

**UPPER VALLEY PARKS AND RECREATION SERVICE AREA
BOARD MEETING**

**Wednesday, May 18, 2016 3:00 p.m.
Leavenworth City Hall Conference Room**

I. Roll Call

II. Approval of Consent Agenda

- A. Approval of Agenda
- B. February 17, 2016 Minutes
- C. Approval of Final 2015 Budget of \$261,034.00
- D. Claims and Payroll February 6, 2016 – May 11, 2016 = \$5,684.25

III. Information Items

- A. Pool Manager & Facility Update – Kelley Lemons & Herb Amick
- B. 2016 Pool Budget Position through 4/30/2016 – Chantell Steiner
- C. 2015 Annual Report Update – Chantell Steiner
- D. Board Formation and Strategic Planning Ideas – Interlocal Agreement Included

IV. Action Items

V. Adjournment

**UPPER VALLEY PARKS AND RECREATION SERVICE AREA (PRSA)
Leavenworth City Hall Conference Room
February 17, 2016**

MINUTES

I. CALL TO ORDER

PRSA Vice-Chair Carolyn Wilson, called the February 17, 2016 meeting of the PRSA to order at 3:05 PM.

Board Present: Carolyn Wilson, Elizabeth Thomson, Mia Bretz and Keith Goehner (via conference call).

City Staff Present: Joel Walinski, Kelley Lemons, Herb Amick and Chantell Steiner.

Visitors Present: John Bangsund.

II. APPROVAL OF CONSENT AGENDA

- A. Approval of Agenda
- B. November 18, 2015 Minutes
- C. Claims and Payroll November 12, 2015 – February 5, 2016 = \$10,772.60
- D. Annual Certification of Authorized Voucher/Payroll Signatures

Boardmember Wilson moved to approve the consent agenda as presented. The motion was seconded by Boardmember Thomson and passed unanimously.

III. INFORMATION ITEMS

- A. John Bangsund Letter to the PRSA Board

Community member John Bangsund thanked the Board for including him on this agenda and proceeded to give the Board some background information on a letter that he authored regarding assistance needed for the Leavenworth Ski Hill. He stated that as a former City Councilmember it was one of his main objectives to support and expand the services currently offered at the facility to be a year-round recreational opportunity. He identified some of the challenges regarding the lack of water accessibility, the failing infrastructure of the lodge on the land and the lengthy process involved regarding changes in use to federally owned land. He gave the Board some visionary ideas for expansion of the services that could include such things as the latest movement to put together a Hall of Fame / History of Skiing in Leavenworth, expansion of skiing and tubing, snowmaking, mountain biking, hiking/walking/jogging, gondolas, zip lines and other private uses such as the outdoor Leavenworth Summer Theatre events. He encouraged the Board to consider a deeper involvement in the Leavenworth Ski Hill noting that it will take many agencies to come together to achieve further expansion of these types of goals. City Administrator Joel Walinski added that the Ski Hill Heritage Foundation is currently underway with a strategic planning phase for the facility and that there are many ideas being explored by the Foundation.

Administrator Walinski provided the Board and Mr. Bangsund with a brief history of the creation of the Upper Valley Park & Recreation Service Area (PRSA) that began in the late 1990's with the sole purpose at that time to be the construction and maintenance of the Leavenworth Area Pool. He explained the boundaries of the PRSA to include Leavenworth, the Icicle and Chumstick areas to the south and north and a portion of Peshastin to the east. It was noted that the boundaries are a little

less than the Cascade School District boundaries. Administrator Walinski spoke to the Board about the process involved with the operation and maintenance levy that is brought back to the voters every six years by State law for approval; the next election year for renewal will be in 2018 for the 2019 calendar year. He discussed the construction bond process and reviewed the concept of renewing long term bonds, such as the pool construction bond that will have final property tax collections in 2019, whenever a long-term debt is nearing maturity. He explained how it can be easier to ask the voters for a new bond at the time of retirement of an old bond as the citizens are already comfortable with the tax levy that they have been paying. Finance Director Chantell Steiner noted that the final construction bond payment will occur in 2020; however, previous collections have built a fund balance that will likely end the need for collections in the 2019 calendar year. Administrator Walinski encouraged the Board to consider this in their strategic planning; especially if there will be consideration to expand the PRSA's operations to other areas outside of the operations of the pool.

Board member Thomson questioned if the current construction bond has to be presented to the voters periodically; Director Steiner confirmed that the original construction bond does not require additional voting by the citizens as that type of bond is approved with the original voter action for the life of the bond. She reminded the Board about the previous timing of the last maintenance & operation (M&O) levy that was occurring at the time of the potential to acquire some of the Peshastin Mill Site property in 2012; she stated that the Board discussed options for running separate levies in order to avoid a potential rejection of the O&M Levy for the pool; however, the Board did not take any action related to the Peshastin Mill Site property. Director Steiner gave the Board a brief history of the past challenges of the budget with expenditures exceeding revenues and how the City of Leavenworth assisted in financial difficulties with direct support. She identified how the six-year operations and maintenance levy is passed and the recent expansion by the voters in 2012 to double the property tax collections which has allowed the PRSA to successfully meet all expenditures from generated taxes and facility use charges.

B. Entity Liability Exposure Questionnaire Policy Year 2016 – To be Completed Online

Finance Director Chantell Steiner noted that this is a review that will be completed online if requested by Enduris that helps the insurance company to contain yearly premium costs.

C. 2015 Pool Budget Position through December 31, 2015

Director Steiner reviewed the revenues and expenditures with the Board noting that the beginning fund balance has come in higher than anticipated at just over \$30,000.00. She stated that this increase is partially due to a savings in the capital related expenditures, a decrease in the insurance that is reviewed each year by the City and the reduction in utilities due to the solar/energy grant improvements. In reviewing the revenues it was identified that they did come up lower than recent years; however, expenditures were comparably down as well. The Board questioned whether closures this past season were a potential cause for the downturn; Pool Manager Kelley Lemons stated that there were only a few times that the staff had to shut down due to fecal and storm related matters. It was noted that it was a significantly warm year and that may have driven more people to recreate in the local rivers instead.

D. Enduris 2015 Annual Report

Director Steiner noted that the 2015 Annual Report for Enduris was received and is provided for review if anyone wants to review it.

E. 2015 Annual Report – Due by May 29, 2016

Director Steiner stated that the City completes the annual report for the PRSA Board and that this year it will be due by the 29th of May.

F. Bond Debt and Reserve Policy Review

The Board reviewed the long-term construction bond debt as part of the discussions related to the budget as identified in the notes in item C above. Director Steiner reviewed the reserve fund policy previously set by the City of Leavenworth that was also reviewed by the PRSA Board and approved by the Board via Resolution 1-2014. She identified the total reserve goal amount of 25% by the year 2020 to equate to approximately \$45,000, which may be achievable by the end of the 2016 calendar year. She added that this should be reviewed once the goal is achieved because the 15% capital portion of the 25% reserve will be about \$30,000 which likely will not meet a major capital replacement if and when needed.

G. Capital Improvement and Pool Manager Update

a. Ice Machine Discussion

Administrator Walinski and Pool Manager Lemons stated that this has been resolved as the Pool staff will work with the Festhalle Manager to acquire ice from the Festhalle when needed. There was a discussion regarding last season's follow-up for looking into other vending options that may replace concession stand operations to ensure cost recovery of the service. Manager Lemons stated that she continues to look into this but has not made any final decisions on closing or reducing the concession stand operations at this time.

b. Pool Shades, Painting & Tile Repairs

Public Works Director Herb Amick updated the Board on the upcoming spring repairs for painting and tile replacements within the building and pool areas. He stated that discussions are ongoing regarding the need for shaded areas on the pool deck and that no final decisions have yet been determined. It was noted that installing pool shades, depending on the type of shade, will be very costly.

