend Financial Policy – Chantell/Joel
 - Motion to Authorize Construction Bid Advertising - Joel
 - Ordinance 1522 Parking Regulations – 2nd Reading – Joel Walinski
 - Resolution 4-2016 Limited Parking Enforcement Authorization – Joel Walinski
 - Special Use Permit: Village Art in the Park – Sue Cragun
 - Info Items: Reminder – Public Disclosure Commission Filing Deadline April 15th
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March 22, 2016 Council Meeting:

- Consent Agenda: Annual Retreat Minutes
 - Councilmember Request Executive Session on personnel matter regarding Mayor and City Administrator
 - Resolution 05-2016: Autumn Leaf Festival Funding Request – Joel/Chantell
 - Mayor Reappoint Andy Lane to the Planning Commission – Expires April 2016 – Sue / Nathan
 - IntegriTech General Contract Agreement – Joel Walinski/ Herb Amick
 - Authorization – Equipment Purchase for Loader – Herb/Chantell
 - Authorization – Equipment Replacement of 1999 Ford F-350 XL Super Duty 4x4 – Herb
 - Ordinance 1523: Accessory Dwelling Unit Amendments LMC 18.20.020(B)(3) - Nate
 - Contract Amendment/Varela & Associates: Waste Treatment Facility Planning - Joel
 - Resolution 06-2016: Supporting Municipal Research Services Center (MRSC) State Funding - Chantell
 - Info Items: Reminder – Public Disclosure Commission Filing Deadline April 15th
 - EXECUTIVE SESSION: RCW 42.30.110 (1)(i)(ii) Potential Litigation
-

April 12, 2016**9:00 AM Study Session:**

- Chamber Report
 - Special Use Permit – Mai Fest Bier Tent – Joel/Sue
- Update on School District Project Regarding the Skatepark – Nate/Joel
- Ad Hoc Housing Affordability Committee – Joel Walinski
- Council Selection for Filling Vacancy – Joel/Sue
- Discussion Site Development Permits – Nathan Pate
- Annual Retreat Follow-up / Continue Goals Discussion – Joel Walinski
- Quarterly Update Future Council Agenda Items / Project Tracking – All Staff
- Quarterly City Newsletter Recommendations – Distribution in May – Sue Cragun

Council Meeting:

- Consent Agenda: PRSA Voucher Request
 - Presentation: Icycle Work Group
 - Group Funding Report – Mark Milliette – LWSC Moose Dewlap Citizens Trek
 - Group Funding Report – Shane Wilder– Ski Hill Heritage Leavenworth Film Festival
 - Chumstick Multi-use Pathway and Water Sewer Project Bid Award – Joel Walinski
 - Chumstick Lift Station/Generator Bid Award – Joel Walinski
 - Supplemental Agreement #5 for PACE Engineering – Joel Walinski
 - Annexation Request Property Owner Discussion – Nathan Pate
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- a. Annexation Request – Chuck Reppas
 - b. Motion to Set a Public Hearing on Annexation Request for Chuck Reppas
 - Special Use Permit: Mai Fest Bier Tent Request – Chamber of Commerce – Joel/Sue
 - Ordinance 1524 Quarterly Budget Amendment – Chantell Steiner
 - Resolution 07-2016: Liquor Excise/Board Profit Revenues Supporting Substance Abuse Programs – Chantell Steiner
 - Brennan & Associates Park Plaza Design Contract – Joel Walinski
 - Info Items: Final Reminder – Public Disclosure Commission Filing Deadline April 15th
-

April 20, 2016 Special Council Meeting 1:00 – 4:00 PM:

- Motion to Select Process for Candidate Appointment – Joel/Chantell
 - Discuss: Conduct Candidate Interviews for Open Position No. 6 City Council Seat – Joel/Chantell
 - Motion to Appoint Candidate to Open Position No. 6 City Council Seat – Joel/Chantell
-

April 26, 2016 Council Meeting:

- ~~Mayor Reappointment of Lisa Romine to the Housing Authority of Chelan Cty. Board of Commissioners (Due May 2017) – Sue~~
 - ~~Special Use Permit: Noise Variance Leavenworth Church of the Nazarene 2016 – Sue Cragun / Joel Walinski~~
 - Discuss: Construction Update – Cascade School District Projects – Joel Walinski
 - Discuss: Short term / Vacation / Overnight Rentals with Member of the PC – Nathan Pate
 - Discuss: Osborn Elementary School Property – Joel Walinski
 - Willkommen Village Presentation – Nate Pate
-

May 10, 2016

9:00 AM Study Session:

- Chamber Report
- Discussion on Overnight Rentals with the Residential Neighborhoods – Nate Pate
- Draft Six-Year Transportation Improvement Plan – Herb Amick
- Utility Rate Study Recommendation by Public Works Committee – Joel/Chantell
- Review Cemetery Code Changes – Herb Amick
- Discussion Regarding Non-Conforming Uses – Nate Pate
- Annual Retreat Follow-up / Continue Goals Discussion – Joel Walinski
- Community Development Block Grant Closure – Joel Walinski

Council Meeting:

- ~~Booster Club Letter for Parking – Sue Cragun (keep for reminder only not for agenda approval)~~
 - Group Funding Report – Steve Maher – Wenatchee Valley Velo Club Tour de Bloom's Leavenworth Race (630-2090)
 - Pace Engineering Contract – Chumstick Trail & W/S Extension – Joel Walinski
 - MDSquare Contract – Chumstick Trail & W/S Extension – Joel Walinski
 - Ordinance 1525 Budget Amendment – Salary Schedule Only – Herb/Chantell
 - Ordinance 1526 Site Development Permits – Nate Pate
 - Surplus Computers – Chantell Steiner
 - Info: Joint Mid-Year Meeting with the Planning Commission on June 28, 2016
 - Info: Mayor's Ad Hoc Housing Affordability Committee Appointments
 - Info: Code Changes on Fireworks Ban and Alcohol Related Events in Parks
 - EXECUTIVE SESSION RCW 42.30.110 (1)(i)(ii) LITIGATION OR LEGAL RISKS OF A PROPOSED ACTION
-

May 24, 2016 Council Meeting:

- Consent Agenda: Motion to Set Public Hearing Six-Year Trans. Imp. Plan on 6/14/2016 @ 6:45 PM
 - Consent Agenda – PRSA Voucher Request
 - Mountain Meadows Update – Sally Bauer
 - Executive Session RCW 42.30.110 (1)(b) Acquisition of Real Estate and RCW 42.30.110 (1)(i)(iii) Legal Risks of a Proposed Action that is Likely to Result in Adverse Legal or Financial Consequences
 - Mayor Reappoint Peter DeVries to the Design Review Board – Expires June 1, 2016 – Sue / Nathan
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- Special Use Permit - Oktoberfest Noise Permit – Sue Cragun / Joel Walinski
 - Resolution 08-2016 Emergency Ban on Fireworks for 2016 – Joel Walinski
 - Ordinance 1527 Amending Leavenworth Municipal Code Chapter 8.36 Fireworks – Joel Walinski
 - Approving 2017 Council Goals Development Worksheet – Joel Walinski
 - Discus: P1/P2 Parking Improvements Discussion – Joel Walinski
 - Bid Award Approval Well #2 Pump / Motor / Well Rehab - Fogle Pump & Supply, Inc.– Herb Amick
 - Info: Transportation Benefit District Meeting to Follow Regular Council Meeting
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June 14, 2016

9:00 AM Study Session:

- Chamber Report
- Skatepark Discussion – Joel Walinski
- CDBG Grant / MEND LID 24 Update – Joel Walinski
- Front Street Park Easement Proposal – Nathan Pate
- Alcohol Use in Parks Code Revisions – Herb Amick
- Pinegrass Subdivision Street Naming – Nathan Pate
- Review of Enforcement Process – Nathan Pate
- Fence Permit Ordinance Review – Joel / Nate

Council Meeting:

- Mayor's Ad Hoc Committee on Housing Affordability – Mayoral Appointments
 - Public Hearing on Six-Year TIP @ 6:45 PM – Herb Amick
 - Resolution 9-2016 Amending 6-year TIP for 2017 – 2022 – Herb Amick
 - Motion to Approve 2015 Annual Report for the City of Leavenworth – Chantell Steiner
 - 1st Reading of Ordinance 1528: Chapter 12.28 Mountain View Cemetery Regulations – Herb Amick
 - Approval of Community Day Policy for Festhalle Use – Joel Walinski
 - Planning Commission Mayoral Appointment of Joel Martinez – Mayor Farivar
 - Executive Session RCW 42.30.110 (1)(b) Property Acquisition & (iii) Litigation Potential Action
 - Info: June 28, 2016 Presentations: PUD 6:00 PM, CCSO Sheriff Burnett Annual Report, Mid-Year Joint Meeting with the Planning Commission, 2015 Water Use Efficiency Report
-

June 28, 2016 Council Meeting:

- PUD Presentation (6:00 PM)
 - Presentation: Chelan County Sheriff Department Annual Report Presentation – Sheriff Burnett
 - Discussion: Joint Mid-Year Meeting with Planning Commission – Nathan Pate
 - Presentation: 2015 Water Use Efficiency Report Presentation – Arnica/Herb Amick
 - Presentation: 2015 Water Use Efficiency Report Presentation – Arnica/Herb Amick
 - 2nd Reading of Ordinance 1528: Chapter 12.28 Mountain View Cemetery Regulations – Herb Amick
 - Motion to Authorize Request for Qualifications for Water System Plan – Herb Amick
 - 1st Reading of Ordinance 1529: Alcohol Use in the Parks – Herb Amick
 - TIB Consultant Agreement: TD&H Engineering 2017 Street Overlay Project – Joel Walinski
 - Executive Sessions: RCW 42.30.110(1)(b) Property Acquisition & RCW 42.30.110(1)(i)(iii) Potential Litigation or Legal Risks
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July 12, 2016

9:00 AM Study Session:

- Chamber Report
 - Sewer Plant Update – Varela & Associates Dana Cowger – Joel Walinski
 - Park Plaza Update – Herb Amick
 - Six-Year Capital Improvement Plan Review – Herb Amick / Joel Walinski
 - Pinegrass Street Names – Nathan Pate
 - Resolution 10-2016 – Financial Policy Amendments – Chantell Steiner
 - Quarterly Update Future Council Agenda Items / Project Tracking – All Staff
 - Mountain Pact Draft Letter – Joel Walinski
 - Quarterly City Newsletter Recommendations – Distribution in August – Sue Cragun
-

Council Meeting:

- Consent Agenda: Motion to Set Public Hearing for the Six-year Capital Facilities Plan on 7/26/16 @ 6:45 PM
 - Projekt Bayern Plaque Presentation re: Maibaum & Restrooms
 - Cascade School District Memo of Understanding – Joel Walinski
 - ~~2nd Reading of Ordinance 1529: Alcohol Use in the Parks – Herb Amick (Removed by Council)~~
 - Ordinance 1530: Quarterly Budget Amendment – Chantell Steiner
 - Info Item: Mayor's Annual Breakfast, Tentative: 8/16/2016 Wild Huckleberry, 7:00 – 9:00 a.m.
 - Executive Session: RCW 42.30.110(1)(c) Surplus Property & Acquisitions, Possible Action
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July 26, 2016 Council Meeting:

- Mosquito Control District Update – Jennie Mullins (548-5904)
 - Public Hearing on Six-Year Capital Facilities Plan @ 6:45 PM – Joel Walinski / Herb Amick
 - Stop Sign Location Requests – Herb Amick
 - Resolution 10-2016: Financial Policy Amendments – Chantell Steiner
 - Pinegrass Street Name – Nathan Pate
 - Festhalle Drapery Purchase – Joel Walinski
 - Garbage Can Purchases – Herb Amick
 - Info Item: Approval of Six-Year Capital Facilities Plan - 8/9/2016
 - Info Item: Continue Discussion of Alcohol Use in the Parks – 8/9/2016
 - Executive Session 42.30.110(1)(i)(ii) Potential Litigation
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August 9, 2016**9:00 AM Study Session:**

- Chamber Report
- Ordinance 1429: Alcohol Use in the Parks – Joel Walinski
- Ferguson Waterworks Water Meters – Tammy Rogers – Herb Amick
- Update – Leavenworth Golf Club – Joel Walinski
- US Highway 2 Annexation – Nathan Pate
- Complete Streets Revision – Nathan Pate
- Fence Code Updates – Nathan Pate

Council Meeting:

- Presentation: Small Member Excellence Award – AWC Retro Safety Program – Brian Bishop
 - Resolution 11-2016 Six-Year Capital Facilities Plan – Joel Walinski / Herb Amick
 - Resolution 12-2016 Adoption of Complete Streets – Nathan Pate
 - US Highway 2 Annexation – Nathan Pate
 - Discussion: First Reading – Ordinance 1531 Animal Cruelty – Joel Walinski
 - Info Item: Mayor's Annual Breakfast at the Wild Huckleberry 7:00 – 9:00 a.m. – 8/16/2016
 - Info Item: Economic Development and Finance Committees Review Draft Budget - 8/23/2016
 - Info Item: Transportation Benefit District Meeting to Follow Regular Council Meeting
 - Executive Session 42.30.110(1)© Property Sale
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August 23, 2016 Council Meeting:

- Discus: Regional Stormwater / Wetland Management Master Plan – Nathan Pate
 - Authorization to Proceed with Parking Lot Improvements – Herb Amick
 - Second Reading – Ordinance 1531 Animal Cruelty – Joel Walinski
 - Approval of Request for Quotation: Skatepark
 - Info Item: Parks & Public Works Committees Review Draft Budget 9/13/2016
 - Info Item: 2017/2018 Biannual Budget Finance Committee Special Review 9/27/2016
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September 13, 2016**9:00 AM Study Session:**

- Chamber Report
 - Washington State Auditor Exit Conference for 2015 Individual Single Federal Audit – Chantell Steiner
 - Discussion with Planning Commission on Overnight Rentals – Nate Pate
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- Discussion on Suspending the Owner Occupancy Flexibility for Accessory Dwelling Units in Urban Growth Area – Nate Pate
 - Coordinated Cost Reimbursement Agreement – Joel Walinski
 - Oktoberfest Special Use Permit Update – Sue Cragun / Joel Walinski
 - Council Selection Process for Filling Vacancy – Set Interview Date – Joel/Sue
 - Willkommen Village Updates – Nathan Pate
 - Accessory Dwelling Unit Conversions – Nathan Pate

Council Meeting:

- Consent Agenda: Set Public Hearing on Ad Valorem (Property) Tax on October 25, 2016 @ 6:45 PM
 - Current Year Budget Review and 2017-2018 Preliminary Budget Review – Joel Walinski
 - Stop Sign Location Requests Continued from 7/26/2016 – Herb Amick
 - Approve Traffic/Foot Patrols Needed for Oktoberfest – Joel Walinski / Sue Cragun
 - Resolution 13-2016 – LINK Park-N-Ride Support – Nathan Pate
 - Suspending the Owner Occupancy Flexibility for Accessory Dwelling Units in Urban Growth Area – Nate
 - Council Vacancy Process Approval – Sue/Joel
-

September 27, 2016 Council Meeting:

- Special Finance Committee Budget Priorities Review 2:00 – 4:00 PM
 - Consent Agenda: Set Public Hearing on Community Development Block Grant Project Performance of the Meadowlark Affordable Housing Project on October 11, 2016 @ 6:45 PM
 - Group Funding Report – Dave/Nancy Bartholomew – Simply Living Farm Sustainable Living/Farming Tour (888-6668)
 - Special Use Permit – Noise: Swiss Hotel Leavenworth
 - Discussion Item: Revised First Reading of Ordinance 1529: Alcohol Use in the Parks – Herb Amick
 - WSDOT Letter of Understanding Agreement – Pine Street Project – Joel Walinski
 - Coordinated Cost Reimbursement Agreement – Joel Walinski
 - Nordic Circle Acceptance of Right of Way and Improvements
 - 2017 Emergency Management Services Contract
 - Resolution 14-2016: Proclamation Public Power Week
 - Info Item: City Administrator Annual Review
-

October 11, 2016

9:00 AM Study Session:

- Chamber Report
- Salmon Life Cycle Presented by Pacific Engineering Kara Zupke – Joel Walinski
- Budget Priority Review – Chantell/Joel
- Discussion: Rates & Fees – Chantell/Joel
- Skatepark Update – Joel Walinski
- Discussion: Existing Structures and Setbacks – Nate Pate
- Mountain Pact Letter of Support – Joel Walinski
- Quarterly Update Future Council Agenda Items / Project Tracking – All Staff
- Quarterly City Newsletter Recommendations – Distribution in November – Sue Cragun

Council Meeting:

- Consent Agenda: PRSA Voucher Request
 - WSDOT Project Award Presentation
 - Presentation by LINK Transit – Richard DeRock
 - Public Hearing Community Development Block Grant Project Performance of the Meadowlark Affordable Housing Project @ 6:45 PM – Chantell Steiner
 - Second Reading of Ordinance 1529: Alcohol Use in the Parks – Herb Amick
 - 2017 Chelan County Prosecution Services Agreement – Joel Walinski
 - Proclamation – United Way Month – Sue Cragun
 - Mountain Pact Letter of Support – Joel Walinski
 - Ordinance XXXX Quarterly Budget Amendment – Chantell Steiner
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- Info Item: Transportation Benefit District Meeting to Follow Regular Council Meeting
 - Info Item: Council Interviews – 10/18/16 @ 5:00 PM
 - Info Item: PUD Substation Update – 10/25/2016 Evening Council Meeting
 - Info Item: Planning Commission Public Hearing Overnight Rentals – 11/2/16 @ 7:00 PM
 - EXECUTIVE SESSION 42.30.110(1)(c) PROPERTY SALE
-

October 18, 2016 Special Council Meeting 5:00 PM:

- Discus: Conduct Candidate Interviews for Open Position No. 5 City Council Seat – Joel/Chantell
 - Motion to Appoint Candidate to Open Position No. 5 City Council Seat – Joel/Chantell
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October 25, 2016 Council Meeting:

- Consent Agenda: Set Public Hearing on Preliminary Budget on November 8, 2016 @ 6:45 PM
 - Consent Agenda: Set Public Hearing on Final Budget on November 22, 2016 @ 6:45 PM
 - Consent Agenda: PRSA Voucher Request
 - PUD Substation Update – Teka Sellers Coordinating
 - Group Funding Report – Autumn Leaf Festival – Bill Forhan / Dan Moody
 - Group Funding Report – Steve Maher– Run Wenatchee Oktoberfest Trail Run (630-2090)
 - Public Hearing on Ad Valorem (Property) Tax @ 6:45 PM – Joel Walinski
 - Hartwig Easement Agreement – Joel Walinski
 - TD&H Professional Service Agreement – Pine Street Engineering – Joel Walinski
 - Special Use Permit Noise - Timbrrr! Winter Music Festival – Joel Walinski / Sue Cragun
 - Oktoberfest Wrap-up – Set Public Meeting Date November 22, 2016 @ 6:45 PM – Joel Walinski
 - Motion to Surplus Ladder Fire Truck – Chantell Steiner
-

November 8, 2016

9:00 AM Study Session:

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

Council Meeting:

- Consent Agenda: PRSA Voucher Requests
 - Public Hearing and Preliminary Budget Review – Joel / Chantell
 - Ordinance XXXX Adopting Ad Valorem Tax –Chantell Steiner
 - Ordinance XXXX Authorizing Special Levy – Chantell Steiner
 - Authorize Mayor to Sign Tax Levy – Chantell Steiner
 - Contract Amendments / Project Acceptance – Commercial Street 3rd to 8th – Joel/Chantell
 - Info Item: Transportation Benefit District Meeting to Follow Regular Council Meeting
 - Approval of SUP for Christmas Lighting Festival – 3 yr. renewal in 2017 – Sue Cragun / Joel Walinski
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November 22, 2016 Council Meeting

- Public Hearing on Final Budget – Joel / Chantell
 - Oktoberfest Wrap-up Discussion with the Public @ 6:45 PM – Joel Walinski
 - Mayor Reappoint Robert Smith to the Design Review Board – Expires December 1, 2016 – Sue / Nathan
 - Approval Traffic/Foot Patrols needed for Christmas Lighting – Joel Walinski
 - Cancel December 27, 2016 Council Meeting – Joel Walinski
 - Info: 2017 Rate & Fee Schedule Adoption
 - Info Item: Transportation Benefit District Meeting to Follow Regular Council Meeting
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December 13, 2016

9:00 AM Study Session:

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

Council Meeting

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- Consent Agenda: PRSA Voucher Request End of Year Final – Chantell Steiner
 - Resolution XX-2016 for 2017 Rate & Fee Schedule – Chantell/Joel
 - Ordinance XXXX Final 2016 budget Amendment - Chantell
 - Ordinance XXXX Budget Adoption 2017/2018 Budget – Chantell Steiner
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- EXECUTIVE SESSION: RCW 42.30.110 (1)(i)(ii) Potential Litigation
- EXECUTIVE SESSION: RCW 42.30.140 (4)(b) Collective Bargaining

January 10, 2017

Study Session – Dave Bartholomew – Discussion on Sustainability



Leavenworth Courier

News from the Leavenworth City Council

WINTER 2015



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- Fall Festivals & Events 3
- City Project Update 4



HOLIDAY OFFICE CLOSURES

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

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

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

"A Minute with the Mayor

After the election...



