

LEAVENWORTH CITY COUNCIL
Study Session Agenda
City Hall - Council Chambers
November 8, 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 – 9:45 Discussion with Lodging Association Representatives and Review of LAP Budget Requests

This time has been set aside for the City Council to review and discuss the information necessary for adjustments to the Lodging Tax Budget. The discussion today will include a conversation with one or two of the Lodging Association members, Mr. Lyman Boyd and Mr. Karl Ruether have been invited. After that conversation the Council will have an opportunity to review the LAP budget requests for 2017 and the overall Lodging Tax Fund revenues and expenditures for 2017. Last week the City received the funding request from the Leavenworth Area Promotions (LAP) Committee after they held their October retreat. In addition, the Downtown Steering Committee met on October 25, 2016 and discussed the scope and cost implications of the Park Plaza Project. The Committee has recommended scaling back the scope of that project, which was funded in part with Lodging Tax Funds.

History:

The Lodging Tax Budget receives funding from the taxes collected from overnight stays. The tax rate has been set at a special rate of 5% by the City of Leavenworth.

The Washington State “Lodging Tax” was originally established for King County in the late 1960’s as a way to pay for the construction of the Kingdome. Under the original legislation creating the tax, the State returned \$0.02 (two cents) of the State’s sales tax collected on lodging in King County to fund Kingdome construction (a “tourist related facility”). In the mid-1980’s, cities throughout Washington became eligible to receive the 2% lodging tax, with the stipulation that it be used for construction and maintenance of “tourism related facilities.”

In the mid-1990’s, the State allowed certain cities to raise the lodging tax collected at the local level. Under this legislation, the City of Leavenworth (at the request of the Leavenworth Lodging Association) adopted an additional 1% lodging tax in 1993 and increased it again to 3% in 1997. As a result, the current “hotel-motel” or lodging tax is 5% (2% returned from the State and 3% collected locally).

In the mid-1990’s, Leavenworth had two committees, which included members from the Chamber of Commerce, Lodging Association, and City Councilmembers, who advised the City on the expenditure of these funds. The “2% Committee” made recommendations to the City on the use of the basic 2% tax for tourism-related construction and maintenance projects, such as the

improvements to Front Street Park or the development of a Visitor Center/Heritage House. Their focus stemmed from the original legislation for that tax. When the State Legislature broadened the use of this tax in the mid-1990's, Leavenworth began to use the funds for the Chamber of Commerce operations. The Autumn Leaf Festival, Salmon Fest, Cascade Loop Association, the maintenance of public restrooms, and the Leavenworth Visitor's Guide were all funded with these funds in the year 2000.

The "3% Committee," known as LAP was implemented in 1997 and recommends expenditures on the 3% tax and focused on promotions; examples of uses include media advertising, brochures, radio advertising, an Internet Web Camera, horse harnesses, the Leavenworth sign for the beverage wagon, and additional Chamber staff time to handle the results of LAP advertising.

At this time the State no longer requires an advisory committee for the City of Leavenworth or makes the distinction between the uses of the 2% and 3% lodging taxes. When the formal agreement expired in 2000, the 2% and 3% Committees recommended to the Council that they be combined into a single committee that would review both construction and advertising/promotion uses of the tax. The structure today is the Leavenworth Area Promotions (LAP) Committee; they focus their resources on tourism and promotion which is funded through an allocation of the Lodging Tax Funds authorized by the City Council. In addition, the Chamber of Commerce operates the Visitor Center, which is funded partially by an allocation of the Lodging Tax Fund, under an agreement between the Chamber of Commerce and the City Council. The additional dollars within the fund are allocated by the City Council to support festivals, improve tourist related facilities through capital expenditures, fund tourist related required maintenance such as the downtown flowers, restrooms, and additional security or deputy patrols. A final item within the Lodging Tax Fund identified by the Council was to establish a fund reserve which could be used in times of "Emergency" as determined by the Council. The Fund Balance had been set at \$100,000 for many years; recently the Council established a goal to increase the fund balance to \$200,000 by 2020.

a) Fund Balance Status

Provided under TAB A is the current spread sheet which provides the status of the Lodging Tax Fund Balance. Of note are the commitments made by the City Council in 2016. One is the three year commitment (2015 – 2017) of \$20,000 annually for funding of the Leavenworth Base Camp/Ski and Stay promotion effort partnering with Steven's Pass Ski Area. Another is the commitment by the City Council of \$20,000 for the Leavenworth Winter Sports Club (LWSC); the Council also suggested at that time a five year funding commitment of \$20,000 annually to LWSC which would be discussed and considered going forward into the 2017 budget allocation. Two other expenditures of note is the increase in Salaries and Wages for support of tourism – trash collection and admin – and funds for the expansion of the Downtown Recycling Program. The fund also provides the funding for two capital projects; the Skatepark \$43,750 and the Park Plaza Project for \$100,000. The final item is the improvement made on growth of the Fund Balance which is identified in the City Council's Financial Policy; if all expenditures are approved and the revenue meets expectations; the fund balance at the end of 2018 will be at \$199,844.

b) LAP Budget Request

One item that is reviewed annually is the Leavenworth Area Promotions (LAP) Committee budget request. The Committee held their yearly request on October 18, 2016; attached under TAB A is the proposed budget. The request is for a 8.7 % increase; or \$47,000. Council Member Wearne and Larsen as the City representatives of the LAP Committee can provide more information on the proposed budget and initiatives for LAP in 2017.

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

- Lodging Tax Fund 2017 – 2018 Proposed Budget
- LAP Funding Request Letter
- Lodging Tax Funding Distribution Charts

9:45 – 10:00 Review of Rate & Fee Schedule for 2017

The City Council is being provided the latest update to the draft Rate & Fee Schedule that will need to be adopted by the December 13th meeting. Previous comments from the October Study Session have been amended as discussed regarding clarification on the language related to parking overtime fees, and specific holidays have been included regarding the new Commercial Federal Holiday Garbage pick-up fee; specific items removed include the requests to consider dog license fee changes and a new fee to consider for alcohol in Front Street Park Use.

Included below are some new items and comments to consider at the Tuesday Study Session:

The Stormwater Fee In Lieu of is still included in the Rate & Fee Schedule. The Public Works Committee Meeting on November 8, 2016 will hear from Pacific Engineering on the methodology to develop this fee and when this fee may be beneficial to a property owner. The Committee will make a recommendation back to Council based on that conversation.

Council is being asked to consider and discuss the addition of a Miscellaneous Fee and Charge for scheduled use of the Gazebo in Front Street Park for private party activities such as weddings. Presently there is no charge for reserving the facility for two to three hours. The reservation only includes the use of the facilities with no other amenities or City provided services; this practice would not change. Request for the facility for this type of event has been steadily increasing over the past several years. A reservation fee of \$50.00 would begin to cover a portion of Administrative and ongoing maintenance costs realized by the City to provide this service and maintain the facility.

Other Public Works related schedule changes for review include a \$50.00 surcharge fee for requested commercial garbage pickup on federally designated holidays as well as a clarification of pass through charges related to Water/Sewer Mainline Extension Permits. This item is being recommended to recover overtime costs for garbage collection on holidays.

One additional item of note, the City Council has retained the current fee schedule for planning permit fees and services for many years without change. At this time the City does not have a cost recovery approach for providing this service. A cost recovery approach is intended to collect enough fees to fully recover the cost of processing permits for projects. However, it is estimated that the City collects, on average, less than 50% of the cost of processing permits for large and

complex development projects, while less complex projects fees do cover the cost of services provided. No changes in development or permit fees are being recommended at this time.

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

- Redline Draft Rate & Fee Resolution

10:00 – 10:30 Discussion of 2016 – 2017 Legislative Priorities for the City

The City Council is being asked to review a recommended list of Legislative Priorities for the 2016/2017 Washington State Legislative Session. While the City has identified legislative priorities in the past, the Association of Washington Cities (AWC) in their Operations: Strong Cities Program is recommending that cities actually review and adopt by motion a list of Legislative Priorities, provide those priorities to their District Legislative representatives and then follow-up after the session to see what actions were achieved. The City Administration has developed a list of priorities based on the needs of the City and recommendations with AWC. Under Tab C of the Council Packet is the 2016/2017 Proposed Legislative Priorities. The suggested priorities for the 2016/2017 Legislative Session would include:

1. Infrastructure Funding/Sales Tax Option.
2. Affordable Housing Revenue Source
3. FireWise Assistant/Modifications to WAC 173-425-040 Outdoor Burning.
4. Public Works Trust Fund
5. Secure Funding for MRSC

Once approved, the City will furnish the list of priorities to the offices of State Elected Representatives after the election.

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

- Draft Resolutions City of Leavenworth 2015-2016 Legislative Priorities
- List of Other Priorities

10:30 – 11:00 Initial Review of 2017 Planning Commission Docket

This time is provided to review the draft 2017 Planning Commission Docket with the City Council.

Every year, the Planning Commission works on the City's "Docket." This list of amendments (the Docket) is developed throughout the year from citizen, Council, Planning Commission, and staff comments or requests. This year differs in a critical manner.

Every county and city in the state is required to conduct a periodic update of its comprehensive plan and development regulations, though the obligation varies depending on whether the

jurisdiction is fully or partially planning (RCW 36.70A.130(1)). Over the recent few years, the City has been "whittling down" differing development regulations in advance of the mandated deadline to reduce workloads. Now is the time mandated by 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." Plans must be internally consistent, that is, elements within the plan must be mutually reinforcing. Consistency is also required among the plans of adjacent jurisdictions and where common regional issues exist. In addition, development regulations, such as zoning, must be consistent with local plans.

Required Plan Elements (RCW 36.70A.070) – The City of Leavenworth Comprehensive Plan must include, at a minimum, the following elements:

- Land Use,
- Utilities,
- Economic Development,
- Housing,
- Transportation,
- Parks and Recreation, and
- Capital Facilities.

All requests for city-initiated amendment proposals from the public must be received by December 31st to be considered for the upcoming year's amendment process. By January 31st of each year, all required application materials for proposed map amendments (excluding the unincorporated portions of the urban growth area) which are not city-initiated (i.e., those which are requested by private persons, organizations, agencies, etc.) must be submitted to the City. Map amendments within the unincorporated portions of the urban growth area that are not required to be initiated by the City shall be submitted to Chelan County per the requirements outlined in the Chelan County Code. The Docket includes a "place holder" for such applications.

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

- Planning Commission Docket – 2017 Cycle of Amendments

11:00 – 11:15 Highway 2 Crosswalk Improvement Project

This time has been set aside to update and discuss with Council, the Highway 2 Crosswalk Improvement project and potential changes in design. This project includes the enhancements of two crosswalk locations on Highway 2; the crosswalk located at Gustav's and the crosswalk located at the Link Park N Ride. The original scope of the project included the addition of rapid flash pedestrian flashing units, new striping, new pedestrian lighting, curb cuts, ADA updates, and consideration of pedestrian islands. Mr. Steve Marsh, PE, TD&H Engineering is the City's engineering consultant on this project. Funding is provided through the Pedestrian/Bicycle Safety Program which is considered State Funding. The WA State Department of Transportation (WSDOT) has obligated funding for the design work on this project. Due to concerns regarding possible traffic congestion, one request for consideration from the Council and public was to investigate linking the crosswalks with the signal lights on Highway 2. After meeting with representatives from DOT, the system for this interlink system requires the rapid flash beacons to be upgraded to a system referred to as the HAWK System. We are working with WSDOT and TD&H Engineering investigating the change in design and the change in estimated costs. This change will also

require a change in scope for the grants awarded to the City for installation of the Rapid Flash Beacons and crosswalks. Information regarding the HAWK system can be found behind Tab E.

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

- HAWK Literature

11:15 – 11:30 Council Open Discussion

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

- Discussion on Committee Assignments

104 LODGING TAX FUND

BARS CODE	Description	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
REVENUES								
308.10.01.04	RESERVED BEGINNING NET CASH & INVEST	194,829	164,858	287,325	287,325	444,885	212,796	55%
	Taxes							
313.31.00.00	Motel Tax-2%	462,089	532,687	543,341	263,300	600,000	618,000	10%
313.31.01.00	Motel Tax 3%	693,134	799,334	815,321	394,950	900,000	927,000	10%
	TOTAL TAXES	1,155,223	1,332,021	1,358,662	658,249	1,500,000	1,545,000	10%
	Interest & Other Earnings							
361.11.01.04	Investment Interest	28	164	0	415	750	750	#DIV/0!
367.00.02.01	Donations ProjBayern	0	0	0	0	0	0	#DIV/0!
	Park Plaza Additional Funding TBD	0	0	0	0	0	0	#DIV/0!
367.11.00.08	Donations - General	0	0	0	0	0	0	#DIV/0!
	TOTAL INTEREST & OTHER EARNINGS	28	164	0	415	750	750	#DIV/0!
	Non Revenues & Interfund Transfers							
	Keep for future use.	0	0	0	0	0	0	#DIV/0!
	TOTAL NON REVENUES & INTER. TRANSFERS	0	0	0	0	0	0	#DIV/0!
	TOTAL BEG. FUND BAL. + REVENUES	1,350,080	1,497,043	1,645,987	945,990	1,945,635	1,758,546	18%
EXPENSES								
	Community Services							
557.30.10.00	Salaries & Wages-Tourism Support Svs	12,180	18,675	19,000	10,181	112,924	114,848	494%
557.30.15.00	Festival & Event Security	41,362	35,724	50,000	19,167	50,000	50,000	0%
557.30.15.01	Overtime-Tourism Support Svs	513	510	500	570	6,155	6,264	1131%
557.30.20.00	Benefits-Tourism Support Services	4,478	8,589	9,000	4,843	54,732	57,229	508%
557.30.25.00	Maintenance Benefits	19	0	0	0	0	0	#DIV/0!
557.30.25.01	Overtime Benefits-Pks Seasonal	2,057	237	0	264	0	0	#DIV/0!
557.30.31.00	Operating Supplies - Restrooms	13,000	13,000	13,650	13,650	15,015	15,465	10%
557.30.40.00	Interfund Rentals & Leases	6,682	7,161	7,500	3,750	8,250	9,075	10%
557.30.40.01	Other Interfund Svs & Chgs	10,670	14,967	12,575	9,431	15,786	11,371	26%
557.30.41.02	ProSvs-Custodial Restroom Attendant	6,806	7,014	8,000	1,084	8,500	8,500	6%
557.30.41.03	ProSvs-Recycling Collections/Sorting	0	0	0	0	15,000	15,000	#DIV/0!
557.30.44.00	Advertising - Chamber	202,064	212,166	238,247	115,035	270,000	275,400	13%
557.30.44.01	Advertising - LAP	519,956	527,977	539,000	327,628	586,000	586,000	9%
557.30.44.02	Advertising - Autumn Leaf Assoc.	15,300	15,300	15,300	10,146	15,300	15,300	0%
557.30.44.03	Advertising - Festhalle	0	2,120	10,000	925	10,000	10,000	0%
557.30.44.05	Advertising - Golf Course	4,785	4,999	5,000	4,027	5,000	5,000	0%
557.30.44.08	Advertising - Group Funding	8,547	11,400	10,000	5,779	10,000	10,000	0%
557.30.44.10	Advertising/Operations-Museum	10,000	10,000	10,000	10,000	10,000	10,000	0%
557.30.44.12	Advertising - Emergency Responses	15,000	0	0	0	0	0	#DIV/0!

104 LODGING TAX FUND

BARS CODE	Description	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
557.30.44.13	Advertising - Stevens Pass	19,804	19,999	20,000	0	20,000	0	0%
557.30.44.14	Autumn Leaf Special \$10K Grant	0	10,000	10,000	0	10,000	10,000	0%
557.30.44.15	Autumn Leaf Special \$5K Grant	0	5,000	5,000	0	5,000	0	0%
557.30.44.16	LWSC \$20K Special Grant	0	20,000	20,000	0	20,000	20,000	0%
557.30.47.00	Utilities - Street Cans	27,374	26,265	28,000	13,139	30,800	31,724	10%
557.30.47.01	Utilities - Restrooms	27,396	27,400	28,770	10,958	31,647	32,596	10%
557.30.47.02	Utilities - Icicle Station	11,003	8,147	18,000	4,152	15,000	15,000	-17%
557.30.48.00	Repairs & Maintenance	3,071	3,598	5,000	577	5,000	5,000	0%
	TOTAL COMMUNITY SERVICES	962,068	1,010,249	1,082,542	565,306	1,330,109	1,313,773	23%
	Non Expenditures							
584.00.00.02	Purchase of Investments	0	0	0	0	0	0	#DIV/0!
	TOTAL NON-EXPENDITURES	0	0	0	0	0	0	#DIV/0!
	Debt Service							
591.75.71.02	Debt Redemp-Prin/13 GO Bond	85,000	85,000	90,000	0	90,000	90,000	0%
592.75.89.00	Other Debt Service Costs	0	205	304	0	304	304	0%
592.75.89.02	Debt Redemp-Int/13 GO Bond	51,831	50,131	48,432	24,215	46,632	44,832	-4%
	TOTAL DEBT SERVICE	136,831	135,336	138,736	24,215	136,936	135,136	-1%
	Capital Expenditures							
594.73.60.02	Gazebo Improvements	0	0	0	0	3,000	0	#DIV/0!
594.73.60.03	Tourism Capital Imp. Funding Program	23,681	9,481	30,000	9,704	30,000	30,000	0%
594.73.60.04	DOE Solar/Energy Grant Project	0	931	0	0	0	0	#DIV/0!
594.76.63.20	Way Finding Signage (Hwy2 & Pedes)	1,396	5,388	10,000	503	10,000	10,000	0%
594.76.64.01	Snowmaking Equip Generator/Front St. Park	15,970	19,290	0	0	0	0	#DIV/0!
594.76.64.02	Festhalle/Lions Park Lighting	6,234	0	0	0	0	0	#DIV/0!
594.76.64.03	New LED Hwy 2 Snowflakes	10,000	0	0	0	0	0	#DIV/0!
594.76.64.04	Refurb Hwy 2 Snowflakes	0	0	20,000	0	0	0	-100%
594.76.64.05	Mai Pole Replacement	0	0	8,000	13,980	0	0	-100%
594.76.64.06	Recycle Cans for Downtown Tourism	0	0	0	0	12,000	0	#DIV/0!
594.76.65.00	Golf Course Capital Funding	0	0	15,000	4,185	15,000	0	0%
594.76.65.01	Bike Pump Park - Enchantment	0	0	15,000	15,000	0	0	-100%
594.76.65.02	Ski Hill Water Access	0	0	5,000	0	0	0	-100%
594.76.65.03	Downtown Tourist Plaza	0	0	25,000	6,760	100,000	0	300%
594.76.65.04	Skatepark 1/4 Tourist Portion Support	0	0	0	0	43,750	0	#DIV/0!
594.76.65.05	Webcam for Chamber Downtown	0	0	0	0	20,000	0	#DIV/0!
594.76.65.06	Front Street Restroom Expansion	0	0	0	0	3,000	40,750	#DIV/0!
	TOTAL CAPITAL EXPENDITURES	57,281	35,091	128,000	50,132	236,750	80,750	85%
	Intefund Transfers							
597.47.00.01	Transfer out - To 09 Bond	29,043	29,043	29,043	14,521	29,043	29,043	0%

104 LODGING TAX FUND

BARS CODE	Description	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
597.47.00.02	Transfer out - To #101 street	0	0	0	0	0	0	#DIV/0!
	TOTAL INTERFUND TRANSFERS	29,043	29,043	29,043	14,521	29,043	29,043	0%
508.10.01.04	RESTRICTED ENDING FUND BALANCE	100,000	100,000	200,000	200,000	200,000	199,844	0%
508.80.01.04	ENDING FUND BALANCE	64,858	187,325	67,666	91,815	12,796	(0)	-81%
	TOTAL END. FUND BALANCE + EXPENSES	1,350,080	1,497,043	1,645,987	945,990	1,945,635	1,758,546	18%

SUMMARY

TOTAL REVENUES LESS FUND BALANCE	1,155,251	1,332,185	1,358,662	658,665	1,500,750	1,545,750	10%
TOTAL EXPENDITURES LESS FUND BALANCE	1,185,222	1,209,718	1,378,321	654,175	1,732,838	1,558,702	26%
REVENUES LESS EXPENDITURES	(29,971)	122,467	(19,659)	4,490	(232,088)	(12,952)	1081%
BEGINNING FUND BALANCE	194,829	164,858	287,325	287,325	444,885	212,796	55%
GRAND TOTAL: PROJECTED FUND BALANCE	164,858	287,325	267,666	291,815	212,796	199,844	-20%

Footnotes:

Restricted Ending Fund Balance - The intention for being restricted is to retain funding for emergency and natural disaster advertising and operating if needed. These funds may only be redirected by a vote of the Council. Council approved per the Financial Policy to maintain \$200,000 as reserved.