IV. ACTION ITEMS

A. Elect Chair, Vice-Chair, Secretary

Boardmember Goehner moved to appoint Carolyn Wilson for position of Chair. The motion was seconded by Boardmember Thomson and passed unanimously.

Boardmember Wilson moved to appoint Keith Goehner for position of Vice-Chair. The motion was seconded by Boardmember Thomson and passed unanimously.

Boardmember Thomson moved to appoint herself, Elizabeth Thomson, for position of Secretary. The motion was seconded by Boardmember Bretz and passed unanimously.

B. Annual Certification of Authorized Voucher/Payroll Signatures

This item will be signed at a full present quorum of the Board.

C. Fee Schedule – Rate Recommendations for 2016 Season – Rate History Sheet Included

Administration Walinski reviewed the handout showing the historical pool rates from 2011 through

2015. The Board discussed the various rates including daily and season passes inside and outside of the PRSA. It was noted that there has not been any changes since 2012 for the PRSA Resident rates due to the increase in property taxes approved by the voters. The Board discussed the need to consider future incremental increases to ensure that revenues continue to meet expenditure needs as well as building a reserve for future capital replacements. Boardmember Bretz stated that a small increase would also help to mitigate annual cost of living adjustments for personnel and operational needs.

Boardmember Wilson motioned to increase the pool rates for PRSA Resident and Non-PRSA Resident Day Use Fees for "General Admission Two & up", "Senior Citizen", and "Lap Swims" by \$0.25 each and to forward this increase to the Leavenworth City Council for approval. The motion was seconded by Boardmember Bretz and passed unanimously.

V. ADJOURNMENT

Seeing no other business, Boardmember Bretz moved to adjourn the February 17th meeting of the Upper Valley PRSA. The motion was seconded by Boardmember Thomson and passed unanimously. The meeting adjourned at 4:42 PM.

Respectfully submitted by Chantell Steiner.

Consent Agenda Item II C
2015 BUDGET POSITION

City Of Leavenworth
 MCAG #: 0222

Time: 11:47:36 Date: 05/12/2016
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176 Community Swimming Pool 01/01/2015 To: 12/31/2015

Revenues	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 80 01 76 Beginning Net Cash & Invest	12,402.00	12,402.04	(0.04)	100.0%
308 Beginning Balances	12,402.00	12,402.04	(0.04)	100.0%

310 Taxes

311 10 00 01 Real & Personal Property Taxes	0.00	0.00	0.00	0.0%
310 Taxes	0.00	0.00	0.00	0.0%

340 Charges For Goods & Services

347 30 00 00 Pool Pass Ent. Fees	27,000.00	28,420.00	(1,420.00)	105.3%
347 30 00 01 Pool Concession Fees	6,000.00	4,439.33	1,560.67	74.0%
347 30 00 02 Pool Daily Ent. Fees	55,000.00	46,172.18	8,827.82	83.9%
347 30 00 03 Pool Rental Fees	3,000.00	5,257.50	(2,257.50)	175.3%
347 30 00 04 Pool Swim Lessons	0.00	300.00	(300.00)	0.0%
340 Charges For Goods & Services	91,000.00	84,589.01	6,410.99	93.0%

360 Interest & Other Earnings

361 11 17 60 Investment Interest	0.00	0.00	0.00	0.0%
367 11 01 76 Donations	0.00	0.00	0.00	0.0%
369 10 00 02 Sale Of Scrap And Junk	0.00	0.00	0.00	0.0%
369 91 00 02 Misc Revenue - Refunds Pool	500.00	0.00	500.00	0.0%
369 91 01 76 Miscellaneous Revenue	75.00	0.00	75.00	0.0%
360 Interest & Other Earnings	575.00	0.00	575.00	0.0%

380 Non Revenues

381 10 99 00 Interfund Loan-FM #001 Curr Exp	0.00	0.00	0.00	0.0%
381 10 99 01 Temp Int. Loan-Fm#001 Curr Exp.	40,000.00	0.00	40,000.00	0.0%
380 Non Revenues	40,000.00	0.00	40,000.00	0.0%

397 Interfund Transfers

397 00 00 10 Trans In-From 635 PRSA	117,057.00	118,450.00	(1,393.00)	101.2%
397 Interfund Transfers	117,057.00	118,450.00	(1,393.00)	101.2%

Fund Revenues:	261,034.00	215,441.05	45,592.95	82.5%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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576 Park Facilities

576 20 10 00 Salaries & Wages	90,000.00	87,055.17	2,944.83	96.7%
576 20 20 00 Benefits	15,000.00	12,609.37	2,390.63	84.1%
576 20 31 00 Office & Operating Supplies	22,000.00	20,633.14	1,366.86	93.8%
576 20 31 01 Operating Supplies-Concessions	6,000.00	3,263.53	2,736.47	54.4%
576 20 35 00 Small Tool & Minor Equipment	500.00	194.03	305.97	38.8%
576 20 40 01 Other Interfund Svs & Chgs	3,112.00	2,899.69	212.31	93.2%

2015 BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 11:47:36 Date: 05/12/2016
Page: 2

176 Community Swimming Pool 01/01/2015 To: 12/31/2015

Expenditures	Amt Budgeted	Expenditures	Remaining	
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576 Park Facilities

576 20 41 00	Professional Services	0.00	0.00	0.00	0.0%
576 20 42 00	Comm-Phone/Postage/Fx	700.00	743.53	(43.53)	106.2%
576 20 43 00	Travel-Lodging/Meals/Mileage	0.00	0.00	0.00	0.0%
576 20 44 00	Advertising	500.00	251.91	248.09	50.4%
576 20 46 00	Insurance	11,326.00	11,255.00	71.00	99.4%
576 20 47 00	Utilities	18,000.00	16,609.72	1,390.28	92.3%
576 20 48 00	Repairs & Maintenance	5,000.00	507.09	4,492.91	10.1%
576 20 49 00	Misc-Reg/Dues/Subscriptions	500.00	590.00	(90.00)	118.0%
576 20 53 00	External Taxes-Sales-B&O Taxes	6,500.00	6,475.58	24.42	99.6%
576 Park Facilities		179,138.00	163,087.76	16,050.24	91.0%

580 Non Expenditures

581 20 00 99	Interfund Loan Repay - To CE	50,000.00	10,000.00	40,000.00	20.0%
589 00 00 00	Pool Pass/Lesson Refunds	250.00	0.00	250.00	0.0%
580 Non Expenditures		50,250.00	10,000.00	40,250.00	19.9%

592 Debt Service - Interest Costs

592 76 82 00	Interest On Interfund Loan	75.00	31.32	43.68	41.8%
592 Debt Service - Interest Costs		75.00	31.32	43.68	41.8%

594 Capital Expenditures

594 76 62 00	Pool Sign Structure	0.00	0.00	0.00	0.0%
594 76 63 00	Pool Heater Cabinet Repair	0.00	0.00	0.00	0.0%
594 76 63 01	Pool Lane Ropes	1,500.00	0.79	1,499.21	0.1%
594 76 63 02	Pool Interior Maint.	15,000.00	9,141.04	5,858.96	60.9%
594 76 63 03	Pool Salt Cells	0.00	0.00	0.00	0.0%
594 76 63 05	Pool Covers	0.00	0.00	0.00	0.0%
594 76 63 06	New System For Water Recycling	0.00	0.00	0.00	0.0%
594 76 63 07	ADA Handicap Wheelchair	0.00	0.00	0.00	0.0%
594 76 63 08	Pool Heater Elements	2,500.00	0.00	2,500.00	0.0%
594 76 63 09	DOE Solar/Energy Grant Project	0.00	2,844.46	(2,844.46)	0.0%
594 Capital Expenditures		19,000.00	11,986.29	7,013.71	63.1%