Mayor Cheryl K. Farivar

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

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

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

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

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

Leavenworth Pride Certificate of Appreciation presented to Mrs. Terry Anderman



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

WINTER REMINDERS

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

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

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



City of Leavenworth Planning Process

By John Bangsund
Leavenworth City Council

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

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

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

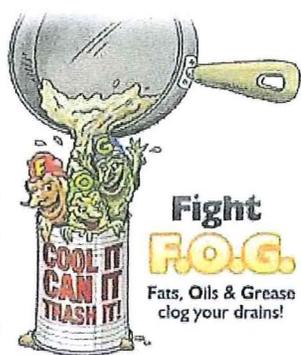
Be assured, your input to both the Planning Commission and the City Council is vital in establishing the Planning Commission Docket for the future. Also, be assured that the Council wants to "Do it right" and that involves time to think all the issues through so that the end result is "Right." **Thank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

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

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

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

What is F.O.G.?



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

How does F.O.G. affect me?

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

Leavenworth Summer Theater—Winter 2015



Agatha Christie's—The Mousetrap

December 5, 11, 12, 18 & 19 at 8:00 p.m.

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

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

Winter Festivals and Events

Christmas Lighting Festival 2015

December 4—6, 11—13, 18—20

Santa Parade: 12:00 PM Saturday & Sunday

Fee: No Charge

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

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

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

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



Bavarian Icefest—2016

January 16—17, 2016

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

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



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

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Tibor Lak



Michael Molohon



Elmer Larsen



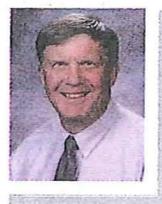
Robert Francis



Larry Meyer



Carolyn Wilson
 Mayor Pro-Tem



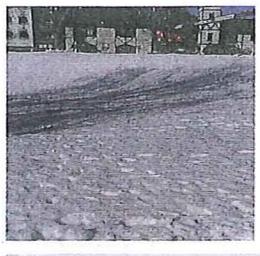
John Bangsund

News from the City Council

City Project Update...

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

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



Winter Is Here!

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

**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 12th 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

Exhibit "A"

Chapter 12.24 PARK REGULATIONS¹

Sections:

- 12.24.010 Definitions.**
- 12.24.020 Damaging park property unlawful.**
- 12.24.030 Permitting animal to run at large.**
- 12.24.040 Certain weapons – Use prohibited.**
- 12.24.050 Fishing in the park.**
- 12.24.060 Injuring or molesting animals prohibited.**
- 12.24.070 Prohibited acts.**
- 12.24.080 Watercraft – Use restricted.**
- 12.24.090 Riding bicycles permitted.**
- 12.24.100 Riding or driving vehicles prohibited.**
- 12.24.110 Camping prohibited – Closing hours.**
- 12.24.120 Littering prohibited.**
- 12.24.130 Building fires – Restrictions.**
- 12.24.140 Alcoholic beverages prohibited.**
- 12.24.150 Rules and regulations – Authority – Compliance required.**
- 12.24.160 Violation – Prosecution.**
- 12.24.170 Violation – Penalty.**

12.24.010 Definitions.

The following terms, as used in this chapter, unless clearly contrary to or inconsistent with the context in which used, shall be construed as follows:

- A. "Department" means the city of Leavenworth, Washington.
- B. "Director" means the director of public works.
- C. "Park" means all properties owned by the city of Leavenworth and operated for park purposes. [Ord. 1353 § 1, 2009; Ord. 912 § 1, 1992.]

12.24.020 Damaging park property unlawful.

It is unlawful to remove, destroy, mutilate, deface or in any way damage any park properties, plantings, equipment or facilities or to enter or break in any locked restroom facilities or other park buildings or structures. [Ord. 1353 § 1, 2009; Ord. 912 § 1, 1992.]

12.24.030 Permitting animal to run at large.

It is unlawful for any person to allow or permit any animal to run at large in the park. It is the owner's responsibility to clean up fecal material from pets being walked in the park. [Ord. 1353 § 1, 2009; Ord. 912 § 1, 1992.]

12.24.040 Certain weapons – Use prohibited.

It is unlawful to shoot, fire or explode any firearm, fireworks or explosive of any kind or to shoot or fire any air gun, bows and arrows, BB gun or use any slingshot in the park, unless authorized by a special use permit issued by the city of Leavenworth. [Ord. 1430 § 2, 2012; Ord. 1353 § 1, 2009; Ord. 912 § 1, 1992.]

12.24.050 Fishing in the park.

Fishing shall be permitted in the park, subject to appropriate regulations. It is unlawful to clean fish within the park, or to deposit fish entrails on park grounds or into park trash containers. [Ord. 1353 § 1, 2009; Ord. 912 § 1, 1992.]

12.24.060 Injuring or molesting animals prohibited.

It is unlawful in any manner to tease, annoy, disturb, molest, catch, injure or kill or to throw any stone or missile of any kind at or strike with any stick or weapon any animal, bird or fowl in the park. [Ord. 1353 § 1, 2009; Ord. 912 § 1, 1992.]

12.24.070 Prohibited acts.

A. It is unlawful, without first obtaining the written consent of the director in each case, to do or permit to be done any of the following acts or things in the park:

1. To use, place or erect a signboard, sign, billboard, bulletin board, post, pole, or device of any kind for advertising in the park or to attach any notice, handbill, poster, sign, wire, rod, or cord to any tree, shrub, railing, post, or structure within the park, or to place or erect in the park a related structure of any kind;
2. To take up collections, solicit, or to use any loudspeaker in related activities;
3. To jump or dive off any bridge;
4. To sell refreshments or merchandise or carry on any other business activity except as expressly provided herein.

B. Front Street Park may be utilized for the following purposes upon obtaining a special use permit from the city:

1. Nonprofit Activities. Activities carried on by organizations operated exclusively for educational, cultural, or artistic purposes.

2. Bavarian Commercial Activities. Activities carried on by local merchants with existing business licenses in any commercial zone in the city. The activities must be exclusively Old World Bavarian commercial activities including but not limited to public markets, food stands, musical and dance performances, and similar activities. Such nonprofit and Bavarian commercial activities may, upon approval by the city, be permitted in Front Street Park. In issuing a special use permit, the city may require the applicant to comply with any conditions it deems necessary to mitigate impacts of the proposed action(s). At a minimum, the following conditions shall apply; however, the city retains the authority to modify and/or grant exceptions through the special use permit process for subsections (B)(2)(a) through (e) of this section:

- a. No booth, tent, or awning area may cover more than a 10-foot by 20-foot area.
- b. Permittees using the park during the snow season will be responsible for snow removal on sidewalks and walkways in and adjacent to Front Street Park.
- c. Propane tanks may only be utilized for heating and food preparation. In either case, the tank placement must be authorized by the fire district prior to installation.
- d. Setting up of booths, tents, and other equipment shall not occur prior to 7:00 a.m. on the day of the event, and take-down of booths, tents, and other equipment shall be completed no later than 8:00 a.m. the day after the event is completed.
- e. No event shall be allowed to operate past 9:00 p.m. on any day of the week.
- f. Only special event signs which comply with Chapter 14.10 LMC are allowed.
- g. No portable generators shall be allowed.
- h. Front Street Park permit fees shall initially be \$0.30 per square foot per day. This fee may be amended or modified by action of the Leavenworth city council.

i. The city shall not be held responsible for theft, vandalism, or acts of nature where any displays, booths, tents, or other display structures or any of the contents associated with the display area or the entire event are lost, stolen, or damaged.

j. Permittee shall sign a permit agreement with the city which shall include a hold harmless and indemnity agreement in favor of the city. In addition, the permittee shall name the city as an additional insured on its liability insurance with minimum limits of no less than \$1,000,000 per occurrence, and shall provide the city proof of insurance coverage prior to setting up for the event.

k. A Special Use Permit may be issued for the sale and consumption of alcoholic beverages within Front Street Park if the sale and consumption is in conjunction with an Old World Bavarian traditional special event. Sale and consumption of alcohol is limited from 1:00 PM – 7:00 PM. The temporary sale and consumption must comply with all Liquor Control Board requirements and the City may require additional security, insurance and protective measures based on the duration and size of the event.

C. The city shall have the authority to review and approve all applications by nonprofit and profit groups requesting permits to use Front Street Park. Any person aggrieved by the city's decision may file an appeal within 10 days after the final decision to the Leavenworth city council.

D. The requirements of LMC 9.34.030 "Loud and unusual noise prohibited when" are not applicable to city-approved use(s) of the parks system. [Ord. 1353 § 1, 2009; Ord. 1274 § 1, 2006; Ord. 1264 § 1, 2005; Ord. 1061 § 1, 1997; Ord. 912 § 1, 1992.]

12.24.080 Watercraft – Use restricted.

It is unlawful to operate and land any boat, float, raft or other watercraft within the limits of the park at any point upon the shores thereof bordering upon the park except at places set apart for such purposes by the department and so designated by signs. [Ord. 1353 § 1, 2009; Ord. 912 § 1, 1992.]

12.24.090 Riding bicycles permitted.

The riding of nonmotorized bicycles is permitted on park roads, trails and paths, unless otherwise posted. Pedestrians have the right-of-way on trails and paths, and bicycles must be ridden at moderate speeds, so that pedestrians are not endangered. [Ord. 1353 § 1, 2009; Ord. 912 § 1, 1992.]

12.24.100 Riding or driving vehicles prohibited.

It is unlawful to ride or drive any motorcycle, motor vehicle, horse or pony over or through the park or along or upon the park drives, parkways, park boulevards or paths, or to stand or park any such vehicles in the park, unless otherwise authorized by the director. [Ord. 1353 § 1, 2009; Ord. 912 § 1, 1992.]

12.24.110 Camping prohibited – Closing hours.

It is unlawful to camp in any city park. It is unlawful to remain, stay or loiter in Front Street Park between the hours of 12:00 midnight and 6:00 a.m. It is unlawful to remain, stay or loiter in any other city park between the hours of 10:00 p.m. and 6:00 a.m. Specific exemptions to these closing hours may be authorized by the director for city council approved activities. [Ord. 1353 § 1, 2009; Ord. 987 § 1, 1995; Ord. 912 § 1, 1992.]

12.24.120 Littering prohibited.

It is unlawful to throw any refuse, litter, broken glass, crockery, nails, shrubbery, trimmings, junk or advertising matter in the park or to deposit any such material therein, except in designated receptacles. [Ord. 1353 § 1, 2009; Ord. 912 § 1, 1992.]

12.24.130 Building fires – Restrictions.

It is unlawful to build any fires in the park except in areas designated by the department. [Ord. 1353 § 1, 2009; Ord. 912 § 1, 1992.]

12.24.140 Alcoholic beverages prohibited.

It is unlawful to bring into or consume in the park any alcoholic beverages except for the exemption identified in 12.24.070.B 2.k.. [Ord. 1353 § 1, 2009; Ord. 912 § 1, 1992.]

12.24.150 Rules and regulations – Authority – Compliance required.

The director shall have the power to promulgate or adopt reasonable rules and regulations pertaining to the operation, management and use of the park and shall post the same in conspicuous places in the park, and it is unlawful to violate or fail to comply with any park rule or regulation duly adopted and posted by the department. [Ord. 1353 § 1, 2009; Ord. 912 § 1, 1992.]

12.24.160 Violation – Prosecution.

Anyone concerned in the violation of this chapter, whether directly committing the act constituting the offense, or who aids or abets the same, and whether present or absent, and anyone who directly or indirectly counsels, encourages, hires, commands, induces or otherwise procures another to commit such offense, is a principal under the terms of this chapter and shall be proceeded against and prosecuted as such. [Ord. 1353 § 1, 2009; Ord. 912 § 1, 1992.]

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. Except as permitted by LMC 12.24.070 B 2k, possession of alcoholic beverages in the park by an adult is a civil infraction. Except as permitted by LMC 12.24.070 B2k, consumption of alcoholic beverages in the park shall remain a misdemeanor punishable under subsection (B) of this section.

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. [Ord. 1353 § 1, 2009; Ord. 957 § 1, 1994; Ord. 912 § 1, 1992.]



CHELAN COUNTY PROSECUTOR
DOUGLAS J. SHAE

401 WASHINGTON STREET, 5TH FLOOR – P.O. BOX 2596 – WENATCHEE, WA 98807-2596

MAIN OFFICE/FELONY DIV: (509) 667-6202
MAIN OFFICE FAX: (509) 667-6490
DISTRICT COURT DIVISION: (509) 667-6271
JUVENILE COURT DIVISION: (509) 667-6453
DIST/JUV DIVISION FAX: (509) 667-6476
CIVIL DIVISION: (509) 667-6330
CIVIL DIVISION FAX: (509) 667-6511

JAMES A. HERSHEY – CHIEF CRIMINAL DEPUTY

ALLEN F. BLACKMON
GENE A. PEARCE
CONOR C. JOHNSON
LEE O'BRIEN
ANDREW B. VAN WINKLE
NICOLE HANKINS
RYAN S. VALAAS

RECEIVED
OCT 04 2016

CIVIL DEPUTIES
SUSAN E. HINKLE
LOUIS N. CHERNAK
APRIL HARE

BY:

September 30, 2016

Chantell Steiner
Leavenworth City Clerk
P.O. Box 287
Leavenworth, WA 98826

Re: Statistics and Proposed Agreement for 2017 Budget Year
Prosecution Services for City of Leavenworth

Dear Chantell:

Enclosed please find the proposed Prosecution Service Agreement for the budget year 2017 between the City of Leavenworth and Chelan County. This agreement is based upon the total number of 54 cases which were prosecuted during the 12-month period of September 1, 2015 through August 31, 2016 for misdemeanor crimes occurring within the city limits of Leavenworth. Also enclosed for your review is the report we received from the Chelan County Sheriff's Office on which we base our calculations for the contract.

As background, RiverCom's mapping system is used to automatically assign arrests to the various reporting districts within Chelan County whenever a call out is received. The enclosed report from the Sheriff's Office shows, among other things, the name of the defendant, incident number, location of the incident, location of the arrest, the charges, and the date/time of the arrest. All cases listed on this report occurred during the 12-month time period of September 1, 2015 through August 31, 2016.

Chantell Steiner
Leavenworth City Clerk
Re: 2017 Prosecution Service Agreement
September 30, 2016
Page 2

Upon receiving this report from the Sheriff's Office, I search our office's computer case index to determine whether our office was involved in the prosecution of any of the gross misdemeanor and misdemeanor cases listed on the report. All the cases with a "Y" in the right-hand margin are cases we prosecuted for your city, with the total number of cases circled at the top of the report. This total number of cases is what we use to calculate our annual agreements.

For the 2017 budget year, we are asking for a slight increase of \$15.00 per case, in the prosecution fees we request from our contract cities. This results in an increase in prosecution fees from \$210.00 per case to \$225.00 per case. We feel this is not an unreasonable request. Thus, we would ask that you budget the amount of \$12,150.00 (54 cases at \$225 per case) for your 2017 prosecution costs. This will result in a decrease of \$1,290.00 from your 2016 contract.

Please review the enclosed report and proposed agreement and let me know by October 21, 2016, if you have any questions or concerns. Approval of this agreement by your Mayor and City Council would be appreciated. After the agreement has been executed by your Mayor and City Clerk, please return it to me by for presentation to the Chelan County Commissioners. I will provide you a copy of the completed agreement once all signatures have been obtained.

Thank you for your time. If you have any questions or concerns, please don't hesitate to contact me or Doug Shae at 667-6204.

Sincerely,



Cindy Dietz
Legal Administrative Supervisor

Enclosures

BOOKINGS BY LV INCIDENT LOCATION
 DATES FROM 09/01/2015 to 08/31/2016

Leavenworth 54

9/2/2016 Booking # / Incident # /	Date/Time of Arrest /	Location of Arrest Location of Incident	RCW	Charge	Arrest Area Incident Area	
AGUILAR-DIAZ, DENNIS ALFRED DOB/ 7/12/1989						
99853	5/28/2016	600 BLK US HWY 2	C29913CHS	46.61.502	LV	Y
16C05526	5/28/2016	690 US 2; LINDERHOF MOTOR INN		DUI	LV	
BASALLA, DUSTIN STEVEN DOB/ 9/21/1980						
96048	1/27/2016	COMMERCIAL & DIVISIO	C29695CHS	46.61.502	LV	Y
16C00938	1/27/2016	COMMERCIAL ST & DIVISION ST		DUI	LV	
BAUGHMAN, DEVIN MICHAEL DOB/ 8/18/1993						
95336	1/7/2016	960 HWY 2	16-1-00019-4	69.50.401.3	LV	} N
16C00236	1/7/2016	960 US 2; LEAVENWORTH POST OFFICE		POSS OF CONTROLLED	LV	
BAUGHMAN, DEVIN MICHAEL DOB/ 8/18/1993						
95335	1/7/2016	960 HWY 2	16-1-00019-4	69.50.401.3	LV	} N
16C00236	1/7/2016	960 US 2; LEAVENWORTH POST OFFICE		POSS OF CONTROLLED	LV	
BAUGHMAN, DEVIN MICHAEL DOB/ 8/18/1993						
95334	1/7/2016	960 HWY 2	16-1-00019-4	69.50.401.3	LV	} N
16C00236	1/7/2016	960 US 2; LEAVENWORTH POST OFFICE		POSS OF CONTROLLED	LV	
BRADSHAW, JEFFREY DOB/ 6/10/1953						
96339	2/7/2016	SUMMITT & EVANS	C29902CHS	46.61.502	LV	Y
16C01262	2/7/2016	SUMMIT AVE & EVANS ST		DUI	LV	
BRITO, ALFREDO FLORES DOB/ 9/30/1990						
97791	3/22/2016	155 W WHITMAN	C29247CHS	9A.48.090.DV	LV	Y
16C02852	3/22/2016	155 W WHITMAN ST; APT 2		MALICIOUS MISCHIEF	LV	
CALL, STACY LYNN DOB/ 7/22/1977						
93619	11/6/2015	210 PROSPECT	C28683CHS	46.20.345	LV	} N
15C13080	11/6/2015	210 PROSPECT ST		WA LIC SUSP/OPER	LV	
CARDENAS, STEVEN DOB/ 11/24/1971						
94364	12/4/2015	223 12TH ST	C29175CHS	26.50.110.1	LV	} Y
15C14028	12/4/2015	223 12TH ST		VIOL OF NO CONTACT	LV	
CARDENAS, STEVEN DOB/ 11/24/1971						
94321	12/3/2015	223 12TH ST	C27723CHS	9A.48.090.DV	LV	} Y
15C14001	12/3/2015	223 12TH ST		MALICIOUS MISCHIEF	LV	
CARDENAS, STEVEN DOB/ 11/24/1971						
94318	12/3/2015	223 12TH ST	C27723CHS	9A.36.150	LV	} Y
15C14001	12/3/2015	223 12TH ST		INTERFER W/REPORT OF	LV	
CARDENAS, STEVEN DOB/ 11/24/1971						
94317	12/3/2015	223 12TH ST	C27723CHS	9A.36.041.DV	LV	} Y
15C14001	12/3/2015	223 12TH ST		ASSAULT 4TH/DOMESTIC	LV	
CARLSON, MARTIN EDWARD DOB/ 5/13/1986						
98810	4/25/2016	1329 US 2	16-1-00274-0	69.50.401.3	LV	} N
16C04140	4/25/2016	1329 US 2; DANS FOOD MARKET		POSS OF CONTROLLED	LV	

