



City of Leavenworth

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City Council
Carl J. Florea - *Mayor*
Carolyn Wilson
Mia Bretz
Sharon Waters
Clint Strand
Jason Lundgren
Anne Hessburg - *Mayor Pro Tem*
Position No. 2 - *Vacant*
Joel Walinski - *City Administrator*

LEAVENWORTH CITY COUNCIL AGENDA

Leavenworth City Hall – Council Chambers
January 28, 2020 – 6:30 PM

Call to Order

Flag Salute

Roll Call

Council Committees – 4th Tuesday

Housing 3:00 PM
Public Safety 4:00 PM
Finance 5:00 PM

Consent Agenda

1. Approval of Agenda
2. Approval of January 14, 2020 Study Session Minutes
3. Approval of January 14, 2020 Regular Meeting Minutes
4. 2019 Claims \$14,771.65
5. 2020 Claims \$225,633.86

Councilmember and Committee Reports

Mayor / Administration Reports

Comments from the Public on Items Not on the Agenda

Joint Meeting with the Planning Commission

Resolutions, Ordinances, Orders, and Other Business

1. Action: Acceptance of 2020 Planning Commission Docket
2. Action: Mayor Pro Tempore Standing Committee Assignments
3. Action: Mayor Ad Hoc Committee Assignments
4. Action: Resolution 01-2020 – Council Policy, Procedures, and Rules of Conduct
5. Action: Prothman Proposal for City Administrator Search

Information Items for Future Consideration

1. City Council Vacancy Review – 2/11/2020
2. Public Hearing for Affordable Housing New LMC Chapter 3.42 – 2/11/2020

Adjournment

(Next Ordinance is 1606 – Next Resolution is 02-2020)

SUPPLEMENTAL COUNCIL AGENDA

1. Acceptance of 2020 Planning Commission Docket

Each January the City Council and the Planning Commission come together for a workshop to review that year’s Docket of proposed Comprehensive Plan amendments, per LMC 21.31.030. The Docket outlines which projects will be reviewed by the Planning Commission for the year, and has been expanded to include proposed code amendments. The 2020 Draft Docket was reviewed and modified at the November, December, and January City Council Study Sessions.

This year’s Draft Docket contains a mandated Shoreline Master Program update, grant funded Housing Action Plan, City initiated Transportation Element update, and other Comprehensive Plan and code amendments. Additionally, there are on-going items from 2019, including but not limited to, code amendments from the Housing Task Force recommendations and the Design Review Board, RV Park, Wireless Facilities, and other code updates. Finally, there are several new items identified over the last year, including fire code amendments, land uses, and code inconsistencies.

Prior to the Joint Workshop, the City Council and Planning Commissioners are asked to rate/prioritize all items on the 2020 Docket to facilitate the Joint Workshop discussion. To accomplish this, staff has provided (in this packet) the Council and Planning Commission two (2) rating/prioritizing sheets (one for overall Docket items and one for item “R” Code Inconsistencies). Each member will choose their top 5 projects and then rate those projects 5-1 (5 highest and 1 lowest). Each member will provide their completed rating/prioritizing sheet back to staff prior to the Joint Workshop. Staff will compile all returned sheets. The top rated/prioritized items will be used to initiate discussion at the Joint Workshop.

The goal is to identify the top 2 to 3 projects that the Planning Commission may review throughout the year. These will be listed in the final Docket in priority order. The City Council will be asked during the same evening meeting to approve the 2020 Docket, with the Council’s final prioritization.

COUNCIL GOALS

<i>Revenue & Fiscal Health</i>	Is the request/action (Ordinance/Resolution) consistent with the Financial Policy?	
<i>Infrastructure</i>	Does the request/action support a safe and efficient infrastructure?	
<i>Economic Development Growth and Vitality</i>	Is the request/action supportive of the Old-World Bavarian Theme or promote the diversification of the economic base?	
<i>Transparency and Accountability</i>	Does the request/action further public understanding and engagement?	✓
<i>Community Building</i>	Is the request/action supporting residential needs for housing, safety, transportation, affordable governmental services?	✓

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

- Draft 2020 Docket
- Joint Workshop Procedure
- Rating Sheets

- **MOTION:** *The Leavenworth City Council moves to approve the 2020 Planning Commission Docket, subject to potential modification for Urban Growth Area Map amendments forwarded to the City in March.*

2. Mayor Pro Tempore Standing Committee Assignments

The City Council is being asked to confirm Mayor Pro-Tempore Hessburg’s appointments of City Council Members to the Council Standing Committees of Economic Development, Parks, Public Works, Housing, Public Safety, and Finance. Under the authority provided in RCW 35A.12.120, the City Council may enact rules and regulations to govern the conduct and operations of the City Council. This authority includes the ability to determine if and when standing committees will be utilized, what the committees will be, how they will conduct their business, and how their members will be appointed. Under Resolution 01-2019 Section 4 of the City Council Procedures and Rules; the Mayor Pro-Tempore makes appointments to the standing committees with confirmation by the City Council.