999 Ending Balance

508 80 01 76	Ending Fund Balance	12,571.00	0.00	12,571.00	0.0%
999 Ending Balance		12,571.00	0.00	12,571.00	0.0%

Fund Expenditures:	261,034.00	185,105.37	75,928.63	70.9%
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Fund Excess/(Deficit):	0.00	30,335.68
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Consent Agenda Item II D

CHECK REGISTER

City Of Leavenworth
MCAG #: 0222

02/06/2016 To: 05/11/2016

Time: 11:49:08 Date: 05/12/2016

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
837	02/10/2016	Claims	10	55411	Chelan County PUD	332.53	City Hall Lights/8th St Bathrooms; Cemetary; City Pool; WTP/Pump Stations/Icicle Rd Reservoir; Icicle Train Station; WTP/Ski Hill Pump Station; PW Shop/Street Lights/Festhalle; WTP/Ski Hill Reservoir;
840	02/10/2016	Claims	10	55414	City Of Leavenworth	161.40	City Utilities
876	02/10/2016	Claims	10	55450	Sprint Communications	11.19	City Cell Bills
1130	02/24/2016	Claims	10	55488	Frontier	43.57	Advertising; Landlines; Telemetry Pump Stn / WWTP
1144	02/24/2016	Claims	10	55502	NCW Media, Inc.	39.30	UV Park Ad; Group Funding App Ad
1435	03/09/2016	Claims	10	55532	City Of Leavenworth	139.70	City Utility Accounts /March 2016
1453	03/09/2016	Claims	10	55550	Island Oasis	21.13	Pool Supplies
1764	03/23/2016	Claims	10	55595	Chelan County PUD	307.35	WTP/Ski Hill Reservoir; Cemetary; Street Lights; WTP/Pump Stations/Icicle Road Reservoir; Front St/Grange Hall Street Light; PW Shop; WWTP Pump Stations; Commerical Street Lighting Control; Parks Bldg
1773	03/23/2016	Claims	10	55604	Frontier	43.57	Webcam; WWTP Pump Station; City Landlines
1803	03/23/2016	Claims	10	55634	Sprint Communications	11.19	City Cell Phones
2225	04/13/2016	Claims	10	55657	Chelan County PUD	137.92	WTP/Ski Hill Reservoir; WTP/Ski Hill Pump Station; Icicle Train Station; PW Shop - Street Lights - Festhalle; City Hall Lights - 8th Street Bathrooms; Cemetary; Parks Bldg - Enchantment Waterfront Fro
2228	04/13/2016	Claims	10	55660	City Of Leavenworth	121.10	City Utilities
2107	04/21/2016	Claims	10	EFT	Dept of Revenue	1.77	Combined Excise Tax Return / March 2016
2577	04/27/2016	Claims	10	55747	Chelan-Douglas Health District	275.00	Pool Permit
2586	04/27/2016	Claims	10	55756	Frontier	43.49	City Landlines; WWTP Internet; Webcam
2602	04/27/2016	Claims	10	55772	Sherwin-Williams	81.85	Street Paint; Maipole Paint, And Pool Paint.
2609	04/27/2016	Claims	10	55779	Verizon Wireless	29.69	Cell Phones; Cell Phones
2610	04/27/2016	Claims	10	55780	Visa	207.49	Office Supplies; Office Supplies
2757	05/05/2016	Payroll	10	EFT	Cashmere Valley Bank	114.68	941 Deposit For 05/01/2016 - 05/31/2016
2714	05/05/2016	Payroll	10	30004	Kelley J Lemons	1,499.00	April Payroll
2878	05/11/2016	Claims	10	55797	A WorkSAFE Service, Inc,	156.00	Drug Testing
2888	05/11/2016	Claims	10	55807	Chelan County PUD	73.81	Ski Hill Pumping Station; Train Station; Festhalle / PW Shop / Street Light; City Hall / Restrooms; Cemetary; Parks; Pool; Street Lights; WTP; WWTP; Street Light; Street Lights; Recycle Ctr
2890	05/11/2016	Claims	10	55809	City Of Leavenworth	163.77	City Utilities
2892	05/11/2016	Claims	10	55811	Confluence Health	266.14	Employees Drug/Employment Tests

CHECK REGISTER

City Of Leavenworth
MCAG #: 0222

02/06/2016 To: 05/11/2016

Time: 11:49:08 Date: 05/12/2016
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Trans	Date	Type	Acct #	Chk #	Claimant	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.

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 Finance Director	5/12/16 Date
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5 YEAR BUDGET COMPARISON - All years thru 4/30

Account	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2016 Appropriated	2017 Appropriated	2017 Comment
308 80 01 76 Beginning Net Cash & Invest	15,230.80	301.18	12,402.04	30,335.68	30,336.00	0.00	
308 Beginning Balances	15,230.80	301.18	12,402.04	30,335.68	30,336.00	0.00	
311 10 00 01 Real & Personal Property Taxes	0.00	12,000.00	11,650.00	0.00	0.00	0.00	
310 Taxes	0.00	12,000.00	11,650.00	0.00	0.00	0.00	
347 30 00 00 Pool Pass Ent. Fees	1,830.00	1,170.00	0.00	0.00	27,000.00	0.00	
347 30 00 01 Pool Concession Fees	0.00	0.00	0.00	0.00	6,000.00	0.00	
347 30 00 02 Pool Daily Ent. Fees	0.00	0.00	0.00	0.00	55,000.00	0.00	
347 30 00 03 Pool Rental Fees	0.00	0.00	0.00	0.00	3,000.00	0.00	
340 Charges For Goods & Services	1,830.00	1,170.00	0.00	0.00	91,000.00	0.00	
369 91 00 02 Misc Revenue - Refunds Pool	0.00	0.00	0.00	0.00	500.00	0.00	
369 91 01 76 Miscellaneous Revenue	12.00	12.00	0.00	0.00	75.00	0.00	
360 Interest & Other Earnings	12.00	12.00	0.00	0.00	575.00	0.00	
381 10 99 01 Temp Int. Loan-Fm#001 Curr Exp.	38,500.00	20,000.00	0.00	0.00	40,000.00	0.00	
380 Non Revenues	38,500.00	20,000.00	0.00	0.00	40,000.00	0.00	
397 00 00 10 Trans In-Fm 635 PRSA	0.00	0.00	0.00	15,000.00	118,228.00	0.00	Discuss Change
397 Interfund Transfers	0.00	0.00	0.00	15,000.00	118,228.00	0.00	
TOTAL REVENUES:	55,572.80	33,483.18	24,052.04	45,335.68	280,139.00	0.00	
576 20 10 00 Salaries & Wages	1,698.46	1,414.38	1,538.25	0.00	90,000.00	0.00	
576 20 20 00 Benefits	130.56	189.47	180.77	373.83	15,000.00	0.00	
576 20 31 00 Office & Operating Supplies	4,663.39	1,406.62	275.00	564.34	22,000.00	0.00	
576 20 31 01 Operating Supplies-Concessions	0.00	0.00	0.00	22.90	6,000.00	0.00	
576 20 35 00 Small Tool & Minor Equipment	0.00	0.00	0.00	0.00	500.00	0.00	
576 20 40 01 Other Interfund Svs & Chgs	0.00	1,583.90	1,556.00	1,229.00	2,458.00	0.00	
576 20 41 00 Professional Services	207.76	0.00	0.00	0.00	0.00	0.00	
576 20 42 00 Comm-Phone/Postage/Fx	227.23	218.19	202.75	226.27	700.00	0.00	
576 20 43 00 Travel-Lodging/Meals/Mileage	469.18	0.00	0.00	0.00	0.00	0.00	
576 20 44 00 Advertising	190.77	65.52	141.98	39.30	500.00	0.00	
576 20 46 00 Insurance	12,194.00	13,374.00	8,614.00	9,251.35	11,408.00	0.00	
576 20 47 00 Utilities	1,218.92	1,311.77	905.47	1,414.10	18,500.00	0.00	