BOOKINGS BY LV INCIDENT LOCATION
 DATES FROM 09/01/2015 to 08/31/2016

9/2/2016 Booking # / Incident # /	Date/Time of Arrest /	Location of Arrest Location of Incident	RCW	Charge	Arrest Area Incident Area
CARTER, SUSAN LYNNE	DOB/ 3/2/1963				
98736	4/22/2016	800 BLK FRONT ST	C30053CHS	9A.36.041.DV	LV Y
16C04025	4/22/2016	829 FRONT ST		ASSAULT 4TH/DOMESTIC	LV Y
CASEY, PATRICK MICHAEL	DOB/ 4/10/1975				
94818	11/8/2015	935 FRON ST	WARRANTLE	9A.52.030	LV } N
15C13142	11/8/2015	935 FRONT ST; ICICLE BREWING		BURGLARY 2ND	LV } N
CASEY, PATRICK MICHAEL	DOB/ 4/10/1975				
94820	11/8/2015	935 FRONT ST	WARRANTLE	9A.56.040	LV } N
15C13142	11/8/2015	935 FRONT ST; ICICLE BREWING		THEFT 2ND	LV } N
CLEMENTS, KAITLYN MARIE	DOB/ 9/8/1991				
92747	10/11/2015	COMM & DIVISION	15-1-00689-5	9A.36.031	LV N
15C12037	10/11/2015	COMMERCIAL ST & DIVISION ST		ASSAULT 3RD	LV N
CORKREY, ALEXANDRA PEARL	DOB/ 6/3/1984				
100098	6/5/2016	12344 BERGSTRASSE	C29934CHS	9A.84.030	LV Y
16C06010	6/5/2016	225 CENTRAL AVE; OSBORN		DISORDERLY CONDUCT	LV Y
DILLON, JENNIFER LAUREL	DOB/ 5/25/1976				
101130	7/2/2016	9TH & COMMERCIAL	C29863CHS	46.52.010	LV } Y
16C07378	7/2/2016	817 COMMERCIAL ST; CASCADE		HIT RUN UNATTENDED	LV } Y
DILLON, JENNIFER LAUREL	DOB/ 5/25/1976				
101129	7/2/2016	9TH & COMMERCIAL	C29863CHS	46.61.502	LV } Y
16C07378	7/2/2016	817 COMMERCIAL ST; CASCADE		DUI	LV } Y
DILLON, JENNIFER LAUREL	DOB/ 5/25/1976				
101128	7/2/2016	9TH & COMMERCIAL	C29862CHS	9A.76.040	LV Y
16C07378	7/2/2016	817 COMMERCIAL ST; CASCADE		RESISTING ARREST	LV Y
ENNARO, NATHANE EDWIN	DOB/ 5/21/1980				
93044	10/18/2015	1001 FRONT ST	C28678CHS	9A.84.030	LV } Y
15C12340	10/18/2015	1001 FRONT ST; FESTHALLE		DISORDERLY CONDUCT	LV } Y
ENNARO, NATHANE EDWIN	DOB/ 5/21/1980				
93043	10/18/2015	1001 FRONT ST	C28679CHS	9A.76.040	LV } Y
15C12340	10/18/2015	1001 FRONT ST; FESTHALLE		RESISTING ARREST	LV } Y
ENNARO, NATHANE EDWIN	DOB/ 5/21/1980				
93042	10/18/2015	1001 FRONT ST	C28678CHS	9A.52.080	LV } Y
15C12340	10/18/2015	1001 FRONT ST; FESTHALLE		CRIMINAL TRESPASS 2ND	LV } Y
ETHERIDGE, SARAH NICOLE	DOB/ 4/23/1977				
99016	4/27/2016	990 US 2	C29986CHS	46.20.342.1B	LV Y
16C04198	4/27/2016	990 US 2; LV PARK N RIDE		DWLS 2ND	LV Y
FESKO, PAVLO VICTOROVICH	DOB/ 11/21/1996				
101671	7/19/2016	COMMERCIAL & 3RD	C30226CHS	46.61.500	LV Y
16C08350	7/19/2016	8TH ST & COMMERCIAL ST		RECKLESS DRIVING	LV Y

BOOKINGS BY LV INCIDENT LOCATION
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9/2/2016 Booking # / Incident # /	Date/Time of Arrest /	Location of Arrest Location of Incident	RCW	Charge	Arrest Area Incident Area
FIDECARO, CHERYL ANN DOB/ 10/19/1947					
95232	1/1/2016	801 FRONT ST	C29246CHS	9A.56.050	LV
16C00015	1/1/2016	801 FRONT ST; DER MARKET PLATZ		THEFT 3RD /SHOPLIFTING	LV
FLETCHER, CHASE ISAAC DOB/ 12/13/1993					
99288	5/10/2016	FRONT ST AND 9TH ST	C29911CHS	46.61.502	LV
16C04788	5/10/2016	9TH ST & FRONT ST		DUI	LV
FLETCHER, HUNTER GLENN DOB/ 5/10/1995					
99287	5/10/2016	FRONT STREET/9TH	C30083CHS	9A.76.020	LV
16C04788	5/10/2016	9TH ST & FRONT ST		OBSTRUCT LAW	LV
FLORES, SAUL TRINIDAD DOB/ 3/21/1984					
96470	2/5/2016	833 FRONT ST	16-1-00100-0	9A.56.050	LV
16C01223	2/5/2016	833 FRONT ST; PAVS CAFE		THEFT 3RD /SHOPLIFTING	LV
FLORES, SAUL TRINIDAD DOB/ 3/21/1984					
96303	2/5/2016	833 FRONT ST	16-1-00100-0	9A.52.030	LV
16C01223	2/5/2016	833 FRONT ST; PAVS CAFE		BURGLARY 2ND	LV
FOLDEN, MATTHEW LAWRENCE DOB/ 11/27/1985					
92971	10/18/2015	9TH & FRONT	C28084CHS	9A.84.030	LV
15C12344	10/18/2015	9TH ST & FRONT ST		DISORDERLY CONDUCT	LV
GAINES, STEVEN LAMOR FRANKLIN DOB/ 6/13/1991					
93991	11/21/2015	105 FIR ST	C29243CHS	9A.52.070	LV
15C13622	11/21/2015	105 FIR ST		CRIMINAL TRESPASS 1ST	LV
GEORGE, JOSEPH ALEXANDER DOB/ 7/8/1987					
99294	5/11/2016	116 RIVERBEND DR	C29004CHS	9A.56.050	LV
16C04802	5/11/2016	116 RIVER BEND DR; SAFEWAY		THEFT 3RD /SHOPLIFTING	LV
GUZMAN, JACOB PEARCE DOB/ 5/10/1996					
95292	1/6/2016	US 2 & MILL	C29473CHS	46.61.502	LV
16C00184	1/6/2016	US 2 & MILL ST		DUI	LV
HATTON, GUNNAR JAMES DOB/ 9/5/1996					
97661	3/18/2016	321 9th street	C29423CHS	66.44.270	LV
16C02668	3/17/2016	321 9TH ST;DER HINTERHOFF		MINOR POSS/CONSUME	LV
HATTON, GUNNAR JAMES DOB/ 9/5/1996					
97662	3/19/2016	321 9th street	C29423CHS	9A.76.175	LV
16C02668	3/17/2016	321 9TH ST;DER HINTERHOFF		FALSE STATEMENT TO	LV
HELM, GAVIN LEE DOB/ 8/7/1993					
100886	6/27/2016	330 PROSPECT ST #6	C29859CHS	6A.04.010.D	LV
16C07080	6/27/2016	330 PROSPECT ST; 6		Assault 4th DV	LV
HENDRICKSON, JUSTIN DALLAS DOB/ 8/2/1992					
101215	7/5/2016	412 BURKE ST	C29923CHS	46.61.504	LV
16C07643	7/5/2016	412 BURKE AVE; ACROSS FROM		PHYSICAL CONTROL	LV

BOOKINGS BY LV INCIDENT LOCATION
 DATES FROM 09/01/2015 to 08/31/2016

9/2/2016 Booking # / Incident # /	Date/Time of Arrest /	Location of Arrest / Location of Incident	RCW	Charge	Arrest Area Incident Area
HORNER, JOHN JOSEPH		DOB/ 5/21/1996			
99249	5/9/2016	200 BLK CHUMSTCIK HW	C29910CHS	46.61.502	LV Y
16C04729	5/9/2016	228 CHUMSTICK HWY		DUI	LV Y
JACKSON, LARRY EUGENE		DOB/ 3/12/1985			
100879	6/26/2016	9TH & FRONT ST	C29922CHS	46.61.502	LV Y
16C07030	6/26/2016	213 9TH ST; ALLEY BEHIND		DUI	LV Y
JOHNSON, QUINTON JERMAINE		DOB/ 3/24/1983			
97822	3/24/2016	US 2 & 9TH	C29698CHS	46.61.502	LV Y
16C02904	3/24/2016	US 2 & 9TH ST		DUI	LV Y
KASPER, NICHOLAS SAMUEL		DOB/ 7/1/1988			
96842	2/21/2016	COMMERCIAL & 10TH	16-1-00141-7(46.20.342.1C	LV } N
16C01759	2/21/2016	COMMERCIAL ST & 10TH ST		DWLS 3RD	LV }
KASPER, NICHOLAS SAMUEL		DOB/ 7/1/1988			
96841	2/21/2016	COMMERCIAL & 10TH	16-1-00141-7(46.61.021	LV }
16C01759	2/21/2016	COMMERCIAL ST & 10TH ST		FAIL TO OBEY POLICE	LV }
KASPER, NICHOLAS SAMUEL		DOB/ 7/1/1988			
96840	2/21/2016	COMMERCIAL & 10TH	16-1-00141-7(I	9.35.020.1.2A	LV }
16C01759	2/21/2016	COMMERCIAL ST & 10TH ST		IDENTITY THEFT 1ST	LV }
KELLEY, ANGELA SUE		DOB/ 9/26/1961			
101793	7/22/2016	3RD ST & US 2	C30227CHS	46.61.502	LV Y
16C08498	7/22/2016	3RD ST & COMMERCIAL ST		DUI	LV Y
KELLEY, JEREMY DAVID		DOB/ 5/2/1980			
99006	5/2/2016	100 ENCHANTMENT PKWY	6Z0198510	9A.48.090	LV } Y
16C04404	5/2/2016	100 ENCHANTMENT PARK WAY ; O59		MALICIOUS MISCHIEF	LV }
KELLEY, JEREMY DAVID		DOB/ 5/2/1980			
99005	5/2/2016	100 ENCHANTMENT PKWY	6Z0198510	9A.36.041.DV	LV } Y
16C04404	5/2/2016	100 ENCHANTMENT PARK WAY ; O59		ASSAULT 4TH/DOMESTIC	LV }
KINDSCHI, COLE ALEXANDER		DOB/ 10/12/1999			
101982	7/28/2016	116 RIVER BEND DR	6Z0752745	9A.56.050	LV N
16C08776	7/28/2016	116 RIVER BEND DR; SAFEWAY		THEFT 3RD /SHOPLIFTING	LV N
KOTELNICKI, DYLAN PATRICK		DOB/ 4/14/1992			
92954	10/17/2015	920 US 2	C29241CHS	9A.36.041	LV Y
15C12288	10/17/2015	920 US 2; UNION 76 LEAVENWORTH		ASSAULT 4TH DEGREE	LV Y
MARLIN, ISAAC WADE		DOB/ 2/27/1983			
101222	6/30/2016	CHUMSTICK HWY MP 1	6Z0604579	46.20.342.1C	6 Y
16C07261	6/30/2016	US 2 & CHUMSTICK HWY		DWLS 3RD	LV Y
MEACHAM, SARAH ELLEN MAE		DOB/ 12/23/1990			
96905	2/23/2016	925 COMMERCIAL ST	16-1-00145-0(9A.60.020	LV } Y
16C01658	2/18/2016	925 COMMERCIAL ST; SIMPLY LIVING		FORGERY	LV } Y

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 DATES FROM 09/01/2015 to 08/31/2016

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MEACHAM, SARAH ELLEN MAE	DOB/ 12/23/1990				
96904	2/23/2016	925 COMMERCIAL ST	16-1-00145-0(9A.56.040	LV
16C01658	2/18/2016	925 COMMERCIAL ST; SIMPLY LIVING		THEFT 2ND	LV
MEACHAM, SARAH ELLEN MAE	DOB/ 12/23/1990				
96903	2/23/2016	925 COMMERCIAL	16-1-00145-0(9.35.020.1.2A	LV
16C01658	2/18/2016	925 COMMERCIAL ST; SIMPLY LIVING		IDENTITY THEFT 1ST	LV
MORRIS, CHRISTOPHER D	DOB/ 6/26/1990				
98519	4/15/2016	SKI HILL & PROSPECT	C29907CHS	46.61.502	LV
16C03733	4/15/2016	PROSPECT ST & SKI HILL DR		DUI	LV
NORLEY, TAMMY ANNE	DOB/ 1/27/1975				
99313	5/11/2016	263 MINE ST	C29930CHS	9A.36.041.DV	LV
16C04822	5/11/2016	263 MINE ST; 220		ASSAULT 4TH/DOMESTIC	LV
OWENS, JOHN RAYMOND	DOB/ 1/3/1967				
97787	3/22/2016	1300 COMMERCIAL	16-1-00208-1	69.50.401.3	LV
16C02841	3/22/2016	200 COMMERCIAL ST; 1		POSS OF CONTROLLED	LV
PARK, JAMES R	DOB/ 2/14/1959				
93476	10/29/2015	US 2 & MILL	C29242CHS	46.20.342.1C	LV
15C12845	10/29/2015	MILL ST & W WHITMAN ST		DWLS 3RD	LV
PARTON, ROBERT HUGH	DOB/ 5/27/1967				
96964	2/25/2016	1329 US 2; DANS	6Z0268669	9A.56.060	LV
16C00623	1/19/2016	1329 US 2; DANS FOOD MARKET		UNLAWFUL ISSUE BANK	LV
PEREZ, LINDA KAY	DOB/ 5/23/1965				
102622	8/13/2016	9TH & COMMERCIAL	6Z0764218	46.52.010.2.C	LV
16C09642	8/13/2016	900 MAIN ST		HIT/RUN	LV
ROGERS, CHRISTOPHER RYAN	DOB/ 6/7/1993				
100779	6/23/2016	COMMERCIAL & 8TH	6Z0203462	9A.52.100	LV
16C06800	6/21/2016	617 FRONT ST; BEHIND CHUMSTICK		VEHICLE PROWL 2ND	LV
ROGERS, CHRISTOPHER RYAN	DOB/ 6/7/1993				
100780	6/23/2016	COMMERCIAL & 8TH	6Z0203462	6A.06.010	LV
16C06800	6/21/2016	617 FRONT ST; BEHIND CHUMSTICK		THEFT 3RD	LV
ROSS, PAUL ANDREW FLETCHER	DOB/ 3/26/1970				
100376	6/11/2016	100 SKIBLICK STRASSE	C30101CHS	9A.36.041.DV	LV
16C06334	6/11/2016	100 SKI BLICK STRASSE; D206		ASSAULT 4TH/DOMESTIC	LV
SCHOWENGERDT, STEVEN DEAN	DOB/ 6/29/1957				
91606	9/9/2015	817 COMMERCIAL ST	C27572CHS	9A.84.030	LV
15C10663	9/9/2015	817 COMMERCIAL ST; CMC		DISORDERLY CONDUCT	LV
SCHOWENGERDT, STEVEN DEAN	DOB/ 6/29/1957				
91605	9/9/2015	817 COMMERCIAL ST	C27572CHS	9A.36.041	LV
15C10663	9/9/2015	817 COMMERCIAL ST; CMC		ASSAULT 4TH DEGREE	LV

BOOKINGS BY LV INCIDENT LOCATION

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9/2/2016
 Booking # / Date/Time of Arrest / Location of Arrest RCW Charge Arrest Area
 Incident # / Location of Incident Incident Area

Booking # / Incident # /	Date/Time of Arrest /	Location of Arrest / Location of Incident	RCW	Charge	Arrest Area / Incident Area
STGERMAIN, TIMOTHY JAMES	DOB/ 1/12/1984				
98413	4/12/2016	350 SKI HILL DR	16-1-00247-2	9A.36.041.DV	LV
16C03593	4/12/2016	350 SKI HILL DR		ASSAULT 4TH/DOMESTIC	LV
STGERMAIN, TIMOTHY JAMES	DOB/ 1/12/1984				
98414	4/12/2016	350 SKI HILL DR	16-1-00247-2	9A.36.150	LV
16C03593	4/12/2016	350 SKI HILL DR		INTERFER W/REPORT OF	LV
STGERMAIN, TIMOTHY JAMES	DOB/ 1/12/1984				
98412	4/12/2016	350 SKI HILL DR	16-1-00247-2	9A.36.021.DV	LV
16C03593	4/12/2016	350 SKI HILL DR		ASSAULT 2ND DV	LV
STULL, CHRISTOPHER ROBIN	DOB/ 5/11/1978				
101801	7/23/2016	190 US 2 #135	C29836CHS	9A.36.041.DV	LV
16C08511	7/23/2016	190 US 2; DER RITTERHOF		ASSAULT 4TH/DOMESTIC	LV
TAKACS, DUSTIN ALAN	DOB/ 6/16/1983				
93260	10/28/2015	700 US 2	C28085CHS	9A.46.020.2A	LV
15C12744	10/27/2015	700 US 2; LEAVENWORTH CITY HALL		HARASSMENT	LV
TAKACS, DUSTIN ALAN	DOB/ 6/16/1983				
93259	10/28/2015	700 US 2	C28085CHS	9A.46.020.2A	LV
15C12744	10/27/2015	700 US 2; LEAVENWORTH CITY HALL		HARASSMENT	LV
THORPE, RYAN A	DOB/ 2/17/1978				
98680	4/20/2016	185 US 2	C29909CHS	46.61.502	LV
16C03931	4/20/2016	185 US 2; FAIRBRIDGE INN		DUI	LV
THREADGILL, MERCEDES D	DOB/ 6/16/1991				
101365	7/11/2016	FRONT ST & US 2	C29834CHS	46.61.502	LV
16C07891	7/11/2016	US 2 & FRONT ST		DUI	LV
TUSVIK, ERIK PAUL	DOB/ 1/1/2000				
101981	7/28/2016	116 RIVER BEND DR	6Z0752746	9A.56.050	LV
16C08776	7/28/2016	116 RIVER BEND DR; SAFEWAY		THEFT 3RD /SHOPLIFTING	LV
VILLEGAS-CARDENAS, JAVIER	DOB/ 6/12/1996				
95422	11/11/2016	980 US 2	C29901CHS	46.20.342.1C	LV
16C00347	1/10/2016	980 US 2; CASHMERE VALLEY BANK		DWLS 3RD	LV
WEST, MITCHELL WARREN	DOB/ 3/14/1988				
91619	9/9/2015	US 2 & COMMERCIAL	C29489CHS	46.20.342.1C	LV
15C10670	9/9/2015	US 2 & CHUMSTICK HWY		DWLS 3RD	LV
WIESE, TRAVIS COLTEN	DOB/ 12/12/1995				
101571	7/16/2016	700 FRONT ST	C29941CHS	9A.84.030	LV
16C08192	7/16/2016	700 FRONT ST; REST ROOM		DISORDERLY CONDUCT	LV
WIESE, TRAVIS COLTEN	DOB/ 12/12/1995				
101572	7/16/2016	700 FRONT ST	C29941CHS	7.32.110	LV
16C08192	7/16/2016	700 FRONT ST; REST ROOM		MINOR POSS/CONSUME	LV

BOOKINGS BY LV INCIDENT LOCATION

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9/2/2016
 Booking # / Date/Time of Arrest / Location of Arrest RCW Charge Arrest Area
 Incident # / Location of Incident Incident Area

WIESE, TRAVIS COLTEN

DOB/ 12/12/1995

101570 7/16/2016
 16C08192 7/16/2016

700 FRONT ST
 700 FRONT ST; REST ROOM

C29942CHS

9A.48.090.DV
 MALICIOUS MISCHIEF

LV
 LV

WIESE, TRAVIS COLTEN

DOB/ 12/12/1995

101569 7/16/2016
 16C08192 7/16/2016

700 FRONT ST
 700 FRONT ST; REST ROOM

C29942CHS

9A.36.041.DV
 ASSAULT 4TH/DOMESTIC

LV
 LV

TOTAL INCIDENTS 61

TOTAL ARRESTS 62

TOTAL OFFENSES 93

1
2
3 PROSECUTION SERVICE AGREEMENT
4

5 THIS AGREEMENT, made and entered into this ____ day of _____, 20__ by
6 and between the County of Chelan, a legal subdivision of the State of Washington, hereinafter
7 referred to as the "County" and the City of Leavenworth, a municipal corporation of the State of
8 Washington, hereinafter referred to as the "City".

9 WITNESSETH:

10 WHEREAS, the City is desirous of contracting with the County for the performance of the
11 hereinafter described prosecution services for cases arising within its boundaries by the County
12 of Chelan through the Prosecuting Attorney thereof, and,

13 WHEREAS, the County of Chelan through the Prosecuting Attorney is agreeable to
14 rendering such services on terms and conditions hereinafter set forth, and,

15 WHEREAS, such contracts are authorized and provided for by the provisions of Chapter
16 39.34 RCW;

17 NOW, THEREFORE, it is agreed as follows:

18 1. The County agrees, by and through its Prosecuting Attorney, to provide
19 prosecution services for misdemeanor and gross misdemeanor cases filed in District Court and
20 arising within the corporate limits of the City.

21 Such services shall encompass the duties and functions of the type coming within the
22 jurisdiction of and customarily rendered by the Prosecuting Attorney of the County under the
23 laws of the State of Washington.
24
25

1 2. The rendition of such services, the standards of performance, the discipline of
2 attorneys and other matters incident to the performance of such services and the control of
3 personnel so employed shall remain in the county Prosecuting Attorney.

4 3. The County shall furnish and supply all necessary personnel, supervision,
5 equipment, supplies and support staff necessary to maintain the level of service to be rendered
6 hereunder, and shall pay all salaries and employee benefits and other costs in connection
7 therewith.

8 4. The fee for prosecution services is to be computed at the rate of \$225.00 per case
9 based upon the total cases handled by the Prosecuting Attorney's Office for the City for the last
10 four months of the preceding year and the first eight months of the current year.