COUNCIL GOALS

Revenue & Fiscal Health	Is the request/action (Ordinance/Resolution) consistent with the Financial Policy?	
Infrastructure	Does the request/action support a safe and efficient infrastructure?	
Economic Development Growth and Vitality	Is the request/action supportive of the Old-World Bavarian Theme or promote the diversification of the economic base?	
Transparency and Accountability	Does the request/action further public understanding and engagement?	✓
Community Building	Is the request/action supporting residential needs for housing, safety, transportation, affordable governmental services?	

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

- RCW 35A.12.120: Council – Quorum – Rules – Voting
- Resolution 01-2019: Council Policy, Procedures, and Rules of Conduct
- 2020 Appointments to the City Council Standing Committees
- **MOTION:** *The Leavenworth City Council moves to confirm the City Council appointments by Mayor Pro Tempore Hessburg to the City Council Standing Committees for 2020.*

3. Mayor Ad Hoc Committee Assignments

The Council is being asked to confirm Mayor Florea’s appointments to the Ad Hoc Committees and City representatives to other agencies where City representation is necessary. The City has various representatives on local and regional boards; the City’s past practice is for the Council to review and confirm the Mayoral appointments.

The following motion is a confirmation of the Mayor’s appointment to Ad Hoc Committees and City Representative Assignments. The appointment to these committees is at the discretion of the Mayor; the confirmation by the City Council is to confirm that Council has reviewed the Mayor’s appointments.

The Mayor continues to work on identifying and selecting two new members to the Planning Commission; those recommendations and appointment will be made at a future meeting.

COUNCIL GOALS

<i>Revenue & Fiscal Health</i>	Is the request/action (Ordinance/Resolution) consistent with the Financial Policy?	
<i>Infrastructure</i>	Does the request/action support a safe and efficient infrastructure?	
<i>Economic Development Growth and Vitality</i>	Is the request/action supportive of the Old-World Bavarian Theme or promote the diversification of the economic base?	
<i>Transparency and Accountability</i>	Does the request/action further public understanding and engagement?	✓
<i>Community Building</i>	Is the request/action supporting residential needs for housing, safety, transportation, affordable governmental services?	

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

- 2020 Leavenworth City Council Ad Hoc Committees – *a new list will be provided at the meeting, pending changes*
 - **MOTION:** *The Leavenworth City Council moves to confirm Mayor Florea’s appointments to Ad Hoc Committees and the City Representatives on other agency boards for 2020.*

4. Resolution 01-2020 Council Policy, Procedures, and Rules of Conduct

The City Council is being asked to amend the Council Policy, Procedures, and Rules of Conduct. At the January 14, 2020 Study Session, the Mayor and Council discussed the procedures for the allowance of public comments at City Council and Study Session meetings and the required attendance of the City Attorney at all City Council Meetings. The recommended changes to the Council Policy, Procedures, and Rules of Conduct include the following:

- The requirement that someone making a public comment provide their address at the open comment or comment to items on the agenda; members of the public no longer need to provide their address.
- The addition of public comments being taken at the Council’s Study Session is at the discretion of the Mayor.

One additional change that is being suggested, is to remove the requirement that the City Attorney be physically present at all meetings. While this has been the practice for many years within the City, it is not required under the RCW’s. In addition, with new technology, remote monitoring of the meeting by the City Attorney could suffice in many instances. The City Attorney’s attendance is necessary in other instances and that is typically dictated by the topic on the agenda. The City Administration is requesting this change be included in Resolution 01-2020 to explore and implement this option. City Attorney Thom Graafstra provided an overview on this topic; his memo is included in the packet material.

COUNCIL GOALS

<i>Revenue & Fiscal Health</i>	Is the request/action (Ordinance/Resolution) consistent with the Financial Policy?	
<i>Infrastructure</i>	Does the request/action support a safe and efficient infrastructure?	
<i>Economic Development Growth and Vitality</i>	Is the request/action supportive of the Old-World Bavarian Theme or promote the diversification of the economic base?	

<i>Transparency and Accountability</i>	Does the request/action further public understanding and engagement?	✓
<i>Community Building</i>	Is the request/action supporting residential needs for housing, safety, transportation, affordable governmental services?	

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

- Resolution 1-2020 Redline Version
- Resolution 1-2020 Clean Version
- Memo: City Attorney Attendance at City Council Meetings, January 23, 2020
- **MOTION:** *The Leavenworth City Council moves to approve Resolution 01-2020 amending the Council Policy, Procedures, and Rules of Conduct.*

5. Prothman Proposal for City Administrator Search

The City Council is being asked to review and confirm a contract with Prothman for their assistance with the City in conducting a search process for selecting a new City Administrator. At the January 14, 2020 City Council Study Session, Mayor Florea discussed with the Council the options for moving forward with the search process for the recruitment of a new City Administrator. At that time, the Council was in concurrence that using a professional consulting company for the search was the right direction and since Prothman has assisted the City previously, there might be benefit in using them again. Since that time, Mayor Florea has reviewed a proposal from Prothman and authorized them to proceed in an effort to expedite the search process.

COUNCIL GOALS

<i>Revenue & Fiscal Health</i>	Is the request/action (Ordinance/Resolution) consistent with the Financial Policy?	✓
<i>Infrastructure</i>	Does the request/action support a safe and efficient infrastructure?	
<i>Economic Development Growth and Vitality</i>	Is the request/action supportive of the Old-World Bavarian Theme or promote the diversification of the economic base?	
<i>Transparency and Accountability</i>	Does the request/action further public understanding and engagement?	✓
<i>Community Building</i>	Is the request/action supporting residential needs for housing, safety, transportation, affordable governmental services?	