5 YEAR BUDGET COMPARISON

City Of Leavenworth
MCAG #: 0222

Time: 11:48:33 Date: 05/12/2016
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176 Community Swimming Pool

Account	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2016 Appropriated	2017 Appropriated	Appropriated Comment
576 20 48 00 Repairs & Maintenance	40.99	75.33	19.52	0.00	5,000.00	0.00	
576 20 49 00 Misc-Reg/Dues/Subscriptions	0.00	570.00	0.00	0.00	500.00	0.00	
576 20 53 00 External Taxes-Sales-B&O Taxes	0.00	0.00	0.00	0.00	6,500.00	0.00	
576 Park Facilities	21,041.26	20,209.18	13,433.74	13,121.09	179,066.00	0.00	
581 20 00 99 Interfund Loan Repay - To CE	0.00	3,500.00	0.00	0.00	50,000.00	0.00	
589 00 00 00 Pool Pass/Lesson Refunds	0.00	0.00	0.00	0.00	250.00	0.00	
580 Non Expenditures	0.00	3,500.00	0.00	0.00	50,250.00	0.00	
592 76 82 00 Interest On Interfund Loan	0.00	0.01	0.00	0.00	75.00	0.00	
592 Debt Service - Interest Costs	0.00	0.01	0.00	0.00	75.00	0.00	
594 76 63 02 Pool Interior Maint.	0.00	0.00	2,451.47	0.00	5,000.00	0.00	
594 76 63 06 New System For Water Recycling	31,672.34	0.00	0.00	0.00	0.00	0.00	
594 76 63 07 ADA Handicap Wheelchair	2,801.21	0.00	0.00	0.00	0.00	0.00	
594 Capital Expenditures	34,473.55	0.00	2,451.47	0.00	5,000.00	0.00	
508 80 01 76 Ending Fund Balance	0.00	0.00	0.00	0.00	45,748.00	0.00	
999 Ending Balance	0.00	0.00	0.00	0.00	45,748.00	0.00	
TOTAL EXPENDITURES:	55,514.81	23,709.19	15,885.21	13,121.09	280,139.00	0.00	
FUND GAIN/LOSS:	57.99	9,773.99	8,166.83	32,214.59	0.00	0.00	

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INTERLOCAL AGREEMENT

UPPER VALLEY PARK AND RECREATION SERVICE AREA

This agreement is made pursuant to RCW Chapter 39.34 between the County of Chelan, a municipal corporation, (hereafter "County") and the City of Leavenworth, a municipal corporation, (hereafter "City") with ratification by the Peshastin Community Council, Chumstick Community Council and the Cascade School District #228, creating the Upper Valley Park and Recreation Service Area Board of Directors pursuant to RCW 36.68.400, and setting forth the purpose, duties and responsibilities of the Board.

RECITALS

WHEREAS, the County passed Resolution No. 97-114 on the 2nd day of September, 1997 to create the Upper Valley Park and Recreation Service Area, a quasi-municipal corporation, an independent taxing authority within the meaning of Section 1., Article 7. of the Constitution and a taxing district within the meaning of Section 2., Article 7. of the Constitution, and,

WHEREAS, the boundary of the Upper Valley Park and Recreation Service Area shall be the following voter precincts in their entirety: Leavenworth 2 and Leavenworth 3, all of which lie within the corporate boundary of the City of Leavenworth; and Chumstick, Icicle and Peshastin precincts. The legal descriptions of said precincts are described on Exhibit "A" attached hereto and incorporated herein, and,

WHEREAS, the proposal to establish a Park and Recreation Service Area was approved by voters of the proposed Upper Valley Park and Recreation Service Area on November 4, 1997, and has been certified by the County in accordance with law, and,

1 WHEREAS, the County and City desire to create the Upper Valley Park and
2 Recreation Service Area for the purpose of financing, acquiring, constructing, improving,
3 maintaining or operating any park, Senior Citizen Activity Center, zoo, aquarium and
4 recreational facility as defined in RCW Chapter 36.69.010, and,

5 WHEREAS, the County and the City desire to create a Board pursuant to RCW
6 36.68.400 and related statutes, which Board shall include representatives of Peshastin,
7 Chumstick and the Cascade School District as more fully set forth on Exhibit "A" attached
8 hereto and incorporated herein.

9 Now, therefore, the County and the City hereby agree as follows:

10 **Section 1. Governing Board Created.** There shall be created a joint governing
11 board called the "Upper Valley Park and Recreation Service Area Board" (hereafter Board)
12 consisting of:

- 13 1. One Chelan County Commissioner
- 14 2. Two elected officials of the City of Leavenworth
- 15 3. One member of the Cascade School District #228 Board of Directors
- 16 4. One representative of the Peshastin Community Council
- 17 5. One representative of the Chumstick Community Council

18 Each agency shall appoint by appropriate means its representative(s) for a minimum
19 term of one year by notifying the County before December 31st of each calendar year.

20 **Section 2. Board Powers and Duties.** The Board shall exercise all powers set forth
21 in RCW 36.68.400 through RCW 36.68.620 together with all other powers expressly granted
22 or implied by law.

23 The Board shall annually select a chair member, vice chair member and a secretary
24 from among its members and shall adhere to such rules of order and business as are

1 determined by the Board. The County shall appoint the County Treasurer as the "Upper
2 Valley Park and Recreation Service Area Treasurer" who shall establish an "Upper Valley
3 Park and Recreation Service Area Fund". Said fund shall be the repository for all proceeds
4 of bond sales grant awards and any other funding which may be appropriately deposited.
5 All such monies shall be accounted in a manner consistent with auditing and reporting
6 standards of the State of Washington. Disbursements from said fund shall be made by the
7 appropriate County official in accordance with the directives of the Upper Valley Park and
8 Recreation Service Area Governing Board, the customs and practices of Chelan County
government and subject to all applicable laws. The Treasurer shall provide financial reports
to the governing Board upon request in a manner consistent with the customary practices
and procedures of the Chelan County Treasurer.

9 **Section 3. Funding.** The Board shall finance, acquire, construct, improve, maintain
10 and operate recreation projects in the Upper Valley Recreation Service Area (hereafter the
11 "Area") and said Area shall be, pursuant to RCW Chapter 36.68, a quasi-municipal
12 corporation, an independent taxing authority and a taxing district within the meaning of the
13 Washington State Constitution and laws of the State of Washington. Any debt or other
14 liability of the Area shall not be assumed by nor assigned to the County or City. Neither the
15 City nor County shall be liable for current expenses, long-term debt, or any other liability
whatsoever of the Area unless otherwise expressly agreed in a separate Interlocal
Agreement.

16 **Section 4. Indemnity.** The Area shall defend at its own expense, indemnify and
17 hold harmless the City and County and their respective agents, employees and officers from
18 and against any and all suits, actions, claims, demands, penalties, fines and expenses
19 including, but not limited to, attorney's fees, arising out of or in any manner caused or
20 occasioned by any act, error, omission, fault, or negligence of the Area or any person or
21 entity employed by or acting on its behalf, including but not limited to, contractors, their
22 subcontractors and the employees and agents of any of the foregoing. In the event any
23 claim, demand or cause of action is caused by or results from the concurrent negligence of
24 the City or County or their respective agents, employees or officers and the Area and its
agents, officers or employees or any person or entity acting on behalf of the any of said
entities, the indemnity provisions herein shall be enforceable only to the extent on the
negligence of the respective entity or its respective agents, employees, officers or those
acting on its behalf.