11 5. For 2017 prosecution services the City shall pay to the County \$12,150.00 (54 total
12 cases at \$225.00 per case) for said prosecution services to be paid in quarterly installments of
13 \$3,037.50; each installment payable in advance on or before the fifteenth day of each quarter.
14 Said payment shall be credited in full as revenue to the Prosecuting Attorney's Office in the
15 Chelan County budget.

16 6. For purposes of computing case statistics, a case shall be attributed to the City
17 based upon the arresting officer's coding of the citation indicating an offense occurred with the
18 corporate limits of the City.

19 7. Upon the City's failure to make payment within 30 days, Chelan County shall be
20 entitled to include interest at 12% per annum on the unpaid balance.

21 8. All persons employed in the performance of such services and functions pursuant
22 to this Agreement for said City shall be County employees and no City employee, as such, shall
23 be taken over by the said County.
24
25

1 9. The City shall not be liable for compensation or indemnity to any County employee
2 for injury or sickness arising out of his employment, or by reasons of the performance of any of
3 the services provided for herein. The County indemnifies the City against any loss or expense
4 by reason of injury or sickness compensation or indemnity arising out of employment of any
5 County personnel serving the City hereunder.

6 10. Unless sooner terminated as provided for herein, this Agreement shall take effect
7 on the 1st day of January, 2017 and shall terminate on the 31st day of December, 2017.

8 11. Either party may renew this Agreement upon the same terms and conditions for
9 another year upon giving notice in writing of its intention to renew on or before September first of
10 each year, except the consideration under this Agreement shall be negotiable, the renewal shall
11 be effective unless the other party notifies the first party in writing on or before September
12 fifteenth of its refusal to renew.

13 IN WITNESS WHEREOF, the City of Leavenworth by Resolution duly appointed by its
14 Council, caused this Agreement to be signed by its Mayor and attested by its Clerk, and the
15 County of Chelan by Resolution of its Board of County Commissioners has caused these
16 present to be subscribed by said Board of County Commissioners and the seal of said Board to
17 be affixed thereto and attested by the Clerk of said Board, all on the day and year first above
18 written.

19
20 CITY OF LEAVENWORTH

21
22 By: _____
 Mayor

23
24 ATTEST: _____
 Clerk

1 BOARD OF CHELAN COUNTY COMMISSIONERS

2

3

4 _____
Keith W. Goehner, Chairman

5

6 _____
Doug England, Commissioner

7

8 _____
Ron Walter, Commissioner

9

10 ATTEST: Carlye Baity

11

12 _____
Clerk of the Board

13 APPROVED:

14

15 _____
Douglas J. Shae
16 Chelan County Prosecuting Attorney

17

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Proclamation

TAB 3

United Way Month
October 11, 2016

WHEREAS, United Way of Chelan and Douglas Counties has served the people of the region for over 75 years, and;

WHEREAS, monies contributed to United Way by residents and businesses stay in Chelan and Douglas Counties and are invested to support programs to improve education outcomes for children and support families and alleviate poverty, with oversight provided by a local volunteer board of directors, and;

WHEREAS, United Way provides the most efficient utilization of convening resources and people to assess and respond to community identified needs and focus areas;

THEREFORE, BE IT RESOLVED, that the Leavenworth City Council designate the month of October as United Way month;

AND BE IT FURTHER RESOLVED, that the Leavenworth City Council urge all individuals and businesses to support the efforts of United Way by giving, volunteering and/or advocating;

THEREFORE, I, Cheryl Kelley Farivar, Mayor of the City of Leavenworth, in the County of Chelan, in the State of Washington, on behalf of the people of Leavenworth express our appreciation to the United Way volunteers, donors, and the United Way partner organizations striving for the education, health and financial stability of every person as we grow and work for a better future.

IN WITNESS WHEREOF, I have hereunto subscribed my hand and caused the Great Seal of the City of Leavenworth to be affixed this 11th day of October, 2016.

Mayor Cheryl Kelley Farivar
City of Leavenworth



The Mountain Pact

[insert after finalized], 2016

The Honorable Paul Ryan
Speaker of the
House of Representatives
Washington, D.C. 20515

The Honorable Mitch McConnell
Republican Majority Leader
United States Senate
Washington, D.C. 20510

The Honorable Nancy Pelosi
Democratic Leader
House of Representatives
Washington, D.C. 20515

The Honorable Harry Reid
Democratic Minority Leader
United States Senate
Washington, D.C. 20510

Dear Senator McConnell, Senator Reid, Speaker Ryan, and Representative Pelosi:

The Mountain Pact is a coalition of high-profile mountain towns in the American West working together to build economic and environmental resilience through a shared voice on federal policy. The Mountain Pact represents mountain communities across the American West, approximately [insert after finalized] permanent residents and [insert after finalized] visitors each year.

Wildfires have become a major threat to the Western United States and the growing costs of wildfire suppression greatly affect our communities. Positioned in rural mountain areas and often surrounded by federal land, Western mountain communities are especially vulnerable to economic, public health, and environmental damages from catastrophic wildfire.

Wildfires continue to burn in the American West, with fires currently raging in Montana, California and much of the Southwest. So far in 2016, more than 30,000 fires have burned nearly 4.5 million acres. There are many factors that contribute to the increase in wildfire frequency and severity, including build-up of hazardous fuels, changes in water cycle regimes, ongoing drought, and climate change.

Last year, wildfires burned more than 10 million acres in the United States at a cost of \$2.1 billion in federal expenditures—the costliest year on record. As the fires continue to burn, the U.S. Forest Service expects that more than half of its budget will be devoted to wildfire suppression. With the rapidly growing costs of wildfire suppression, agencies are significantly underfunded when it comes to proactive land management programs, including those that would help reduce the risk of future fires.

Our mountain communities depend on the USDA Forest Service and Department Of Interior for many aspects of forest and recreation management on our public lands in order for our tourism-based economies to thrive. Without the funding and resources to provide essential forest management support (beyond wildfire suppression) our most important economic-driving resource is at risk.

It is time to stop the eroding budgets facing the Department of the Interior and USDA Forest Service and fully fund both the programs essential to the health of our forests as well as the ever-rising costs of fire suppression.



The Mountain Pact

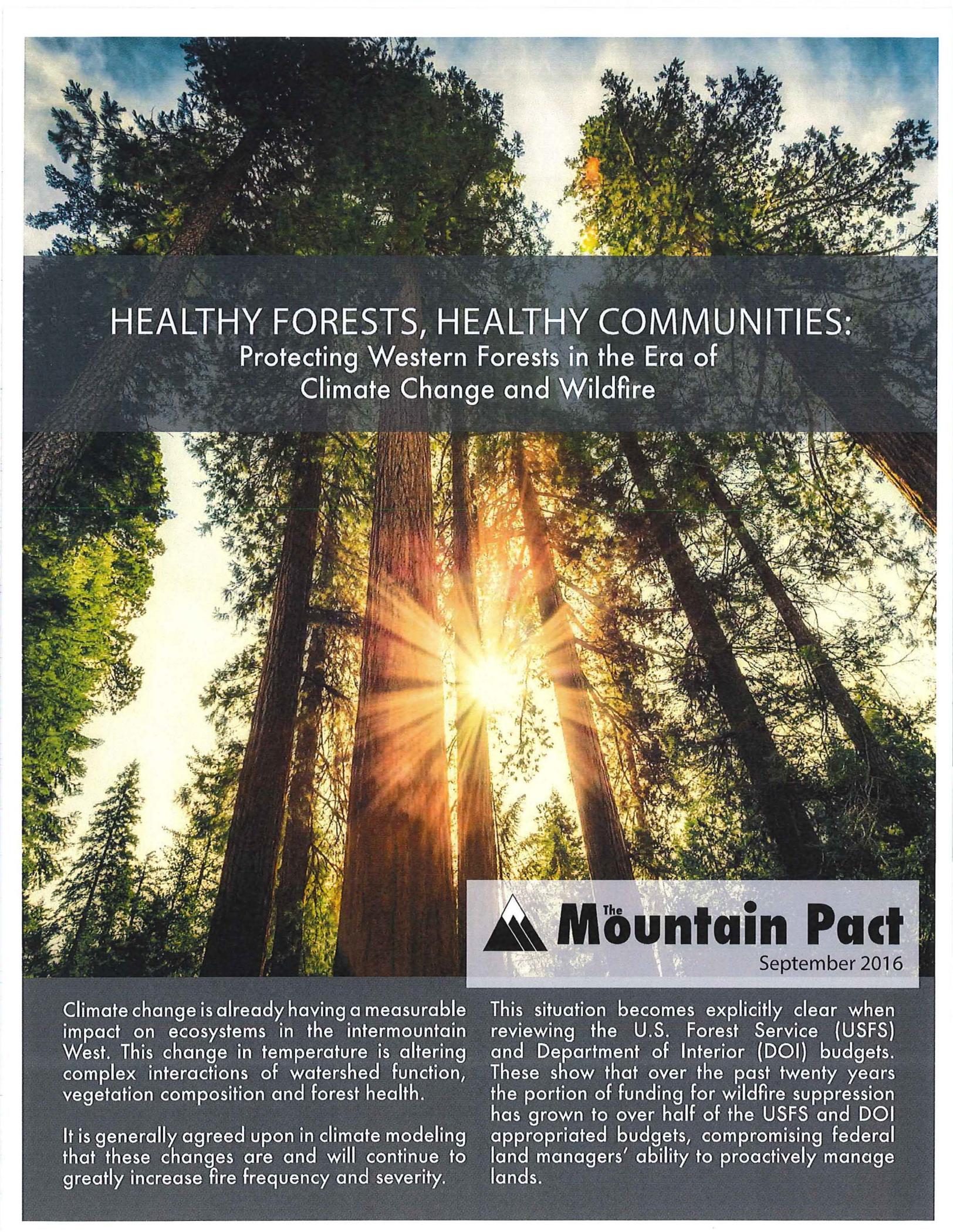
For these reasons, we urge you to consider a comprehensive fire funding solution that: 1) minimizes the transfer of funds to pay for ever increasing costs of fighting wildfires; 2) allows access to disaster funding outside the agencies discretionary funds; and 3) addresses how the increasing ten-year average cuts into the USFS and DOI budgets.

We thank you for your attention to this important issue and we look forward to finding a comprehensive fire funding solution.

Sincerely,

[list of mountain towns]

DRAFT



HEALTHY FORESTS, HEALTHY COMMUNITIES:

Protecting Western Forests in the Era of Climate Change and Wildfire



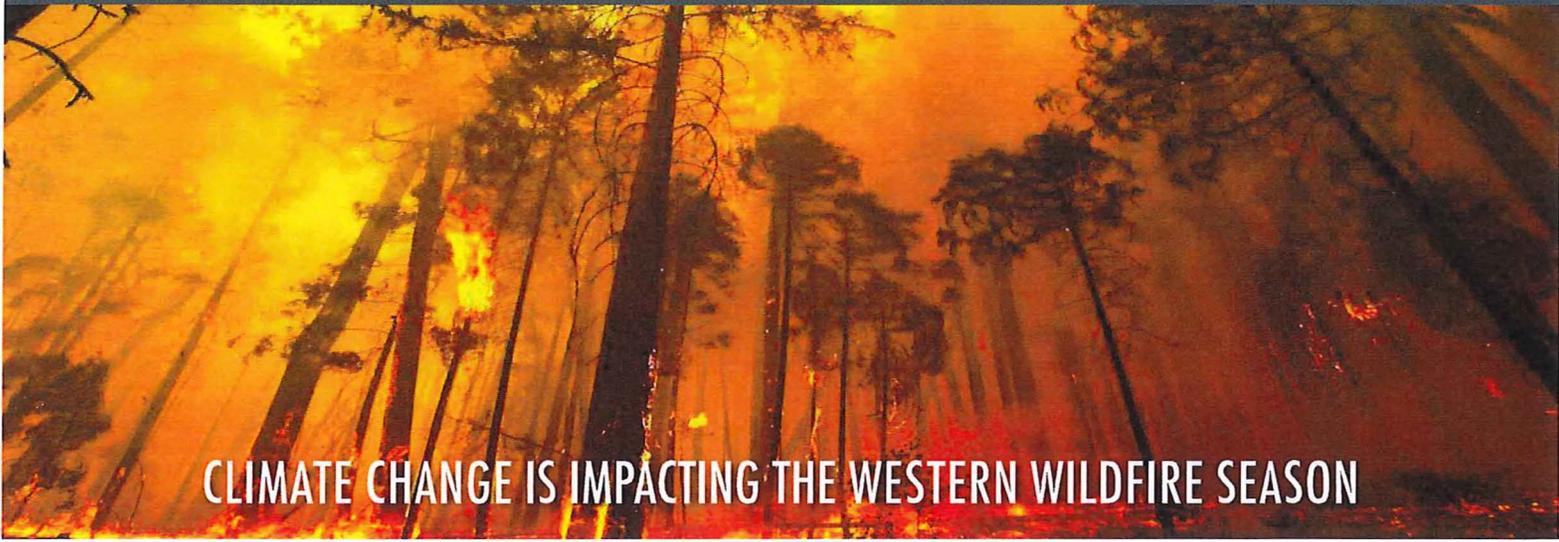
The Mountain Pact

September 2016

Climate change is already having a measurable impact on ecosystems in the intermountain West. This change in temperature is altering complex interactions of watershed function, vegetation composition and forest health.

It is generally agreed upon in climate modeling that these changes are and will continue to greatly increase fire frequency and severity.

This situation becomes explicitly clear when reviewing the U.S. Forest Service (USFS) and Department of Interior (DOI) budgets. These show that over the past twenty years the portion of funding for wildfire suppression has grown to over half of the USFS and DOI appropriated budgets, compromising federal land managers' ability to proactively manage lands.



CLIMATE CHANGE IS IMPACTING THE WESTERN WILDFIRE SEASON

Mountain regions in the American West are experiencing increasingly severe environmental impacts from climate change. These impacts can be clearly seen in shifting water supplies as warming temperatures have led to decreases in snowpack, reduced snowfall, shifts in precipitation from snow to rain, earlier snowmelt, increased peak spring flows, and decreased summer flows.¹ Such changes to water regimes negatively affect forest health. Forested areas provide a host of ecosystem services including groundwater regulation and water purification, carbon storage, and erosion control, amongst many others.

These impacts are happening at a time when the condition of western forests is already degraded,

along with the life-saving services these forests provide; the USFS estimates that nearly 82 million acres of National Forest System lands are in need of restoration.²

These dynamics have also made the West increasingly vulnerable to wildfires, which are weighing more and more on federal, state and local budgets in mountain communities across the West. Research suggests that the total cost of wildfire suppression is typically 10 to 50 times its prevention cost.³ According to the current scientific consensus, wildfire risk will continue to increase as the changing climate leads to warmer temperatures, more frequent droughts, and changing precipitation patterns.⁴

CLIMATE CHANGE IS WORSENING WESTERN WILDFIRE SEASON

Climate change's influence on western wildfire season is clear. Change in precipitation, extended dry seasons and multiyear droughts have become triggers for exacerbated forest stress including insects, invasive species, and combinations thereof. These pressures contribute to structural and functional change of forest ecosystems which significantly contribute to unprecedented wildfire seasons.

In the past decade, 57% more land has been burned than in the previous four decades; since the 1970's, the fire season has extended two months and the average size of fires is five times greater.⁵

With the frequency and severity of wildfire increasing, so are the funding needs of public land managers to handle these fires.

FIREFIGHTING COSTS REDUCE FUNDING FOR LAND MANAGEMENT

As of August 2016, more than 30,000 fires have burned nearly 4.5 million acres.⁶ Under present budget structures, the funding to suppress wildfires is borrowed from the USFS and DOI – currently the only agencies required to pay for natural disaster response out of their annual discretionary budgets. 2015 budget reports state that wildfires burned more than 10 million acres in the United States at a cost of \$2.1 billion in federal expenditures marking the costliest year on record. As this unfortunate trend persists, predictions state that, “in just 10 years, two out of every three dollars the Forest Service gets from Congress as part of its appropriated budget will be spent on fire programs.”⁷

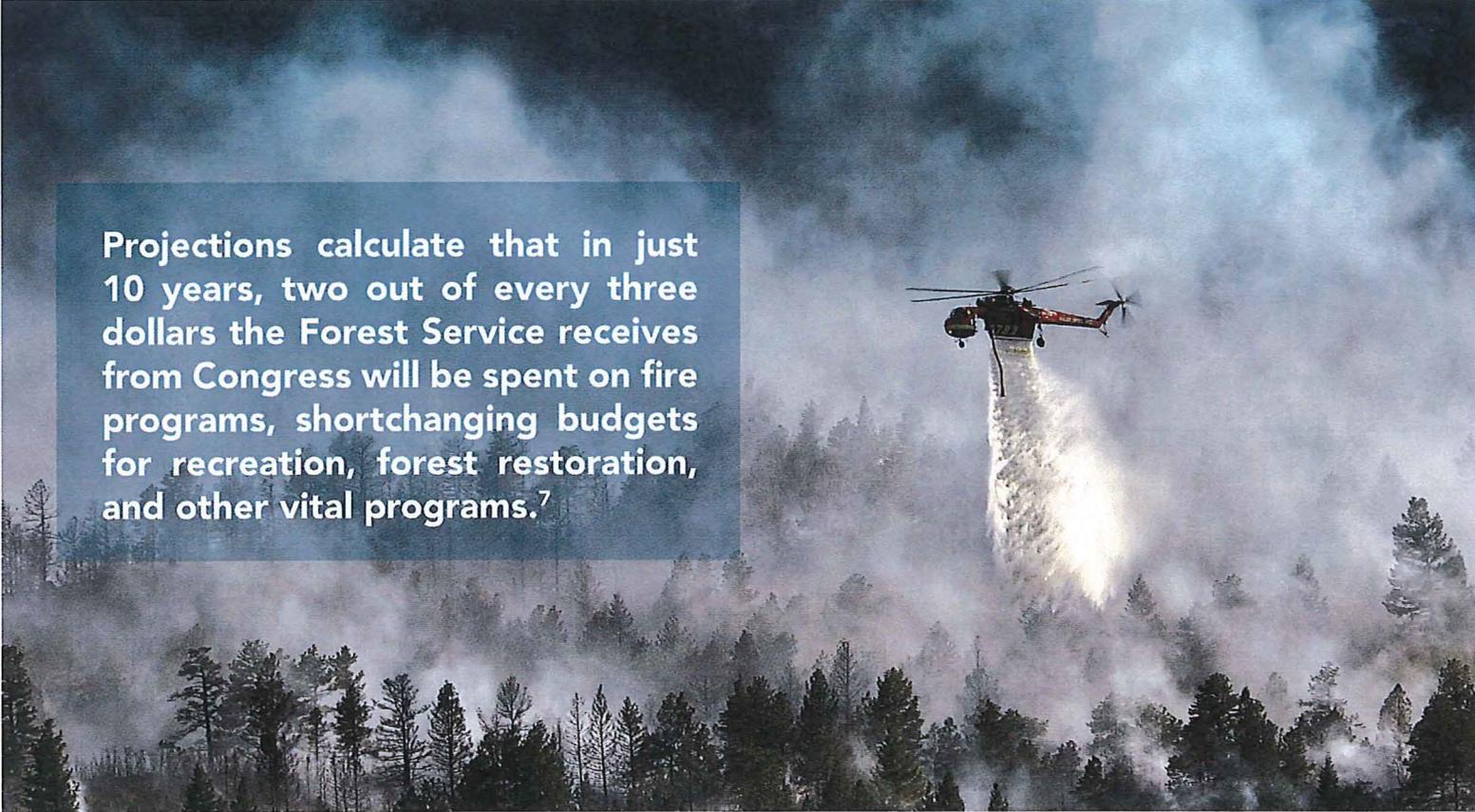
To cover these increases in costs, the agencies are forced to transfer funds from other accounts. In FY 2013, the two agencies transferred \$636 million away from programs such as forest land enhancement programs, forest and rangeland research, amongst others, in order to cover the

costs of fire suppression.⁸ In addition to the transfer of fiscal resources, there is a corresponding shift in staff, with a 39% reduction in all non-fire personnel.⁹ These combined factors erode land managers’ abilities to proactively engage in forest management, triggering a devastating cycle in which forests that are not properly managed are more susceptible to fire.