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

- Prothman Contract for Executive Search, January 23, 2020
- **MOTION:** *The Leavenworth City Council moves to approve and authorize the Mayor to sign a contract with Prothman for assistance in providing services for the recruitment of a new City Administrator.*

Planning Commission Docket 2020 Cycle of Amendments

The Planning Commission Docket is intended to provide a priority list of Comprehensive Plan and Development Regulation projects to be reviewed within the next year by the Planning Commission. The focus of the amendments is first with State required updates then City Council amendments, studies or reports. Pursuant to Leavenworth Municipal Code Section 21.03.040, the Docket only addresses amendments to the Comprehensive Plan and amendments to Title 17, Subdivisions, Title 18 Zoning and Title 16 Critical Areas, excluding Chapter 16.04 SEPA. Additional actions may be requested by the City Council.

The Docket is compiled each November/December with input from the Planning Commission, the City Council, the public and City staff. In January, the City Council hosts a meeting with the Planning Commission to review and finalize the Docket.

Section One includes the highest priority items, starting with mandated topics. These items are intended to be completed within the calendar year, unless otherwise noted. Sections Two and Three include items which may be completed as time permits or as consolidation of topics occurs.

Shoreline Master Program Update – Due June 1, 2021

- A. The Shoreline Master Program is both a planning document and a regulatory document. State law requires that it be reviewed and updated, as necessary, every eight years. The City has received grant funds from the Department of Ecology to support this update process. The primary goal of the update will be to address any changes in State law and to simplify the regulations and processes (streamline) where feasible.

Housing Action Plan – Due June 15, 2021

- B. A Housing Action Plan grant was awarded to the City from the Department of Commerce October 30, 2019. The goal of any such housing plan must be to encourage construction of additional affordable and market rate housing in a greater variety of housing types and at prices that are accessible to a greater variety of incomes, including strategies aimed at the for-profit single-family home market. The housing action plan should: (a) Quantify existing and projected housing needs for all income levels, including extremely low income households, with documentation of housing and household characteristics, and cost burdened households; (b) Develop strategies to increase the supply of housing, and variety of housing types, needed to serve the housing needs identified in (a) of this subsection; (c) Analyze population and employment trends, with documentation of projections; (d) Consider strategies to minimize displacement of low-income residents resulting from redevelopment; (e) Review and evaluate the current housing element adopted pursuant to RCW 36.70A.070, including an evaluation of success in attaining planned housing types and units, achievement of goals and policies, and implementation of the schedule of programs and actions; (f) Provide for participation and input from community members, community groups, local builders, local realtors, nonprofit housing advocates, and local religious groups; and (g) Include a schedule of programs and actions to implement the recommendations of the housing action plan.

Comprehensive Plan Updates

- C. Commercial District Mixed Use Incentives, codified in LMC Chapter 18.35. The mixed-use incentive district is not addressed within the Comprehensive Plan creating a consistency concern. The addition of the overlay to the Comprehensive Plan will include a purpose statement and potential benefits and may result in modification to the LMC regulations.
- D. Coordinate Capital Facilities Plan - Request to coordinate the City's Water System Plan with the Capital Facilities element, including review of project costs and funding and consistency with the Utility Element.

Planning Commission Docket 2020 Cycle of Amendments

E. Transportation Element

1. Parking Study finding and recommendations may be incorporated with the Transportation Element.
2. Transportation Element Policy 3 - Review of Peak Traffic (Friends of Leavenworth, City sponsored).
3. Transportation Element – Update the 20-year Transportation Improvement Plan (TIP) to match proposed project and funding sources. This amendment will update the “Transportation Improvement Project List” which summarizes the list of transportation improvement projects and cost estimates for the next six years.
4. Corridor Study findings and project inclusion with City Comprehensive Plan.

F. General Updates – add history to introduction, format changes, reduction in number of policies/goals, updating any identified split designation properties, etc.

G. Housing Element Update based on Housing Action Plan & PC Housing Review

Placeholder – the County may receive request for amendments within the Urban Growth Area which will be forwarded to the City. These amendments, if timely provided, are to be reviewed and considered by the City within the same calendar year and returned with a recommendation to the County.

Projects/Discussions:

H. Chelan County PUD discussion regarding underground power lines policy (Feb/March Study Session)

I. Osborn Property Ideas/Planning

Code Amendments – The Planning Commission reviews amendments to Titles 16, 17 and 18, or others as directed by the City Council:

J. Housing Task Force Recommendations (primarily Title 18)

1. Missing Middle Housing Options
2. Affordable Housing Tools (Garten Haus and other types of options)
3. Development Standards (residential - remanded item still to be reviewed, on hold Ordinance 1589) (Title 18)

K. Chapter 14.12 Off-Street Loading and Parking, including parking requirements, landscaping requirements (exempt alley parking lots), residential standards (14.12.160.A vs. 14.12.160.E) and parking lot standards (Title 14)

1. Residential Parking and Access Requirements including Alley Access (Titles, 14, 15 and 18)
2. Parking Requirements for the Commercial Zones - Request to review and consider requiring parking within the commercial zones. (primarily Title 14)

L. Alley Access – Discussion about use of alleys (primary residence and/or commercial use), development and maintenance of alleys, vacation (removing) alleys, etc.