1 **Section 5. Duration.** The duration of this agreement shall be until the later of
2 twenty (20) years from the date of execution of this agreement or the date of retirement of
3 any general obligation bonds or other indebtedness financing any public works within the
4 area unless earlier terminated by written agreement of Chelan County and the City of
Leavenworth.

5 **Section 6. Errors and Omissions Insurance.** All members of the Board and all
6 staff and employees of the Area shall at all times be covered by a comprehensive Errors and
7 Omissions Liability Insurance policy providing for minimum limits of \$2,000,000.00 per
8 person per occurrence. Premiums for such insurance shall be paid by the Area.

9 **Section 7. Dispute Resolution.** If a dispute arises between the County or City, the
10 dispute shall be submitted to non-binding arbitration. The arbitrator shall be appointed by
11 the Judicial Arbitration and Mediation Service or shall be such other arbitrator as the parties
may jointly appoint. The arbitrator's fees shall be shared equally.

12 **Section 8. General Provisions:**

13 A. This agreement shall not be binding until it has been filed with the Chelan
14 County Auditor in accordance with RCW 39.34.040.

15 B. This agreement may be modified by the parties, but the modification, and
16 any consent that is necessary to make such modification binding, must be in writing.

17 C. No waiver by either party of any term or condition of this agreement shall
18 be deemed or construed to be a waiver of any other term or condition, nor shall a waiver of
19 any breach be deemed to constitute a waiver of any subsequent breach whether of the same
20 or a different provision of this agreement. No waiver shall be effective unless made in
writing.

21 D. Any notice, consent, demand or other communication hereunder shall be in
22 writing and shall be deemed to have been given if delivered in person or deposited in any
23 United States Postal Service mail box, first class postage prepaid, or sent by registered or
24 certified mail, return receipt requested, addressed to the party for whom it is intended as
follows:

1 Chairman
2 Board of Commissioners
3 Chelan County Courthouse
4 Wenatchee, WA 98801

5 Mayor
6 City of Leavenworth
7 Post Office Box 287
8 Leavenworth, WA 98826

9 E. This agreement shall be interpreted according to and enforced under the
10 laws of the State of Washington. Venue of any proceeding arising out of this agreement
11 shall be in the Superior Court of the State of Washington for Chelan County.

12 F. Each provision of this agreement is severable from all other provisions. In
13 the event any court of competent jurisdiction determines that any provision of this
14 agreement is invalid or unenforceable for any reason, all remaining provisions will remain in
15 full force and effect.

16 G. This agreement is a complete expression of the terms hereto and any oral
17 representations or understandings not incorporated are excluded. This agreement merges
18 and supersedes all prior negotiations, representations, and contracts between the parties
19 relating to the Parcels and constitutes the entire agreement between the parties.

20 IN WITNESS WHEREOF, authorized representatives of the parties hereto have
21 signed their names in the spaces set forth below.
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“CHELAN COUNTY BOARD OF COMMISSIONERS”

By: *Esther Stefaniw*
Esther Stefaniw - Chairperson

By: *Earl L. Marcellus*
Earl L. Marcellus - Commissioner

By: *Jim C. Lynch*
Jim C. Lynch - Commissioner

Date: 4-20-98

ATTEST: Evelyn L. Arnold, Auditor and
Clerk of the Board

By: *Evelyn L. Arnold*
Deputy Auditor/Clerk of the Board

Acting under the Authority of Resolution
No. 97-114

“CITY OF LEAVENWORTH, WASHINGTON”

By: *Elmer Larsen*
Elmer Larsen, Mayor

Attest: *Mirrell Brewer*
Mirrell Brewer - City Clerk

Acting under the Authority of
Resolution No. N.A.

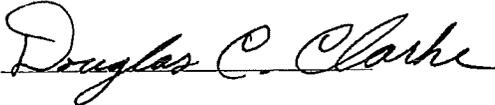
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"CASCADE SCHOOL DISTRICT #228"

By: 
- Superintendent

Acting under the Authority of
Resolution No. 97/98-9

"PESHASTIN COMMUNITY COUNCIL"

By: 

"CHUMSTICK COMMUNITY COUNCIL"

By:  chairman

EXHIBIT "A"

602 - Leavenworth 2

All of the area in the incorporated limits of the City of Leavenworth North of Evans Street and East of Ninth Street.

603 - Leavenworth 3

All of the area in the incorporated limits of the City of Leavenworth South of Evans Street and West of Ninth Street.

107 - Chumstick

Beginning at a point of intersection of the south line of Section 33, T25N, R17E, W.M. and the Wenatchee River, thence Northerly along the centerline of said river to its intersection with the West line of Section 35, T26N, R17E, W.M., thence south to the SW corner of said Section 35, thence East to the SE corner of Section 36, said township and range, thence northerly along the divide between the Wenatchee River and the Chumstick Creek to the North line of Section 19, T26N, R18E, W.M., thence east to the NW corner of Section 24, said township and range, thence south to the SE corner of Section 36, T25N, R18E, W.M., thence west to the NW corner of Section 5, T24N, R18E, W.M., thence south to U.S. Highway 2, thence westerly along said Highway to the city limits of Leavenworth, thence Northwesterly along said city limits to its intersection with the Wenatchee River in Section 11, said township and range, thence northwesterly along the centerline of said river to the point of beginning.

115 - Icicle

Beginning at the point of intersection of the north line of T24N, R13E, W.M., and the west boundary line of Chelan County, thence east along said North line to its intersection with US Highway 2, thence southeasterly along said highway to the city limits of Leavenworth, thence southeasterly along said city limits to its

intersection with US Highway 2 in Section 7, thence south to the SE corner of Section 19, said township and range, thence west to the NE corner of Section 25, T24N, R17E, W.M., thence south to the NE corner of Section 1, T23N, R17E, W.M., thence west to the NW corner of said Section 1, thence south to the SE corner of Section 23, said township and range, thence west to the NW corner of Section 30, said township and range, thence south to the SE corner of Section 24, T23N, R16E, W.M., thence west along the south line of said Section 24 to its intersection with the west boundary line of Chelan County, thence northwesterly along said boundary line to the point of beginning.

135 - Peshastin

Beginning at the NE corner of Section 2, T24N, R18E, W.M., thence west to the NW corner of Section 5, thence south to the Wenatchee River, thence Northwesterly along the centerline of the Wenatchee River to its intersection with the South line of the NE $\frac{1}{4}$ of the NW $\frac{1}{4}$ of Section 7, thence encompassing that portion of Section 7, lying South of the Wenatchee River known as Tax Numbers 6, 11, 16, 14, 8, 15, 10, 12, and 19, ending at the East boundary line of Section 7, thence South to the Southeast corner of Section 7, thence South to the SW corner of Section 17, thence East along the North boundary line of Section 20 to its intersection with the centerline of State Highway 2, thence following the centerline of State Highway 2 to its intersection with the East boundary line of Section 21, thence East along the South boundary line of Section 22 for $\frac{1}{2}$ mile, thence North 1 mile, thence West $\frac{1}{2}$ mile to the Southwest corner of Section 15, thence North to the Northwest corner of Section 15, thence East to the Northeast corner of Section 15, thence North to the Southwest corner of Section 2, thence East to the Southeast corner of Section 2, thence North to the point of beginning.



Comparison of Recreation Districts

This page compares the purpose, functions, and powers of the three types of park districts in Washington State:

- Park and recreation districts ([Ch. 36.69 RCW \(http://app.leg.wa.gov/rcw/default.aspx?cite=36.69\)](http://app.leg.wa.gov/rcw/default.aspx?cite=36.69))
- Park and recreation service areas ([RCW 36.68.400 - .620 \(http://app.leg.wa.gov/rcw/default.aspx?cite=36.68.400\)](http://app.leg.wa.gov/rcw/default.aspx?cite=36.68.400))
- Metropolitan park districts ([Ch. 35.61 RCW \(http://app.leg.wa.gov/rcw/default.aspx?cite=35.61\)](http://app.leg.wa.gov/rcw/default.aspx?cite=35.61))

MRSC also maintains a list of [park and recreation special districts \(http://mrsc.org/Home/Explore-Topics/Parks-and-Recreation/Park-and-Recreation-Special-Districts/Park-and-Recreation-Special-Districts.aspx\)](http://mrsc.org/Home/Explore-Topics/Parks-and-Recreation/Park-and-Recreation-Special-Districts/Park-and-Recreation-Special-Districts.aspx).