2013 GO Bond - Festhalle Refi/New \$120K for Imp. completed 2013 , 25-Year Bond, began in 2004 and will be paid in full in 2028.

Transfer to 2009 GO Bond - Icicle Train Station Phase I Funding, 10-Year Bond, began in 2009 and will be paid in full in 2018.

Dear City of Leavenworth Council Members,

Leavenworth Area Promotion respectfully submits our 2017 Budget proposal for consideration. After much careful planning at our yearly retreat this week, we have identified the areas that we feel need monetary increases, the committee set goals and brainstormed some great ideas for 2017.

Our marketing plan goals continue to be:

- Increasing the awareness of Leavenworth as a destination.
- Increasing Leavenworth's destination travel spending and overnight stays.
- Increasing mid-week and off-peak travel.

Our numbers at a glance:

Tax Revenue

- 11.94% increase in Leavenworth lodging tax through July 2016
- 14.21 % increase in County lodging tax through July 2016

Website

- 917,121 website sessions, up 14%
- 2,673,441 page views, up 5.5%

Social Media

- 87,000 Facebook "likes"
- 5.2 million daily total reach on Facebook (like unique visitors)
- 2,500 Twitter followers
- 1,473 Instagram followers

Media

- 7,600 E-newsletter subscribers
- 19 journalists & photographers hosted
- 75 + requests for photos & B-Roll
- 275,000 visitor guides printed and distributed
- Pitched dozens of story ideas through HARO

We have requested an overall increase of **\$47,000** for a **total budget of \$586,000** in 2017. Our methodology is this:

- Advertising and Promotion money pays off, as seen in the increased growth of the Lodging Tax fund.
- Increases in advertising and promotion funding increase our chances of capturing the market share of the Puget Sound and will help maintain our robust effort to remain vital in the tourism marketplace.
- Increasing advertising and promotion will help us experience higher retail sales growth.
- Increasing advertising and promotion gives us the means to continue our creative and diversified marketing plans and buys.

Specifically the increases and changes to the budget proposal from 2016 to 2017 will be the following:

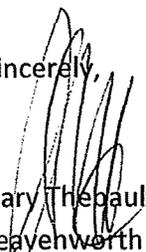
- Increase of \$15,000 to Media Shows.
 - This will enable representatives to attend some of the leading print and broadcast shows with pre-scheduled one-on-one appointments with travel bloggers, online travel journalists, new media content creators, travel brands and industry professionals. We will

partner with Visit Seattle and the Port of Seattle on some of those shows. This will continue to facilitate our relationships with our State partners.

- Increase Media Administration \$20,000 which breaks out to an:
 - Increase that line item \$15,000 to accommodate for a new corporate/group travel outreach person. This position is likely a contract position, and this person will reach out to Seattle/Portland corporations and businesses.
 - Increase of \$5,000 to the media administration position, this is the first increase to that line item since inception.
- Increase of \$12,000 at \$1,000 a month to Media Advertising
 - This will be for used specifically for new social media channels.
- Increase of \$5,000 to Creative production
 - This will be for a new winter video, commercials and B-Roll.
- Media Buys- We reduced this to allow for the increase to creative.

We thank you for your consideration.

Sincerely,

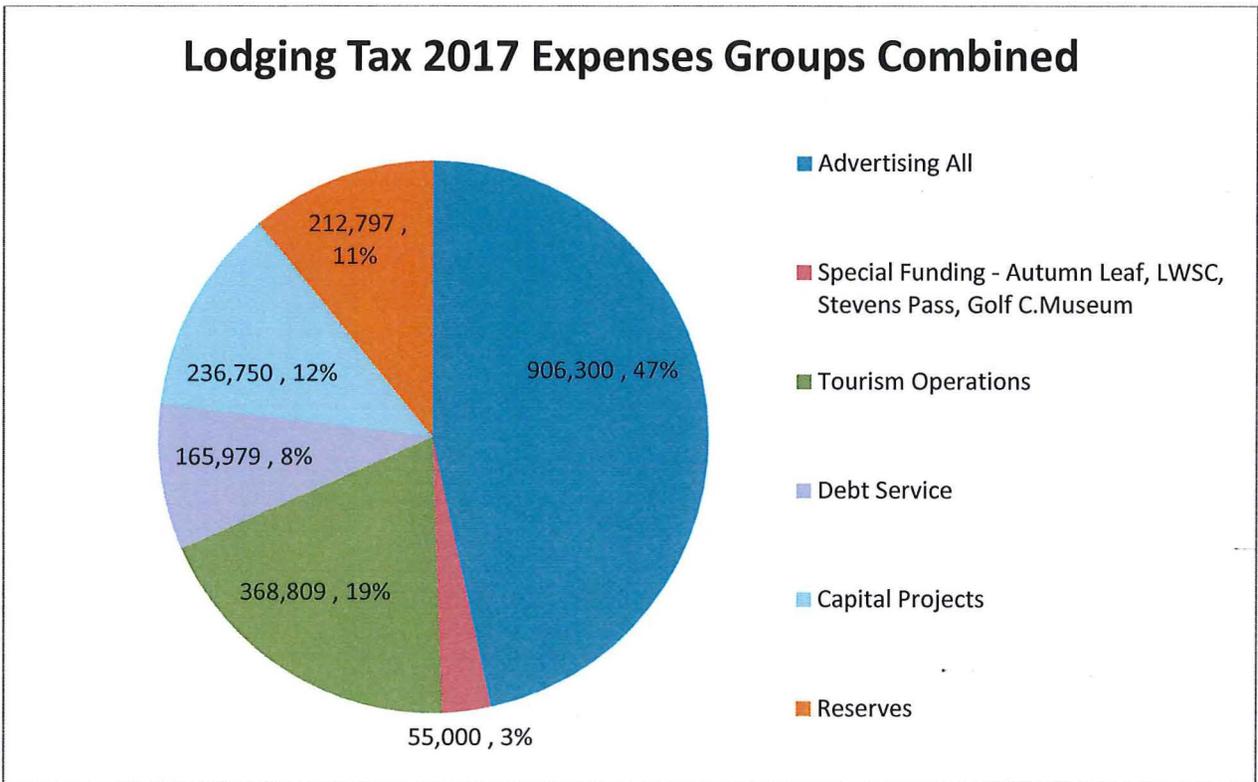
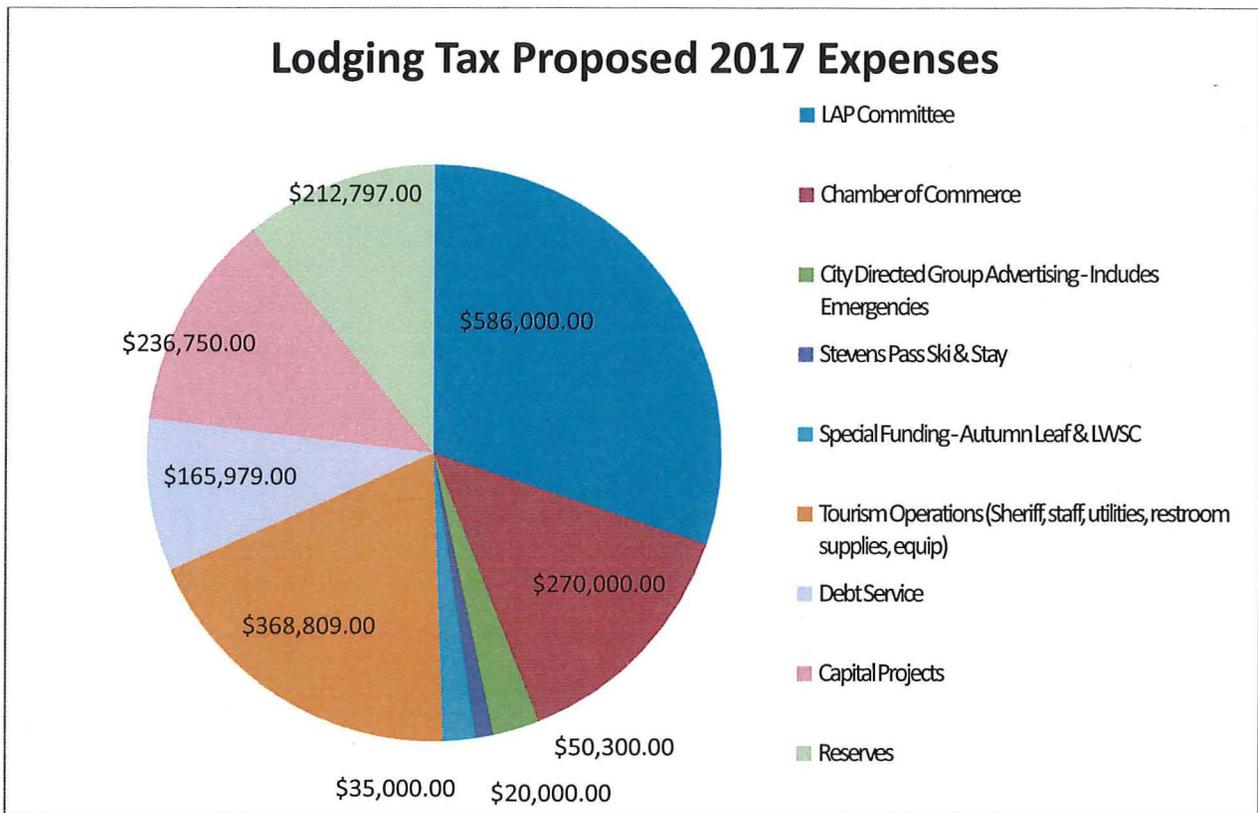


Gary Thepault/Chair

Leavenworth Area Promotion Committee

LAP BUDGET		2015 Budget	2016 Budget	2017 Budget
General Promotions				
	Video Camera	\$ 1,000.00	\$ 3,000.00	\$ 3,000.00
	Media Shows	\$ 10,000.00	\$ 5,000.00	\$ 20,000.00
	Visitor Guide Distribution	\$ 38,000.00	\$ 35,000.00	\$ 35,000.00
	Visitor Guide Production	\$ 20,000.00	\$ 17,000.00	\$ 17,000.00
	Travel Writer/FAM Tours	\$ 23,000.00	\$ 30,000.00	\$ 30,000.00
	Radio	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
	Sub total	\$ 102,000.00	\$ 100,000.00	\$ 115,000.00
Media Advertising				
	Travel Guides	\$ 50,000.00	TBD (ytd 40,518)	TBD
	Magazine Advertising	\$ 65,000.00	TBD (ytd 59,859)	TBD
	Print Ads	\$ 45,000.00	TBD (ytd 48,803)	TBD
	TV Ads	\$ 85,000.00	TBD (ytd 70,034)	TBD
	Internet Advertising	\$ 85,000.00	TBD (ytd 91,488)	TBD
	Sub total	\$ 330,000.00	\$ 330,000.00	\$ 342,000.00
	Media Production-Creative	\$ 50,000.00	\$ 50,000.00	\$ 55,000.00
	Media Buys	\$ 16,000.00	\$ 29,000.00	\$ 24,000.00
	Media Administration	\$ 30,000.00	\$ 30,000.00	\$ 50,000.00
		\$ 528,000.00	\$ 539,000.00	\$ 586,000.00
Lodging Tax Funding Line Item				
	Stevens Pass Ski & Stay	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00

PROPOSED LODGING TAX FUNDING DISTRIBUTION



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. Commercial5% 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. Masonry fire place including chimney.....\$45.00
- 30. LPG tanks and gas lines for heating and cooking appliances.....\$75.00
- 31. Roofing replacement permit including sheathing if necessary.....\$200.00 per building

Commercial Misc.:

- 32. Commercial kitchen hood Type 1 or 2.....\$75.00
- 33. Building Permit for sign placement including review of all structural attachments and or foundation.....\$75.00
- 34. Roofing replacement permit including sheathing if necessary.....\$200.00 per building
- 35. Factory built fireplace/heating appliances, log lighters wood or gas (per unit).....\$45.00
- 36. 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 category50% of the Original Fee

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 category50% 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 category50% 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

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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

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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.

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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.

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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. \$1,034.40
2. Installation 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.

Deleted: System Development Charge for Residential & Commercial: (Per ERU) . \$1,034.40

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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) (special: effective date 12/20/2016).....\$50.00
(Federal Holiday's recognized by the City of Leavenworth include New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day and Christmas Day.

Miscellaneous

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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

Commercial Account Downtown Tourism Removal Fee.....\$15.00/Account

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.

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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
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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).

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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 barricadesDeposit 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.

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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/ <u>Water Exercise</u> (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
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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

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

... [1]

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.

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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)

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

Effective 1/1/2017 per Resolution xx-2016 29 | Page

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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
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:

Motorized vehicle for hire license initial application:	\$500
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:

<u>Park Facility (Front Street Gazebo) Private Use Fee.....</u>	<u>\$50.00</u>
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

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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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 ([parking infraction fee](#)) 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 [Parking Infraction](#) 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 [Parking Infraction](#) 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 [Parking Infraction](#) 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 [CS3]: This adjustment is included based on previous Council discussions to limit all parking stalls in the City Hall lot to 2 hours.

Comment [CS4]: Councilmember Neighbors requested clarification of the Overtime Parking Fee’s to either identify the number associated with this above or consider new language to identify these items to the fee listed above under 8-10 – consider changing this to say “subject to the Parking Infraction Fee’s listed above.”

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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.

**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.

RESOLUTION NO. 15 - 2016

A RESOLUTION BY THE CITY OF LEAVENWORTH IDENTIFYING 2016-2017 LEGISLATIVE PRIORITY ISSUES

WHEREAS, the City of Leavenworth has a keen interest on how the Washington State Legislature actions can and do impact the City; and

WHEREAS, it is the City's intention to work with the Governor's Office and Leadership throughout the Senate and House with specific help from the City's 12th District Legislator's, and

WHEREAS, the City of Leavenworth has a good positive working relationship with the current 12th District Legislators; and

WHEREAS, this positive working relationship does depend upon the frequent and ongoing exchange of information where the specific needs and priorities of the City of Leavenworth are clearly expressed to our 12th District Legislators; and

WHEREAS, it is by the attached Exhibit "A" that the City of Leavenworth wishes to extend to Washington State Senator _____, Representative _____ and Representative _____ as the City of Leavenworth's 2016-2017 Legislative Priority Issues.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Leavenworth, Washington, that the attached Exhibit "A" is hereby adopted as the 2016-2017 Legislative Priority Issues of the City of Leavenworth.

PASSED by the City Council of the City of Leavenworth and approved by its Mayor this 22nd Day of November, 2016.

CITY OF LEAVENWORTH

MAYOR

ATTEST:

Approved as to Form:

City Clerk

City Attorney

EXHIBIT "A"

CITY OF LEAVENWORTH 2016-2017 LEGISLATIVE PRIORITY ISSUES

Infrastructure Funding/Sales Tax Option: The City's infrastructure systems are a critical part of a larger network that serves and benefits the entire state. Like many small cities across Washington, Leavenworth's sewer and water utilities have many miles of forty and fifty year old aging pipe that is nearing the end of its useful life and in need of replacement. Smaller communities have special challenges because they lack the economies of scale and rate increases can exceed their residents' ability to pay for the necessary multimillion dollar necessary improvements. Utility systems are operated as enterprise funds, however well structured fees cannot always cover capital needs. The City requests the legislature to allow the City of Leavenworth voters to determine if a sales tax increase can be added to the current City wide sales tax rate of 8.4%. This added revenue would be reserved to fund necessary utility improvements of the aging infrastructure. The business activities within the City of Leavenworth generated \$11,057,265 in retail sales tax in 2015. A small increase in sales tax, determined by the residents, can begin the process of replacing this necessary infrastructure and maintaining the areas economic vitality which is good for Leavenworth and good for the state.