M. Fire Code Amendments – Wildland Urban Interface and other fire protection standards (Titles 14, 15 and 18)

N. District Use Chart – including definition of uses such as commercial amusement (Title 18 and 21)

O. RV Park and Campground regulations (Title 18)

Planning Commission Docket 2020 Cycle of Amendments

- P. LMC 18.74 Wireless Facilities - Small Cell Facilities (5-G) - In September 2018, the FCC adopted a declaratory ruling affecting local regulation of wireless facilities, specifically small cell systems, limiting the processing time for applications and the cost of permits. The rules became effect on January 14, 2019. The FCC declaratory ruling clarified that jurisdictions are permitted to include provisions that specifically address aesthetics.
- Q. Design Review Board, request for clarifying code updates, including adoption of additional “approved” samples. Design Review Board Request to update LCM 14.08 to clarify the use of vinyl, umbrellas, temporary structures, awnings, flags and logos. The DRB has been reviewing potential changes most of 2019 and hope to have final changes for the Council consideration in 2020.
- R. Code Inconsistencies, Clarifications & Incorporation of Policies and Interpretations
1. Stormwater – removing conflicting references to the implementation of the 2016 Stormwater Plan (Titles 13, 14, and 15)
 2. LMC 18.24 Supplementary Residential Districts Regulations –review of fence requirements and gabled modern vs. eave overhang (Title 15 and 18) including sight distance triangle (Title 14 and 18)
 3. Commercial Setback requirements – eave overhangs in commercial zone, zero or 5’ in commercial, etc. (Title 15 and 18)
 4. Right of Entry – addressed 12 times in code – unify language (as appropriate) and add for land use applications (new text Title 18 or 21)
 5. Height calculation – review and graphic examples (Titles 18, 14 and 21)
 6. LMC Title 17 Subdivision – permitting nine lot short plats per RCW 58.17 (Title 17)
 7. Title 15 Building and Construction, building codes – pools with or without power covers require fence, exemptions, time limit for demo permits, other clarifications; and clarify of Municipal Works Standards (Titles 12, 13 and 14)
 8. Public Works Development Standards – unify and review requirements, add utilities placed in the center of right of way, no cut policy, as-built requirements, ½ street improvement standard (Titles 12, 13, 14 and 15)
 9. Various code errors – such as, Adult Family Home reference RCW 70.128.175 change to 70.128.010 (includes Title 18)
 10. Violation process LMC 12.08 should reference LMC 21.13.

Placeholder – Development code amendments may be submitted from the general public throughout the year for consideration.

In early January of each year, the city council and planning commission will sponsor a joint public workshop during which a list of city-initiated proposals will be formalized, based primarily on the items docketed throughout the previous year. (LMC 21.31.030(c))

Joint Docket Workshop Procedures

1. City Council will host the Planning Commission to review the draft Docket, the fourth Tuesday of the month during the City Council regular meeting. The City Council will open the regular meeting and complete Committee Reports prior to asking the Planning Commission to join them for joint workshop on the draft Docket.
2. The Planning Commission may or may not open a meeting at this time.
3. The Mayor will provide an opening statement and may request introductions.
4. The Mayor may run the meeting or turn it over to the Development Services Manager.
 - a. It is expected that all members will provide the Manager with a completed "rating/priority sheet" prior to the joint meeting. The rating/priority sheet is completed by identifying the top five items and prioritizing them with a rating of 5, 4, 3, 2 and 1 (5 = highest priority to 1 = lowest priority), use each number only once.
 - b. The manager will compile all the numbers (rating/priority sheet summary) and those items with the highest total will be discussed in order at the meeting. All items are open for discussion.
5. Mayor or Manager will provide an overview of the Comprehensive Plan item before or in conjunction with the compiled rating/priority sheet summary.
 - a. Generally, the highest rated item will be reviewed first followed in order by rating; however, discussion may proceed in any order.
6. Discussion may be initiated by any Councilmember or PC member who would like to make the first statement then proceed clockwise around the table providing an opportunity for each member to comment.
7. The round table discussion may be repeated as needed before moving on to the next item.

Note that code amendments are not required to be a docket item and may be subject to change without modification of the Docket.

Rating Sheet

The municipal code provides criteria for choosing the Comprehensive Plan Docket items but is silent on docketing code amendments. For the Comprehensive Plan the docketing priority shall address:

- ***"Inconsistencies and/or deficiencies" referring to the absence of required or potentially desirable content of a comprehensive plan, (LMC 21.31.040).***
- ***Proposals from private persons, organizations, and agencies which the council and planning commission decide would serve the public interest and would therefore be appropriately sponsored by the city, (LMC 21.31.040).***

For the Code amendments staff recommends using similar criteria and the Council Goals:

- ***Does it address inconsistencies and/or deficiencies?***
- ***Does it serve the public interest?***
- ***Does it meet one or more of the Council Goals or Revenue & Fiscal Health, Infrastructure, Economic Development Growth and Vitality, Transparency and accountability, and Community Building?***