Comparison of Park District Types

Park and Recreation District	Park and Recreation Service Area	Metropolitan Park District
<p>Ch 36.69 RCW (http://app.leg.wa.gov/rcw/default.aspx?cite=36.69)</p>	<p>RCW 36.68.400 - .620 (http://app.leg.wa.gov/rcw/default.aspx?cite=36.68)</p>	<p>Ch. 35.61 RCW (http://app.leg.wa.gov/rcw/default.aspx?cite=35.61)</p>
<p>History Ch. 58 Laws of 1957 authorized class AA counties to establish Park and Recreation Districts. Second, eighth, and ninth-class counties were given similar authority in 1959. No districts were formed under the original Recreation District Act for Counties. According to a 1982 Interagency Committee for Outdoor Recreation (IAC) survey 25 districts were formed after 1970 and ten after 1980. Most were formed to provide general recreation services or were formed solely to finance a new swimming pool or finance an existing one. <i>Recreation Resources: A Heritage for the Future, IAC 1986. Number: 54/56</i></p>	<p>History Ch. 218 Laws of 1963 gave first class counties authority to establish park and recreation service areas in unincorporated areas within the county. In 1965 the authority to was extended to all counties. The ability to fund zoos and aquariums was added in 1985.</p>	<p>History Chapter 98, Laws of 1907 authoriz the first class to create metropolitan districts (MPD). The statutes were Chapter 88, Laws of 2002.</p> <p>Prior to 2002, cities under 5,000 counties could not create metropc districts. Now all cities and countie metropolitan park districts (MPDs) territory in portions of one or more counties.</p> <p>The first MPD was formed by Tacc A second district was formed in Ya around 1945 and functioned until the 2002 amendments several MI formed.</p>

<p>Purpose</p> <ul style="list-style-type: none"> • To provide leisure time activities and facilities and recreational facilities, of a nonprofit nature as a public service to the residents of the geographical areas included within their boundaries <i>(RCW 36.69.010)</i>. 	<p>Purpose</p> <ul style="list-style-type: none"> • To finance, acquire construct, improve, maintain, or operate any park, senior citizen activities center, zoo, aquarium, and, or recreational facilities as defined in RCW 36.69.010 which shall be owned or leased, and administered by a city or town, or park and recreation service area <i>(RCW 36.68.400)</i>; • To provide a higher level of park service <i>(RCW 36.68.590)</i>. 	<p>Purpose</p> <ul style="list-style-type: none"> • To provide for the management improvement, maintenance, and of parks, parkways, boulevards, and recreational facilities.
<p>Government Type</p> <ul style="list-style-type: none"> • Municipal corporation. <i>(RCW 36.69.010)</i>. 	<p>Government Type</p> <ul style="list-style-type: none"> • Quasi-municipal corporation and independent taxing authority and taxing district possessing all the usual powers of a corporation for public purposes <i>(RCW 36.68.400)</i>. 	<p>Government Type</p> <ul style="list-style-type: none"> • Municipal corporation <i>(RCW 35)</i>.

<p>Function and Powers</p> <ul style="list-style-type: none"> • Acquire and hold real and personal property; • To dispose of real and personal property; • To make contracts; • To sue and be sued; • To borrow money; • To grant concessions; • To make or establish charges, fees, rates, rentals and the like for the use of facilities (including recreational facilities) or for participation; • To make and enforce rules and regulations governing the use of property, facilities or equipment and the conduct of persons thereon; • To contract with any municipal corporation, governmental, or private agencies for the conduct of park and recreation programs; • To operate jointly with other governmental units any facilities; or • To hold in trust or manage public property; • To establish cumulative reserve funds; • To acquire, construct, reconstruct, maintain, repair, add to, and operate recreational facilities; and, • To make improvements or to acquire property by the local improvement method. <i>(RCW 36.69.130)</i> 	<p>Function and Powers</p> <ul style="list-style-type: none"> • Acquire, construct, own or lease, operate parks, senior citizen activities centers, zoos, aquariums, and recreational facilities <i>(RCW 36.68.400)</i>; • To make contracts <i>(RCW 36.68.400)</i>; • To sue and be sued <i>(RCW 36.68.400)</i>; • May impose and collect charge use fees or other direct charges on facilities financed by the park & recreation area <i>(RCW 36.68.550)</i>; • Legislative authority may allow admission fees and charges on persons using facilities located within a park & recreation service area <i>(RCW 36.68.550)</i>; • May exercise any of the powers enumerated in Ch. 67.20 RCW (Parks, Bathing Beaches, Public Camps) <i>(RCW 36.68.600)</i>; • May enter into contract with any organization referred to in Ch. 67.20 RCW to conduct recreational program <i>(RCW 67.20.020)</i>; • Power to enact and enforce such police regulations not inconsistent with constitution and state laws as necessary for the government and control of the same <i>(67.20.010 RCW)</i>; • May accumulate reserves for stated capital purpose <i>(RCW 36.68.530)</i>; • May hire employees and may fund salaries and benefits of county, city, or town park employees who perform work within the service area <i>(RCW 36.68.541)</i>; • May exercise power of eminent domain <i>(RCW 36.68.555)</i>. 	<p>Function and Powers</p> <ul style="list-style-type: none"> • May purchase, acquire and cond within or without the boundaries district; • May issue and sell warrants, sh obligations, or general obligator • May issue revenue bonds; • Can petition for the creation of l improvement districts; • May employ counsel, provide fo officers, secretary of the board, i necessary employees; • May establish civil service for ern • Has power to regulate, manage i improve, acquire, extend and m open and lay out, parks, parkway boulevards, avenues, aviation lai playgrounds, within or without tl district; • Has power to authorize, conduc manage: <ul style="list-style-type: none"> ◦ the letting of boats, or other a apparatus; ◦ the operation of bath houses, ◦ the purchase and sale of food other merchandise; ◦ the giving of vocal or instrum concerts or other entertainme ◦ the management and conduc forms of recreation or busines judge desirable or beneficial fi public, or for the production o for expenditure for park purpc • May sell, exchange, or otherwise surplus property; • Can annex territory.
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<p>Formation</p> <ul style="list-style-type: none"> • By petition signed by not less than fifteen percent of the registered voters residing within the area. The petition shall designate the boundaries or describe the land to be included. It is to set forth the objective and state the benefit of the district (RCW 36.69.020); • Requires resolution of city or town approving inclusion of the area with the corporate limits of city or town (RCW 36.69.030). 	<p>Formation</p> <ul style="list-style-type: none"> • In any unincorporated area by resolution adopted by county legislative body or by petition of 10% of registered voters in area. (RCW 36.68.410); • Contents of petition or resolution to contain: <ul style="list-style-type: none"> ◦ boundaries of the service area ◦ description of the purpose or purposes ◦ an estimate of the initial cost of any capital improvements or services to be authorized in the service area (RCW 36.68.420); • May include incorporated cities or towns. Requires resolution of city or town approving inclusion of the area within the corporate limits of city or town (RCW 36.68.610); • Provision for verification of signatures are found in 36.68.430 RCW. 	<p>Formation</p> <ul style="list-style-type: none"> • May include territory located in all of one or more cities or counties or more cities and counties, when enlarged; • Can be initiated by petition of at least 10 percent of the registered voters in the area submitted to the county auditor of the county in which all or a portion of the proposed district would be located (RCW 35.61.020); • Can be initiated by a resolution of the governing body or bodies of each city and/or county which includes a list of all of the area in the district; • Petition or resolution submitting a question to the voters, shall indicate a choice and describe the composition of the initial board of commissioners or that is proposed under RCW 35.61.030 shall list a name for the district (RCW 35.61.030).
<p>Feasibility and Cost Studies</p> <ul style="list-style-type: none"> • No requirements noted. 	<p>Feasibility and Cost Studies</p> <ul style="list-style-type: none"> • Upon accepting petition or on passage of resolution the county legislative body orders an investigation of the feasibility of the proposed service area and determines initial costs. A report is to be available within 80 days of accepting the petition (RCW 36.68.440). 	<p>Feasibility and Cost Studies</p> <ul style="list-style-type: none"> • None required.
<p>State Environmental Policy Act (SEPA) Review</p> <ul style="list-style-type: none"> • Categorically exempt (WAC 197-11-800 (http://apps.leg.wa.gov/wac/default.aspx?cite=197-11-800)(16)) 	<p>State Environmental Policy Act (SEPA) Review</p> <ul style="list-style-type: none"> • Categorically exempt (WAC 197-11-800 (http://apps.leg.wa.gov/wac/default.aspx?cite=197-11-800)(16)) 	<p>State Environmental Policy Act (SEPA) Review</p> <ul style="list-style-type: none"> • Categorically exempt (WAC 197-11-800 (http://apps.leg.wa.gov/wac/default.aspx?cite=197-11-800)(16))