Housing Affordability: The City of Leavenworth like many of the cities across the state of Washington are feeling the pinch for on affordable housing within the community. While there are legislative actions and code amendments the City can, will and has initiated to address this issue, the City does need a funding source that is available to support partnerships and incentives that strive to address this issue

FireWise Assistant/Modifications to WAC 173-425-040 Outdoor Burning: The City of Leavenworth is requesting help with providing guidance on how to deal with an accumulation of vegetation fuel hazards on private properties within the city limits of Leavenworth and the Urban Growth Boundary of Leavenworth. The City of Leavenworth has encouraged residents to address potential fire hazards on their property with a series of yard clean-up days. While weekly ongoing cleanup activities and the associated disposal costs can be offset by the use of city funds for disposal of material, seasonal organic collection events open to city residents and residents inside the urban growth area with a collection area and the eventual burning of this material would be the most cost effective approach. In addition, natural events occur, such as wind storms or ice storms where larger amounts damaged vegetation and debris are collected and again the most cost effective means of disposal would be a one day burning event for the disposal of material. The City of Leavenworth is requesting the legislature consider changes to WAC 173-425-040 which would allow local agencies a variance or exception to the prohibition called out in WAC 173-425-040 for occasional burning of material collected within the city limits and the urban growth boundary.

Public Works Trust Fund: Over the last several years the Washington State Legislature responded to the "Great Recession" and the Supreme Court McCleary decision by using

dedicated infrastructure accounts to balance the state's operating budget. This practice needs to stop. Assistance programs like the Public Works Trust Fund (PWTF) Account have been essential in helping cities finance core infrastructure systems such as streets, water, sewer, and stormwater that residents and businesses depend on. This PWTF and other assistance programs help build city infrastructure systems that support economic development and benefit the entire state. The City of Leavenworth has benefitted from the dollars being made available through low interest loans of the PWTF in building roads, water reservoirs and sewer lines. Making this program financially whole again and available to cities is critical for building the infrastructure of tomorrow and building strong cities today. We ask the State Legislature to halt the diversion of funds from critical infrastructure programs to help communities grow and prosper.

Secure Funding for MRSC: The Municipal Research and Services Center (MRSC) is an important and vital resource for small cities. The organization helps local government officials and staff at all levels of experience to better understand their roles and responsibilities under the law. For more than 80 years, MRSC has facilitated thoughtful legal analysis and policy-making in local governments across Washington State. Whether it be the Growth Management Act in the 1990s, legalization of recreational marijuana, or the ever-evolving complexities of the Public Records Act, MRSC has consistently been a go-to source of information for local governments, clarifying the issues and helping leaders make informed decisions for their community. These are times of rapid and dramatic change both locally and nationally, and such times demand trusted advisors who can help local governments cut through the fog and focus on practical ideas and practices that lead to lasting solutions.

State funding of this organization results in a return on the state's investment in this critical service which greatly exceeds the investment to keep MRSC operating. The MRSC is an excellent example of a pooled resource that saves costs statewide and provides an essential tool for good government throughout the state.

The City of Leavenworth fully supports MRSC and their missions and urges the Legislature to provide full and secure funding for them.

Additional Initiatives

1. **Support** transportation construction funding for the Reconstruction of Pine Street
2. **Restore** diverted liquor revenue and retain existing state-shared city revenues during these fiscally challenging times.
3. **Fund and clarify** new city responsibilities from marijuana regulation.
4. **Support law and justice** reforms to restore drug enforcement procedures that have been eroded by the Courts.
5. **Reform and simplify** lodging tax financial reporting requirements.
6. **Preserve** current local revenue authorities like local business licensing taxes and seek to develop new options.
7. **Collaborate** with the state to increase multi-modal transportation funding and expand sustainable revenue options.
8. **Authorize** tax increment financing and fine-tune other tools that help foster job creation and retention in cities.
9. **Allow** cities to be more flexible and responsive to fiscal challenges, such as managing personnel costs.
10. **Strengthen** public records access by curbing abusive requests.
11. **Refrain** from adding any new unfunded or underfunded mandates or adding additional educational or notification requirements solely to local government entities.

Planning Commission Docket

2017 Cycle of Amendments

Every county and city in the state is required to conduct a periodic update of its comprehensive plan and development regulations, though the obligation varies depending on whether the jurisdiction is fully or partially planning (RCW 36.70A.130(1)).

Over the recent few years, the City has been "whittling down" each element in advance of the mandated deadline to reduce workloads. The below updates have 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." The entire Comprehensive Plan will be adopted for 2017.

Although the City has progressed to meet this mandate by updating and adopting individual elements and plans, a final complete "package" which includes a final review and adoption thereby creating a "2017 Comprehensive Plan" (including all updated elements, plans, and development regulations) is in process.

Required Plan Elements (RCW 36.70A.070) – The City of Leavenworth Comprehensive Plan must include, at a minimum, the following elements:

1. **Land Use** - Adopted 28th Day of July 2015 (Ordinance No. 1501) with the Land Use Designation Map, and Land Use Capacity Analysis Amendment)

Example of update includes Consistency with the Chelan County establishment of a medium population projection based on the projections of the Office of Financial Management. Review the existing land use maps and revise to remove "bisected" properties; and consider the use of alleys as delineators.

2. **Utilities** - Adopted 12th Day of August 2003 (Ordinance No. 1209 & Ordinance No. 1187)

Full review and update to include consistency.

3. **Economic Development** - Adopted 12th Day of August 2003 (Ordinance No. 1209 & Ordinance No. 1187)

Full review and update to include consistency: Live/ work units, Incubator sites, Home Occupation, Commercial Recreation and more. Consistency with the Chelan County establishment of a medium population projection based on the projections of the Office of Financial Management.

4. **Housing** - Adopted 26th Day of February 2013 (Ordinance No. 1439) with the Leavenworth Residential Land Use Inventory and Analysis

Example of update includes Consistency with the Chelan County establishment of a medium population projection based on the projections of the Office of Financial Management. New housing study from the Mayoral Affordable Housing Ad Hoc Committee.

5. **Transportation** - Adopted 27th Day of October, 2009 (Ordinance No. 1347)

Update the future streets map within the Transportation Element, add streets to create planned circulation patterns ("Grid" street), and general update. Consistency with the Chelan County establishment of a medium population projection based on the projections of the Office of Financial Management.

6. **Parks and Recreation** - Adopted 28th Day of February 2012 (Resolution No. 9-2012)

Consistency review and necessary updates as needed.

7. **Capital Facilities** - Adopted 13th Day of August 2013 (Ordinance No. 1453)

Example of update includes Consistency with the Chelan County establishment of a medium population projection based on the projections of the Office of Financial Management.

- Shoreline Master Program - Adopted 26th Day of August 2014 (Ordinance No. 1482)
- Downtown Master Plan and Upper Valley Regional Trails Plan - Adopted 27th Day of October 2009 (Ordinance No. 1347)

Safety Effectiveness of the HAWK Pedestrian Crossing Treatment

PUBLICATION NO. FHWA-HRT-10-042

JULY 2010



U.S. Department of Transportation
Federal Highway Administration

Research, Development, and Technology
Turner-Fairbank Highway Research Center
6300 Georgetown Pike
McLean, VA 22101-2296

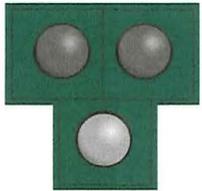


Figure 4. Photo. R10-23 sign from the 2009 MUTCD.⁽⁶⁾

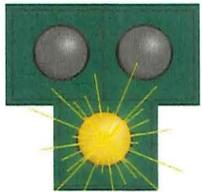


Figure 5. Photo. Typical signs used at HAWK crossings in Tucson, AZ.

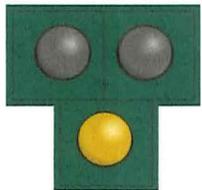
How vehicles navigate a High-intensity Activated crossWalk (HAWK) Signal



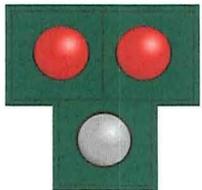
The signal is OFF when no pedestrians or bicyclists are using it.



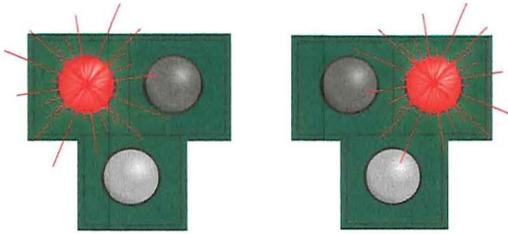
When pedestrians or bicyclists push the button, the yellow **warning light flashes** to warn drivers to begin slowing.



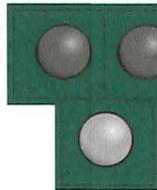
The yellow **light is solid** to warn drivers to come to a stop.



Two solid red lights stop drivers and allow pedestrians and bicyclists to cross.



The **red lights begin to flash**, indicating drivers may pull up to the stop line, stop, verify the crosswalk is clear and then proceed through the intersection. All cars must stop before proceeding through the flashing reds.



The **signal turns off** again indicating vehicles may proceed without stopping.

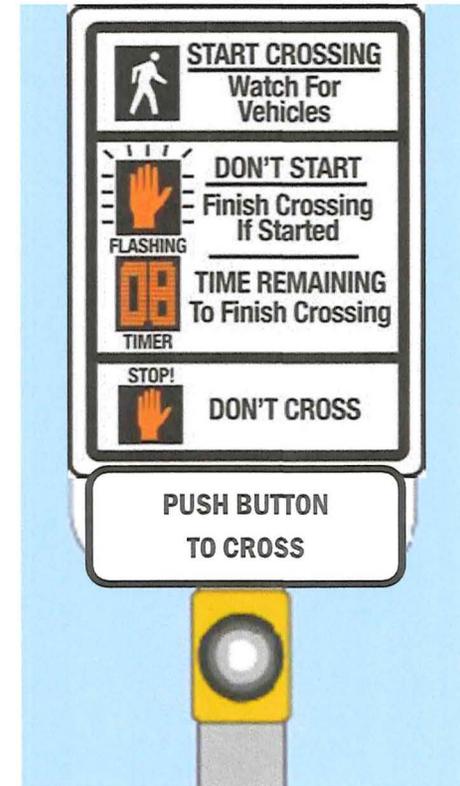
Graphics courtesy of WSDOT

'HAWK' is an acronym for **High intensity Activated crossWalk**. The signal functions like a conventional signal to stop traffic and allow pedestrians and bicyclists to safely cross.



Stop on red. Stop on flashing red, then proceed when clear.

How pedestrians and cyclists navigate a HAWK signal



For an animation visit: <http://www.wsdot.wa.gov/Projects/SR104/EdmondsParkVicPedCrossing/www.wsdot.govSR104animation.htm>



City of Leavenworth

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

LEAVENWORTH CITY COUNCIL AGENDA

Leavenworth City Hall - Council Chambers
November 8, 2016 - 6:30 p.m.

Call to Order
Flag Salute
Roll Call

Consent Agenda

1. Approval of Agenda
2. Approval of October 25, 2016 Regular Meeting Minutes
3. 2016 Claims \$557,252.87
4. October 2016 Payroll \$229,205.46
5. PRSA Voucher Request \$15,000.00

Council Committees - 2nd Tuesday

Public Safety 3:00 Parks 4:00
Public Works 5:00

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

Group Funding Report – Autumn Leaf Festival – Bill Forhan / Dan Moody

Public Hearing and Preliminary Budget Review @ 6:45 PM

Resolutions, Ordinances, Orders and Other Business

1. Action: Ordinance 1532 Adopting Ad Valorem Tax
2. Action: Ordinance 1533 Authorizing Special Levy
3. Action: Authorize Mayor to Sign Tax Levy
4. Action: Ordinance 1534 Fence Code Amendments
5. Action: Cascade School District Wetland Mitigation Agreement
6. Action: Extension of Fire District #3 Contract Agreement

Information Items for Future Consideration

1. Transportation Benefit District Meeting to Follow Regular Council Meeting
2. Final Budget Public Hearing on November 22, 2016

Adjournment

(Next Ordinance is 1535 - Next Resolution is 15-2016)

SUPPLEMENTAL COUNCIL AGENDA

1. Ordinance 1532 Adopting Ad Valorem Tax

The City Council is being asked to consider two options for Ordinance 1532, which is the authorization of the property tax levy for the 2017 tax year. Both options include the required prior year levy figure of \$445,571.23. Option A includes identification of the annual increase of just 1% or \$4,455.71. Option B includes identification of the annual increase of 5.5% or \$24,506.42, which includes the 1% annual limit plus an estimated additional amount of \$20,000. Due to the annexation into the Fire District in 2013, the City has a banked capacity of approximately \$103,000 at this time allowing for the City to request more than the 1% annual cap per initiative 747 limits without an additional vote.

These options are being presented from the recent discussion regarding the need for an additional \$20,000 to add a full time School Resource Officer (SRO) for the Cascade School District. In the past Cascade and Cashmere School District's have shared a SRO; Sheriff Brian Burnett has spoken with city staff and has stated that an additional \$20,000 from the City would help to pay a portion of the increased costs to provide a second officer. This commitment would be contingent upon Cascade School District also providing additional funding for the SRO. At this time, it is anticipated that an agreement can be reached.

By increasing the property tax collection over the 1% limit in 2017, utilizing \$20,000 of the banked capacity this year, the City will continue to slowly phase down the banked capacity that was created in 2014. Additionally, the City has budgeted in the General Fund the allowance to support utility related funds should they be necessary to assist in a capital project; this concept was discussed last year as part of the need to continue to request the banked capacity while also keeping utility rate increases at a minimum. With this in mind, no rate increases are being incorporated for residential and commercial utility rates with exception to the new Commercial Tourism Garbage related fee and Holiday pick-up fee. Since 2014, the Council has been strategically requesting small amounts of the banked capacity due to the reduction of the 1997 General Obligation Bond for the Fire Hall. By lowering the Fire Hall Bond property tax request as it nears maturity in 2017, the City has been able to increase the annual property tax request for the City's General Fund without increasing the actual request to the taxpayers. One additional factor that should be considered is that the "City Request" can increase more than the 1% due to new construction, annexations, refunds, and increased assessed values, which in turn reduces the actual taxpayer effect. In the 2016 year, although the taxpayer effect noted a potential amount of \$24,289, due to overall city assessed value increases, in many cases, the taxpayer effect was not realized. This is also anticipated to occur for the 2017 year due to the high increase of development occurring within the city limits. For the discussion, the table below illustrates what has transpired since the annexation into the Fire District and how the City can continue to reduce the Banked Capacity to zero by 2019:

Year	City Request	1997 Bond	Fire Dist.	Taxpayer Effect	GF Inc (Dec)	Banked Capacity
2013:	1% ~\$25,000	\$80,000		\$4,991	\$4,991	\$0
2014:	1% ~\$400,000	\$60,000	+\$125,000	(\$20,000)	(\$125,000)	\$125,000
2015:	1% ~\$401,815	\$60,000		\$4,018	\$4,018	\$123,371
2016:	5.8% ~\$418,786	\$60,000		\$24,289	\$24,289	\$103,180
2017:	5.5% ~\$445,571	\$56,000		\$20,506	\$24,506	\$83,180
2018:	12.2% ~\$512,526	\$0		\$0	\$56,000	\$27,180
2019:	6% ~\$543,278	\$0		\$33,000	\$38,125	\$0
2020:	1% ~\$550,000	\$0		\$5,432	\$5,432	\$0

In addition, this ordinance will include increase estimates of \$3,336.05 for new construction, \$2,460.75 for annexations, and \$466.41 for refunded revenue by the Assessor's office. The total preliminary property tax allowed is \$559,691.45.

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

- Ordinance 1532 – Option A – 1%
- Ordinance 1532 – Option B – 5.5%
- City of Leavenworth Regular Tax Levy Preliminary Values for 2017 Tax Year
- **MOTION:** *The Leavenworth City Council moves to adopt Ordinance 1532 Option ___ with the Ad Valorem Tax increase of ___%.*

2. Ordinance 1533 Authorizing Special Levy

The City Council is being asked to adopt Ordinance 1533 authorizing a special levy for the 1997 General Obligation Bond that was refinanced in 2011 for the Fire Hall. This ordinance is required by the City to meet the provision of the original Ordinance 1063 and the 2011 Refunding Ordinance 1403 whereas a special levy was adopted and incorporated for the 1997 General Obligation Bond. The special levy amount at this time is set at a rate of \$56,000 to cover the principle and interest payments and will decrease the current fund balance to zero for final maturity in 2017.

The following item is located under **TAB 2:**

- Ordinance 1533
- **MOTION:** *The Leavenworth City Council moves to adopt Ordinance 1533 Authorizing Special Levy.*

3. Authorize Mayor to Sign Tax Levy

In addition to setting the property tax levy and special levy, the Department of Revenue and the County Assessor requires a levy certification. This certification figure is always about \$25,000 to \$30,000 more than the actual levy amount for the regular levy to allow for the Assessor to collect more revenue if projections for taxes come in higher than anticipated due to revaluations, new construction, annexations, or refunds; this also ensures that any banked capacity does not continue to grow. Depending on the Council's decision to enact the 1% versus the 5.5% property tax increase, the Council is being provided two options for the Levy Certification document. If the Council chooses Option A for Ordinance 1532, then the Council will need to authorize Option A for the Levy Certification; if choosing Option B for Ordinance 1532, then the Council will need to authorize Option B for the Levy Certification. As a note, there is included a hand written figure of \$237.71 for the special levy bond refund (this is for the 1997 bond levy noted above) per separate instructions from the Assessor's Office.

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

- Department of Revenue Levy Certification Document – Option A
- Department of Revenue Levy Certification Document – Option B

- **MOTION:** *The Leavenworth City Council moves to authorize the Mayor to sign Option ____ for the Tax Levy Certificate.*

4. Ordinance 1534 Fence Code Amendments

The City Council is being asked to adopt Ordinance No. 1534. Ordinance No. 1534 is an amendment to the Leavenworth Municipal Code to update LMC Section 18.24.020 regarding Fences, walls and hedges – Restrictions. On February 9, 2016, Ordinance No. 1521 was adopted which amended the Leavenworth Municipal Code to update LMC Sections 18.24.010 and 18.24.020 regarding Corner lot – Obstructions to visibility prohibited and Fences, walls and hedges – Restrictions (respectively). On June 14, 2016, the City of Leavenworth Council studied the implementation of the new amendment; and found that refinement was warranted. As implementation of the Leavenworth Municipal Code progresses, the Code is “tested” as to desired results. On August 9, 2016, the City of Leavenworth Council studied further refinement of the “Fence Code;” and the Council desired further reduced constraints and/or restrictions. From this study, Council discussed allowing solid view obscuring six (6) foot tall fences along all property lines excepting for areas that are a line of sight from public right-of-way to the front entrance to a residential structure (or dwelling unit). Behind Tab 4 is the updated LMC to reflect this deliberation.