Draft 2020 Docket Rating Sheet

Item #	Comprehensive Plan Items & Code Items	Initiated By:	Mandated	Est. PC Meetings (out of 12)	Potential Public Engagement	In Process	Goal PC Hearing Dates	Council Goals	Inconsistencies and/or deficiencies	Public Interest (Benefit)	Keep or Remove	Rating 1-5 Highest priority = 5 Lowest priority=1
Comprehensive Plan Projects												
A	Shoreline Master Program Update	Mandated	Yes	3-4	medium	Yes, grant funded	November	D, E				
B	Housing Action Plan	Housing Committee	No	8-12	medium	Yes, grant funded	December	C, E				
C	Commercial District Mixed Use Incentives	Staff	No	2-3	low	No	TBD	C, E				
D	Coordinate Capital Facilities Plan	Dept of Health & Dept of Commerce	Req	2-3	low	No	TBD	C, E				
E	Transportation Element	Staff	No	8-12	high	No	TBD	C, E				
F	General Updates - format & introduction	Planning Commission (PC) & Staff	No	2	low	No	TBD	D				
G	Housing Element Update based on Housing Action Plan & PC Housing Review	PC	Req	2	medium	No	TBD	C, E				
Projects/Discussions												
H	Chelan County PUD - powerlines	PUD	No	1-4	high	No	TBD	B, C				
I	Osborn Property Ideas/Planning	PC & Council	Req	1+	high	No	TBD	B, C, E				
Code Amendment Projects												
J	Housing Task Force Recommendations	Task Force & PC		8-12	medium	Yes	TBD	C, E				
K	Parking - residential & commercial standards (grouping of all parking issues)	Council, Staff, FOL		6-10	high	No	TBD	C, E				
L	Alley Access/Use	PC & Council		4-6	medium	No	TBD	B, E				
M	Fire Code Amendments	Council		3	medium	No	October	E				
N	District Use Chart	PC & Council		4-6	low	No	TBD	D, E				
O	RV Park and Campground regulations	KOA		2	low	No	TBD	C, E				
P	Wireless Communication Facilities	Staff		4-6	low	No	TBD	B, C				
Q	Design Review - clarifications	Design Review Board & Staff		2-3	low	Yes	April	C, E				
R	Code Inconsistencies	Staff, Public, FOL, Council		1-12	medium	Yes	As Time Permits	B, C, E				

COUNCIL GOALS

- A. Revenue & Fiscal Health
- B. Infrastructure
- C. Economic Development Growth and Vitality
- D. Transparency and Accountability
- E. Community Building

Draft 2020 Docket (inconsistencies) Rating Sheet

Item #	Code Inconsistencies	Initiated By:	Mandated	Est. PC Meetings (out of 12)	Potential Public Engagement	In Process	Goal PC Hearing Dates	Council Goals	Inconsistencies and/or deficiencies	Public Interest (Benefit)	Keep or Remove	Rating 1-5 Highest priority = 5 Lowest priority=1
	Code Inconsistencies											
1	Stormwater - correlating the 2016 Plan with codes	2016 Plan	Req	2-4	low	Drafting	TBD	B, E				
2	LMC 18.24 Residential Regulations	Staff	No	3-4	medium	Drafting	TBD	E				
3	Commercial Setback Requirements/Standards	Staff	No	2-4	medium	No	TBD	C, E				
4	Right to Entry - unify and add language	Staff	No	1	low	No	TBD	D				
5	Height Calculations - review and add graphics	Staff	No	3-4	medium	No	TBD	E				
6	LMC 17 Subdivision - nine lots	Staff	No	1	low	Drafting	TBD	B, E				
7	Title 15 Building Codes	Staff	No	2-3	low	No	TBD	D, E				
8	Public Works Development Standards	Staff	No	4-6	low	Drafting	TBD	B, E				
9	Various Code Errors	Staff	No	1	low	No	TBD	D				
10	Violation process streamlining conflicting codes	Staff	No	1	low	No	TBD	D				

COUNCIL GOALS

- A. Revenue & Fiscal Health
- B. Infrastructure
- C. Economic Development Growth and Vitality
- D. Transparency and Accountability
- E. Community Building

Council—Quorum—Rules—Voting.

At all meetings of the council a majority of the councilmembers shall constitute a quorum for the transaction of business, but a less number may adjourn from time to time and may compel the attendance of absent members in such manner and under such penalties as may be prescribed by ordinance. The council shall determine its own rules and order of business, and may establish rules for the conduct of council meetings and the maintenance of order. At the desire of any member, any question shall be voted upon by roll call and the ayes and nays shall be recorded in the journal.

The passage of any ordinance, grant or revocation of franchise or license, and any resolution for the payment of money shall require the affirmative vote of at least a majority of the whole membership of the council.

[2009 c 549 § 3012; 1967 ex.s. c 119 § 35A.12.120.]