<p>Hearing</p> <ul style="list-style-type: none"> • The Board of County Commissioners holds a hearing on petition within 60 days of receipt (<i>RCW 36.69.040</i>); • Following the hearing, the Board designates a name or number of the district and fixes boundaries (<i>RCW 36.69.050</i>). 	<p>Hearing</p> <ul style="list-style-type: none"> • Within twenty days after the report is available, the county is to hold a hearing on the findings and determine whether the petition is accepted or dismissed (<i>RCW 36.68.460</i>); • At the conclusion of the hearing, the County legislative body makes its determination for acceptance or dismissal based on the following: <ul style="list-style-type: none"> ◦ Whether service areas objectives fit within framework of the county's park comprehensive plan and general park policies; ◦ Exact boundaries of the service area; ◦ Full definition or explanation of improvements to be financed; ◦ Whether or not objectives of the service area are feasible; ◦ Number or name of service area. • If satisfactory findings are made by the board of county commissioners, orders an election. If satisfactory findings cannot be made the petition is dismissed. 	<p>Hearing</p> <ul style="list-style-type: none"> • None required for formation; • Hearing is required for annexation.
<p>Resubmittal of Petition</p> <ul style="list-style-type: none"> • No restrictions noted. 	<p>Resubmittal of Petition</p> <ul style="list-style-type: none"> • If rejected a new petition for the same area cannot be submitted for two years (<i>RCW 36.68.460</i>). 	<p>Resubmittal of Petition</p> <ul style="list-style-type: none"> • Not addressed.

<p>Election to Form District</p> <ul style="list-style-type: none"> • Ballot proposition authorizing the park and recreation district is submitted to voters at next general state election occurring sixty or more days after board fixes boundaries; • Initial park and recreation commissioners are elected at same election; • Ballot proposition shall be stated in such manner that the voters may indicate yes or no upon the proposition forming the proposed park and recreation district (<i>RCW 36.69.070</i>); • Proposition for initial capital or operational costs can be included at same general election (regular property text, excess levy or GO Bonds and bond retirement levy) to create district (<i>RCW 36.69.070</i>). 	<p>Election to Form District</p> <ul style="list-style-type: none"> • If satisfactory findings are made as outlined in RCW 36.68.460, the county legislative authority orders an election of the voters in the proposed service area to take place at the next general election or at a special election held for such purpose (<i>RCW 36.68.470</i>); • Ballot proposition form is in RCW 36.68.470; • Proposition for initial capital or operational costs can be included at same general election (regular property text, excess levy or GO Bonds and bond retirement levy) to create district (<i>RCW 36.68.480</i>). 	<p>Election to Form District</p> <ul style="list-style-type: none"> • <i>Where No Boundary Review Board</i> <ul style="list-style-type: none"> ◦ Proposition authorizing creation shall appear at the next general election or at the next special election specified under RCW 29A.04.330 (http://app.leg.wa.gov/rcw/cite=29A.04.330) occurring sixty or more days after the last resolution of the district is adopted, or the county auditor certifies the petition. ◦ Where a petition is filed with the county auditors, the county auditor shall confer and issue a joint certification. • <i>Where Boundary Review Board</i> <ul style="list-style-type: none"> ◦ Notice of the proposal shall be given to the boundary review board; ◦ A special election is held on the date specified under RCW 29A.04.330, sixty or more days after approval by the boundary review board; ◦ No boundary review board required if the proposed district includes one or more cities. • Ballot proposition to contain words: <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> <p>"For the formation of a metropolitan park district to be governed by [board composition described in proposition]."</p> <p>"Against the formation of a metropolitan park district."</p> </div> • Election of commissioners see Five Commissioners At Formation (/Home/Explore-Topics/Parks-Recreation/Park-and-Recreation-Districts/Metropolitan-Park-Districts-(MPD).aspx#Five).
<p>Passage of Proposition</p> <ul style="list-style-type: none"> • Requires approval by majority of all votes cast (<i>RCW 36.69.080</i>). 	<p>Passage of Proposition</p> <ul style="list-style-type: none"> • Requires approval by a majority of the voters voting (<i>RCW 36.68.500</i>). 	<p>Passage of Proposition</p> <ul style="list-style-type: none"> • Requires approval by a majority of voters voting (<i>RCW 35.61.040</i>).