The following item is included under **TAB 4:**

- Ordinance No. 1534
 - **MOTION:** *The Leavenworth City Council moves to adopt Ordinance No. 1534 amending Leavenworth Municipal Code Fences.*

5. Cascade School District Wetland Mitigation Agreement

The City Council is being asked to consider and accept the City owned Poplar Street property as the receiving site for the Cascade School District voluntary wet area mitigation.

History

On August 13, 2015, the Cascade School District submitted a letter of intent for annexation for an approximately 6.4-acre property. On August 25, 2015, the Council considered the annexation request. On September 8, 2015, the City Council continued the discussion of the annexation to a date certain of October 13, 2015. On October 13, 2015 and upon request by Mr. Bill Motsenbocker, the Leavenworth City Council rescinded the Cascade School District Annexation Request until further request by the School District. On February 9, 2016, the Council held a public hearing on annexation request for the Cascade School District; and adopted Ordinance 1520 – Cascade School District Annexation. Within the petition for annexation:

The City of Leavenworth agrees to assist the Cascade School District in the development of the proposed elementary school which may include a requirement of off-site wetland mitigation. The City has offered three potential receiver sites for such mitigation. The City would retain ownership and long-term stewardship, and the Cascade School District would be responsible for construction and monitoring for up to five years if required. Upon acceptance of this Petition and its conditions, the parties agree to work on a Development Annexation Agreement concerning the conditions set out in this Petition

and including the location, development, construction, monitoring and use of the wetland mitigation area described specifically in this paragraph.

April 26, 2016, the Council received a construction update regarding the Cascade School District from the Construction Liaison Mr. John Henri. He addressed the drainage ditch and the wetland mitigation that is in process. Subsequently, three sites were discussed and considered by the Public Works and Parks Committees; and a preferred site was selected.

Status

On October 4, 2016, the Cascade School District submitted a Joint Aquatic Resource Permit Application (JARPA) to process the wetland mitigation. This has two parts: 1) the “sending site”; and 2) the “receiving site.” The sending site is the area that will be disturbed with the construction of the Alpine Lakes Elementary. The receiving site is the area owned by the City of Leavenworth located along Poplar Street where the existing wetland will be enhanced / upgraded as mitigation for the area being disturbed.

Mr. John Henri is available for any questions or clarification.

The following items are included under **TAB 5:**

- Petition for Annexation
- Voluntary wetland mitigation maps
- **MOTION:** *The Leavenworth City Council moves to authorize the Mayor to sign the Joint Aquatic Resource Permit Application (JARPA) for the Cascade School District to use the Poplar Street property owned by the City as the receiving site for enhancement of existing wetlands.*

6. Extension of Fire District #3 Contract Agreement

The City Council is being asked to consider a request from the Fire District Board of Commissioners to extend the current Interlocal Agreement for Fire Marshall Services between the Fire District and City of Leavenworth for a two year period. The extension time period would be from January 1, 2017 through December 31, 2018 at a cost of \$43,000 per year, which is consistent with the current cost. The City of Leavenworth is currently part of Fire District No. 3. On November 6, 2012 voters of the City of Leavenworth and the Chelan County Fire District #3 approved the ballot measure for annexation of the City into the Fire District by over an 85% vote margin. The annexation became effective on January 1, 2014. This contract covers additional services that are not performed by the District in servicing other areas of the service area. The Fire Marshall agreement was developed to address issues that Fire District #3 would provide to the City that are not typically provided throughout the Fire District; these include development plan review by the Fire Marshall and annual fire inspections of commercial businesses.

Fire Chief O'Brien and the Fire District Board Members have also been involved with the review and approval of the extension agreement. The contract extension has also been discussed and recommended by the City's Public Safety Committee. The City Attorney and attorney for the Fire District have also reviewed the contract extension as to form.

The following items are included under **TAB 6:**

- Amendment to Interlocal Agreement for International Fire Code Services

- Interlocal Agreement for International Fire Code Services 11.27.2013
 - **MOTION:** *The Leavenworth City Council moves to approve and authorize the Mayor to sign the Amendment to the Interlocal Cooperative Agreement between the City of Leavenworth and Chelan County Fire District No. 3 for International Fire Code Services.*



TAB 1

Option A

Ordinance / Resolution No. 1532
RCW 84.55.120

WHEREAS, the City Council of City of Leavenworth has met and considered its budget for the calendar year 2017; and,

WHEREAS, the districts actual levy amount from the previous year was \$ 445,571.23; and,

WHEREAS, the population of this district is less than 10,000; and now, therefore,

BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2017 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 4,455.71 which is a percentage increase of 1% from the previous year.

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 8 day of November, 2016.

Three horizontal lines for signatures.

If additional signatures are necessary, please attach additional page.

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30th. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc.

To ask about the availability of this publication in an alternate format for the visually impaired, please call (360) 705-6715. Teletype (TTY) users, please call (360) 705-6718. For tax assistance, call (360) 534-1400.



Option B

Ordinance / Resolution No. 1532
RCW 84.55.120

WHEREAS, the City Council of City of Leavenworth has met and considered its budget for the calendar year 2017; and,

WHEREAS, the districts actual levy amount from the previous year was \$ 445,571.23; and,

WHEREAS, the population of this district is less than 10,000; and now, therefore,

BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2017 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 24,506.42 which is a percentage increase of 5.5% from the previous year.

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 8 day of November, 2016.

Three horizontal lines for signatures on the left and right sides.

If additional signatures are necessary, please attach additional page.

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30th. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc.

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City of Leavenworth - Regular Levy
 Preliminary values for 2017 Tax Year

October 21 2016

Your preliminary assessed value for 2017 taxes is : \$ 405,610,784. Values may change slightly, we do not have state assessed utilities at this time and there may be supplements to the tax roll up to the time of final certification of values for tax collection. Timber value, if any, is not included.

Basic calculation for district with population under 10,000

The IPD (Implicit Price Deflator) for 2017 tax year is : 100.953 percent
 If the IPD falls below 1%, a second resolution is needed for districts over 10,000 population

Basic calculation for Regular Levy

Amount of last year's levy	\$445,571.23	
Dollar amount increase over last year's levy	\$4,455.71	if increased by 1%
Highest lawful levy since 1985:	\$547,948.75	\$547,948.75
x 1% (Initiative 747 limits the rate increase to 1%):	\$5,479.49	\$5,479.49
Possible budget amount less new construction and annexations:		\$553,428.24
New construction assessed value:	\$ 2,965,833	
multiplied by last year's levy rate	1.12483 /\$1,000	
Add preliminary new construction revenue:		\$3,336.05
Annexation AV	1,784,804	
Add preliminary annexation revenue	\$2,460.75	\$2,460.75
Amount that can be refunded	466.41	466.41
Preliminary maximum allowed for regular property tax:		\$559,691.45

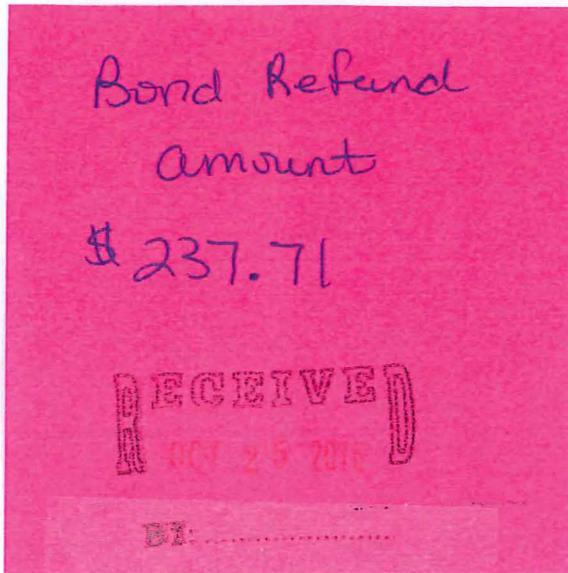
\$559,691.45

The Total Preliminary 2017 Maximum

The Total Preliminary 2017 Maximum Regular Property Tax Levy:

*notes:

*If the district takes less than the allowable amount, the balance will be automatically banked for future budget needs, when using only one resolution or ordinance.



ORDINANCE NO. 1533

AN ORDINANCE OF THE CITY OF LEAVENWORTH, WASHINGTON, AUTHORIZING AND FIXING THE AMOUNT OF THE SPECIAL LEVY FOR THE PURPOSE OF REQUIRED DEBT SERVICE; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Ordinance 1063 pledged that the City of Leavenworth would levy taxes on all of the taxable property within the City to pay principle and interest on the General Obligation Bond by Ordinance 1063;

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

Section 1. Special Levy. A special levy of \$56,000.00 is authorized and taxed for the purpose of debt service of the 1997 G.O. Bond debt as set forth in City of Leavenworth Ordinance No. 1063 and was reissued in 2011 as set forth in City of Leavenworth Ordinance 1403.

Section 2. Certification and Collection. A certified copy of this ordinance shall be transmitted by the City of Leavenworth Finance Director/City Clerk to Chelan County and to such other governmental agencies as provided by law. Taxes levied hereunder shall be collected and paid to the Finance Director/City Clerk of the City of Leavenworth at the time and in the manner provided by the laws of the State of Washington.

Section 3. Severability. If any provision of this ordinance is held invalid, such invalidity shall not affect any other provision or the application thereof, which can be given effect without the invalid provision or application and to this end the provisions of this ordinance are declared to be severable.

Section 4. Effective Date. This ordinance shall be in full force and effect five (5) days after its passage and publication in accordance with law.

Passed by the City Council of the City of Leavenworth and approved by the Mayor this 8th day of November, 2016.

CITY OF LEAVENWORTH

By: _____
Cheryl Kelley Farivar, Mayor

Attest: _____
Chantell R. Steiner, Finance Director/City Clerk

Approved as to form:

Thom Graafstra, City Attorney



TAB 3

Option A

Levy Certification

Submit this document to the county legislative authority on or before November 30 of the year preceding the year in which the levy amounts are to be collected and forward a copy to the assessor.

In accordance with RCW 84.52.020, I, Cheryl Kelley Farivar,
(Name)

Mayor, for City of Leavenworth, do hereby certify to
(Title) (District Name)

the Chelan County legislative authority that the Leavenworth City Council
(Name of County) (Commissioners, Council, Board, etc.)

of said district requests that the following levy amounts be collected in 2017 as provided in the district's
(Year of Collection)

budget, which was adopted following a public hearing held on 10/25/16 :
(Date of Public Hearing)

Regular Levy: \$475,000.00
(State the total dollar amount to be levied)

Excess Levy: \$56,000.00
(State the total dollar amount to be levied)

Refund Levy: \$466.41
(State the total dollar amount to be levied)

Refund Bond Levy: \$ 237.71

Signature: _____

Date: 11/08/16



Option B

Levy Certification

Submit this document to the county legislative authority on or before November 30 of the year preceding the year in which the levy amounts are to be collected and forward a copy to the assessor.

In accordance with RCW 84.52.020, I, Cheryl Kelley Farivar,
(Name)

Mayor, for City of Leavenworth, do hereby certify to
(Title) (District Name)

the Chelan County legislative authority that the Leavenworth City Council
(Name of County) (Commissioners, Council, Board, etc.)

of said district requests that the following levy amounts be collected in 2017 as provided in the district's
(Year of Collection)

budget, which was adopted following a public hearing held on 10/25/16 :
(Date of Public Hearing)

Regular Levy: \$495,000.00
(State the total dollar amount to be levied)

Excess Levy: \$56,000.00
(State the total dollar amount to be levied)

Refund Levy: \$466.41
(State the total dollar amount to be levied)

Refund Bond Levy: \$ 237.71

Signature: _____

Date: 11/08/16

**ORDINANCE NO. 1534
CITY OF LEAVENWORTH, WASHINGTON**

**AN ORDINANCE OF THE CITY OF LEAVENWORTH, WASHINGTON
ADOPTING AMENDMENTS TO THE LEAVENWORTH MUNICIPAL
CODE TO UPDATE LMC SECTION 18.24.020.**

WHEREAS, the Leavenworth City Council desires to amend the Leavenworth Municipal Code to update LMC Section 18.24.020 regarding Fences, walls and hedges – Restrictions; and

WHEREAS, on February 9, 2016, Ordinance No. 1521 was adopted which amended the Leavenworth Municipal Code to update LMC Sections 18.24.010 and 18.24.020 regarding Corner lot – Obstructions to visibility prohibited and Fences, walls and hedges – Restrictions (respectively)

WHEREAS, on June 14, 2016, the City of Leavenworth Council studied the implementation of the new amendment; and

WHEREAS, on August 9, 2016, the City of Leavenworth Council studied further refinement of the “Fence Code;” and

WHEREAS, as implementation of the Leavenworth Municipal Code progresses, the Code is tested to ensure Council desired results; and

WHEREAS, the Council desires further reduced constraints and/or restrictions; and

WHEREAS, the Council desires allowing solid view obscuring six (6) foot tall fences along all property lines excepting for areas that are a line of sight from public right-of-way to the front entrance to a residential structure (or dwelling unit).

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 18.24.020 regarding Fences, walls and hedges – Restrictions 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 8th day of November, 2016.

CITY OF LEAVENWORTH

By: _____
Cheryl K. Farivar, Mayor

Attest:

Chantell Steiner
City Clerk/Finance Director

Approved as to form:

Thom H. Graafstra, City Attorney

Attachment A

18.24.020 Fences, walls and hedges – Restrictions.

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

- A. Front and Side Street Yards. Six feet maximum height ~~with minimum three (3) inch visible gaps between board plank fences or cyclone fences without lath interlacing, or three and one-half feet maximum height within 10 feet of the front and/or side street lot lines for~~ solid (view obscuring) fencing to the property line excepting three (3) inch visible gaps between board planks or cyclone fences for any portion within sight distance from a public right-of-way to the primary entrance of the dwelling. As an alternative, a fence may be solid and reduced in height to three (3) and ½ feet to ensure uninterrupted sight to the front entrance of the dwelling from public right-of way;
- B. Side Yards. six feet maximum height;
- C. Rear Yards. Six feet maximum height;
- D. It is the property owner's responsibility to accurately locate all property lines. The property owner shall stake the property line prior to fence installation activities, and such stakes shall remain throughout fence installation activities;
- E. This chapter applies to all residential districts unless specifically stated otherwise.

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



(RCW 35A.14)

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

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

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

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

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

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

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

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

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

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

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

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

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

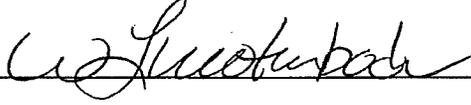
annexed shall be zoned Low Density Residential 6,000 (RL6) and shall be assessed and taxed at the same rate and on the same basis as other property within the City of Leavenworth, Washington, including assessments or taxes in payment of any bonds issued or debts contracted prior to or existing at the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

WARNING

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

ADDRESS OF PARCELS INCLUDED WITHIN THIS ANNEXATION AGREEMENT:

12240 Pine St.

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

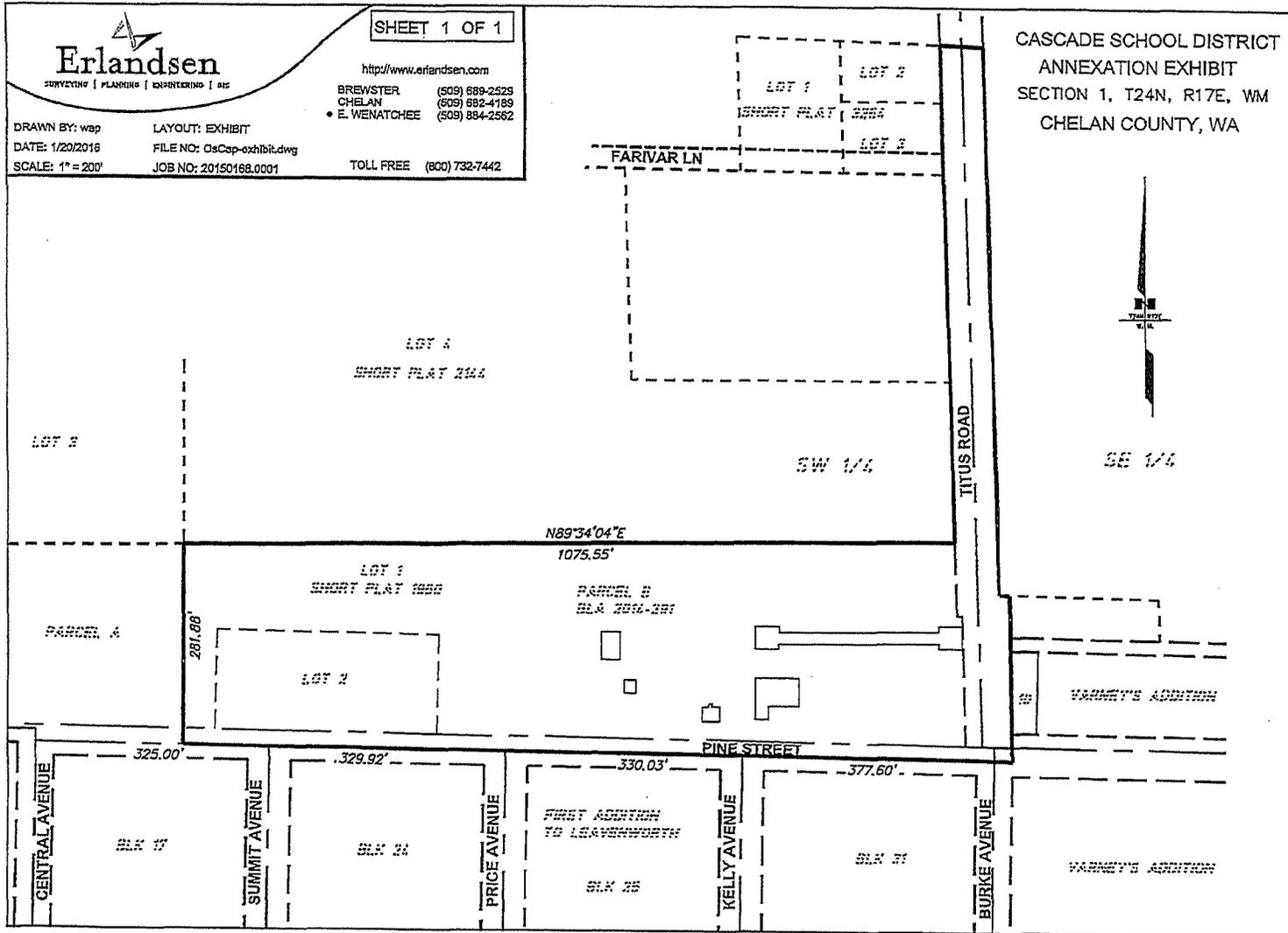
CASCADE SCHOOL DISTRICT ANNEXATION DESCRIPTION