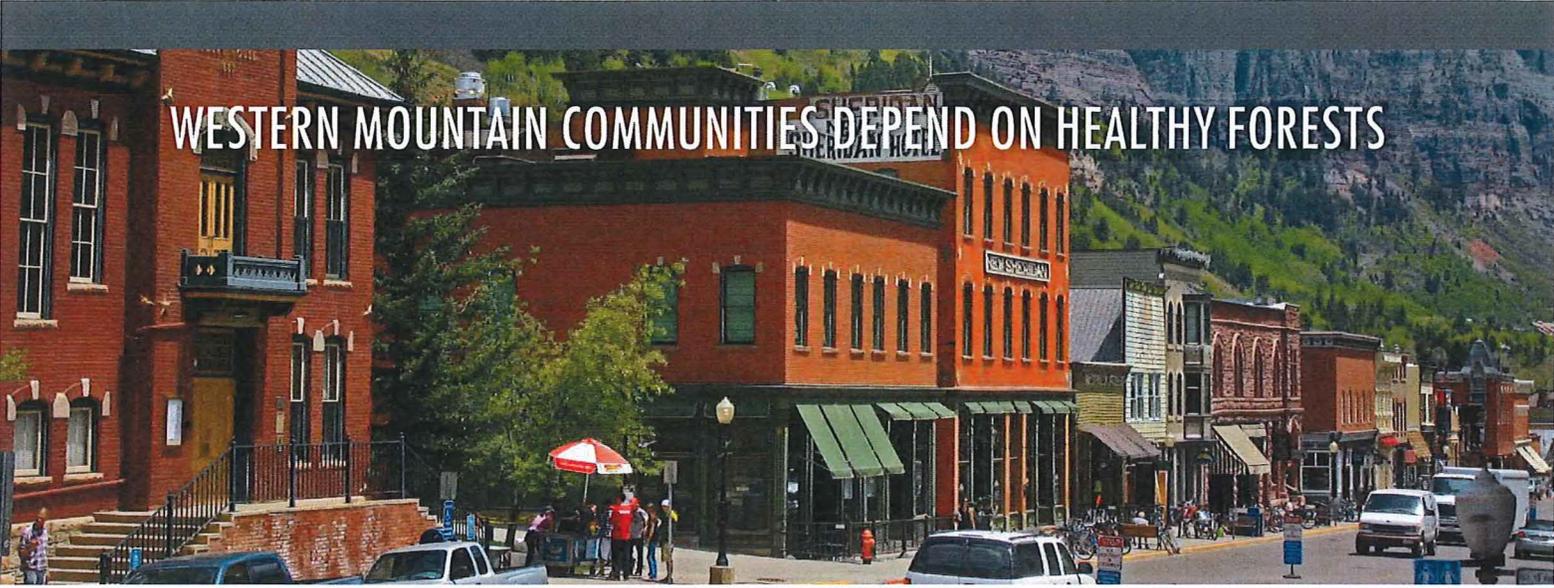
This is a major issue for mountain communities with neighboring public lands managed by the federal government because it means activities such as managing recreation infrastructure, restoration, conservation, wildfire prevention, etc., are not happening.

Left unchecked, the share of the budget devoted to fire in 2025 could exceed 67% – nearly \$700 million taken away from non-fire programs.

Compounding calculations with climate change have the potential to add an additional \$65 billion to the total cost of U.S. wildfires.¹⁰ And there is no end in sight.



Projections calculate that in just 10 years, two out of every three dollars the Forest Service receives from Congress will be spent on fire programs, shortchanging budgets for recreation, forest restoration, and other vital programs.⁷



WESTERN MOUNTAIN COMMUNITIES DEPEND ON HEALTHY FORESTS

HEALTHY FORESTS, HEALTHY COMMUNITIES

Forest management and ecological restoration in concert can create and sustain viable forests to support Western economic industries. Healthy forests are not only beneficial for the ecosystem services they provide, but are a major attractor for outdoor recreation. Forests with camping and trails for hiking, fishing, biking, and other activities are extremely important for quality outdoor experiences. The quality of outdoor recreation is closely tied to effective stewardship and management of natural resources.

This is important for mountain communities, as our towns are often surrounded by neighboring federal public lands where outdoor recreation occurs. More commonly known as gateway

communities, mountain towns are the access point for the public's engagement in these outdoor spaces.

The tourism generated from people adventuring into the surrounding public lands helps rural gateway communities attract and employ local residents in tourism enterprises, provides a market for local goods and services, and generates significant tax revenues to be invested in local infrastructure and services.

Employment and recreation opportunities stemming from outdoor recreation are often the core economic driver for gateway communities. Without healthy forests, our environments and our economies suffer.

FUNDING REFORMS FOR PUBLIC LAND HEALTH

Congress needs to support a policy that would not only provide emergency relief funding to protect mountain communities from more frequent and severe wildfires, but also provide urgently needed resources for other USFS and DOI responsibilities like wildfire prevention, conservation and restoration initiatives, and recreation infrastructure. For those reasons, the Mountain Pact urges Congress to prioritize policies that will:

- 1. Minimize the transfer of funds to pay for ever-increasing costs of fighting wildfires;**
- 2. Allow access to disaster funding outside the agencies' discretionary funds; and**
- 3. Address how the increasing ten-year average cuts into the USFS and DOI budgets.**



¹ The Mountain Partnership. "Sustainable Mountain Development in North America". 2012. Available at: http://www.mountainpartnership.org/fileadmin/user_upload/mountain_partnership/docs/SMDinNorthAmericaRio.pdf

² The Nature Conservancy. "Restoring America's Forests". Available at: <http://www.nature.org/ourinitiatives/habitats/forests/restoring-americas-forests.xml>

³ Climate Central. "The Age of Western Wildfires". September 2012, available at: <http://www.climatecentral.org/wgts/wildfires/Wildfires2012.pdf>

⁴ Howard, Peter. "Flammable Plant: Wildfire & the Social Cost of Carbon". September 2014, available at: <http://costofcarbon.org/reports/entry/flammable-planet-wildfires-and-the-social-cost-of-carbon>

⁵ Climate Central. "The Age of Western Wildfires". September 2012, available at: <http://www.climatecentral.org/wgts/wildfires/Wildfires2012.pdf>

⁶ National Interagency Fire Center: <http://www.nifc.gov/fireInfo/nfn.htm>

⁷ The Rising Costs of Fire Operations: Effects on the Forest Service Non-Fire Work. Available at: <http://www.fs.fed.us/about-agency/budget-performance/cost-fire-operations>

⁸ American Bar Association. "Forest Resources Committee Newsletter". November 2014, available at: http://www.fs.fed.us/psw/publications/mcpherson/psw_2014_mcpherson004_gray.pdf

⁹ The Rising Costs of Fire Operations: Effects on the Forest Service Non-Fire Work. Available at: <http://www.fs.fed.us/about-agency/budget-performance/cost-fire-operations>

¹⁰ Howard, Peter. "Flammable Plant: Wildfire & the Social Cost of Carbon". September 2014, available at: <http://costofcarbon.org/reports/entry/flammable-planet-wildfires-and-the-social-cost-of-carbon>

Leavenworth Transportation Benefit District

Agenda

October 11, 2016

Following Regular City Council Meeting beginning at
6:30 p.m.
City of Leavenworth—Council Chambers

- Call to Order
- Roll Call
- Consent Agenda
 - Approval of the Agenda
 - Approval of August 9, 2016 Minutes
 - Set Public Hearing Date for Preliminary Budget on November 8, 2016
 - Set Public Hearing Date for Final Budget on November 22, 2016
- New Business
 - None.
- Adjournment

(Next Resolution is 1-2016)

Leavenworth

Transportation Benefit District

Leavenworth City Hall, Council Chambers

MINUTES August 9, 2016

Board Chair Cheryl K. Farivar called the August 9, 2016 Leavenworth Transportation Benefit District Board regular meeting to order at 8:02 p.m.

ROLL CALL

Board Present: Board Chair Cheryl K. Farivar, Elmer Larsen, Carolyn Wilson, Gretchen Wearne, Mia Bretz, Margaret Neighbors and Richard Brinkman.

Staff Present: Joel Walinski, Chantell Steiner, and Sue Cragun.

Board Chair Farivar excused board member Robert Francis.

APPROVAL OF THE CONSENT AGENDA

Board Chair Farivar asked for a motion to approve the consent agenda as follows:

Consent Agenda:

1. Approval of the Agenda
2. Approval of May 24, 2016 Minutes
3. Claims in the amount of \$35,000.00

Board member Wilson motioned to approve the consent agenda. The motion was seconded by Board member Larsen and passed unanimously.

NEW BUSINESS

1. Review of Current Street Project Funding

Board Secretary/Treasurer Chantell Steiner updated the Board on the 2016 year to date transportation related expenditures in the City's Street Fund and the need for the \$35,000 transfer this month to the City to support the recent debt service payments, the 20% support for street and sidewalk related expenditures and the street related capital project costs. She stated that the Transportation Benefit District (TBD) dollars spent to date are in excess of the \$35,000 request; however, it is unknown at this time if additional TBD dollars will be necessary to assist the City in the completion of the Chumstick Multiuse Trail / Water-Sewer Line Extension Project. She noted that a future request would be identifiable once that project is completed around September/October.

ADJOURNMENT

Seeing no other business, Board member Larsen motioned to adjourn the August 9, 2016 regular meeting of the Leavenworth Transportation Benefit District. The motion was seconded by Board member Neighbors and passed unanimously.

The meeting adjourned at 8:08 p.m.

APPROVED

ATTEST

Cheryl K. Farivar
Board Chair

Chantell Steiner
Board Secretary/Treasurer

LEAVENWORTH TRANSPORTATION BENEFIT DISTRICT 2017-2018

PRELIMINARY

TBD BOARD
BUDGET TRANSMITTAL & PLANNING DOCUMENT



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LEAVENWORTH TRANSPORTATION BENEFIT DISTRICT
BOARD

BOARD CHAIR CHERI KELLEY FARIVAR

ELMER LARSEN

CAROLYN WILSON

GRETCHEN WEARNE

MIA BRETZ

MARGARET NEIGHBORS

RICHARD BRINKMAN



SECTION 1: BOARD CHAIR AND ADMINISTRATOR'S BUDGET MESSAGE

Honorable Transportation Benefit District Board and Citizens of Leavenworth
City of Leavenworth, Washington

Submitted herein is the 2017-2018 Leavenworth Transportation Benefit District (TBD) Biennial operating Budget. This biennial budget is submitted consistent with RCW 35.34.080. The enclosed financial data has been reviewed by both the Leavenworth Transportation Benefit District Board and city staff toward final adoption of the 2017-2018 biennial budget by Resolution to be held at the November 22, 2016 Leavenworth Transportation Benefit District Board meeting. In addition to representing the legal authority to expend public funds, this document describes the 2017-2018 budget process and resulting transfers of the districts funds to the City of Leavenworth for authorized transportation projects.

READER'S GUIDE TO THE BUDGET / Explanation of the Budget Document

The Leavenworth Transportation Benefit District was formed by Ordinance of the City Council of the City of Leavenworth on July 13, 2010. The budget document incorporates the Transportation Benefit District Board's priorities that were incorporated in the Board's Resolutions on July 29, 2010 that adopted By-laws, a District Finance Plan and a ballot measure to increase the retail sales tax. On November 2, 2010, the voters of the City of Leavenworth overwhelmingly approved the ballot measure for a rate increase of two-tenths of one percent (.2%) on the sales and use tax within the city limits. It is our hope that this document can provide our citizen's with an understanding of the Transportation Benefit District budget and what services and projects are funded within the budget. I hope you find it readable and informative.

Budget Preparation Timeline

The Board's budget is prepared with the input of the Chair, Board members, and city staff. The 2017-2018 Budget development process incorporates a number of Board meetings. As the Board's budget process continues to advance, so too may the development of this budget document. Progress of the 2017-2018 Budget will occur this year starting in October 2016 with adoption by December 31, 2016 or sooner.

Key Budget Issues: Revenue Sources

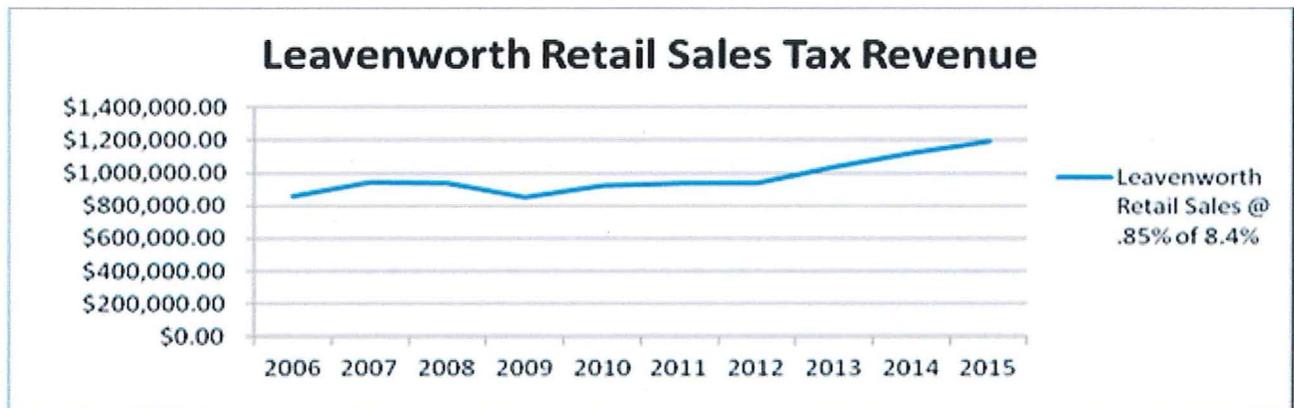
The District's revenue and a large source of the City's revenue stream are based on the tourism economy; therefore, continuous investment for improvements and maintenance of the City's residential and commercial streets is of primary concern. Funding for street infrastructure has been a growing concern over the last few decades with very limited revenue resources available. As we look at the condition of the streets, one indicator of the pavement and roadway conditions is the Pavement Condition Rating (PCR). This measurement looks at the age, type of cracking, and preservation maintenance that has been completed on individual street sections. A PCR rating from 1 – 100 is then assigned to each roadway section, 100 being new pavement conditions, 1 being pavement in need of replacement many years ago. The City of Leavenworth average PCR rating, as of April 2015, was 64.3 which is up from a rating of 57 in 2011. Generally a street rating less than 50 indicates a roadway in need of replacement. An average 64.3 rating means we have roads needing maintenance for

preservation and roads that should be replaced. For comparison, the other small cities within Chelan County have ratings of: Cashmere 67.4, Entiat 78, and Chelan 82.3. The ratings are completed as a service by the Transportation Improvement Board for small cities. While improvement of road maintenance and condition has improved, much work remains.

With the passage of the increase in the retail sales taxes in 2011, the City has a revenue source that can be used to improve the maintenance of existing roads and other transportation improvement projects. Funds can also be maximized as leverage for grant applications to do larger road projects that the City would not have had funding resources available for. The revenues received by the District are intended to be transferred to the City for the road related projects; therefore, the budget is very simplistic from a budgeting perspective.

- City Sales Tax

The City's General Fund and Street Fund rely heavily on the revenues generated by the retail sales tax. In 2016 the City's General Fund and Street Fund is estimated to receive \$1,191,064, \$655,000 for the General Fund and \$536,064 for the Street Fund. Sales tax revenues have fluctuated over the past several years, with the following graph providing a history of the City's sales tax receipts for the years 2006 through 2015:



Numerical Values:

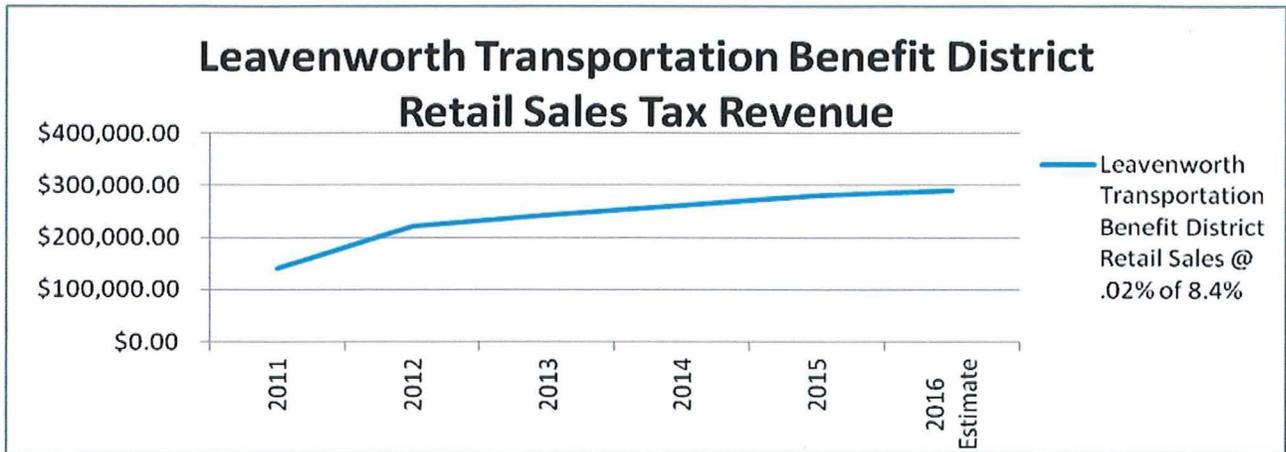
2012 \$936,242 2013 \$1,038,148 2014 \$1,118,890 2015 1,191,154

2014 represented an increase of 7.22% over 2013, and 2015 represented an increase of 6.07%.

- TBD Retail Sales Tax Revenue

The Transportation Benefit District's funding level from sales tax revenue was originally estimated at \$200,000 in new revenue annually; below is a breakdown of the revenues with receipt of revenues beginning in June 2011 for sales starting in April of 2011.

2011	\$140,024	2014	\$262,536
2012	\$220,416	2015	\$281,011
2013	\$243,570	2016 Estimate	\$290,950



There is a strong relationship between the economic vitality of Leavenworth and the sales tax revenue available for the TBD Fund and future street projects and maintenance. Street improvements in both residential and business areas are investments in the economic vitality of the community.

INITIATIVES AND EXPENDITURES

The successful work of the Transportation Board and city staff in 2010 has positioned the City to continue to improve the City's transportation infrastructure. As a kick off project for the City and TBD, TBD Funds were used in 2011 on a pavement restoration project on the residential Streets of Ash and Summit. Remaining funds were used in 2011 for various street patching, sidewalk and parking area repairs, some debt service payments for previous residential and commercial street projects and survey costs for Commercial Street from 9th to Division and Ski Hill Drive.

TBD funds were used in 2012 for pavement restorations to residential streets and alley ways including but not limited to portions of River, Prospect, Cedar and Pine streets as well as a sidewalk project along Poplar Street for a total cost of \$78,172. The 2012 budget included an additional \$140,000 that could be utilized for matching construction related grant and loan funds for the improvements completed to Front Street from Division to 14th. Total funds utilized on the Front Street Project came to \$116,828. The remaining \$5,000 was spent on annual board insurance.

TBD funds were used in 2013 for traffic studies along Commercial Street from 3rd to 8th and Pine Street in preparation for those future pavement projects totaling \$2,000. Of the remaining \$168,000 transferred to the City, \$139,500 was utilized on the following additional street restoration projects as direct or grant related funding: Citywide Improvements Project (also known as the Safe Routes to School Project) that included pavement improvements on Ski Hill and Commercial streets, Right-of-way acquisitions for intersection improvements on Benton Street, Front/Division Street Construction closeout, various minor residential alleyway improvements, the new sidewalk installation along Front Street between 9th and 10th streets and matching dollars for the parking lot area improvements next to City Hall. The remaining \$28,500 covered the SR2 Crosswalk installation across from City Hall and the annual board insurance for \$5,000.

TBD funds were used in 2014 for additional match funding for construction related to grant funds for improvements to the Safe Routes to School Project, funding for West Street improvements, Pine Street Planning, Commercial Street from 3rd to 8th design work, planning for Front Street from 9th to Division, final closeout for Front/Division Street, debt payments for the 2012 Front Street from Division to 14th Street, 10% funding for annual maintenance and operation costs for all streets and sidewalks and the

annual board insurance. Nearly 67% of the \$298,000 that was provided in 2014 supported the capital related improvements, 21% for debt service and the remaining 12% on maintenance.

TBD funds were used in 2015 to continue the Commercial Street 3rd to 8th construction project, closeout for the Safe Routes to School Project and West Street Project, Pine Street Planning, Chumstick Trail matching grant dollars for planning and right-of-way acquisitions, minor improvements to Commercial Street from 10th to Division as well as residential and alley way repairs, survey costs for SR2 Pedestrian Crossings across from Gustav's and LINK Transit, minor improvements to Icicle Station, debt payments for the 2012 Front Street from Division to 14th Street, 20% funding for annual maintenance and operation costs for all streets and sidewalks and the annual board insurance. Nearly 54% of the \$350,000 that was provided in 2015 supported the capital related improvements, 18% for debt service and the remaining 28% on maintenance.

TBD funds were used in 2016 to close out the Commercial Street 3rd to 8th Project, continued planning support for the Pine Street and SR2 Crosswalks across from Gustav's and LINK Transit, started matching grant dollars for the new 2017 Pavement Preservation Project, debt service payments for the 2012 Front Street from Division to 14th Street Project, 20% funding for annual maintenance and operation costs for all streets and sidewalks and the annual board insurance. At the time of this budget update the TBD has provided \$135,000 of which approximately 46% supports the debt service of Front Street, 15.5% on capital related improvements and the remaining 38% on maintenance. By year end some allocation changes may be necessary to support additional capital improvements that will reduce the current support on debt service and regular annual maintenance.