RESOLUTION NO. 1-2019

**A RESOLUTION TO ESTABLISH POLICY, PROCEDURES
AND RULES OF CONDUCT FOR THE CITY COUNCIL
AND ITS MEETINGS, AND RESCINDING RESOLUTION
NO. 10-2018 OF THE CITY OF LEAVENWORTH,
WASHINGTON**

WHEREAS, the Leavenworth City Council prefers a new Study Session start time to begin at 8:30 AM; and

WHEREAS, the City Council would like to include the option for councilmembers to vote via conference call with certain limitations; and

WHEREAS, a predetermined order of procedure for Leavenworth City Council meetings will be the most expedient means of conducting Council meetings while also maintaining order and providing equal treatment for both Council members and the public; and

WHEREAS, Resolution Number 10-2018 no longer accurately reflects the preferred start time for study sessions and voting procedures;

NOW THEREFORE the City Council of the City of Leavenworth, Washington does resolve as follows:

Section 1. Robert's Rules of Order Adopted. Roberts Rules of Order, Newly Revised, shall govern the deliberations of the Council except when in conflict with any of the following rules.

Section 2. Public Comment at Meetings. The following rules shall apply for the Council to receive comment from the public.

- A. Subjects not on the current agenda: Any member of the public may speak to the Council on an item not on the agenda during the 'Public Comment' portion of the meeting agenda. The person must address the Council from the podium so that the comments can be recorded and included in the minutes. The person must state their name, address of residence, and the subject of their comments. The Mayor or presiding officer may then allow the comments subject to such time limitations as the Mayor or presiding officer deems necessary. Following such comments, the presiding officer may place the matter on the agenda or a future agenda, or refer the matter to the Council or administration for further information.
- B. Subjects on the current agenda: Any member of the public who wishes to address the Council on an item on the current agenda shall make such request to the presiding officer at the time when comments from the public are requested during the Council's discussion of the agenda item. The Mayor or presiding officer shall rule on the appropriateness of public comments as the agenda item is reached, and may change the order of speakers.

- C. Public hearings: Members of the public who wish to comment on an item which is before the Council for a formal public hearing will be asked to first sign their name on a list at the podium and then be recognized by the Mayor or presiding officer during the hearing. The person must address the Council from the podium so that the comments can be recorded and included in the minutes. The person must state their name and address. Comments may be limited in length as the Mayor or presiding office deems necessary.

Section 3. Selection of Mayor Pro Tempore. The Mayor Pro Tempore is elected by the Council from its own membership at the first meeting in January after each General Election and thereafter whenever a vacancy occurs. The Mayor Pro Tempore shall hold office at the pleasure of the Council.

Section 4. Assignment to Standing Committees. Alignment of standing committees of the Council shall be recommended by the Mayor Pro Tempore when newly-elected members take office. Membership on committees shall be appointed by a majority vote of the Council. Membership on standing committees may be realigned at the discretion of the Mayor Pro Tempore with confirmation by the Council. Standing Committees shall appoint their own chairpersons.

Section 5. Ad Hoc Committees. The Mayor may establish such legislative ad hoc committees as may be appropriate to consider special matters that do not readily fit the committee structure that requires special approach or emphasis.

Section 6. Seating Arrangement. The seating position of Council members shall be determined by seniority on the Council, with the most senior Council member sitting directly to the left of the Mayor and descending through seniority to the newest member of the Council farthest from the Mayor. A Council member may choose to remain in his or her position when a vacancy occurs, at which time the vacant seat shall become the option of the next senior member.

Section 7. Presiding Officers. All meetings of the Council shall be presided over by the Mayor, or, in the Mayor's absence, by the Mayor Pro Tempore. If the Clerk or Deputy Clerk is absent from a Council meeting, the Mayor, or Mayor Pro Tempore, shall appoint one of the members of the Council or the City Administrator to act as Clerk Pro Tempore. The appointment of a member of the Council as Mayor Pro Tempore, or as Clerk Pro Tempore, shall not in any way abridge the Council member's right to vote upon all questions coming before the Council.

Section 8. Study sessions. The purpose of a study session is to provide the City Council with an informal opportunity to study certain matters in detail or to discuss policy issues with staff that may come before the City Council at future regular meetings for formal action. In general, the Council shall meet on the second Tuesday of each month at 8:30 a.m. for a study session at which no action will be taken on issues. It is a time for the Council to have discussions and provide direction on background information for upcoming City Council agenda items, to review and request additional information, to discuss prior month committee meeting topics of interest and information for the Council as a whole to consider, or to form a council subcommittee prior to formal action and to clarify any final amendments made from previous discussions before formal action.

Section 9. Regular Meetings. Regular meetings of the Council shall be held as provided by ordinance. The purpose of a regular meeting is to hear public comments and to consider recommendations from staff, and to take action on items of policy.

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Executive Session

Adjournment

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 - 7. Appoint committees when authorized to do so;
 - 8. Polling of the Council shall be conducted in the same order as the Roll Call or by a vote of the hand.

Section 23. Severability. If any section, sentence, clause or phrase of this resolution should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this resolution.

Section 24. Repealer. Resolution 10-2018 is hereby repealed.

ADOPTED by the City Council and signed by the Mayor on the 22nd day of January, 2019.