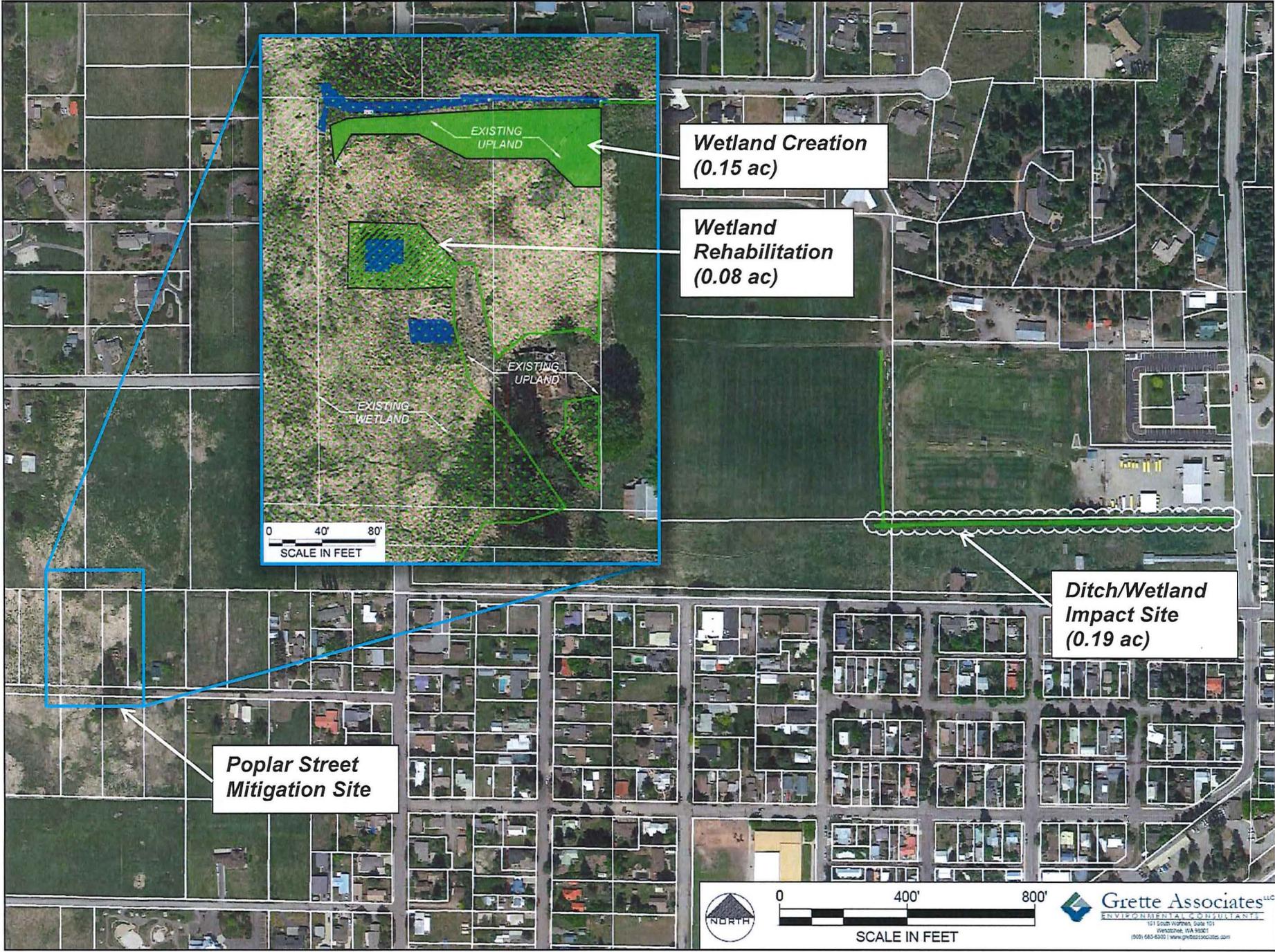
That portion of Lots 1 and 2, as delineated on Scamahorn Short Plat No. 1960, Chelan County, Washington, recorded March 20, 1990, in Book SP-7 of short plats, pages 7 and 8, lying East of the following described line:
Beginning at the Southwest corner of Lot 4 of the Jack Brender Short Plat No. 2144,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

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

ALSO TOGETHER with that portion of the right of way for county road known as Titus Road bounded on the North by the Easterly extension of the North line of Lot 3 of Short Plat No. 3284 to the East line of said Titus Road and bounded on the South by the North right of way line of a county road known as Pine Street.

Excluding any areas already annexed into the City of Leavenworth.





**Wetland Creation
(0.15 ac)**

**Wetland
Rehabilitation
(0.08 ac)**

**Ditch/Wetland
Impact Site
(0.19 ac)**

**Poplar Street
Mitigation Site**



Grette Associates LLC
ENVIRONMENTAL CONSULTANTS
101 South Wormald, Suite 101
Wenatchee, WA 98801
(509) 665-6355 | www.gretteassociates.com

**AMENDMENT TO INTERLOCAL COOPERATIVE AGREEMENT BETWEEN
THE CITY OF LEAVENWORTH AND CHELAN COUNTY FIRE DISTRICT NO. 3
FOR INTERNATIONAL FIRE CODE SERVICES**

CITY:City of Leavenworth, a Washington municipal corporation; Chelan County, a political subdivision of the state of Washington.

DISTRICT: Chelan County Fire District No. 3, a Washington municipal corporation; Chelan County, a political subdivision of the state of Washington.

Reference of Documents Amended: Inter-local Agreement for International Fire Code Services 2014-2016

Abbreviated Legal Description: N/A

Assessor's Tax Parcel ID: N/A

WHEREAS, the CITY has adopted the International Fire Code, and is permitted to delegate authority to enforce the International Fire Code to incorporated fire protection districts as provided in RCW 19.27.110 and RCE Chapter 39.34; and

WHEREAS, the District has the authority under RCW 51.12.031(6) to provide fire prevention services and pre-planning services in accordance with RCW 19.27.110 by contract with the CITY; and

WHEREAS, the CITY and DISTRICT have determined that it is in their mutual best interests and to their mutual benefit; and

NOW, THEREFORE,

The City of Leavenworth and Fire District No. 3 have agreed to extend the Inter-local Agreement for International Fire Code Services 2014 - 2016 from January 1, 2017 through December 31, 2018

**CHELAN COUNTY FIRE DISTRICT NO.3
BOARD OF COMMISSIONERS**

Adopted: _____

Chair

Vice Chair

Commissioner

ATTEST:

District Clerk

CITY OF LEAVENWORTH

Adopted: _____

Mayor, Cheryl K. Farivar

ATTEST:

City Clerk, Chantell Steiner

APPROVED AS TO FORM:

City Attorney, Thomas Graafstra

**INTERLOCAL COOPERATIVE AGREEMENT BETWEEN
THE CITY OF LEAVENWORTH AND CHELAN COUNTY FIRE DISTRICT NO. 3
FOR INTERNATIONAL FIRE CODE SERVICES**

This Agreement is made by and between the City of Leavenworth, Washington (the "City"), and Chelan County Fire District No. 3 (the "District").

WHEREAS, the City is a municipal corporation organized and existing under the Washington State Constitution and the laws of the State of Washington, and particularly those set forth at RCW Title 35A;

WHEREAS, the District is a municipal corporation duly organized and existing as a fire protection district under the laws of the State of Washington, and particularly those set forth at RCW Title 52, and is located within Chelan County;

WHEREAS, the City has adopted the International Fire Code, and is permitted to delegate authority to enforce the International Fire Code to incorporated fire protection districts as provided in RCW 19.27.110 and RCW Chapter 39.34;

WHEREAS, the District has authority under RCW 51.12.031(6) to provide fire prevention services and pre-fire planning services in accordance with RCW 19.27.110 by contract with the City.

WHEREAS, the City and the District have determined that it is in their mutual best interests and to their mutual benefit to authorize the District to provide International Fire Code plan review, inspection and enforcement services within the jurisdictional boundaries of the City;

WHEREAS, the City and the District enter into this interlocal cooperation agreement ("this Agreement") under the authority of RCW 19.27.110 and RCW Chapter 39.34;

WHEREAS, the City Council authorized the execution of this Agreement by action taken at a regularly held meeting;

WHEREAS, the District's Board of Commissioners authorized the execution of this Agreement by action taken at a regularly held meeting; and

WHEREAS, the City and the District each hereby find that this Agreement is mutually advantageous to the City and the District.

NOW, THEREFORE, in consideration of the premises and promises, terms and conditions set forth below, it is hereby agreed as follows:

ARTICLE I PURPOSE

1.01 **Purpose.** The single purpose of this Agreement is to set forth the terms and conditions under which the District is to provide International Fire Code services to the City. Other topics of cooperation between the District and the City shall be the subject of other, additional agreements, as appropriate.

ARTICLE II DUTIES OF THE PARTIES

2.01 **Duties of District.** The District shall provide the following services to the City within the municipal boundaries:

A. The District shall be vested with the sole responsibility and authority for International Fire Code services within the jurisdictional boundaries of the City, including but not limited to fire safety inspections, code enforcement, review of land use permit applications and building permit applications; provided, that the District shall refer enforcement actions to the City's Building Official and City Attorney consistent with the procedures in Exhibit A, and the City shall be solely responsible for prosecuting all civil and criminal violations of the International Fire Code and Leavenworth Municipal Code.

a. The procedure for all fire inspections is outlined under **Exhibit A** of this agreement.

B. The District shall provide such International Fire Code support services to the City outside the jurisdictional boundaries of the City as may be requested by the City upon terms agreed to the District under a separate written agreement.

C. The District shall provide fire safety and consulting services for the City.

2.02 **Duties of City.** The City shall provide the following services to the District:

A. Provide the City of Leavenworth Hearing Examiner for administrative appeal of the District's actions under this Agreement pursuant to the International Fire Code. The City shall be solely responsible for defending all administrative appeals relating to any and all District decisions that are subject to appeal under the City's codes. The District will consult with the City Building Official on decisions when the District determines that an appeal is likely and the District will

cooperate with the City as necessary for the City defend the administrative appeals.

- B. Exercising at the City's discretion, prosecution of all civil and criminal violations of the International Fire Code arising under this Agreement.
- C. The City shall have sole discretion to establish and collect fees for the services rendered pursuant to this Agreement. The City shall retain all fees associated with review of land use permit applications and building permit applications, and any all fees associated with Fire Inspection services. The District shall assist the City in developing, and shall make recommendations on, a fee schedule to recover the expenses of the City and the District associated with this Agreement.

ARTICLE III ADMINISTRATION

3.01 **Administrator.** The District, through its Fire Chief, shall be responsible for the administration of International Fire Code services within the jurisdictional boundaries of the City. For purposes of the International Fire Code, the City hereby designates the District Fire Chief as the City's Fire Chief and Fire Marshal. Notwithstanding this designation the District Fire Chief shall remain solely an employee of the District.

ARTICLE IV DURATION AND TERMINATION OF AGREEMENT

4.01 **Duration.** This Agreement shall be effective only upon execution by the parties and filing with the Chelan County Auditor and the District Clerk, pursuant to RCW Chapter 39.34. The term of this Agreement shall commence January 1, 2014 and be in force through December 31, 2016, after which time this Agreement shall continue on an annual basis until it is terminated as set forth in 4.02.

4.02 **Termination.** A party may unilaterally terminate this Agreement for the succeeding calendar year, without cause, by providing prior written notice of termination to the other party not less than ninety (90) days prior to December 31 of the then current calendar year.

ARTICLE V PAYMENT TO DISTRICT

5.01 **Payment.** For the calendar year 2014 and each calendar year thereafter during the term of this agreement, the City shall pay the District Forty Three Thousand dollars (\$43,000) per year for International Fire Code services provided within the scope of this Agreement, Payment shall be made quarterly upon the City's receipt of an invoice from the District.

ARTICLE VI INDEMNITY

6.01 The District shall indemnify and hold harmless the City and its officers, agents, and employees, from any and all claims, actions, suits, liability, loss, costs, expenses, and damages of any nature whatsoever, by any reason of or arising out of any negligent act or omission of the District, its officers, agents and employees, relating to or arising out of performing Services pursuant to this Agreement. In the event that any suit based upon such claim, action, loss, or damages is brought against the City, the District shall defend the same at its sole cost and expense; provided that the City reserves the right to participate in said suit if any principle of governmental or public law is involved; and if final judgment in said suit be rendered against the City, and its officers, agents, and employees, or jointly against the City and the District and their respective officers, agents, and employees, the District shall satisfy the same.

6.02 The City shall indemnify and hold harmless the District and its officers, agents, and employees, from any and all claims, actions, suits, liability, loss, costs, expenses, and damages of any nature whatsoever, by any reason of or arising out of any negligent act or omission of the City, its officers, agents and employees, relating to or arising out of performing Services pursuant to this Agreement. In the event that any suit based upon such claim, action, loss, or damages is brought against the District, the City shall defend the same at its sole cost and expense; provided that the District reserves the right to participate in said suit if any principle of governmental or public law is involved; and if final judgment in said suit be rendered against the District, and its officers, agents, and employees, or jointly against the District and the City and their respective officers, agents, and employees, the City shall satisfy the same.

6.03 If the comparative negligence of the Parties and their officers and employees is a cause of such damage or injury, the liability, loss, cost, or expense shall be shared between the Parties in proportion to their relative degree of negligence and the right of indemnity shall apply to such proportion.

6.04 Where an officer or employee of a Party is acting under the direction and control of the other Party, the Party directing and controlling the officer or employee in the activity and/or omission giving rise to liability shall accept all liability for the other Party's officer or employee's negligence.

6.05 Each Party's duty to indemnify shall survive the termination or expiration of the Agreement.

6.07 **Liability Related to City Ordinances, Policies, Rules and Regulations.** In executing this Agreement, the District does not assume liability or responsibility for or in any way release the City from any liability or responsibility which arises in whole or in part from the existence or effect of City ordinances, policies, rules or regulations. If any cause, claim, suit, action or administrative proceeding is commenced in which the enforceability and/or validity of any such City ordinance, policy, rule or regulation is at issue, the City shall defend the same at its sole expense and if judgment is entered or damages are awarded against the City, the District or both, the City shall satisfy the same, including all chargeable costs and reasonable attorney's fees.

6.08 **Waiver Under Washington Industrial Insurance Act.** The foregoing indemnity is specifically intended to constitute a waiver of each party's immunity under Washington's Industrial Insurance Act, Chapter 51 RCW, as respects the other party only and only to the extent necessary to provide the indemnified party with a full and complete indemnity of claims made by the indemnitor's employees. The parties acknowledge that these provisions were specifically negotiated and agreed upon by them.

6.09 **Insurance:** Each Party shall maintain and provide evidence to the other of insurance or self-insurance coverage adequate to cover its liability obligations under this Agreement or arising out of each parties activities hereunder.

The City is a Member of a Self-Insured Governmental Risk Pool and can provide a letter signed and executed by an authorized agent verifying the City's participation in said pool.

ARTICLE VII PERFORMANCE OF AGREEMENT

7.01 **Compliance with All Laws.** Each party shall comply with all federal, state and local laws, rules, regulations and ordinances applicable to the performance of this Agreement, including without limitation all those pertaining to wages and hours, confidentiality, disabilities and discrimination.

7.02 **Maintenance and Audit of Records.** Each party shall maintain books, records, documents and other materials relevant to its performance under this Agreement. These records shall be subject to inspection, review and audit by either

party or its designee, and the Washington State Auditor's Office. Each party shall retain all such books, records, documents and other materials for six (6) years following the termination of this Agreement.

7.03 On-Site Inspections. Either party or its designee may evaluate the performance of this Agreement through on-site inspection to determine whether performance is in compliance with the standards set forth in this Agreement, and in compliance with federal, state and local laws, rules, regulations and ordinances.

7.04 Improper Influence. Each party agrees, warrants and represents that it did not and will not employ, retain or contract with any person or entity on a contingent compensation basis for the purpose of seeking, obtaining, maintaining or extending this Agreement. Each party agrees, warrants and represents that no gratuity whatsoever has been or will offered or conferred with a view towards obtaining, maintaining or extending this Agreement.

7.04 Conflict of Interest. The elected and appointed officials and employees of the parties shall not have any personal interest, direct or indirect, which gives rise to a conflict of interest.

ARTICLE VIII DISPUTES

8.01 Time. Time is of the essence of this Agreement.

8.02 Waiver Limited. A waiver of any term or condition of this Agreement must be in writing and signed by the party. Any express or implied waiver of a term or condition of this Agreement shall apply only to the specific act, occurrence or omission and shall not constitute a waiver as to any other term or condition or future act, occurrence or omission.

8.03 Negotiation. Prior to any other action, the City Administrator and the District Fire Chief shall meet and attempt to negotiate a resolution to such dispute.

8.04 Mediation. If the parties are unable to resolve the dispute through negotiation, either party may request mediation through a process to be mutually agreed to in good faith between the parties within 30 days. The parties shall share equally the costs of mediation and shall be responsible for their own costs in preparation and participation in the mediation, including expert witness fees and reasonable attorney's fees.