Based on fund availability, the City is budgeting for \$60,000 in additional residential restoration projects in both 2017 and 2018 with an additional \$90,000 in 2017 to assist in grant match funding. The City is currently using Street Fund, grant and loan funds on engineering contracts for future construction projects that will utilize TBD funds. The current City engineering contracts include the following:

- Pine Street, Ski Hill Drive to Chumstick/Fir Street
- SR2 Pedestrian Crosswalks across from Gustav's and LINK Transit on Highway 2
- 2017 Pavement Preservation Project (Commercial 3rd to Joseph, Whitman Street)

Additional TBD dollars are being held in the 2017/2018 budget to assist in the future Pine Street Project for grant and/or loan matching funds. Initiatives listed below are other examples of the Board/City managing the assets strategically to stretch the limited dollars available for transportation improvements:

Transportation Benefit District Finance Plan:

In July of 2010 the Transportation Benefit District Board passed Resolution 02-2010 creating a District Finance Plan that identified a list of potential projects that were already identified in the City's Six-Year Transportation Improvement Plan. Funding for these projects will be a mix of capital expenditures and bonding by the City and grants through various agencies. Below is a list of projects and ongoing maintenance at various stages of planning; they are listed in no particular order:

- Residential Street Restoration Program - Ongoing
- Residential Sidewalk Restoration Program - Ongoing
- SR-2 Parking Lot/Transit
- Additional Cross Walk Improvements on Highway 2 – Grant Applications/Considerations
- Titus-Chumstick Connector
- Pine Street Extension - Engineering only at this time
- Traffic Calming – Various Locations
- Wenatchee Trail, Phase 1

Initiation of many of these projects is dependent on the scope/cost of the project, funding availability, and continued success of the City to compete aggressively and successfully for state and federal grant dollars.

Transportation Grant Procurement:

Leveraging the TBD Funds is another strategy that the TBD Board has identified as a priority in the expenditure of TBD dollars. In the past year the City has applied for and been awarded the following grant dollars which leverages those dollars and moves these projects towards completion:

- Beginning in 2008, the City applied for Surface Transportation Program (STP) grant funding from the Washington State Department of Transportation (WSDOT) and was initially awarded funding for the Wenatchee Trail, Phase 1 Project (Chumstick Multi-Use Trail). The City began planning design over the next several years and placed this project on hold as it was being explored for utility infrastructure improvements to the Meadowlark Development Project. In early 2016 the Meadowlark Project was cancelled by the developers; the City proceeded with the planned portion of the City project now named the Chumstick Trail and Water-Sewer Line Extension. At this time the City has been awarded a total of \$457,044 in federal and state grant match funds from WSDOT for the project which is anticipated for completion by the fall of 2016. The City will be expending some TBD dollars for the Trail portion of the project to assist in the completion of this project.
- Between June and December 2015, the City was awarded \$540,900 for engineering and construction state grant funding from the WSDOT Pedestrian and Bicycle Safety Program to complete the two new crosswalks across from Gustav's Restaurant and the LINK Transit bus station along Highway 2. The City's local match of 10% will utilize TBD and City Street funds to complete these projects in 2017-2018. The City is currently under contract for the engineering and design work.
- In December 2015, the City applied for Washington State Transportation Improvement Board (TIB) fuel tax funding to do the 2017 Pavement Preservation Project. This project will rehabilitate Commercial Street from Joseph to 3rd and Whitman Street from Ski Hill Drive to Woodward Street. The City was awarded 95% grant funding for a total of \$477,000; the remaining \$25,300 (5%) match funding will be utilized from TBD and/or City Street funds. The City is currently under contract for the engineering and design work with construction to occur in the 2017-2018 biennium.
- In 2016 the City is applying for additional TIB grant funding for the Pine Street Reconstruction Project and may seek other WSDOT or other grant funds to continue the design and construction phases for this capital project.

Grants and access to low interest loans help stretch the limited dollars available for road maintenance and improvements for the Commercial District and in the Residential Neighborhoods.

Acknowledgments

We would like to express our sincere appreciation to the District Board and city staff for their effort, dedication and diligence in developing a budget that reflects the expectations of the District and citizens of Leavenworth. We would also want to express our gratitude to the citizens of Leavenworth for approving the TBD tax levy and providing the City with a tool to accomplish these improvements to the City transportation system.

We would also like to thank the City Council for their interest and support in planning and conducting the financial operations of the City in a responsible and progressive manner.

Sincerely,

Cheryl Kelley Farivar
Board Chair

Joel Walinski
City Administrator



SECTION 2: POLICIES, ORDINANCES AND RESOLUTIONS

The Policies, Ordinances and Resolutions section reviews the Board's accounting and budgeting procedures. This section includes the budget creation process which explains the steps involved in the preparation and administration of the budget and the budget calendar that reflects the final adoption by ordinance for the 2017-2018 Operating Budget.

BUDGET CREATION AND PLANNING

This operating budget represents the City of Leavenworth Transportation Benefit District's comprehensive financial and operational plan for 2017-2018. The primary intent of this document is to answer two basic questions: Where do the District's funds come from? And how will those funds be used?

In addition to providing the obvious financial planning and legal authority to obligate public funds, the annual budget provides significant policy direction by the District Board to the Staff and the Community. As a result, the District Board, Staff, and public are all involved in the process of budget development.

Since the Transportation Benefit District only has one source of revenue, retail sales and use taxes, it is simplistic from a budget perspective in that only one revenue source is necessary for the budget. Due to the varied nature of projects and funding packages, funds generated by the District will be directly transferred to the City for project specific expenditures. This process allows for the District to be less restricted in budget development and annual reporting requirements with only one general fund being identified.

Leavenworth Transportation Benefit District 2017-2018 Budget Calendar

Deadline dates listed below conform to required procedures for a biennial budget process for cities and special purpose districts that typically adopt by December 31 of each year. To simplify the TBD budget process and closely coordinate these activities with the City of Leavenworth, the key steps and timing will mirror that of the City's budget process. The following are key budget steps and the suggested timing:

Steps in Budget Preparation	Timing
1. Estimates are presented to the Chief Administrative Officer for modifications, revisions or additions. Clerk submits to CAO.	On or before the first business day in the third month prior to beginning of the fiscal year – October 1; anticipated to occur on or before September 20, 2016.
2. Chief Administrative Officer provides the legislative body with current information of revenues in current year and clerk's proposed preliminary budget.	Should be no later than the first Monday/Meeting in October, CAO will provide the preliminary document on Friday, October 7, 2016 for the first October meeting review on Tuesday, October 11, 2016.
3. Chief administrative officer prepares preliminary budget with budget message.	At least 60 days before the ensuing fiscal year which is November 1; this will occur at the October 11, 2016 meeting.
4. Clerk publishes notice of filing of preliminary budget with city clerk and publishes notice of final public hearing on it once a week for two consecutive weeks.	Published typically during the first two weeks in November. This year will be on October 26, 2016 for the preliminary budget and on November 2nd and 9th for the final budget.
5. The legislative body must schedule a hearing on the preliminary budget.	Prior to the final hearing, typically in November. This year will be scheduled on October 11, 2016 to be held on November 8, 2016.
6. Copies of the preliminary budget are made available to citizens upon request.	No later than six weeks before January 1, this year it will be available by November 4, 2016 for the hearing on November 8, 2016.
7. Final hearing on proposed budget.	On or before the first Monday of December. This year will fall on November 22, 2016.
8. Adoption of biennial budget. Send copies of final budget to the State Auditor's Office.	Following the public hearing and prior to the beginning of the ensuing fiscal year. Adopt by resolution and advertise by December 25; this is scheduled to occur at the November 22, 2016 meeting.
9. Biennial Budget Review	Biennial Budgets require a review in the second year if changes are necessary to the budget; this is scheduled to occur between September and October of 2017.



SECTION 3: Board Roles and Protocol

Board Roles

The Board Chair and the Board Members have previously discussed their respective roles and expectations in order to reach an understood protocol for conducting District business. The Board adopted By-laws that reflect rules specific to the operations of a Mayor/City Council form of government.

The role of the Board Members is to adopt policies for the District, while the Chair's role is to administer and execute those policies. This accurate yet simplistic distinction, however, can create both confusion and antagonism. Although the Chair does not specifically set policy, it is certainly appropriate for the chief executive to introduce policy options and recommendations, which comprises part of the leadership role of the Chair.

Under the 'separation of powers doctrine', the Chair and Board Members exercise certain defined powers that are free from unreasonable interference by the other. As the chief executive and administrative officer of the District, the Chair is responsible for carrying out the policies set by the Board and seeing that local laws are enforced. Additionally, the Chair and his/her administrative staff run the day to day operations of the District.

It is also the role of the Chair to prepare meeting agendas, preside over meetings, report to the Board on matters involving Administration, and to propose policy initiatives or changes. While agenda preparation is left to the Chair, the agenda content is based on both Staff and Board Members input.

In addition to setting policy, the Board Members have final authority over budgeting and contracting. The Board may, however, delegate purchasing authority to the Chair and Staff.

Parliamentary Procedure

Additional clarification is presented regarding parliamentary procedure. Upon considering an agenda item, the Chair will entertain a motion and a second of that motion from the Board to approve an agenda item in order to open Board discussion of an issue.

In the event that a staff presentation and/or public hearing are required for the agenda item, the presentation and/or hearing will take place prior to any Board discussion. Board Member questions of staff will take place during the staff presentation, which will be followed by the public hearing, if required.

The Chair, upon completion of the staff presentation and/or public hearing, will then entertain the motions from the Board, as described above, in order to begin discussion of the issue. Board Members may 'call for the question' to bring forth a vote on the issue, but that 'call for the question' itself may require a vote to end Board discussion on the item of business.



SECTION 4: Revenues and Expenditures

GENERAL FUND

The District's General Fund is used to account for the revenues and expenditures that provide general government services. Revenues for the General Fund come solely from retail sales and use taxes that were approved by the voters in November 2010. In order to minimize reporting requirements and ease of distribution of revenues, the District Board only adopts one expenditure line that will transfer funds to the City of Leavenworth's Street Fund. The Board Members will annually evaluate the many worthwhile road related projects to determine the amount of funds to be transferred each year. In compliance with budgeting and annual reporting requirements, the budget includes a one-year look back on actuals with the current year showing budget versus actual year to date totals and the future year's biennial budget estimates.

General Fund Revenues

Description	2015 Actual	2016 Budget	2016 Actual thru 6/30/2016	2017 Budget Estimate	2018 Budget Estimate
Beginning Fund Balance	\$ 79,523	\$ 15,789	\$ 9,786	\$174,000	\$324,750
<u>Taxes</u>					
Retail Sales Tax	\$280,152	\$290,950	\$132,132	\$300,000	\$309,000
Sales Tax Interest	\$ 111	\$ 50	\$ 77	\$ 750	\$ 1,000
Total Revenues:	\$359,786	\$306,789	\$141,995	\$474,750	\$634,750

General Fund Expenditures

Description	2015 Actual	2016 Budget	2016 Actual thru 6/30/2016	2017 Budget Estimate	2018 Budget Estimate
Transfer to City of Leavenworth.	\$350,000	\$135,000	\$100,000	\$150,000	\$ 60,000
Total Expenditures:	\$350,000	\$135,000	\$100,000	\$150,000	\$ 60,000
General Fund Balance:	\$ 9,786	\$171,789	\$ 41,995	\$324,750	\$574,750

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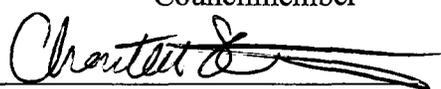
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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
534 80 41 03			403 000 534 Water	1,150.00	

Report Total: 367,732.01

Fund	
001 Current Expense	44,209.68
101 Streets	160,635.07
104 Lodging Tax	17,957.60
110 Leavenworth Civic Center	8,882.50
176 Community Swimming Pool	2,517.38
305 Pine Street Capital Project	5,455.23
402 Garbage	762.55
403 Water	32,344.70
404 Sewer	71,860.29
410 Stormwater	109.55
415 Parking	2,146.02
501 Equip Rental & Revolving Fund	19,087.13
502 Central Services	1,764.31

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

_____ Councilmember	_____ Councilmember	_____ Councilmember
_____ Councilmember	_____ Councilmember 	_____ Councilmember

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
23128	10/12/2016	10/12/2016	5738	1855 Slabjack	2,166.00	Citywide Sidewalk Repairs
	542 61 48 00	Repairs & Maintenance	101 000 542	Streets	2,166.00	
23199	10/12/2016	10/12/2016	7091	Advantage Dirt Cont, Inc.	158,165.91	Chumstick Trail & W/S Line Extension Request #3
	594 34 41 05	Meadowlark LID	403 000 594	Water	12,734.04	
	594 35 41 05	Meadowlark LID	404 000 594	Sewer	16,002.58	
	595 30 63 06	Chumstick Multiuse Trail	101 000 595	Streets	129,429.29	
23078	10/12/2016	10/12/2016	4784	Alpine River Runners LLC	250.00	Rafting Refund
	389 00 10 00	Rafting Deposit	001 000 380	Current Expens	-250.00	
23073	10/12/2016	10/12/2016	2445	Brewer, Carrie	219.50	Mileage/Lunch 2016 WFOA Conference
	514 20 43 00	Travel-Lodging/Meals/Mile	001 000 514	Current Expens	219.50	
23062	10/12/2016	10/12/2016	123	Cascade Analytical, Inc.	452.00	WTP - Water Testing
	534 80 51 00	Water Testing	403 000 534	Water	452.00	
23063	10/12/2016	10/12/2016	123	Cascade Analytical, Inc.	105.50	WTP - Water Testing
	534 80 51 00	Water Testing	403 000 534	Water	105.50	
23064	10/12/2016	10/12/2016	123	Cascade Analytical, Inc.	35.00	WTP - Water Testing
	534 80 51 00	Water Testing	403 000 534	Water	35.00	
23065	10/12/2016	10/12/2016	123	Cascade Analytical, Inc.	78.00	WTP - Water Testing
	534 80 51 00	Water Testing	403 000 534	Water	78.00	
23066	10/12/2016	10/12/2016	123	Cascade Analytical, Inc.	52.00	WWTP - Water Testing
	535 80 41 00	Professional Services	404 000 535	Sewer	52.00	
23223	10/12/2016	10/12/2016	123	Cascade Analytical, Inc.	53.56	WTP Water Testing
	534 80 51 00	Water Testing	403 000 534	Water	53.56	
			Total Cascade Analytical, Inc.		776.06	
23225	10/12/2016	10/12/2016	125	Cascade Auto Parts Inc	1,321.11	City Supplies
	548 68 31 00	Office & Operating Supplie	501 000 548	Equip Rental &	-10.89	
	548 68 31 00	Office & Operating Supplie	501 000 548	Equip Rental &	34.91	

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548 68 31 00	Office & Operating Supplie		501 000 548 Equip Rental &	21.64		
548 68 31 00	Office & Operating Supplie		501 000 548 Equip Rental &	24.81		
548 68 31 00	Office & Operating Supplie		501 000 548 Equip Rental &	32.13		
548 68 31 00	Office & Operating Supplie		501 000 548 Equip Rental &	10.89		
548 68 31 00	Office & Operating Supplie		501 000 548 Equip Rental &	519.24		
548 68 31 00	Office & Operating Supplie		501 000 548 Equip Rental &	12.08		
548 68 34 00	Supp Purchased For Invent		501 000 548 Equip Rental &	426.59		
548 68 34 01	SPFI-Garbage Truck		501 000 548 Equip Rental &	20.26		
548 68 34 01	SPFI-Garbage Truck		501 000 548 Equip Rental &	131.47		
548 68 35 00	Small Tools & Minor Equip		501 000 548 Equip Rental &	56.30		
557 30 48 00	Repairs & Maintenance		104 000 557 Lodging Tax	10.58		
557 30 48 00	Repairs & Maintenance		104 000 557 Lodging Tax	24.68		
557 30 48 00	Repairs & Maintenance		104 000 557 Lodging Tax	6.42		
23148	10/12/2016	10/12/2016	6084	Cascade Quality Water	26.60	Parks Water Bottles
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	26.60		
23149	10/12/2016	10/12/2016	6084	Cascade Quality Water	13.30	WWTP Water Bottles
535 80 32 00	Operating Supplies-Trtmnt		404 000 535 Sewer	13.30		
23150	10/12/2016	10/12/2016	6084	Cascade Quality Water	46.55	Shop Water Bottles
548 68 31 00	Office & Operating Supplie		501 000 548 Equip Rental &	46.55		
23151	10/12/2016	10/12/2016	6084	Cascade Quality Water	48.05	City Hall Water Bottles
518 20 31 00	Office & Operating Supplie		001 000 518 Current Expens	48.05		
			Total Cascade Quality Water	134.50		
23207	10/12/2016	10/12/2016	135	Cascade Quick Lube, LLC	51.57	Propane
548 68 32 00	Fuel Consumed		501 000 548 Equip Rental &	51.57		
23130	10/12/2016	10/12/2016	2313	Chelan County PUD	119.31	WTP/Ski Hill Pump Station
534 80 47 00	Utilities		403 000 534 Water	119.31		
23139	10/12/2016	10/12/2016	2313	Chelan County PUD	96.63	Icicle Train Station
557 30 47 02	Utilities - Icicle Station		104 000 557 Lodging Tax	96.63		
23141	10/12/2016	10/12/2016	2313	Chelan County PUD	17.17	WTP/Ski Hill Reservoir
534 80 47 00	Utilities		403 000 534 Water	17.17		

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23142	10/12/2016	10/12/2016	2313		
			Chelan County PUD	757.46	PW Shop/Street Lights/Festhalle
542 63 47 00	Utilities		101 000 542 Streets	64.79	
548 68 47 00	Utilities		501 000 548 Equip Rental &	138.12	
575 48 47 00	Utility Services		110 000 575 Leavenworth Ci	554.55	
23143	10/12/2016	10/12/2016	2313		
			Chelan County PUD	8.16	Snap
535 80 47 00	Utilities		404 000 535 Sewer	8.16	
23144	10/12/2016	10/12/2016	2313		
			Chelan County PUD	1,218.36	Street Lights
542 63 47 00	Utilities		101 000 542 Streets	1,218.36	
23145	10/12/2016	10/12/2016	2313		
			Chelan County PUD	19.97	Front St/Grange Hall Street Light
542 63 47 00	Utilities		101 000 542 Streets	19.97	
23146	10/12/2016	10/12/2016	2313		
			Chelan County PUD	32.14	Recycle Center
537 80 47 00	Utilities		402 000 537 Garbage	32.14	
23179	10/12/2016	10/12/2016	2313		
			Chelan County PUD	59.87	Commercial Street Lighting Control
542 63 47 00	Utilities		101 000 542 Streets	59.87	
23180	10/12/2016	10/12/2016	2313		
			Chelan County PUD	1,731.90	WWTP Pump Stations
535 80 47 00	Utilities		404 000 535 Sewer	1,731.90	
23181	10/12/2016	10/12/2016	2313		
			Chelan County PUD	2,151.34	City Pool
576 20 47 00	Utilities		176 000 576 Community Sw	2,151.34	
23182	10/12/2016	10/12/2016	2313		
			Chelan County PUD	31.45	Cemetary
536 50 47 00	Utilities		001 000 536 Current Expens	31.45	
23192	10/12/2016	10/12/2016	2313		
			Chelan County PUD	377.96	City Hall Lights/8th St Bathrooms
518 20 47 00	Utilities		001 000 518 Current Expens	188.98	
557 30 47 01	Utilities-Restrooms		104 000 557 Lodging Tax	188.98	
23193	10/12/2016	10/12/2016	2313		
			Chelan County PUD	337.78	Parks Bldg/ Enchantment, Waterfront, Front St & City Parks
557 30 47 01	Utilities-Restrooms		104 000 557 Lodging Tax	168.89	
576 80 47 00	Utilities		001 000 576 Current Expens	168.89	
23194	10/12/2016	10/12/2016	2313		
			Chelan County PUD	791.23	WTP/Pump Stations/Icicle Rd Reservoir