APPROVED:



Cheryl Kelley Farivar, Mayor

ATTEST:



Chantell Steiner, Finance Director/City Clerk

LEAVENWORTH CITY COUNCIL COMMITTEES 2020

Economic Development	<i>Meets the 2nd Tuesday of every month at 3:00 p.m.</i>
Mia Bretz Jason Lundgren Carolyn Wilson	
Parks	<i>Meets the 2nd Tuesday of every month at 4:00 p.m.</i>
Sharon Waters Jason Lundgren Carolyn Wilson	
Public Works (Including cemetery & parking)	<i>Meets the 2nd Tuesday of every month at 5:00 p.m.</i>
Sharon Waters Jason Lundgren Anne Hessburg	

Housing	<i>Meets the 4th Tuesday of every month at 3:00 p.m.</i>
Mia Bretz Sharon Waters Clint Strand	
Public Safety	<i>Meets the 4th Tuesday of every month at 4:00 p.m.</i>
Clint Strand Carolyn Wilson Anne Hessburg	
Finance	<i>Meets the 4th Tuesday of every month at 5:00 p.m.</i>
Clint Strand Mia Bretz Anne Hessburg	

**LEAVENWORTH
CITY COUNCIL AD HOC COMMITTEES
2020**

City Administered Ad Hoc Committees:

Downtown Steering: <i>4th Tues each month at 10:00 –12:00 PM</i>	Festhalle Oversight: <i>2nd Mon each month at 10:00 –11:30 AM</i>	Residential Advisory: <i>1st Tuesday each month at 6:30 PM</i>
<ul style="list-style-type: none"> ▪ Sharon Waters – Council ▪ Vacant – Council ▪ Vacant - Council ▪ Grant Stoebner – Chamber ▪ Joel Martinez – Chamber ▪ Kevin Rieke – At Large ▪ Oliver Brulotte – At Large ▪ Joel Walinski - Chair 	<ul style="list-style-type: none"> ▪ Carolyn Wilson - Council ▪ Sharon Waters - Council ▪ Vacant - Council ▪ Joel Walinski – Chair ▪ Vacant - Community ▪ Karl Ruether - Community ▪ Steve Scott - Community 	<ul style="list-style-type: none"> ▪ Anne Hessburg ▪ Mia Bretz ▪ Sharon Waters ▪ Mayor Florea ▪ Susan Noland ▪ Matt Fields ▪ Michael Bedard ▪ Alison Miller ▪ Travis Blue ▪ Steven Booher ▪ John Dowling
Parking Advisory Committee: <i>1st Thursday each month at 3:00 – 4:30 PM</i>		
<ul style="list-style-type: none"> ▪ Joel Walinski – Mayor Designee ▪ Mia Bretz - Council ▪ Anne Hessburg - Council ▪ Kayla Applebay - Chamber ▪ Michael Bedard - Community ▪ Jean Dawson – Business ▪ Jesse Boyd – shared Business ▪ Lyman Boyd – shared Business ▪ Vacant - Community 		
Housing Affordability Task Force: <i>Members will be reassigned when Task Force reconvenes.</i>		Festival & Events: <i>Members will be reassigned when Committee reconvenes.</i>

City Representatives on other Agency Boards / Commissions:

Chelan – Douglas Health District: <i>3rd Monday each month at 3:00 – 4:00 PM</i>	Chelan Douglas Transportation Council: <i>2nd Thursday each month at 9:00 – 11:00 AM</i>
<ul style="list-style-type: none"> ▪ City of Entiat Representative ▪ Sharon Waters (<i>attendee only – no vote</i>) 	<ul style="list-style-type: none"> ▪ Mayor Carl Florea ▪ Joel Walinski
Leavenworth Golf Course: <i>TBD</i>	Leavenworth Area Promotions (LAP): <i>3rd Tuesday each month at 8:30 – 10:00 AM</i>
<ul style="list-style-type: none"> ▪ Carolyn Wilson ▪ Mayor Carl Florea 	<ul style="list-style-type: none"> ▪ Vacant ▪ Vacant
Link Transit: <i>3rd Tuesday each month at 3:00 PM</i>	Mosquito District: <i>1st & 3rd Monday each month at 7:00 PM</i>
<ul style="list-style-type: none"> ▪ Mia Bretz 	<ul style="list-style-type: none"> ▪ Larry Meyers
Upper Valley Museum: <i>2nd Thursday each month at 10:00 AM</i>	RiverCom Board (<i>attendees only – no vote</i>): <i>2nd Wednesday each month at 8:30 – 10:30 AM</i>
<ul style="list-style-type: none"> ▪ Vacant 	<ul style="list-style-type: none"> ▪ Fire Chief Kelly O’Brien ▪ Joel Walinski
Solid Waste Council: <i>Meets Quarterly – Schedule TBD</i>	Upper Valley Park & Rec Service Area (PRSA): <i>2nd Thursday in Feb, May, Aug, Nov, 2020 at 9:00 AM</i>
<ul style="list-style-type: none"> ▪ Vacant 	<ul style="list-style-type: none"> ▪ Jason Lundgren ▪ Mia Bretz
Icicle Work Group: <i>4th Thursday / last month of each quarter / tentative</i>	NCW Economic Development District: <i>2nd Wednesday each month 8:45 – 11:00 AM</i>
<ul style="list-style-type: none"> ▪ Sharon Waters ▪ Joel Walinski 	