8.05 Arbitration. If a mediation process cannot be agreed upon or if the mediation fails to resolve the dispute then, within 30 calendar days, either party may submit the matter to binding arbitration according to the procedures of the Superior Court Rules for Mandatory Arbitration, including the Local Mandatory Arbitration Rules of the Chelan

County Superior Court, Chelan County, Washington, as amended, unless the parties agree in writing to an alternative dispute resolution process. The arbitration shall be before a disinterested arbitrator with both parties sharing equally in the cost of the arbitrator. The location of the arbitration shall be mutually agreed or established by the assigned Arbitrator, and the laws of Washington will govern its proceedings. Each party shall be responsible for its own costs in preparing for and participating in the arbitration, including expert witness fees and reasonable attorney's fees.

8.06 Exclusive Remedy. Unless otherwise agreed in writing, this dispute resolution process shall be the sole, exclusive and final remedy to or for either party for any dispute regarding this Agreement, and its interpretation, application or breach, regardless of whether the dispute is based in contract, tort, any violation of federal law, state statute or local ordinance or for any breach of administrative rule or regulation and regardless of the amount or type of relief demanded.

ARTICLE IX GENERAL PROVISIONS

9.01 Assignment. Neither party may assign its rights or delegate its duties under this Agreement, whether by assignment, further, subcontract or other means. Any such attempted assignment or delegation shall be void and shall constitute a material breach of this Agreement.

9.02 Entire Agreement. This Agreement constitutes the entire agreement between the parties. There are no understandings or agreements between parties other than those set forth in this Agreement. No other statement, representation or promise has been made to induce either party to enter into this Agreement.

9.03 Modification. This Agreement may not be amended, supplemented or otherwise modified unless expressly set forth in a written agreement signed by the parties and adopted by resolution of each party's legislative authority.

9.04 Invalid Provisions. The invalidity or unenforceability of any particular term or provision of this Agreement shall not affect the validity or enforceability of any other term or provision and this Agreement shall be construed in all respects as if such invalid or unenforceable term or provision was omitted.

9.05 Filing . Pursuant to RCW 39.34.040, this Agreement shall be filed with the Chelan County Auditor prior to its entry into force. This Agreement shall also be filed with the District Clerk.

CITY OF LEAVENWORTH

Adopted: 12-10-13



Mayor, Cheryl K. Farivar

MAYOR

ATTEST:



City Clerk

APPROVED AS TO FORM:



City Attorney

Adopted: 12/11/13

CHELAN COUNTY FIRE DISTRICT NO. 3
BOARD OF COMMISSIONERS


Chair

Vice Chair


Commissioner

ATTEST:

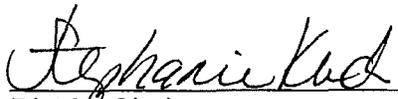

District Clerk

EXHIBIT A

FIRE INSPECTION PROCEDURE: This document outlines the procedure for fire inspections and enforcement within the City of Leavenworth. At all times City of Leavenworth and Chelan County Fire District #3 personnel shall work jointly to ensure compliance with the intent of the International Fire Code and LMC 15.10.010 Uniform Code for the Abatement of Dangerous Buildings.

PURPOSE: To develop a consistent fire inspection program within the City of Leavenworth.

ANNUAL FIRE INSPECTION: Chelan County Fire District #3 (CCFD#3) shall perform an annual Fire Inspection of each business that resides in a commercial building within the City of Leavenworth municipal boundaries. In addition, the CCFD#3 staff shall perform an annual Fire Inspection on all Churches, licensed day care facilities, and licensed adult elderly care facilities. Other In-home businesses shall not be subject to an annual fire inspection unless requested by the City of Leavenworth or at the discretion of the CCFD#3 Fire Chief or designee due to observed conditions requiring an inspection. All fire inspections shall be completed by CCFD#3 personnel. The annual fire inspection time frame shall be from January 1st through December 31st of each year. Any new violations found on a re-inspection will be cause to initiate a new time frame for the new violation. Correction or compliance actions extending into a new calendar year do not negate the necessity for a new inspection process each calendar year.

RE-INSPECTIONS: The CCFD#3 shall perform a re-inspection on all facilities with a violation noted from the initial annual Fire Inspection. CCFD#3 shall re-inspect within six (6) weeks of the initial annual fire inspection on all facilities with a violation. CCFD#3 personnel shall conduct up to 2 re- inspections of a given facility subject to inspection.

VOLUNTARY CORRECTION AGREEMENT: At the discretion of the CCFD#3, a "voluntary corrections" agreement may be entered into for corrections requiring a time period which is greater than six (6) weeks. The agreement shall be between CCFD#3 and the property owner. CCFD#3 will work in conjunction with the City to develop the agreement and documentation. The agreement shall state the current conditions, IFC code violations and needed corrections, the timeline for the correction to be addressed, and any mitigation steps the property owner may need to implement prior to the correction being completed. CCFD#3 will provide the City with a copy of all executed "voluntary correction" agreements within ten (10) days of the execution of the agreement.

ENFORCEMENT: At such time the CCFD#3 determines that a facility is not in compliance with the International Fire Code and within the six (6) week re-inspection period, the CCFD#3 Fire Chief or designee may declare the building to be a Dangerous Building under LMC 15.10 Section 302.16, and shall provide written notice to the City Building Official or designee identifying in writing each violation of sections of the International Fire Code. The City of Leavenworth shall be responsible for final enforcement action. CCFD#3 shall provide copies of all documentation pertaining to the history of fire inspections and the status of the non-compliant condition of the facility to the City Enforcement Official. The Building Official or designee and Fire Marshall shall conduct a final inspection of the facility. Upon completion of the inspection, the Building Official may commence with the enforcement action as identified under LMC Chapter 15.10 Abatement of Dangerous Buildings Section 401. The Fire Marshall shall be available for attendance and testimony at all hearings and court proceeding necessary for this enforcement action.

SCHEDULING: CCFD#3 personnel shall work to accommodate scheduling of fire safety inspections and re-inspections as long as the accommodations is reasonable. CCFD#3 and City of Leavenworth personnel shall work to accommodate scheduling of final enforcement inspection of the facility as long as the accommodations are reasonable.

DENIAL OF ACCESS: The Fire Marshall and Building Official are authorized to make inspections, re-inspections and take such actions as maybe required to enforce the provisions of the code (LMC Section 15.10.010 Subpart 201.2.) If either agencies are denied access and/or the owner/operator refuses to schedule fire inspections, then enforcement proceedings may begin until access is granted.

BILLING: The cost of the initial annual fire inspection and the first re-inspection shall be at no charge to the property or facility owner. Each subsequent inspection the building owner will be charged a fee of one hundred dollars (\$100.00). The City of Leavenworth will be the responsible agency for collecting all fees associated with the fire inspection program. CCFD#3 shall provide documentation necessary for invoicing of fees.



Leavenworth Transportation Benefit District

Agenda

November 8, 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 October 11, 2016 Minutes
- New Business
 - Public Hearing on Preliminary Biennial Budget
- Adjournment

Leavenworth

Transportation Benefit District

Leavenworth City Hall, Council Chambers

MINUTES October 11, 2016

Board Chair Cheryl K. Farivar called the October 11, 2016 Leavenworth Transportation Benefit District Board regular meeting to order at 8:48 p.m.

ROLL CALL

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

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

Board Chair Farivar excused board member Richard Brinkman.

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 August 9, 2016 Minutes
3. Set Public Hearing Date for Preliminary Budget on November 8, 2016
4. Set Public Hearing Date for Final Budget on November 22, 2016

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

NEW BUSINESS

Board Secretary/Treasurer Chantell Steiner noted that there are no items for consideration this evening and identified the public hearing dates for the public that were included in the consent agenda. She stated that the Board has received a copy of the preliminary budget document with this evenings agenda items and asked if there were any questions at this time. She briefly reviewed how the budget for each year is calculated by adding the beginning fund balance to the incoming revenues and then subtracting the outgoing expenses which then equals the ending fund balance.

ADJOURNMENT

Seeing no other business, Board member Larsen motioned to adjourn the October 11, 2016 regular meeting of the Leavenworth Transportation Benefit District. The motion was seconded by Board member Bretz and passed unanimously.

The meeting adjourned at 8:51 p.m.

APPROVED

ATTEST

Cheryl K. Farivar
Board Chair

Chantell Steiner
Board Secretary/Treasurer

**2016 Leavenworth Transportation Benefit District / City Revenue and Expense Project Tracking
As of October 31, 2016**

TBD Revenue / Expenses	TBD Revenue		TBD Expenses	TBD Remaining Funds
	Received (Includes	Transfer to City		
	Current Year Beginning Fund Balance)			
	257,934.24	135,000.00	-	122,934.24

City Transportation Expenses	TBD Funds	City Street Funds	Real Estate Excise Tax Funds	Loans or Grants	Total Project Cost	Project Description
Operations Expenses	21,049.76	189,447.85	-	-	210,497.61	Roadway Engineering & Maintenance Costs (Personnel Included) - 10% TBD - 90% Street Fund
	9,958.61	-	-	-	9,958.61	Sidewalk Repairs
	-	13,722.56	-	-	13,722.56	Street Lighting: Supplies, Utilities, Repairs
	-	2,312.61	-	-	2,312.61	Traffic Control Supplies
	-	32,210.35	-	-	32,210.35	Snow & Ice Control
	-	-	-	-	-	Street Cleaning
	31,621.86	262,096.71	-	-	293,718.57	Street Admin & Overhead 10% TBD + \$2,500 TBD Insurance
	-	587.71	-	-	587.71	Transit Systems & Railroads
Loan Expenses	-	-	-	-	-	Interfund Loan Payback to GF for Cash Flow
Debt Expenses	62,396.54	-	-	-	62,396.54	PWTF 09 Engineering & 2012 Front Street Construction Loan Debt
Capital Expenses	-	-	-	-	-	Payments for Residential and Commercial Projects
	-	-	-	-	-	Way Finding Signage Hwy2/Pedestrian
	-	-	-	-	-	Train Station Restroom
	-	-	-	-	-	DOE Solar/Energy Grant Project (city grant match - all costs in GF)
	362.95	-	-	-	362.95	Pine Street Planning
	-	382.34	-	8,282.06	8,664.40	SR2 Pedestrian Crossing - Eng.
	8,003.53	4,829.15	-	9,406.63	22,239.31	TIB 2017 Preservation - Eng.
	-	11,160.59	-	-	11,160.59	Chumstick Multi Trail Engineering
	-	228.65	-	-	228.65	Chum. Trail ROW Acquis./ WSDOT Grant Funds
	-	-	-	-	-	SR2 Ped Crossings
	-	42,769.67	80,000.00	315,161.34	437,931.01	Chumstick Multi Trail Construction
	-	-	-	-	-	Residential Road/Street Construction
	-	(52,725.21)	-	53,365.36	640.15	Commercial/Waterfront 3rd to 8th Construction
	1,606.75	-	-	-	1,606.75	Commercial/Waterfront 3rd to 8th Proj. Mgmt - TD&H
	-	9,852.74	-	-	9,852.74	Chumstick Const. Admin - PACE
	-	11,104.16	-	-	11,104.16	Chumstick Const. Admin - Deason
	-	-	-	-	-	
	-	-	-	-	-	
	-	-	-	-	-	
TOTALS	135,000.00	527,979.88	80,000.00	386,215.39	1,129,195.27	
Percent of Total	12%	47%	7%	34%		

City Current Funding Status in the Street Fund	112,423.36
TBD Remaining Funds in the Street Fund (\$135K Funding)	0.00
REET Remaining Funds in the Street Fund (\$80K Funding)	0.00
Total Fund Status with Transfer from TBD	112,423.36

* 10% of Costs on Roadway Maintenance/Street Administration is necessary to offset costs incurred for personnel, and operations related to street maintenance/preservation.



RECEIVED
OCT 31 2016
BY:

Wenatchee Valley Animal Care & Control

1474 S Wenatchee Avenue

Wenatchee, WA 98801

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

City of Leavenworth - Quarterly Report 3rd Quarter – 2016

Number of Investigated Incidents

July – 4

August – 13

September – 12

Total – 29

Investigations of Interest

Citations Issued – 0

Dangerous Dogs – 0

Potentially Dangerous Dogs – 0

Animal Bites – 1

Number of Animals Received

Intake/Outcome	Dogs	Cats	Other
ACO Pickup	5	0	0
Public Drop Off	1	5	0
Owner Surrender	1	2	0
Return to Owner	6	0	0
Adoptions	1	4	0



The Mountain Pact



October 31, 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 350,000 permanent residents and 80 million 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

The Mountain Pact logo features a stylized mountain peak with a white outline and a black interior, set against a black background. To the right of the icon, the text "The Mountain Pact" is written in a bold, black, sans-serif font. "The" is smaller and positioned above "Mountain".

The Mountain Pact

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.

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,

Town of Vail, CO
Town of Crested Butte, CO
Town of Carbondale, CO
Town of Telluride, CO
Town of Ridgway, CO
City of Salt Lake, UT
City of Alta, UT
Village of Taos Ski Valley, NM
Town of Truckee, CA
Tahoe Regional Planning Authority, CA / NV
Town of Mammoth Lakes, CA
City of Ketchum, ID
City of Bend, OR
City of Leavenworth, WA

CC:

The Honorable Senator Michael Bennet
The Honorable Senator Cory Gardner
The Honorable Representative Scott Tipton
The Honorable Representative Jared Polis
The Honorable Senator Orrin Hatch

The Mountain Pact
The logo features a stylized mountain peak with a white outline and a black fill, set against a white background. The text "The Mountain Pact" is written in a bold, black, sans-serif font to the right of the icon.

The Honorable Senator Mike Lee
The Honorable Representative Chris Stewart
The Honorable Representative Jason Chaffetz
The Honorable Senator Tom Udall
The Honorable Senator Martin Heinrich
The Honorable Representative Ben Luján
The Honorable Senator Dianne Feinstein
The Honorable Senator Barbara Boxer
The Honorable Representative Tom McClintock
The Honorable Representative Paul Cook
The Honorable Senator Harry Reid
The Honorable Senator Dean Heller
The Honorable Representative Mark Amodei
The Honorable Senator Michael Crapo
The Honorable Senator James Risch
The Honorable Representative Michael Simpson
The Honorable Senator Ron Wyden
The Honorable Senator Jeff Merkley
The Honorable Representative Greg Walden
The Honorable Senator Patty Murray
The Honorable Senator Maria Cantwell
The Honorable Representative David Reichert

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 11/09/2016

Time: 11:47:51 Date: 11/04/2016
Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
23411	11/09/2016	11/09/2016	7091 Advantage Dirt Cont, Inc.	13,043.77	Chumstick Hwy Trail W/S Extension
	594 34 41 05		Meadowlark LID 403 000 594	4,978.29	Water
	594 35 41 05		Meadowlark LID 404 000 594	353.34	Sewer
	595 30 63 06		Chumstick Multiuse Trail 101 000 595	7,712.14	Streets
23324	11/09/2016	11/09/2016	7308 Bader, Joey	80.00	Partial Parking Refund
	362 30 00 07		Parking Fees Lot 1 (Upper 415 000 360	-80.00	Parking
23362	11/09/2016	11/09/2016	6907 Bedolla, Norberto / Arcelia	810.00	Festhalle Deposit Refund
	347 30 06 01		Room Rental 110 000 340	190.00	Leavenworth Ci
	347 30 06 03		Room Deposit Fees 110 000 340	-1,000.00	Leavenworth Ci
23408	11/09/2016	11/09/2016	4416 Blue Sky Outfitters, Inc.	2,329.50	Refund Rafting Permit Fees
	347 30 11 00		Rafting Fees 001 000 340	-2,329.50	Current Expens
23383	11/09/2016	11/09/2016	222 CWA Consultants P.S. Inc.	995.28	Plan Review; Best Western Icicle Inn Pool Enclosure
	559 30 41 00		Professional Services Plan 001 000 559	995.28	Current Expens
23344	11/09/2016	11/09/2016	123 Cascade Analytical, Inc.	72.10	WWTP Water Testing
	535 80 41 00		Professional Services 404 000 535	72.10	Sewer
23345	11/09/2016	11/09/2016	123 Cascade Analytical, Inc.	108.67	WWTP Water Testing
	535 80 41 00		Professional Services 404 000 535	108.67	Sewer
23346	11/09/2016	11/09/2016	123 Cascade Analytical, Inc.	36.05	WTP - Water Testing
	534 80 51 00		Water Testing 403 000 534	36.05	Water
23347	11/09/2016	11/09/2016	123 Cascade Analytical, Inc.	66.95	WTP - Water Testing
	534 80 51 00		Water Testing 403 000 534	66.95	Water
23381	11/09/2016	11/09/2016	123 Cascade Analytical, Inc.	45.32	WTP - Water Testing
	534 80 51 00		Water Testing 403 000 534	45.32	Water
			Total Cascade Analytical, Inc.	329.09	
23415	11/09/2016	11/09/2016	125 Cascade Auto Parts Inc	1,276.83	City Supplies
	535 80 32 00		Operating Supplies-Trtmnt 404 000 535	10.58	Sewer