<p>Governing Body</p> <ul style="list-style-type: none"> • Board of five commissioners elected from designated districts for staggered, four year terms; election held in conjunction with general election in odd numbered years. <i>(RCW 36.69.090);</i> • Duties are: <ul style="list-style-type: none"> ◦ Elect chairman, secretary, and such other officers as it may determine it requires; ◦ Hold regular public meetings at least monthly; ◦ Adopt policies governing transaction of board business, keeping of records, resolutions, transactions, findings and determinations, which shall be of public record; ◦ Initiate, direct and administer district park and recreation activities, and select and employ such properly qualified employees as it may deem necessary <i>(RCW 36.69.120).</i> • Vacancies filled in accordance with Ch. 42.12 RCW. 	<p>Governing Body</p> <ul style="list-style-type: none"> • Members of county legislative authority, acting ex officio if within county. If a city or town included, the Park & Recreation Service Area is governed by an interlocal cooperation agreement. If it is a multi-county area, it is governed by interlocal cooperation agreement <i>(RCW 36.68.400).</i> 	<p>Governing Body</p> <p>Board may be composed in any of following alternatives:</p> <ul style="list-style-type: none"> • Five commissioners may be elected same election creating the district • For a district located entirely within or the unincorporated area of or the legislative authority of the city may act as the metropolitan park • For a district located in multiple counties, each legislative authority appoint one or more members to the board; • The governing structure of an existing (before June 13, 2002) metropolitan district may not be changed without approval of the voters <i>(RCW 36.68.400).</i> • Vacancies filled in accordance with RCW <i>(RCW 35.61.050 (2)).</i> If a city or county, may fill vacancy by interlocal agreement <i>(RCW 35.61.130).</i>
<p>Finance - Revenue Authority</p> <ul style="list-style-type: none"> • Regular property tax levy (maximum of \$0.60 per \$1000 assessed valuation) for a six-year period authorized when 60 percent of the voters in an election vote "yes" with a voter turnout equal at least to 40 percent of those voting in the last general election. Alternatively, as long as the number of "yes" votes is equal to at least 60 percent times 40 percent of the number of people voting in the last general election, the measure will pass <i>(RCW 36.69.145).</i> • Limit on regular levy: Park and Recreation District will have levy capacity diminished if aggregate of junior and senior taxing district exceeds the \$5.90 limit. <i>(RCW 84.52.043(2)(a))</i> • Charges, fees, rates, rentals and the like for the use of facilities (including recreational facilities) or for participation <i>(RCW 36.69.130).</i> 	<p>Finance - Revenue Authority</p> <ul style="list-style-type: none"> • Regular property tax levy (maximum of \$0.60 per \$1000) for a six-year period authorized when 60 percent of the voters in an election vote "yes" with a voter turnout equal at least to 40 percent of those voting in the last general election. Alternatively, as long as the number of "yes" votes is equal to at least 60 percent times 40 percent of the number of people voting in the last general election, the measure will pass <i>(RCW 36.68.525).</i> • Limit on regular levy: Park and Recreation Service Areas will have levy capacity diminished if aggregate of junior and senior taxing district exceeds the \$5.90 limit <i>(RCW 84.52.043(2)(a)).</i> • May charge fees or other direct charges on facilities <i>(RCW 36.68.550).</i> 	<p>Finance - Revenue Authority</p> <ul style="list-style-type: none"> • Two regular property tax levies at 50 cents/\$1000 assessed value and one of 25 cents. They are considered permanent. (See Tax Authority (/Home/Explore-Topics/Parks-and-Recreation/Park-and-Recreation-Districts/Metropolitan-Park-District-Taxing-Authority.aspx) on Metropolitan Park District Finance (/Home/Explore-Topics/Parks-and-Recreation/Park-and-Recreation-Special-Districts/Metropolitan-Park-District-(MPD)-Finance.aspx)) • Conduct forms of recreation or other beneficial for the public, or for the production of revenue for other park purposes <i>(RCW 35.61.130).</i>

<p>Excess Levies and Bonds</p> <ul style="list-style-type: none"> • Annual excess tax levy proposition for operating funds, capital outlay funds, and cumulative reserve funds as authorized by RCW 84.52.052 (RCW 36.69.140); • May issue general obligation debt, equal to one and one-fourth percent of the assessed valuation within the district. Of this 1 1/4 percent, 3/8 percent may be nonvoted (also called councilmanic) debt. The rest must be voted. Sixty percent of those voting must vote "yes" and the voter turnout must be at least 40 percent of that of the last general election (RCW 36.69.140); • May issue LID bonds. (RCW 36.69.200) • May issue revenue bonds (RCW 36.69.350). 	<p>Excess Levies and Bonds</p> <ul style="list-style-type: none"> • Annual excess tax levy proposition for operating funds, capital outlay funds, and cumulative reserve funds as authorized by 84.52.052 RCW (RCW 36.68. 520); • May issue voted general obligation debt equal to 2 1/2 of the assessed valuation within the service area. Of this 2 1/2 percent, 3/8 percent may be non-voted (also called councilmanic debt). The rest must be voted. Sixty percent of those voting must vote "yes" and the voter turnout must be at least 40 percent of that of the last general election (RCW 36.68.520). 	<p>Excess Levies and Bonds</p> <ul style="list-style-type: none"> • Authorized to levy general tax in its regular property tax levy or be authorized to do so at a special rate (RCW 35.61.210 and RCW 82.52); • May issue general obligation debt amount equal to 2 1/2 percent of assessed valuations. (RCW 35.61; 2 1/2 percent, 1/4 percent may be nonvoted (also called councilmanic) (RCW 35.61.100)The rest must be voted. (See Debt (/Home/Explore-Topics/Parks-and-Recreation/Park-and-Recreation-Special-Districts/Metropolitan-Park-District-Finance.aspx#District-(MPD)-Finance.aspx#District-(MPD)-Finance.aspx); • Can petition city for LID improvement (RCW 36.61.220 - 240); • May issue revenue bonds (RCW
<p>Fiscal Administration</p> <ul style="list-style-type: none"> • County treasurer is treasurer of district. (RCW 36.69.150); • All expenditures are paid by warrants drawn by county auditor on county treasurer, pursuant to vouchers approved by the district board (RCW 36.69.150); • District commissioners must compile an annual budget including all available funds and anticipated income for the ensuing year. Budget may include cumulative reserve for capital purposes (RCW 36.69.160); • District commissioners must compile an annual budget including all available funds and anticipated income for the ensuing year. Budget may include cumulative reserve for capital purposes (RCW 36.69.160). 	<p>Fiscal Administration</p> <ul style="list-style-type: none"> • County treasurer is treasurer of service area; • Annual budget required in form prescribed by state auditor. May include cumulative reserve for capital purposes, all available funds and all anticipated income shall be included (RCW 36.68.530); • May contract with county to administer purchasing (RCW 36.68.570); • Legislative authority may transfer proceeds from concessions for food and other services accruing to the county from food and other services from park or park facility in park and recreation service area to service area budget (RCW 36.68.560); • May reimburse county for charges incurred by county current expense fund for expense of service area (RCW 36.68.570). 	<p>Fiscal Administration</p> <ul style="list-style-type: none"> • County treasurer of the county or all, or the major portion, of the district or the ex officio treasurer the district or the district can designate someone or the district board has received the approval of the county treasurer (RCW 35.61.180); • Contracts are to be by competitive bid or small works roster. (RCW 36.68.570)

<p>Adding area - Enlargement</p> <ul style="list-style-type: none"> • Same procedure as creating district and all electors of district and proposed additional territory vote (<i>RCW 36.69.190</i>). 	<p>Adding area - Enlargement</p> <ul style="list-style-type: none"> • Same procedure as creating the parks and recreation service area, by resolution or petition with vote of all electors in existing area plus proposed addition (<i>RCW 36.68.620</i>). 	<p>Adding Area - Enlargement</p> <ul style="list-style-type: none"> • Territory by virtue of its annexat city that lies entirely within a par shall be deemed to be within th the metropolitan park district; • Such an extension of a park disti boundaries shall not be subject t a boundary review board indepe the board's review of the city an territory (<i>RCW 35.61.020</i>); • The territory adjoining a metrop- district may be annexed into the upon petition and an election: <ul style="list-style-type: none"> ◦ The petition shall define the t proposed to be annexed and signed by twenty-five register resident within the territory pr be annexed; unless ◦ The territory is within the limit another city then it must be si twenty percent of the register residing within the territory pr be annexed (<i>RCW 35.61.250</i>).
<p>Dissolution</p> <ul style="list-style-type: none"> • In the manner provided in Ch. 53.48 RCW relating to port districts; • For county with population of 210,000 or more and inactive for five years see Ch. 57.90 RCW; • See procedures outlined in Ch. 36.96 RCW - Dissolution of inactive special purpose districts. 	<p>Dissolution</p> <ul style="list-style-type: none"> • In the manner provided in Ch. 53.48 RCW relating to port districts; • See procedures outlined in <u>Ch. 36.96 RCW</u> (http://app.leg.wa.gov/rcw/default.aspx?cite=36.96) - Dissolution of inactive special purpose districts. 	<p>Dissolution</p> <ul style="list-style-type: none"> • A district may be dissolved by m of members; • Upon dissolution the district's lia prorated, and turn over to the ci county to the extent the district respectively located in each, wh <ul style="list-style-type: none"> ◦ (1) Such city and/or county, th governing officials, agrees to, petitions for, such dissolution assumption of such assets and or; ◦ (2) Ten percent of the voters c and/or county who voted at t general election petition the g officials for such a vote. (<i>RCW</i> • Disincorporation of district locat county with a population of 210 more and inactive for five years, Chapter 57.90 RCW.

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