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534 80 47 00	Utilities		403 000 534 Water	791.23		
Total Chelan County PUD				7,750.73		
23138	10/12/2016	10/12/2016	162	Chelan County Treasurer	3,360.00	3Q Prosecution Legal Services
521 10 52 00	Chel. Co. Prosecuting Svc.		001 000 521 Current Expens	3,360.00		
23165	10/12/2016	10/12/2016	162	Chelan County Treasurer	157.00	Water Well Survey - County Recording Fee
534 80 41 03	Pro Svs - General		403 000 534 Water	157.00		
23226	10/12/2016	10/12/2016	162	Chelan County Treasurer	3,062.84	November 2016 Housing Of Inmates
521 10 51 00	Chel. Co. Sheriff - Jail		001 000 521 Current Expens	3,062.84		
Total Chelan County Treasurer				6,579.84		
23186	10/12/2016	10/12/2016	171	Cintas Corporation Loc #607	238.72	Mats
518 20 48 00	Repairs & Maintenance Cit		001 000 518 Current Expens	32.68		
535 80 48 00	Repairs & Maintenance		404 000 535 Sewer	33.95		
548 68 48 00	Repairs & Maintenance		501 000 548 Equip Rental &	118.74		
576 80 48 00	Repairs & Maintenance		001 000 576 Current Expens	53.35		
23187	10/12/2016	10/12/2016	171	Cintas Corporation Loc #607	238.72	Mats
518 20 48 00	Repairs & Maintenance Cit		001 000 518 Current Expens	32.68		
535 80 48 00	Repairs & Maintenance		404 000 535 Sewer	33.95		
548 68 48 00	Repairs & Maintenance		501 000 548 Equip Rental &	118.74		
576 80 48 00	Repairs & Maintenance		001 000 576 Current Expens	53.35		
23208	10/12/2016	10/12/2016	171	Cintas Corporation Loc #607	238.72	Mats
518 20 48 00	Repairs & Maintenance Cit		001 000 518 Current Expens	32.68		
535 80 48 00	Repairs & Maintenance		404 000 535 Sewer	33.95		
548 68 48 00	Repairs & Maintenance		501 000 548 Equip Rental &	118.74		
576 80 48 00	Repairs & Maintenance		001 000 576 Current Expens	53.35		
23209	10/12/2016	10/12/2016	171	Cintas Corporation Loc #607	238.72	Mats
518 20 48 00	Repairs & Maintenance Cit		001 000 518 Current Expens	32.68		
535 80 48 00	Repairs & Maintenance		404 000 535 Sewer	33.95		
548 68 48 00	Repairs & Maintenance		501 000 548 Equip Rental &	118.74		
576 80 48 00	Repairs & Maintenance		001 000 576 Current Expens	53.35		

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			Total Cintas Corporation Loc #607	954.88		
23135	10/12/2016	10/12/2016	174	City Of Leavenworth	9,953.18	City Utilities
518 20 47 00	Utilities	001 000 518	Current Expens	240.33		
535 80 47 00	Utilities	404 000 535	Sewer	214.76		
535 80 47 00	Utilities	404 000 535	Sewer	810.24		
536 50 47 00	Utilities	001 000 536	Current Expens	2,337.85		
557 30 47 00	Utilities-Street Cans	104 000 557	Lodging Tax	2,189.90		
557 30 47 01	Utilities-Restrooms	104 000 557	Lodging Tax	834.06		
557 30 47 01	Utilities-Restrooms	104 000 557	Lodging Tax	267.57		
557 30 47 01	Utilities-Restrooms	104 000 557	Lodging Tax	226.36		
575 48 47 00	Utility Services	110 000 575	Leavenworth Ci	17.82		
575 48 47 00	Utility Services	110 000 575	Leavenworth Ci	648.55		
576 20 47 00	Utilities	176 000 576	Community Sw	175.35		
576 80 47 00	Utilities	001 000 576	Current Expens	17.82		
576 80 47 00	Utilities	001 000 576	Current Expens	24.20		
576 80 47 00	Utilities	001 000 576	Current Expens	19.10		
576 80 47 00	Utilities	001 000 576	Current Expens	19.10		
576 80 47 00	Utilities	001 000 576	Current Expens	18.25		
576 80 47 00	Utilities	001 000 576	Current Expens	17.82		
576 80 47 00	Utilities	001 000 576	Current Expens	17.82		
576 80 47 00	Utilities	001 000 576	Current Expens	19.10		
576 80 47 00	Utilities	001 000 576	Current Expens	43.96		
576 80 47 00	Utilities	001 000 576	Current Expens	147.91		
576 80 47 00	Utilities	001 000 576	Current Expens	717.32		
576 80 47 00	Utilities	001 000 576	Current Expens	277.03		
576 80 47 00	Utilities	001 000 576	Current Expens	174.12		
576 80 47 00	Utilities	001 000 576	Current Expens	17.82		
576 80 47 00	Utilities	001 000 576	Current Expens	160.74		
576 80 47 00	Utilities	001 000 576	Current Expens	211.43		
576 80 47 00	Utilities	001 000 576	Current Expens	86.85		
23061	10/12/2016	10/12/2016	4604	Confluence Health	105.00	CDL Exam M Diaz
548 68 31 00	Office & Operating Supplie	501 000 548	Equip Rental &	105.00		
23092	10/12/2016	10/12/2016	4592	Consolidated Supply	3,056.66	Ski Hill Reservoir Tap Service Parts
594 76 65 02	Ski Hill Water Access	104 000 594	Lodging Tax	3,056.66		
23167	10/12/2016	10/12/2016	227	Dan's Food Market	132.29	City Supplies
534 80 32 00	Operating Supplies-Trtmnt	403 000 534	Water	6.70		
535 80 32 00	Operating Supplies-Trtmnt	404 000 535	Sewer	32.40		

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
	535 80 32 00		Operating Supplies-Trtmnt	404 000 535 Sewer	93.19	
23137	10/12/2016	10/12/2016	512	Deason, Michael	10,076.63	Chumstick Hwy Trail & Water/Sewer, Pinegrass Subdivision
	558 60 41 05		Pro.Svs. Develop Review-R	001 000 558 Current Expens	4,630.88	
	594 34 41 05		Meadowlark LID	403 000 594 Water	980.23	
	594 35 41 05		Meadowlark LID	404 000 594 Sewer	1,524.81	
	595 90 41 06		Chumstick Const. Admin D	101 000 595 Streets	2,940.71	
23140	10/12/2016	10/12/2016	237	Dept of Ecology	834.41	Biosolids Permit - WWTP
	535 80 50 00		NPDS Permit	404 000 535 Sewer	834.41	
23072	10/12/2016	10/12/2016	238	Dept of Enterprise Services	165.49	Office Supplies
	518 90 34 00		Office & Operating Supplie	502 000 518 Central Service	165.49	
23195	10/12/2016	10/12/2016	2365	Dept of Revenue	3,426.10	July - August - September 2016 Excise Tax
	586 00 02 00		Leasehold Excise Tax	001 000 580 Current Expens	3,426.10	
23222	10/12/2016	10/12/2016	249	Dept of Transportation	3,539.49	Fuel
	548 68 32 00		Fuel Consumed	501 000 548 Equip Rental &	3,539.49	
23201	10/12/2016	10/12/2016	378	Dex Media	35.43	Advertising
	518 90 44 00		Advertising	502 000 518 Central Service	35.43	
23133	10/12/2016	10/12/2016	4806	Drozdowski, Jarod	1,440.00	Festhalle Management
	575 48 41 00		Managerial Services	110 000 575 Leavenworth Ci	1,440.00	
23157	10/12/2016	10/12/2016	3077	Enzian Inc.	8,000.00	2016/2017 Snow Storage Lease Payment
	542 66 45 01		Snow Storage Lease - Johns	101 000 542 Streets	8,000.00	
23090	10/12/2016	10/12/2016	6499	Ferguson Enterprises #3007	3,981.24	4 3/4S; 6-3/4; 10 M520R Meters
	594 34 64 33		Meter Upgrades	403 000 594 Water	3,981.24	
23075	10/12/2016	10/12/2016	3823	Fields, Matt	80.00	Website Maintenance City Of Leavenworth
	518 90 41 04		Website Design-ProSvs	502 000 518 Central Service	80.00	
23134	10/12/2016	10/12/2016	298	Firefly Inc.	128.70	Spam/AV Filtering 10/01/2016-12/31/2016
	518 90 41 00		Professional Services	502 000 518 Central Service	128.70	

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23218	10/12/2016	10/12/2016	298		Firefly Inc.	823.84	Webroot Annual Subscription - 19 User
	518 90 41 00	Professional Services	502 000 518 Central Service	823.84			
			Total Firefly Inc.	952.54			
23123	10/12/2016	10/12/2016	4195		Global Equipment Company	33.96	Park Supplies
	576 80 31 00	Office & Operating Supplie	001 000 576 Current Expens	33.96			
23217	10/12/2016	10/12/2016	4195		Global Equipment Company	31.05	Park Supplies
	576 80 31 00	Office & Operating Supplie	001 000 576 Current Expens	31.05			
			Total Global Equipment Company	65.01			
23077	10/12/2016	10/12/2016	340		H.D. Fowler Company Inc.	1,572.02	Water Meter Boxes & Covers
	594 34 64 33	Meter Upgrades	403 000 594 Water	1,572.02			
23124	10/12/2016	10/12/2016	6768		JA Brennan Associates, PLLC	3,369.00	Engineering Design Downtown Plaza
	594 76 65 03	Downtown Tourist Plaza	104 000 594 Lodging Tax	3,369.00			
23200	10/12/2016	10/12/2016	417		Jerry's Auto Supply	192.20	City Supplies
	548 68 34 00	Supp Purchased For Invent	501 000 548 Equip Rental &	43.34			
	548 68 34 00	Supp Purchased For Invent	501 000 548 Equip Rental &	94.86			
	548 68 34 01	SPFI-Garbage Truck	501 000 548 Equip Rental &	21.05			
	576 80 31 00	Office & Operating Supplie	001 000 576 Current Expens	32.95			
23152	10/12/2016	10/12/2016	5422		Jones Consulting LLC	620.00	Mapping & Anaysis
	531 30 41 14	Pro.Svs. Non-Reimbursed (410 000 531 Stormwater	103.33			
	534 80 41 14	Pro.Svs. Non-Reimbursed (403 000 534 Water	103.34			
	535 80 41 14	Pro.Svs. Non-Reimbursed (404 000 535 Sewer	103.33			
	558 60 41 06	Pro.Svs. Non-Reimbursed (001 000 558 Current Expens	310.00			
23184	10/12/2016	10/12/2016	5626		KCDA Purchasing Cooperative	1,431.73	City Supplies
	518 20 31 00	Office & Operating Supplie	001 000 518 Current Expens	27.54			
	535 80 32 00	Operating Supplies-Trtmnt	404 000 535 Sewer	8.53			
	537 80 31 00	Office & Operating Supplie	402 000 537 Garbage	330.49			
	548 68 31 00	Office & Operating Supplie	501 000 548 Equip Rental &	42.63			
	575 48 31 00	Office & Operating Supplie	110 000 575 Leavenworth Ci	166.41			
	576 80 31 00	Office & Operating Supplie	001 000 576 Current Expens	856.13			

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23185	10/12/2016	10/12/2016	5626		KCDA Purchasing Cooperative	1,577.09	Festhalle Supplies For Oktoberfest
	575 48 31 00	Office & Operating Supplie	110 000 575 Leavenworth Ci	1,577.09			
Total KCDA Purchasing Cooperative				3,008.82			
23166	10/12/2016	10/12/2016	6371		Landline Surveyors	1,791.25	Water Well Survey
	534 80 41 03	Pro Svs - General	403 000 534 Water	1,791.25			
23210	10/12/2016	10/12/2016	466		Law Offices Of Thomas M. Pors	595.00	Water Rights
	534 80 41 12	Legal-ProSvs-Water Rights	403 000 534 Water	595.00			
23183	10/12/2016	10/12/2016	474		Leavenworth Chamber Of Commerce	275.00	Chamber Of Commerce 2017 Memebership
	511 60 49 00	Misc-Reg/Dues/Subscriptio	001 000 511 Current Expens	275.00			
23176	10/12/2016	10/12/2016	482		Leavenworth Senior Center Inc.	258.00	Recycle Attendant
	537 80 41 01	Recycling Pro-Svs-Attenda	402 000 537 Garbage	258.00			
23177	10/12/2016	10/12/2016	482		Leavenworth Senior Center Inc.	851.40	Restroom Attendant
	557 30 41 02	ProSvs - Restroom Attenda	104 000 557 Lodging Tax	851.40			
23178	10/12/2016	10/12/2016	482		Leavenworth Senior Center Inc.	500.00	Restroom Lockup Services
	576 80 41 00	ProSvs-Restroom Lockup	001 000 576 Current Expens	500.00			
Total Leavenworth Senior Center Inc.				1,609.40			
23219	10/12/2016	10/12/2016	504		Marson & Marson Lumber Inc.	818.06	City Supplies
	534 80 31 00	Operating Supplies-Distrib	403 000 534 Water	27.06			
	534 80 32 00	Operating Supplies-Trtmnt	403 000 534 Water	33.04			
	535 80 32 00	Operating Supplies-Trtmnt	404 000 535 Sewer	38.99			
	542 30 48 00	Repairs & Maintenance	101 000 542 Streets	30.70			
	542 30 48 00	Repairs & Maintenance	101 000 542 Streets	12.82			
	542 30 48 00	Repairs & Maintenance	101 000 542 Streets	159.45			
	542 64 31 00	Office & Operating Supplie	101 000 542 Streets	7.57			
	548 68 31 00	Office & Operating Supplie	501 000 548 Equip Rental &	11.23			
	548 68 31 00	Office & Operating Supplie	501 000 548 Equip Rental &	14.08			
	557 30 48 00	Repairs & Maintenance	104 000 557 Lodging Tax	4.10			
	557 30 48 00	Repairs & Maintenance	104 000 557 Lodging Tax	10.83			
	557 30 48 00	Repairs & Maintenance	104 000 557 Lodging Tax	41.54			

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575 48 31 00	Office & Operating Supplie		110 000 575 Leavenworth Ci	70.06	
576 20 31 00	Office & Operating Supplie		176 000 576 Community Sw	21.66	
576 20 31 00	Office & Operating Supplie		176 000 576 Community Sw	10.83	
576 20 31 00	Office & Operating Supplie		176 000 576 Community Sw	47.63	
576 20 31 00	Office & Operating Supplie		176 000 576 Community Sw	8.12	
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	46.38	
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	-58.31	
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	58.31	
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	26.46	
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	12.99	
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	10.92	
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	80.18	
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	56.28	
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	4.65	
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	4.98	
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	12.12	
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	2.57	
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	10.82	
23190	10/12/2016	10/12/2016	519 Mid-American Research	2,518.35	City Supplies
518 20 48 00	Repairs & Maintenance Cit		001 000 518 Current Expens	94.01	
575 48 31 00	Office & Operating Supplie		110 000 575 Leavenworth Ci	1,860.31	
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	564.03	
23191	10/12/2016	10/12/2016	519 Mid-American Research	837.71	Festhalle Supplies
575 48 31 00	Office & Operating Supplie		110 000 575 Leavenworth Ci	837.71	
			Total Mid-American Research	3,356.06	
23172	10/12/2016	10/12/2016	525 Mitchell Trucking & Paving Inc.	449.11	Park Trail Restoration - Gravel
594 76 63 81	Trail Restoration Funding		001 000 594 Current Expens	449.11	
23070	10/12/2016	10/12/2016	475 NCW Media, Inc.	32.76	Autum Leaf Road Closing Ad
518 90 44 00	Advertising		502 000 518 Central Service	32.76	
23131	10/12/2016	10/12/2016	475 NCW Media, Inc.	52.40	Advertising - Meadowlark CDBG Public Hearing Grant Closeout
594 34 63 60	Meadowlark Onsite CDBG		403 000 594 Water	26.20	
594 35 63 60	Meadowlark Onsite CDBG		404 000 594 Sewer	26.20	
23132	10/12/2016	10/12/2016	475 NCW Media, Inc.	104.80	Hearing Examiner Ads

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	558 60 44 00	Advertising	001 000 558 Current Expens	104.80	
23188	10/12/2016	10/12/2016 475	NCW Media, Inc.	52.40	City Ad Valorem (Property) Tax Public Hearing
	518 90 44 00	Advertising	502 000 518 Central Service	52.40	
23189	10/12/2016	10/12/2016 475	NCW Media, Inc.	183.40	Special Planning Commission Meeting Notice
	558 60 44 00	Advertising	001 000 558 Current Expens	183.40	
23202	10/12/2016	10/12/2016 475	NCW Media, Inc.	78.60	PRSA Budget Hearing
	576 20 44 00	Advertising	176 000 576 Community Sw	78.60	
23203	10/12/2016	10/12/2016 475	NCW Media, Inc.	45.86	TBD Prelim Budget Public Hearing
	543 10 44 01	Advertising Street Projects	101 000 543 Streets	45.86	
23204	10/12/2016	10/12/2016 475	NCW Media, Inc.	104.80	TBD Final Budget Public Hearing
	543 10 44 01	Advertising Street Projects	101 000 543 Streets	104.80	
23205	10/12/2016	10/12/2016 475	NCW Media, Inc.	104.80	City Final Budget Public Hearing
	518 90 44 00	Advertising	502 000 518 Central Service	104.80	
23206	10/12/2016	10/12/2016 475	NCW Media, Inc.	45.86	City Prelim Budget Public Hearing
	518 90 44 00	Advertising	502 000 518 Central Service	45.86	
			Total NCW Media, Inc.	805.68	
23220	10/12/2016	10/12/2016 3061	Norco Inc.	40.52	Shop Supplies
	548 68 31 00	Office & Operating Supplie	501 000 548 Equip Rental &	40.52	
23221	10/12/2016	10/12/2016 3061	Norco Inc.	23.85	Pool Supplies
	576 20 31 00	Office & Operating Supplie	176 000 576 Community Sw	23.85	
			Total Norco Inc.	64.37	
23081	10/12/2016	10/12/2016 2495	North Cascades River Expeditions	250.00	Rafting Refund
	389 00 10 00	Rafting Deposit	001 000 380 Current Expens	-250.00	
23161	10/12/2016	10/12/2016 7037	North Central WA Behavioral Health	126.98	3Q 2016 2% Tax & Profits

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566 00 51 00			Douglas Cty Substance Ab	001 000 566	Current Expens	126.98	
23127	10/12/2016	10/12/2016	3167		Northstar Chemical, Inc.	3,246.80	WWTP Supplies
535 80 32 00			Operating Supplies-Trtmnt	404 000 535	Sewer	3,246.80	
23213	10/12/2016	10/12/2016	574		Northwest Snow & Ice Equip, Charles Trenching and	8,727.41	2016 F-350 V Plow
594 48 64 70			F-350 Pickup/Utility Box/ I	501 000 594	Equip Rental &	8,727.41	
23168	10/12/2016	10/12/2016	588		One Call Concepts Inc	38.52	Excavation Notifications
534 80 31 00			Operating Supplies-Distrib	403 000 534	Water	38.52	
23084	10/12/2016	10/12/2016	2472		Orion Expeditions, Inc.	250.00	Rafting Refund
389 00 10 00			Rafting Deposit	001 000 380	Current Expens	-250.00	
23083	10/12/2016	10/12/2016	2481		Osprey Rafting Co., Inc.	250.00	Rafting Refund
389 00 10 00			Rafting Deposit	001 000 380	Current Expens	-250.00	
23224	10/12/2016	10/12/2016	595		Oxarc Inc.	14.85	WTP Supplies
534 80 32 00			Operating Supplies-Trtmnt	403 000 534	Water	14.85	
23085	10/12/2016	10/12/2016	346		Pace Engineers, Inc.	4,755.78	City Engineering - Chumstick Water/Sewer Line Extension
594 34 41 05			Meadowlark LID	403 000 594	Water	1,054.38	
594 35 41 05			Meadowlark LID	404 000 594	Sewer	1,054.39	
595 90 41 05			Chumstick Const. Admin - 1	101 000 595	Streets	2,647.01	
23227	10/12/2016	10/12/2016	4334		Pacific Security	7,560.00	Guard Service, Parking Enforcement, Park Officer
521 10 41 01			Park / Parking Violations - 1	001 000 521	Current Expens	1,472.00	
542 65 41 02			ProSvs-Parking Enforceme	415 000 542	Parking	103.50	
542 65 41 02			ProSvs-Parking Enforceme	415 000 542	Parking	1,874.50	
557 30 15 00			Overtime-Festival & Event	104 000 557	Lodging Tax	798.00	
557 30 15 00			Overtime-Festival & Event	104 000 557	Lodging Tax	3,312.00	
23228	10/12/2016	10/12/2016	4334		Pacific Security	1,710.00	Festhalle Guard Service
575 48 41 02			Security	110 000 575	Leavenworth Ci	1,710.00	
Total Pacific Security						9,270.00	

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23196	10/12/2016	10/12/2016	619		Pipkin Construction Inc.	1,184.27	Pine Street Sewer - City Covered Costs For Pinegrass Subdivision
	595 30 63 50	Pine Street Construction	305 000 595	Pine Street Cap		1,184.27	
23197	10/12/2016	10/12/2016	619		Pipkin Construction Inc.	4,270.96	Pine Street Water Line Upgrade From 8" To 12" Pipe - City Covered Costs For Pinegras Subdivision
	595 30 63 50	Pine Street Construction	305 000 595	Pine Street Cap		4,270.96	
Total Pipkin Construction Inc.						5,455.23	
23067	10/12/2016	10/12/2016	634		Precision Pest Solutions, LLC	1,038.00	Weed Management
	576 80 48 00	Repairs & Maintenance	001 000 576	Current Expens		1,038.00	
23068	10/12/2016	10/12/2016	634		Precision Pest Solutions, LLC	1,011.77	Roadside Weed Control
	542 30 48 00	Repairs & Maintenance	101 000 542	Streets		1,011.77	
23069	10/12/2016	10/12/2016	634		Precision Pest Solutions, LLC	298.10	Ski Hill Water Storage
	534 80 48 00	Repairs & Maintenance	403 000 534	Water		298.10	
Total Precision Pest Solutions, LLC						2,347.87	
23071	10/12/2016	10/12/2016	666		Ricoh USA, Inc	295.03	Copier Maintenance
	518 90 45 00	Operating Rentals & Leases	502 000 518	Central Service		295.03	
23175	10/12/2016	10/12/2016	686		S & W Irrigation Supply	75.45	Irrigation Batteries
	576 80 31 00	Office & Operating Supplie	001 000 576	Current Expens		75.45	
23164	10/12/2016	10/12/2016	697		Seattle Pump & Equip Co., LLC	1,251.72	Sewer Jetter
	548 68 48 00	Repairs & Maintenance	501 000 548	Equip Rental &		1,251.72	
23136	10/12/2016	10/12/2016	4412		Simply Living Farm LLC	2,500.00	LT Group Funding - Advertising Reimbursement
	557 30 44 08	Advertising - Group Fundin	104 000 557	Lodging Tax		2,500.00	
23125	10/12/2016	10/12/2016	729		Stan's Merry Mart	11.97	PW Supplies
	548 68 31 00	Office & Operating Supplie	501 000 548	Equip Rental &		11.97	