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
548 68 31 00	Office & Operating Supplie		501 000 548 Equip Rental &	59.45	
548 68 31 00	Office & Operating Supplie		501 000 548 Equip Rental &	97.23	
548 68 31 00	Office & Operating Supplie		501 000 548 Equip Rental &	11.68	
548 68 31 00	Office & Operating Supplie		501 000 548 Equip Rental &	73.02	
548 68 31 00	Office & Operating Supplie		501 000 548 Equip Rental &	50.12	
548 68 34 00	Supp Purchased For Invent		501 000 548 Equip Rental &	33.45	
548 68 34 00	Supp Purchased For Invent		501 000 548 Equip Rental &	39.00	
548 68 34 00	Supp Purchased For Invent		501 000 548 Equip Rental &	51.71	
548 68 34 00	Supp Purchased For Invent		501 000 548 Equip Rental &	149.18	
548 68 34 00	Supp Purchased For Invent		501 000 548 Equip Rental &	-64.50	
548 68 34 00	Supp Purchased For Invent		501 000 548 Equip Rental &	24.03	
548 68 34 00	Supp Purchased For Invent		501 000 548 Equip Rental &	43.73	
548 68 34 00	Supp Purchased For Invent		501 000 548 Equip Rental &	92.13	
548 68 34 00	Supp Purchased For Invent		501 000 548 Equip Rental &	19.81	
548 68 34 00	Supp Purchased For Invent		501 000 548 Equip Rental &	19.40	
548 68 34 00	Supp Purchased For Invent		501 000 548 Equip Rental &	17.17	
548 68 34 01	SPFI-Garbage Truck		501 000 548 Equip Rental &	87.15	
548 68 34 02	SPFI-Cardboard Truck		501 000 548 Equip Rental &	34.66	
548 68 34 02	SPFI-Cardboard Truck		501 000 548 Equip Rental &	-26.02	
548 68 35 00	Small Tools & Minor Equip		501 000 548 Equip Rental &	274.10	
548 68 35 00	Small Tools & Minor Equip		501 000 548 Equip Rental &	179.75	
<hr/>					
23397	11/09/2016	11/09/2016	6084 Cascade Quality Water	46.55	Bottled Water - Parks
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	33.25	
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	13.30	
<hr/>					
23398	11/09/2016	11/09/2016	6084 Cascade Quality Water	54.70	Bottled Water - City Hall
518 20 31 00	Office & Operating Supplie		001 000 518 Current Expens	54.70	
<hr/>					
23399	11/09/2016	11/09/2016	6084 Cascade Quality Water	19.95	Bottled Water - Shop
548 68 31 00	Office & Operating Supplie		501 000 548 Equip Rental &	19.95	
<hr/>					
23400	11/09/2016	11/09/2016	6084 Cascade Quality Water	13.30	Bottled Water - WWTP
535 80 32 00	Operating Supplies-Trtmnt		404 000 535 Sewer	13.30	
<hr/>					
			Total Cascade Quality Water	134.50	
<hr/>					
23376	11/09/2016	11/09/2016	147 Central Washington Water Inc.	345.80	Pool Supplies
576 20 31 00	Office & Operating Supplie		176 000 576 Community Sw	345.80	
<hr/>					
23377	11/09/2016	11/09/2016	2313 Chelan County PUD	1,378.94	City Utilities; Festhalle, Shop & Streets

ACCOUNTS PAYABLE

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
542 63 47 00	Utilities		101 000 542 Streets	30.88	
548 68 47 00	Utilities		501 000 548 Equip Rental &	344.69	
575 48 47 00	Utility Services		110 000 575 Leavenworth Ci	1,003.37	
23378	11/09/2016	11/09/2016	2313	Chelan County PUD	473.31 City Utilities; City Hall & Street Lighting
518 20 47 00	Utilities		001 000 518 Current Expens	236.66	
557 30 47 01	Utilities-Restrooms		104 000 557 Lodging Tax	236.65	
23379	11/09/2016	11/09/2016	2313	Chelan County PUD	38.18 City Utilities; Cemetary
536 50 47 00	Utilities		001 000 536 Current Expens	38.18	
23385	11/09/2016	11/09/2016	2313	Chelan County PUD	388.93 City Utilities; Parks Shop, City Parks
557 30 47 01	Utilities-Restrooms		104 000 557 Lodging Tax	194.46	
576 80 47 00	Utilities		001 000 576 Current Expens	194.47	
23386	11/09/2016	11/09/2016	2313	Chelan County PUD	8.16 City Utilities; SNAP
535 80 47 00	Utilities		404 000 535 Sewer	8.16	
23387	11/09/2016	11/09/2016	2313	Chelan County PUD	168.83 City Utilities; Pool
576 20 47 00	Utilities		176 000 576 Community Sw	168.83	
23388	11/09/2016	11/09/2016	2313	Chelan County PUD	1,218.36 City Utilities; Street Lights
542 63 47 00	Utilities		101 000 542 Streets	1,218.36	
23389	11/09/2016	11/09/2016	2313	Chelan County PUD	867.40 City Utilities; Water Plant
534 80 47 00	Utilities		403 000 534 Water	867.40	
23390	11/09/2016	11/09/2016	2313	Chelan County PUD	20.07 City Utilities; Grange Lighting
542 63 47 00	Utilities		101 000 542 Streets	20.07	
23391	11/09/2016	11/09/2016	2313	Chelan County PUD	2,008.02 City Utilities; WWTP
535 80 47 00	Utilities		404 000 535 Sewer	2,008.02	
23392	11/09/2016	11/09/2016	2313	Chelan County PUD	65.05 City Utilities; Street Lighting
542 63 47 00	Utilities		101 000 542 Streets	65.05	
23393	11/09/2016	11/09/2016	2313	Chelan County PUD	34.31 City Utilities; Recycle
537 80 47 00	Utilities		402 000 537 Garbage	34.31	

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 11/09/2016

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
23394	11/09/2016	11/09/2016	2313 Chelan County PUD	17.63	City Utilities; Ski Hill Dr
	534 80 47 00	Utilities	403 000 534 Water	17.63	
23395	11/09/2016	11/09/2016	2313 Chelan County PUD	113.02	City Utilities; Ski Hill Dr Pumping Station
	534 80 47 00	Utilities	403 000 534 Water	113.02	
23396	11/09/2016	11/09/2016	2313 Chelan County PUD	109.59	City Utilities; North Road - Icicle Station
	557 30 47 02	Utilities - Icicle Station	104 000 557 Lodging Tax	109.59	
Total Chelan County PUD				6,909.80	
23327	11/09/2016	11/09/2016	162 Chelan County Treasurer	1,287.00	4Q Solid Waster Services
	537 80 51 01	Intergov Prof Serv-SWAC	402 000 537 Garbage	1,287.00	
23361	11/09/2016	11/09/2016	4642 Chelan-Douglas Land Trust	750.00	Festhalle Deposit Refund
	347 30 06 03	Room Deposit Fees	110 000 340 Leavenworth Ci	-500.00	
	347 30 06 04	Equipment Deposit Fees	110 000 340 Leavenworth Ci	-250.00	
23348	11/09/2016	11/09/2016	171 Cintas Corporation Loc #607	219.72	Safety Mat
	518 20 48 00	Repairs & Maintenance Cit	001 000 518 Current Expens	36.93	
	535 80 48 00	Repairs & Maintenance	404 000 535 Sewer	38.36	
	542 30 48 00	Repairs & Maintenance	101 000 542 Streets	12.74	
	548 68 48 00	Repairs & Maintenance	501 000 548 Equip Rental &	71.42	
	576 80 48 00	Repairs & Maintenance	001 000 576 Current Expens	60.27	
23349	11/09/2016	11/09/2016	171 Cintas Corporation Loc #607	219.72	Safety Mat
	518 20 48 00	Repairs & Maintenance Cit	001 000 518 Current Expens	36.93	
	535 80 48 00	Repairs & Maintenance	404 000 535 Sewer	38.36	
	542 30 48 00	Repairs & Maintenance	101 000 542 Streets	71.42	
	548 68 48 00	Repairs & Maintenance	501 000 548 Equip Rental &	12.74	
	576 80 48 00	Repairs & Maintenance	001 000 576 Current Expens	60.27	
Total Cintas Corporation Loc #607				439.44	
23403	11/09/2016	11/09/2016	174 City Of Leavenworth	6,142.52	City Utilities; Garbage, Water, Sewer, Storm
	518 20 47 00	Utilities	001 000 518 Current Expens	240.33	
	535 80 47 00	Utilities	404 000 535 Sewer	839.23	
	536 50 47 00	Utilities	001 000 536 Current Expens	22.28	

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
			Total Consolidated Supply	3,450.79	
23352	11/09/2016	11/09/2016	237 Dept of Ecology	30.00	Wastewater Operator Certification - A. Muro
	535 80 49 00	Misc/Reg/Dues/Subscriptio	404 000 535 Sewer	30.00	
23353	11/09/2016	11/09/2016	239 Dept of Health	87.00	Operator Certification T. Valentine
	534 80 49 00	Misc/Reg/Dues/Subscriptio	403 000 534 Water	87.00	
23326	11/09/2016	11/09/2016	7335 Dougherty, Tracy	122.91	Utility Refund
	343 40 00 00	Water Collections	403 000 340 Water	-64.77	
	343 50 00 00	Sewer Collections	404 000 340 Sewer	-55.64	
	343 83 00 00	Stormwater Collections	410 000 340 Stormwater	-2.50	
23414	11/09/2016	11/09/2016	4806 Drozdowski, Jarod	1,400.00	Festhalle Management
	575 48 41 00	Managerial Services	110 000 575 Leavenworth Ci	1,400.00	
23407	11/09/2016	11/09/2016	3823 Fields, Matt	200.00	City Website Maintenance
	518 90 41 04	Website Design-ProSvs	502 000 518 Central Service	200.00	
23375	11/09/2016	11/09/2016	298 Firefly Inc.	125.00	IT Support Services - City Website Newsletter Issues
	518 90 41 00	Professional Services	502 000 518 Central Service	125.00	
23366	11/09/2016	11/09/2016	6555 Freedom Truck Centers, Inc.	23.37	Blower Switch
	548 68 34 00	Supp Purchased For Invent	501 000 548 Equip Rental &	23.37	
23354	11/09/2016	11/09/2016	358 Home Depot Credit Svc	59.44	Park Supplies
	576 80 31 00	Office & Operating Supplie	001 000 576 Current Expens	59.44	
23420	11/09/2016	11/09/2016	4854 Integritech LLC	380.00	Icicle Sewer Extension Research
	535 80 41 00	Professional Services	404 000 535 Sewer	380.00	
23416	11/09/2016	11/09/2016	417 Jerry's Auto Suppy	430.26	City Supplies
	548 68 34 00	Supp Purchased For Invent	501 000 548 Equip Rental &	64.14	
	548 68 34 00	Supp Purchased For Invent	501 000 548 Equip Rental &	65.03	
	548 68 34 00	Supp Purchased For Invent	501 000 548 Equip Rental &	24.61	
	548 68 34 01	SPFI-Garbage Truck	501 000 548 Equip Rental &	166.23	
	576 80 31 00	Office & Operating Supplie	001 000 576 Current Expens	44.10	

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	66.15		
23355	11/09/2016	11/09/2016	5626	KCDA Purchasing Cooperative	734.98	City Supplies
518 20 31 00	Office & Operating Supplie		001 000 518 Current Expens	12.91		
575 48 31 00	Office & Operating Supplie		110 000 575 Leavenworth Ci	38.70		
576 80 31 00	Office & Operating Supplie		001 000 576 Current Expens	683.37		
23368	11/09/2016	11/09/2016	4890	Kyle Mathison Orchards, INC	120.00	Yard Waste
537 80 41 03	Recycling Dump Fees		402 000 537 Garbage	120.00		
23418	11/09/2016	11/09/2016	4890	Kyle Mathison Orchards, INC	120.00	Yard Waste
537 80 41 03	Recycling Dump Fees		402 000 537 Garbage	120.00		
			Total Kyle Mathison Orchards, INC	240.00		
23322	11/09/2016	11/09/2016	474	Leavenworth Chamber Of Commerce	61,605.96	3Q Chamber Payment
557 30 44 00	Advertising-Chamber		104 000 557 Lodging Tax	61,605.96		
23417	11/09/2016	11/09/2016	474	Leavenworth Chamber Of Commerce	150.00	City Hall Christmas Decorations
518 20 31 00	Office & Operating Supplie		001 000 518 Current Expens	150.00		
			Total Leavenworth Chamber Of Commerce	61,755.96		
23363	11/09/2016	11/09/2016	481	Leavenworth Rotary Club	275.00	Festhalle Deposit Refund
347 30 06 01	Room Rental		110 000 340 Leavenworth Ci	475.00		
347 30 06 03	Room Deposit Fees		110 000 340 Leavenworth Ci	-500.00		
347 30 06 04	Equipment Deposit Fees		110 000 340 Leavenworth Ci	-250.00		
23371	11/09/2016	11/09/2016	482	Leavenworth Senior Center Inc.	361.20	Recycle Attendant
537 80 41 01	Recycling Pro-Svs-Attenda		402 000 537 Garbage	361.20		
23372	11/09/2016	11/09/2016	482	Leavenworth Senior Center Inc.	1,032.00	Restroom Attendant
557 30 41 02	ProSvs - Restroom Attenda		104 000 557 Lodging Tax	1,032.00		
23373	11/09/2016	11/09/2016	482	Leavenworth Senior Center Inc.	500.00	Restroom Lockup Services
576 80 41 00	ProSvs-Restroom Lockup		001 000 576 Current Expens	500.00		

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
			Total Leavenworth Senior Center Inc.	1,893.20	
23359	11/09/2016	11/09/2016	3126 Leavenworth Winter Sports Club	500.00	Festhalle Deposit Refund
	347 30 06 03		Room Deposit Fees 110 000 340 Leavenworth Ci	-500.00	
23360	11/09/2016	11/09/2016	3126 Leavenworth Winter Sports Club	250.00	Festhalle Deposit Refund
	347 30 06 04		Equipment Deposit Fees 110 000 340 Leavenworth Ci	-250.00	
			Total Leavenworth Winter Sports-Club	750.00	
23405	11/09/2016	11/09/2016	7340 MacPhee, Ryan	150.00	Utility Refund
	343 40 00 00		Water Collections 403 000 340 Water	-63.30	
	343 50 00 00		Sewer Collections 404 000 340 Sewer	-59.45	
	343 70 00 00		Garbage Collections 402 000 340 Garbage	-27.25	
23358	11/09/2016	11/09/2016	504 Marson & Marson Lumber Inc.	315.42	City Supplies
	531 30 31 00		Office & Operating Supplie 410 000 531 Stormwater	32.48	
	534 80 32 00		Operating Supplies-Trtmnt 403 000 534 Water	13.73	
	534 80 32 00		Operating Supplies-Trtmnt 403 000 534 Water	26.01	
	535 80 32 00		Operating Supplies-Trtmnt 404 000 535 Sewer	12.34	
	542 30 31 00		Office & Operating Supplie 101 000 542 Streets	34.64	
	575 48 31 00		Office & Operating Supplie 110 000 575 Leavenworth Ci	41.17	
	576 20 31 00		Office & Operating Supplie 176 000 576 Community Sw	20.01	
	576 80 31 00		Office & Operating Supplie 001 000 576 Current Expens	8.64	
	576 80 31 00		Office & Operating Supplie 001 000 576 Current Expens	43.32	
	576 80 31 00		Office & Operating Supplie 001 000 576 Current Expens	15.57	
	594 76 63 20		Way Finding Signage (Hwy 104 000 594 Lodging Tax	67.51	
23356	11/09/2016	11/09/2016	519 Mid-American Research	787.54	WWTP Supplies
	535 80 32 00		Operating Supplies-Trtmnt 404 000 535 Sewer	787.54	
23357	11/09/2016	11/09/2016	519 Mid-American Research	646.33	Janitorial Supplies
	518 20 31 00		Office & Operating Supplie 001 000 518 Current Expens	64.63	
	575 48 31 00		Office & Operating Supplie 110 000 575 Leavenworth Ci	193.90	
	576 80 31 00		Office & Operating Supplie 001 000 576 Current Expens	387.80	
			Total Mid-American Research	1,433.87	
23364	11/09/2016	11/09/2016	525 Mitchell Trucking & Paving Inc.	554.42	Hot Mix

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
542 30 31 00	Office & Operating Supplie		101 000 542 Streets	554.42	
23382	11/09/2016	11/09/2016	475 NCW Media, Inc.	157.20	Advertising - PC DNS Notice For 11/2/16 Mtg
518 90 44 00	Advertising		502 000 518 Central Service	157.20	
23374	11/09/2016	11/09/2016	588 One Call Concepts Inc	36.38	Excavation Notifications
534 80 31 00	Operating Supplies-Distrib		403 000 534 Water	36.38	
23329	11/09/2016	11/09/2016	346 Pace Engineers, Inc.	4,623.52	Chumstick Hwy Multi Purpose Trail & W/S Utility Extension
594 34 41 05	Meadowlark LID		403 000 594 Water	1,397.78	
594 35 41 05	Meadowlark LID		404 000 594 Sewer	1,397.79	
595 90 41 05	Chumstick Const. Admin - l		101 000 595 Streets	1,827.95	
23365	11/09/2016	11/09/2016	712 Pape' Material Handling, Inc	2,058.60	Equipment Rental
542 30 45 00	Operating Rentals & Leases		101 000 542 Streets	514.65	
576 80 45 00	Operating Rentals & Leases		001 000 576 Current Expens	1,543.95	
23367	11/09/2016	11/09/2016	625 Platt Electric Supply Inc	27.07	Adapter
542 63 31 00	Office & Operating Supplie		101 000 542 Streets	27.07	
23325	11/09/2016	11/09/2016	666 Ricoh USA, Inc	295.03	Copier Maintenance
518 90 45 00	Operating Rentals & Leases		502 000 518 Central Service	295.03	
23421	11/09/2016	11/09/2016	3963 TD&H Engineering Inc.	116.50	S16-147 Dye Road Water Main Plan Review
558 60 41 05	Pro.Svs. Develop Review-R		001 000 558 Current Expens	116.50	
23422	11/09/2016	11/09/2016	3963 TD&H Engineering Inc.	466.00	S16-078 Swiss Hotel Plan Review
558 60 41 05	Pro.Svs. Develop Review-R		001 000 558 Current Expens	466.00	
			Total TD&H Engineering Inc.	582.50	
23369	11/09/2016	11/09/2016	7324 Tacoma Screw Products, Inc.	7.63	Drill Bit
548 68 31 00	Office & Operating Supplie		501 000 548 Equip Rental &	7.63	
23370	11/09/2016	11/09/2016	787 Traffic Safety Supply Co., Inc.	74.54	Traffic Control
542 64 31 00	Office & Operating Supplie		101 000 542 Streets	74.54	

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
23244	11/09/2016	11/09/2016	5762 U.S. Bank St. Paul	254,121.88	Festhalle & Parking Improvements Bond Payment
591 75 71 01	Debt Redem-Prin/2013 Parl		203 000 591 2013 G.O. Bon	95,000.00	
591 75 71 02	Debt Redemp-Prin/13 GO I		104 000 591 Lodging Tax	90,000.00	
592 75 89 01	Other Debt Service Costs		203 000 592 2013 G.O. Bon	44,906.50	
592 75 89 02	Debt Redemp-Int/13 GO B		104 000 592 Lodging Tax	24,215.38	
23247	11/09/2016	11/09/2016	5762 U.S. Bank St. Paul	54,550.00	Water Rights Bond Payment
591 34 78 06	Debt Redemp-Prin/11 Reve		403 000 591 Water	45,000.00	
592 34 83 06	Debt Redemp-Int/11 Reven		403 000 592 Water	9,550.00	
23248	11/09/2016	11/09/2016	5762 U.S. Bank St. Paul	86,870.00	1997 Fire Hall Bond Payment
591 22 71 00	Debt Redemp-Prin/97 Fire		201 000 591 1997 G.O. Bon	85,000.00	
592 22 83 00	Debt Redemp-Int/97 Fire B		201 000 592 1997 G.O. Bon	1,870.00	
Total U.S. Bank St. Paul				395,541.88	
23404	11/09/2016	11/09/2016	817 US Post Office	312.58	Postage
531 30 42 00	Communications-Phone/Po		410 000 531 Stormwater	6.26	
534 80 42 00	Comm-Phone/Postage/Fx		403 000 534 Water	125.03	
535 80 42 00	Comm-Phone/Postage/Fx		404 000 535 Sewer	125.03	
537 80 42 00	Comm-Phone/Postage/Fx		402 000 537 Garbage	56.26	
23402	11/09/2016	11/09/2016	833 Verizon Wireless	338.84	Wireless Cell Charges
534 80 42 00	Comm-Phone/Postage/Fx		403 000 534 Water	32.03	
535 80 42 00	Comm-Phone/Postage/Fx		404 000 535 Sewer	52.68	
548 68 42 00	Comm-Phone/Postage/Fx		501 000 548 Equip Rental &	52.68	
558 60 31 00	Office & Operating Supplie		001 000 558 Current Expens	32.03	
559 30 31 00	Office & Operating Supplie		001 000 559 Current Expens	52.68	
576 80 47 00	Utilities		001 000 576 Current Expens	116.74	
23401	11/09/2016	11/09/2016	870 Waste Managment Of	85.95	Dumpster Rental
537 80 41 02	Recycling Dumpster Rental		402 000 537 Garbage	85.95	
23323	11/09/2016	11/09/2016	5523 Waterhouse Environmental Services Corp	2,000.00	Isopac
534 80 32 00	Operating Supplies-Trtmnt		403 000 534 Water	2,000.00	
23412	11/09/2016	11/09/2016	3792 Weed, Graafstra & Associates, Inc. P.S.	4,330.00	City Attorney Services
515 30 41 00	City Attorney - Prosvs.		001 000 515 Current Expens	3,557.50	
515 30 41 09	Legal-Development Svs		001 000 515 Current Expens	611.25	

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
515 30 41 12			Legal - KOA / Willkommen	001 000 515	Current Expens
				161.25	
23406	11/09/2016	11/09/2016	883		Weinstein Beverage Co., Inc
				49.32	Vending Supplies
518 20 31 00			Office & Operating Supplie	001 000 518	Current Expens
				49.32	
23409	11/09/2016	11/09/2016	892		Wenatchee Valley Humane Society
				40.00	Animal Licenses
322 30 00 00			Dog Licenses	001 000 320	Current Expens
				-40.00	
23384	11/09/2016	11/09/2016	932		Yonaka Baker, Anita
				750.00	Cleaning Services
518 20 48 01			Repairs & Maint-Janitorial	001 000 518	Current Expens
				750.00	

Report Total: 553,886.95

Fund	
001 Current Expense	14,372.02
101 Streets	12,163.93
104 Lodging Tax	183,462.31
110 Leavenworth Civic Center	6,026.93
176 Community Swimming Pool	723.69
201 1997 G.O. Bond	86,870.00
203 2013 G.O. Bond	139,906.50
402 Garbage	2,306.73
403 Water	65,379.28
404 Sewer	6,390.59
410 Stormwater	41.24
415 Parking	80.00
501 Equip Rental & Revolving Fund	35,223.74
502 Central Services	939.99

ACCOUNTS PAYABLE

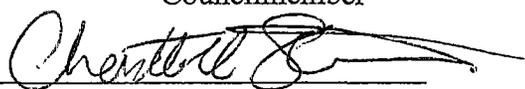
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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
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I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed 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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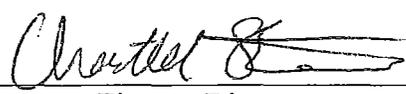
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11/01/2016 To: 11/30/2016

Time: 11:14:53 Date: 11/03/2016
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
7336	11/06/2016	Claims	10	EFT	Xpress Solutions, Inc.	376.05	Orig. Invoice # 24260 / October 2016 EFT And CC Fees
					410 - 531 30 42 00 - Communications-Phone/Postag	7.52	
					403 - 534 80 42 00 - Comm-Phone/Postage/Fx	150.42	
					404 - 535 80 42 00 - Comm-Phone/Postage/Fx	150.42	
					402 - 537 80 42 00 - Comm-Phone/Postage/Fx	67.69	
						67.69	
						150.42	
						150.42	
						7.52	
						376.05	Claims: 376.05

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	11/3/16 Date

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City Of Leavenworth
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11/01/2016 To: 11/30/2016

Time: 16:37:57 Date: 11/02/2016
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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
7322	11/02/2016	Claims	10	56568	Icicle TV	2,000.00	Social
			104 - 557 30 44 01 - Advertising-LAP			2,000.00	
7323	11/02/2016	Claims	10	56569	Leavenworth Chamber Of Commerce	416.18	Advertising / Travel Writer
			104 - 557 30 44 01 - Advertising-LAP			416.18	
			104 Lodging Tax			2,416.18	
						<u>2,416.18</u>	Claims: 2,416.18
						2,416.18	

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

11/2/16

Date

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City Of Leavenworth
MCAG #: 0222

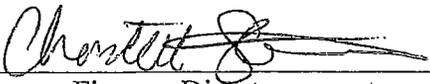
10/27/2016 To: 10/27/2016

Time: 08:33:36 Date: 10/26/2016
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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
7173	10/27/2016	Claims	10	56566	Gibbs Graphics LLC	50.00	Design For Bus Stop Benny
			104 - 557 30 44 01 - Advertising-LAP			50.00	
7174	10/27/2016	Claims	10	56567	Sleeping Lady	523.69	LAP Retreat On October 18th
			104 - 557 30 44 01 - Advertising-LAP			523.69	
			104 Lodging Tax			573.69	
						<u>573.69</u>	Claims: 573.69

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

10/26/16
Date

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City Of Leavenworth
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10/01/2016 To: 10/31/2016

Time: 15:46:41 Date: 11/02/2016

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6594	10/05/2016	Payroll	10	EFT	Salvador Alvarez	1,516.22	September Payroll
6595	10/05/2016	Payroll	10	EFT	Herbert R Amick	3,198.54	September Payroll
6596	10/05/2016	Payroll	10	EFT	Ara P Arakelian	1,860.99	September Payroll
6599	10/05/2016	Payroll	10	EFT	Sorsha C Baldwin	434.95	September Payroll
6600	10/05/2016	Payroll	10	EFT	Brian S Boblenz	1,239.47	September Payroll
6601	10/05/2016	Payroll	10	EFT	Thomas R Bolin	1,329.00	September Payroll
6602	10/05/2016	Payroll	10	EFT	Kyle B Breaux	1,949.47	September Payroll
6603	10/05/2016	Payroll	10	EFT	Marvin Breshears	2,413.15	September Payroll
6604	10/05/2016	Payroll	10	EFT	Mi-Sook T. Bretz	461.32	September Payroll
6605	10/05/2016	Payroll	10	EFT	Carrie J Brewer	2,649.60	September Payroll
6607	10/05/2016	Payroll	10	EFT	Arnica M. Briody	1,557.26	September Payroll
6609	10/05/2016	Payroll	10	EFT	Ramon Cortes	2,911.73	September Payroll
6610	10/05/2016	Payroll	10	EFT	Sue Z Cragun	1,748.72	September Payroll
6611	10/05/2016	Payroll	10	EFT	Manuel T Diaz	2,282.94	September Payroll
6612	10/05/2016	Payroll	10	EFT	Richard W Emmons	2,570.34	September Payroll
6613	10/05/2016	Payroll	10	EFT	Cheryl K Farivar	882.25	September Payroll
6616	10/05/2016	Payroll	10	EFT	Darrell Gray	2,202.97	September Payroll
6618	10/05/2016	Payroll	10	EFT	Don S Heffner	3,276.88	September Payroll
6619	10/05/2016	Payroll	10	EFT	Mackenzie V Imes	79.19	September Payroll
6620	10/05/2016	Payroll	10	EFT	Katrina M James	1,077.33	September Payroll
6621	10/05/2016	Payroll	10	EFT	Annabelle Knight L	1,450.27	September Payroll
6623	10/05/2016	Payroll	10	EFT	Elmer H. Larsen	461.32	September Payroll
6625	10/05/2016	Payroll	10	EFT	Daryl D Mathena	688.32	September Payroll
6626	10/05/2016	Payroll	10	EFT	Tessa McCormick	269.78	September Payroll
6627	10/05/2016	Payroll	10	EFT	Robert C McCurdy Jr.	2,183.79	September Payroll
6629	10/05/2016	Payroll	10	EFT	Clarence D McMillan	557.42	September Payroll
6630	10/05/2016	Payroll	10	EFT	Amanda Muro	105.59	September Payroll
6631	10/05/2016	Payroll	10	EFT	Antonio G. Muro	1,039.56	September Payroll
6632	10/05/2016	Payroll	10	EFT	Antonio L Muro	3,546.50	September Payroll
6633	10/05/2016	Payroll	10	EFT	Margaret J. Neighbors	430.12	September Payroll
6634	10/05/2016	Payroll	10	EFT	Gary Parsley	2,250.43	September Payroll
6635	10/05/2016	Payroll	10	EFT	Nathan D Pate	4,268.03	September Payroll
6636	10/05/2016	Payroll	10	EFT	Galen Presler	2,426.66	September Payroll
6637	10/05/2016	Payroll	10	EFT	Thomas H Radach	2,923.02	September Payroll
6638	10/05/2016	Payroll	10	EFT	Angela D Reinhart	2,040.86	September Payroll
6639	10/05/2016	Payroll	10	EFT	Janessa R Russ	105.08	September Payroll
6641	10/05/2016	Payroll	10	EFT	John J Schons	3,033.43	September Payroll
6642	10/05/2016	Payroll	10	EFT	Cary Siess	2,334.89	September Payroll
6643	10/05/2016	Payroll	10	EFT	Chantell Steiner	3,257.07	September Payroll
6646	10/05/2016	Payroll	10	EFT	Matthew B Thomason	2,523.13	September Payroll
6647	10/05/2016	Payroll	10	EFT	Tracy L Valentine	2,051.50	September Payroll
6648	10/05/2016	Payroll	10	EFT	Joel T Walinski	6,050.90	September Payroll
6649	10/05/2016	Payroll	10	EFT	Sharon F Waters	363.12	September Payroll
6650	10/05/2016	Payroll	10	EFT	Gretchen W. Wearne	461.42	September Payroll
6651	10/05/2016	Payroll	10	EFT	Carolyn A Wilson	230.44	September Payroll
6670	10/05/2016	Payroll	10	EFT	Cashmere Valley Bank	38,726.69	941 Deposit For 10/01/2016 - 10/31/2016
6671	10/05/2016	Payroll	10	EFT	Dept of Retirement System	26,887.92	10/01/2016 To 10/31/2016 - Deferred Comp -State; 10/01/2016 To 10/31/2016 - PERS 2; 10/01/2016 To 10/31/2016 - PERS 3
6688	10/05/2016	Payroll	10	EFT	Dept of Labor And Industries - Qtrly Ta	16,296.76	3RD Quarter 07/01/2016 - 09/30/2016
6689	10/05/2016	Payroll	10	EFT	Employment Security Dept - Qtrly Taxes	1,007.90	3RD Quarter 07/01/2016 - 09/30/2016

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Time: 15:46:41 Date: 11/02/2016

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

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6593	10/05/2016	Payroll	10	30115	Brennan Allen	216.45	September Payroll
6597	10/05/2016	Payroll	10	30116	Schyler R Archer	77.11	September Payroll
6598	10/05/2016	Payroll	10	30117	Alberto Avilez	1,169.61	September Payroll
6606	10/05/2016	Payroll	10	30118	Richard L Brinkman	230.77	September Payroll
6608	10/05/2016	Payroll	10	30119	Austin J Cassayre	301.39	September Payroll
6614	10/05/2016	Payroll	10	30120	Felicity D Ford	152.07	September Payroll
6615	10/05/2016	Payroll	10	30121	Maria Gonzalez	229.12	September Payroll
6617	10/05/2016	Payroll	10	30122	Khayias K Hamilton	101.87	September Payroll
6622	10/05/2016	Payroll	10	30123	Alexander LaCombe	196.79	September Payroll
6624	10/05/2016	Payroll	10	30124	Kelley J Lemons	1,268.06	September Payroll
6628	10/05/2016	Payroll	10	30125	Roy A McGregor	497.99	September Payroll
6640	10/05/2016	Payroll	10	30126	Roswell A Russ	42.69	September Payroll
6644	10/05/2016	Payroll	10	30127	Aiden R Sweeney	231.33	September Payroll
6645	10/05/2016	Payroll	10	30128	Kevin N. Sweeney	267.75	September Payroll
6672	10/05/2016	Payroll	10	30129	American Fidelity	183.22	10/01/2016 To 10/31/2016 - AF - Life; 10/01/2016 To 10/31/2016 - AF - Cancer
6673	10/05/2016	Payroll	10	30130	HRA VEBA Trust	2,240.00	10/01/2016 To 10/31/2016 - VEBA
6674	10/05/2016	Payroll	10	30131	Hartford Life Insurance	225.00	10/01/2016 To 10/31/2016 - Hartford 457
6675	10/05/2016	Payroll	10	30132	ICMA	125.00	10/01/2016 To 10/31/2016 - ICMA - 457
6676	10/05/2016	Payroll	10	30133	Inland Empire Teamsters	30,212.00	10/01/2016 To 10/31/2016 - Health Insurance
6677	10/05/2016	Payroll	10	30134	Local Union #760	1,175.00	10/01/2016 To 10/31/2016 - Union Dues
6678	10/05/2016	Payroll	10	30135	Wenatchee Valley FCU	75.00	10/01/2016 To 10/31/2016 - Wenatchee Valley FCU
6934	10/20/2016	Payroll	10	EFT	Salvador Alvarez	752.00	October 2016 / Draw
6935	10/20/2016	Payroll	10	EFT	Herbert R Amick	1,200.00	October 2016 / Draw
6936	10/20/2016	Payroll	10	EFT	Ara P Arakelian	1,200.00	October 2016 / Draw
6938	10/20/2016	Payroll	10	EFT	Brian S Boblenz	1,500.00	October 2016 / Draw
6939	10/20/2016	Payroll	10	EFT	Thomas R Bolin	900.00	October 2016 / Draw
6940	10/20/2016	Payroll	10	EFT	Kyle B Breaux	1,200.00	October 2016 / Draw
6941	10/20/2016	Payroll	10	EFT	Marvin Breshears	800.00	October 2016 / Draw
6942	10/20/2016	Payroll	10	EFT	Carrie J Brewer	300.00	October 2016 / Draw
6943	10/20/2016	Payroll	10	EFT	Arnica M. Briody	1,500.00	October 2016 / Draw
6944	10/20/2016	Payroll	10	EFT	Sue Z Cragun	1,000.00	October 2016 / Draw
6945	10/20/2016	Payroll	10	EFT	Manuel T Diaz	800.00	October 2016 / Draw
6946	10/20/2016	Payroll	10	EFT	Richard W Emmons	1,100.00	October 2016 / Draw
6947	10/20/2016	Payroll	10	EFT	Darrell Gray	1,000.00	October 2016 / Draw
6948	10/20/2016	Payroll	10	EFT	Annabelle Knight L	700.00	October 2016 / Draw
6949	10/20/2016	Payroll	10	EFT	Daryl D Mathena	475.00	October 2016 / Draw
6950	10/20/2016	Payroll	10	EFT	Robert C McCurdy Jr.	700.00	October 2016 / Draw
6951	10/20/2016	Payroll	10	EFT	Antonio L Muro	797.00	October 2016 / Draw
6952	10/20/2016	Payroll	10	EFT	Gary Parsley	900.00	October 2016 / Draw
6953	10/20/2016	Payroll	10	EFT	Nathan D Pate	400.00	October 2016 / Draw
6954	10/20/2016	Payroll	10	EFT	Galen Presler	775.00	October 2016 / Draw
6955	10/20/2016	Payroll	10	EFT	Thomas H Radach	700.00	October 2016 / Draw
6956	10/20/2016	Payroll	10	EFT	Angela D Reinhart	1,200.00	October 2016 / Draw
6957	10/20/2016	Payroll	10	EFT	John J Schons	1,200.00	October 2016 / Draw
6958	10/20/2016	Payroll	10	EFT	Cary Siess	1,200.00	October 2016 / Draw
6959	10/20/2016	Payroll	10	EFT	Chantell Steiner	1,500.00	October 2016 / Draw
6960	10/20/2016	Payroll	10	EFT	Matthew B Thomason	800.00	October 2016 / Draw
6961	10/20/2016	Payroll	10	EFT	Tracy L Valentine	974.00	October 2016 / Draw
6937	10/20/2016	Payroll	10	30136	Alberto Avilez	800.00	October 2016 / Draw

001 Current Expense

79,152.50

CHECK REGISTER

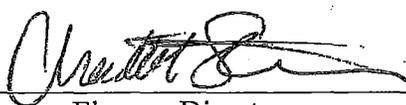
City Of Leavenworth
MCAG #: 0222

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

Time: 15:46:41 Date: 11/02/2016
Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			101 Streets			28,557.23	
			104 Lodging Tax			1,917.59	
			110 Leavenworth Civic Center			1,685.14	
			176 Community Swimming Pool			10,365.64	
			402 Garbage			16,639.08	
			403 Water			38,463.68	
			404 Sewer			43,429.48	
			501 Equip Rental & Revolving Fund			8,995.12	
						<u>229,205.46</u>	Payroll: 229,205.46

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	11/2/16 _____ Date

Invoice # 2016-04

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: 11/08/16

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

Date	Description	Amount
11/08/16	Partial service fee for operation of UVPRSA Pool of Real & Personal Property Taxes.	\$15,000
	Thank You	

Total \$ 15,000.00

City of Leavenworth
Receipt into 635.337.00.00.07

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