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23060	10/12/2016	10/12/2016	734 Steiner, Chantell	848.94	Lodging & Lunch (Steiner & Brewer) For 2016 WFOA Conference
	514 20 43 00	Travel-Lodging/Meals/Mile	001 000 514	848.94	Current Expens
23171	10/12/2016	10/12/2016	4415 T2 Systems Canada Inc.	168.02	Parking Services
	542 65 41 01	ProSvs-Monthly EMS Serv.	415 000 542	168.02	Parking
23086	10/12/2016	10/12/2016	3963 TD&H Engineering Inc.	116.50	Dye Road Water Main Plan Review
	558 60 41 05	Pro.Svs. Develop Review-R	001 000 558	116.50	Current Expens
23087	10/12/2016	10/12/2016	3963 TD&H Engineering Inc.	605.00	Pinegrass Addition Engineering
	558 60 41 05	Pro.Svs. Develop Review-R	001 000 558	605.00	Current Expens
23088	10/12/2016	10/12/2016	3963 TD&H Engineering Inc.	803.75	Swiss Hotel Plan Review
	558 60 41 05	Pro.Svs. Develop Review-R	001 000 558	803.75	Current Expens
23089	10/12/2016	10/12/2016	3963 TD&H Engineering Inc.	349.50	Cascade High School Engineering
	558 60 41 05	Pro.Svs. Develop Review-R	001 000 558	349.50	Current Expens
23093	10/12/2016	10/12/2016	3963 TD&H Engineering Inc.	382.34	Leavenworth Crosswalks
	595 10 40 17	SR2 Pedestrian Crossing - I	101 000 595	382.34	Streets
23094	10/12/2016	10/12/2016	3963 TD&H Engineering Inc.	1,421.50	S16-063 2017 Preservation Projects
	595 10 40 20	TIB 2017 Preservation - En	101 000 595	1,421.50	Streets
23095	10/12/2016	10/12/2016	3963 TD&H Engineering Inc.	10,912.26	S16-063 2017 Preservation Projects
	595 10 40 20	TIB 2017 Preservation - En	101 000 595	10,912.26	Streets
23169	10/12/2016	10/12/2016	3963 TD&H Engineering Inc.	2,796.00	Cascade High School
	558 60 41 05	Pro.Svs. Develop Review-R	001 000 558	2,796.00	Current Expens
23170	10/12/2016	10/12/2016	3963 TD&H Engineering Inc.	3,271.25	Apline Lakes Elementary School
	558 60 41 05	Pro.Svs. Develop Review-R	001 000 558	3,271.25	Current Expens
Total TD&H Engineering Inc.				20,658.10	
23147	10/12/2016	10/12/2016	779 Thyssenkrupp Elevator Corp	1,203.14	City Hall Maintenance

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518 20 48 00	Repairs & Maintenance Cit		001 000 518 Current Expens	1,203.14	
23159	10/12/2016	10/12/2016	790		Treasurer State Of Washington
589 00 01 00	Building Permit Surcharge		001 000 580 Current Expens	198.00	3Q Building Permit Surcharge
23212	10/12/2016	10/12/2016	796		Tumwater Drilling & Pump
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	105.20	105.20 Park Supplies
23129	10/12/2016	10/12/2016	817		US Post Office
531 30 42 00	Communications-Phone/Po:		410 000 531 Stormwater	6.22	
534 80 42 00	Comm-Phone/Postage/Fx		403 000 534 Water	124.37	
535 80 42 00	Comm-Phone/Postage/Fx		404 000 535 Sewer	124.37	
537 80 42 00	Comm-Phone/Postage/Fx		402 000 537 Garbage	55.97	
23091	10/12/2016	10/12/2016	829		Varela & Associates, Inc
534 80 41 05	Pro Svs - Developer Review		403 000 534 Water	5,659.85	14-112 Hampton Inn & Suites Engineering
23096	10/12/2016	10/12/2016	829		Varela & Associates, Inc
594 35 41 06	TMDL-Prelim Facilities Pla		404 000 594 Sewer	45,786.63	45,786.63 14-09 WWTP Engineering
Total Varela & Associates, Inc				51,446.48	
23153	10/12/2016	10/12/2016	870		Waste Managment Of
537 80 41 02	Recycling Dumpster Rental		402 000 537 Garbage	85.95	85.95 Recycle Dumpster Rental Fee
23074	10/12/2016	10/12/2016	5523		Waterhouse Environmental Services Corp
534 80 32 00	Operating Supplies-Trtmnt		403 000 534 Water	186.99	186.99 Isopac - WTP Chemicals
23158	10/12/2016	10/12/2016	3792		Weed, Graafstra & Associates, Inc. P.S.
515 30 41 00	City Attorney - Prosvs.		001 000 515 Current Expens	1,824.25	
515 30 41 08	Legal - SP Property Sale		001 000 515 Current Expens	303.50	
515 30 41 09	Legal-Development Svs		001 000 515 Current Expens	241.00	
515 30 41 10	Legal-Engineering/PW		001 000 515 Current Expens	175.00	
515 30 41 12	Legal - KOA / Willkommen		001 000 515 Current Expens	87.50	
515 30 41 20	Legal - Short-term Rentals		001 000 515 Current Expens	973.75	
515 30 41 21	Riverbend Park		001 000 515 Current Expens	717.50	
534 80 41 12	Legal-ProSvs-Water Rights		403 000 534 Water	141.25	
534 80 41 13	Legal - ProSvs-Meadowlar		403 000 534 Water	17.50	
535 80 41 13	Legal - ProSvs- Meadowlar		404 000 535 Sewer	17.50	

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23076	10/12/2016	10/12/2016	890		
			Wenatchee Sand & Gravel, Inc.	227.64	Park Trail Restoration - Gravel
	594 76 63 81	Trail Restoration Funding	001 000 594 Current Expens	227.64	
23173	10/12/2016	10/12/2016	890		
			Wenatchee Sand & Gravel, Inc.	151.76	Park Trail Restoration - Ecology Blocks
	594 76 63 81	Trail Restoration Funding	001 000 594 Current Expens	151.76	
23174	10/12/2016	10/12/2016	890		
			Wenatchee Sand & Gravel, Inc.	151.76	Park Trail Restoration - Ecology Blocks
	594 76 63 81	Trail Restoration Funding	001 000 594 Current Expens	151.76	
Total Wenatchee Sand & Gravel, Inc.				531.16	
23160	10/12/2016	10/12/2016	892		
			Wenatchee Valley Humane Society	40.00	Animal Licenses
	322 30 00 00	Dog Licenses	001 000 320 Current Expens	-40.00	
23214	10/12/2016	10/12/2016	900		
			Western Peterbilt Inc	3,193.20	Labrie Garbage Truck #1
	548 68 34 01	SPFI-Garbage Truck	501 000 548 Equip Rental &	3,193.20	
23215	10/12/2016	10/12/2016	900		
			Western Peterbilt Inc	975.60	Labrie Garbage Truck #1 Core
	548 68 34 01	SPFI-Garbage Truck	501 000 548 Equip Rental &	975.60	
23216	10/12/2016	10/12/2016	900		
			Western Peterbilt Inc	-975.60	Labrie Garbage Truck #1 Core Return
	548 68 34 01	SPFI-Garbage Truck	501 000 548 Equip Rental &	-975.60	
Total Western Peterbilt Inc				3,193.20	
23080	10/12/2016	10/12/2016	4596		
			Wet Planet Rafting, Inc.	250.00	Rafting Refund
	389 00 10 00	Rafting Deposit	001 000 380 Current Expens	-250.00	
23082	10/12/2016	10/12/2016	4336		
			Wildwater River Guides, LLC	250.00	Rafting Refund
	389 00 10 00	Rafting Deposit	001 000 380 Current Expens	-250.00	
23079	10/12/2016	10/12/2016	2918		
			YD Adventures	250.00	Rafting Refund
	389 00 10 00	Rafting Deposit	001 000 380 Current Expens	-250.00	
23126	10/12/2016	10/12/2016	932		
			Yonaka Baker, Anita	750.00	Janitorial Services
	518 20 48 01	Repairs & Maint-Janitorial	001 000 518 Current Expens	750.00	
23211	10/12/2016	10/12/2016	931		
			Z Engineers PLLC	1,150.00	Water System On Call Services

Invoice # 2016-03

Statement

**Please Return One Copy
With Your Remittance**

City of Leavenworth

P.O. Box 287
Leavenworth, WA 98826

Phone: (509) 548-5275
Fax: (509) 548-6429

Statement Date: 10/11/16

To: Upper Valley Parks & Rec
Service Area
Chelan County Auditor
Wenatchee, WA 98801

Date	Description	Amount
10/11/16	Partial service fee for operation	
	of UVPRSA Pool of Real & Personal	\$12,000
	Property Taxes.	
	Thank You	

Total \$ 12,000.00

City of Leavenworth
Receipt into 635.337.00.00.07

**Upper Valley Parks & Rec
Service Area
Chelan County Auditor
Wenatchee, WA 98801**

CHECK REGISTER

City Of Leavenworth
MCAG #: 0222

09/29/2016 To: 09/29/2016

Time: 10:09:13 Date: 09/28/2016
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6536	09/29/2016	Claims	10	56422	Icicle TV	14,500.00	Social September; Website 3rd Payment
					104 - 557 30 44 01 - Advertising-LAP	2,000.00	
					104 - 557 30 44 01 - Advertising-LAP	12,500.00	
6537	09/29/2016	Claims	10	56423	Tribune	493.75	Outdoor Adventure Ad
					104 - 557 30 44 01 - Advertising-LAP	493.75	
						14,993.75	
104 Lodging Tax						14,993.75	
						14,993.75	Claims: 14,993.75

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

9/28/16

Date

CHECK REGISTER

City Of Leavenworth
MCAG #: 0222

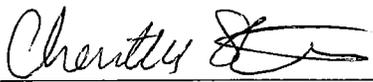
09/30/2016 To: 09/30/2016

Time: 10:49:16 Date: 09/30/2016
Page: 1

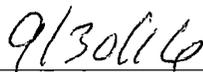
Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6563	09/30/2016	Claims	10	56424	Chelan Co Natural Resources	6,800.00	Surface Water Permit AP# S4-33068 (A)
					403 - 534 80 41 10 - Water Rights Planning	6,800.00	
6564	09/30/2016	Claims	10	56425	Chelan Co Natural Resources	14,600.00	Ground Water Permit AP# G4-33068 (B)
					403 - 534 80 41 10 - Water Rights Planning	14,600.00	
						21,400.00	
						21,400.00	Claims: 21,400.00

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_____ Signed	_____ Date



 Finance Director



 Date

CHECK REGISTER

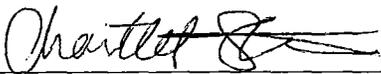
City Of Leavenworth
MCAG #: 0222

10/01/2016 To: 10/31/2016

Time: 08:45:22 Date: 10/05/2016
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6704	10/05/2016	Claims	10	56426	Hotel Pension Anna	210.55	Reservation Sept 25-26, 2016
					104 - 557 30 44 01 - Advertising-LAP	210.55	
6705	10/05/2016	Claims	10	56427	KING	4,000.00	TV Package / Sept 2016
					104 - 557 30 44 01 - Advertising-LAP	4,000.00	
6706	10/05/2016	Claims	10	56428	Pamplin Media Group	3,495.00	Sept 2016 Advertising
					104 - 557 30 44 01 - Advertising-LAP	3,495.00	
104 Lodging Tax						7,705.55	
						7,705.55	Claims: 7,705.55

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Signed	Date
 Finance Director	10/5/16 Date

CHECK REGISTER

City Of Leavenworth
MCAG #: 0222

10/01/2016 To: 10/31/2016

Time: 16:31:20 Date: 10/03/2016

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6657	10/06/2016	Claims	10	EFT	Xpress Solutions, Inc.	376.75	Orig. Invoice# 23831 / Sept 2016 CC& EFT Fees
			410 - 531 30 42 00		Communications-Phone/Postag	7.53	
			403 - 534 80 42 00		Comm-Phone/Postage/Fx	150.70	
			404 - 535 80 42 00		Comm-Phone/Postage/Fx	150.70	
			402 - 537 80 42 00		Comm-Phone/Postage/Fx	67.82	
						402 Garbage	67.82
						403 Water	150.70
						404 Sewer	150.70
						410 Stormwater	7.53
						Claims:	376.75
						376.75	

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Signed

Date



Finance Director

10/3/16

Date

CHECK REGISTER

City Of Leavenworth
MCAG #: 0222

09/01/2016 To: 09/30/2016

Time: 16:46:08 Date: 10/03/2016

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5874	09/05/2016	Payroll	10	EFT	Robert A. Francis	115.44	August Payroll
5805	09/05/2016	Payroll	10	30089	Brennan Allen	1,563.34	August Payroll
5809	09/05/2016	Payroll	10	30090	Schylar R Archer	985.80	August Payroll
5810	09/05/2016	Payroll	10	30091	Alberto Avilez	952.56	August Payroll
5818	09/05/2016	Payroll	10	30092	Richard L Brinkman	230.51	August Payroll
5820	09/05/2016	Payroll	10	30093	Austin J Cassayre	1,477.82	August Payroll
5821	09/05/2016	Payroll	10	30094	Harrison W. Collett	680.50	August Payroll
5827	09/05/2016	Payroll	10	30095	Chan S Ferry	734.87	August Payroll
5828	09/05/2016	Payroll	10	30096	Felicity D Ford	1,023.82	August Payroll
5830	09/05/2016	Payroll	10	30097	Maria Gonzalez	281.20	August Payroll
5832	09/05/2016	Payroll	10	30098	Khayias K Hamilton	880.22	August Payroll
5837	09/05/2016	Payroll	10	30099	Hannah L Knight	1,494.20	August Payroll
5838	09/05/2016	Payroll	10	30100	Alexander LaCombe	1,237.42	August Payroll
5840	09/05/2016	Payroll	10	30101	Kelley J Lemons	2,392.52	August Payroll
5845	09/05/2016	Payroll	10	30102	Roy A McGregor	22.68	August Payroll
5858	09/05/2016	Payroll	10	30103	Roswell A Russ	662.31	August Payroll
5863	09/05/2016	Payroll	10	30104	Aiden R Sweeney	812.44	August Payroll
5864	09/05/2016	Payroll	10	30105	Kevin N. Sweeney	1,169.21	August Payroll
5871	09/05/2016	Payroll	10	30106	James R Young	472.47	August Payroll
5894	09/05/2016	Payroll	10	30107	American Fidelity	183.22	09/01/2016 To 09/30/2016 - AF - Life; 09/01/2016 To 09/30/2016 - AF - Cancer
5895	09/05/2016	Payroll	10	30108	HRA VEBA Trust	2,240.00	09/01/2016 To 09/30/2016 - VEBA
5896	09/05/2016	Payroll	10	30109	Hartford Life Insurance	225.00	09/01/2016 To 09/30/2016 - Hartford 457
5897	09/05/2016	Payroll	10	30110	ICMA	125.00	09/01/2016 To 09/30/2016 - ICMA - 457
5898	09/05/2016	Payroll	10	30111	Inland Empire Teamsters	30,212.00	09/01/2016 To 09/30/2016 - Health Insurance
5899	09/05/2016	Payroll	10	30112	Local Union #760	1,275.00	09/01/2016 To 09/30/2016 - Union Dues
5900	09/05/2016	Payroll	10	30113	Wenatchee Valley FCU	75.00	09/01/2016 To 09/30/2016 - Wenatchee Valley FCU
6258	09/20/2016	Payroll	10	EFT	Salvador Alvarez	752.00	September 2016 / Draw
6259	09/20/2016	Payroll	10	EFT	Herbert R Amick	1,200.00	September 2016 / Draw
6260	09/20/2016	Payroll	10	EFT	Ara P Arakelian	1,200.00	September 2016 / Draw
6262	09/20/2016	Payroll	10	EFT	Brian S Boblenz	1,500.00	September 2016 / Draw
6263	09/20/2016	Payroll	10	EFT	Thomas R Bolin	900.00	September 2016 / Draw
6264	09/20/2016	Payroll	10	EFT	Kyle B Breaux	1,200.00	September 2016 / Draw
6265	09/20/2016	Payroll	10	EFT	Marvin Breshears	800.00	September 2016 / Draw
6266	09/20/2016	Payroll	10	EFT	Carrie J Brewer	300.00	September 2016 / Draw
6267	09/20/2016	Payroll	10	EFT	Arnica M. Briody	1,500.00	September 2016 / Draw
6268	09/20/2016	Payroll	10	EFT	Sue Z Cragun	1,000.00	September 2016 / Draw
6269	09/20/2016	Payroll	10	EFT	Manuel T Diaz	800.00	September 2016 / Draw
6270	09/20/2016	Payroll	10	EFT	Richard W Emmons	1,100.00	September 2016 / Draw
6271	09/20/2016	Payroll	10	EFT	Darrell Gray	1,000.00	September 2016 / Draw
6272	09/20/2016	Payroll	10	EFT	Annabelle Knight L	700.00	September 2016 / Draw
6273	09/20/2016	Payroll	10	EFT	Daryl D Mathena	475.00	September 2016 / Draw
6274	09/20/2016	Payroll	10	EFT	Robert C McCurdy Jr.	700.00	September 2016 / Draw
6275	09/20/2016	Payroll	10	EFT	Antonio L Muro	797.00	September 2016 / Draw
6276	09/20/2016	Payroll	10	EFT	Gary Parsley	900.00	September 2016 / Draw
6277	09/20/2016	Payroll	10	EFT	Nathan D Pate	400.00	September 2016 / Draw
6278	09/20/2016	Payroll	10	EFT	Galen Presler	775.00	September 2016 / Draw
6279	09/20/2016	Payroll	10	EFT	Thomas H Radach	700.00	September 2016 / Draw
6280	09/20/2016	Payroll	10	EFT	Angela D Reinhart	1,200.00	September 2016 / Draw
6281	09/20/2016	Payroll	10	EFT	John J Schons	1,200.00	September 2016 / Draw
6282	09/20/2016	Payroll	10	EFT	Cary Siess	1,200.00	September 2016 / Draw
6283	09/20/2016	Payroll	10	EFT	Chantell Steiner	1,500.00	September 2016 / Draw

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City Of Leavenworth
MCAG #: 0222

09/01/2016 To: 09/30/2016

Time: 16:46:08 Date: 10/03/2016
Page: 2

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6264	09/20/2016	Payroll	10	EFT	Kyle B Breaux	1,200.00	September 2016 / Draw
6265	09/20/2016	Payroll	10	EFT	Marvin Breshears	800.00	September 2016 / Draw
6266	09/20/2016	Payroll	10	EFT	Carrie J Brewer	300.00	September 2016 / Draw
6267	09/20/2016	Payroll	10	EFT	Arnica M. Briody	1,500.00	September 2016 / Draw
6268	09/20/2016	Payroll	10	EFT	Sue Z Cragun	1,000.00	September 2016 / Draw
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6282	09/20/2016	Payroll	10	EFT	Cary Siess	1,200.00	September 2016 / Draw
6283	09/20/2016	Payroll	10	EFT	Chantell Steiner	1,500.00	September 2016 / Draw

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City Of Leavenworth
MCAG #: 0222

09/01/2016 To: 09/30/2016

Time: 16:46:08 Date: 10/03/2016
Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6284	09/20/2016	Payroll	10	EFT	Matthew B Thomason	800.00	September 2016 / Draw
6285	09/20/2016	Payroll	10	EFT	Tracy L Valentine	974.00	September 2016 / Draw
6261	09/20/2016	Payroll	10	30114	Alberto Avilez	800.00	September 2016 / Draw
						<hr/>	
001 Current Expense						69,584.87	
101 Streets						27,840.44	
104 Lodging Tax						1,460.29	
110 Leavenworth Civic Center						732.55	
176 Community Swimming Pool						33,396.84	
402 Garbage						15,288.88	
403 Water						36,863.48	
404 Sewer						42,023.23	
501 Equip Rental & Revolving Fund						8,475.94	
						<hr/>	
						235,666.52	Payroll: 235,666.52