RESOLUTION NO. 1-~~2019~~2020

A RESOLUTION TO ESTABLISH POLICY, PROCEDURES AND RULES OF CONDUCT FOR THE CITY COUNCIL AND ITS MEETINGS, AND RESCINDING RESOLUTION NO. ~~10-20181-2019~~ OF THE CITY OF LEAVENWORTH, WASHINGTON

~~WHEREAS, the Leavenworth City Council prefers a new Study Session start time to begin at 8:30 AM; and~~

~~WHEREAS, the City Council would like to include the option for councilmembers to vote via conference call with certain limitations; and~~

WHEREAS, a predetermined order of procedure for Leavenworth City Council meetings ~~will be~~ is the most expedient means of conducting Council meetings while also maintaining order and providing equal treatment for both Council members and the public; and

WHEREAS, Resolution Number ~~10-20181-2019~~ no longer accurately reflects the preferred ~~start time for study sessions and voting~~ procedures for providing public comments at City Council Meetings or Council Study Sessions; and

WHEREAS, the Mayor and City Council have determined that the City Attorney need not be physically present at each City Council meeting;

NOW THEREFORE the City Council of the City of Leavenworth, Washington does resolve as follows:

Section 1. Robert's Rules of Order Adopted. Roberts Rules of Order, Newly Revised, shall govern the deliberations of the Council except when in conflict with any of the following rules.

Section 2. Public Comment at Meetings. The following rules shall apply for the Council to receive comment from the public.

- A. Subjects not on the current agenda: Any member of the public may speak to the Council on an item not on the agenda during the 'Public Comment' portion of the meeting agenda. The person must address the Council from the podium so that the comments can be recorded and included in the minutes. The person must state their name, ~~address of residence, and~~ and the subject of their comments. The Mayor or presiding officer may then allow the comments subject to such time limitations as the Mayor or presiding officer deems necessary. Following such comments, the presiding officer may place the matter on the agenda or a future agenda, or refer the matter to the Council or administration for further information.
- B. Subjects on the current agenda: Any member of the public who wishes to address the Council on an item on the current agenda shall make such request to the presiding officer at the time when comments from the public are requested during the Council's discussion of the agenda item. The Mayor or presiding officer shall rule on the

appropriateness of public comments as the agenda item is reached, and may change the order of speakers. The Mayor or presiding officer may allow the comments from the public subject to such time limitations as the Mayor or presiding officer deems necessary.

- C. Public hearings: Members of the public who wish to comment on an item which is before the Council for a formal public hearing will be asked to first sign their name on a list at the podium and then be recognized by the Mayor or presiding officer during the hearing. The person must address the Council from the podium so that the comments can be recorded and included in the minutes. The person must state their name and address. Comments may be limited in length as the Mayor or presiding officer deems necessary.

Section 3. Selection of Mayor Pro Tempore. The Mayor Pro Tempore is elected by the Council from its own membership at the first meeting in January after each General Election and thereafter whenever a vacancy occurs. The Mayor Pro Tempore shall hold office at the pleasure of the Council.

Section 4. Assignment to Standing Committees. ~~Alignment~~ Assignment of standing committees of the Council shall be recommended by the Mayor Pro Tempore when newly-elected members take office. Membership on committees shall be appointed by a majority vote of the Council. Membership on standing committees may be ~~realigned~~ reassigned at the discretion of the Mayor Pro Tempore with confirmation by the Council. Standing Committees shall appoint their own chairpersons.

Section 5. Ad Hoc Committees. The Mayor may establish such legislative ad hoc committees as may be appropriate to consider special matters that do not readily fit the committee structure that requires special approach or emphasis.

Section 6. Seating Arrangement. The seating position of Council members shall be determined by seniority on the Council, with the most senior Council member sitting directly to the left of the Mayor and descending through seniority to the newest member of the Council farthest from the Mayor. A Council member may choose to remain in his or her position when a vacancy occurs, at which time the vacant seat shall become the option of the next senior member.

Section 7. Presiding Officers. All meetings of the Council shall be presided over by the Mayor, or, in the Mayor's absence, by the Mayor Pro Tempore. If the Clerk or Deputy Clerk is absent from a Council meeting, the Mayor, or Mayor Pro Tempore, shall appoint one of the members of the Council or the City Administrator to act as Clerk Pro Tempore. The appointment of a member of the Council as Mayor Pro Tempore, or as Clerk Pro Tempore, shall not in any way abridge the Council member's right to vote upon all questions coming before the Council.

Section 8. Study sessions. The purpose of a study session is to provide the City Council with an informal opportunity to study certain matters in detail or to discuss policy issues with staff that may come before the City Council at future regular meetings for formal action. In general, the Council shall meet on the second Tuesday of each month at 8:30 a.m. for a study session at which no action will be taken on issues. It is a time for the Council to have discussions and provide direction on background information for upcoming City Council agenda items, to review and request additional information, to discuss prior month committee meeting topics of interest and information for the Council as a whole to consider, or to form a council subcommittee prior to

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 8. Polling of the Council shall be conducted in the same order as the Roll Call or by a vote of the hand.

Section 23. Severability. If any section, sentence, clause or phrase of this resolution should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this resolution.

Section 24. Repealer. Resolution ~~No. 1 - 201910-2018~~ is hereby repealed.

ADOPTED by the City Council and signed by the Mayor on the ~~28th~~ day of January, ~~2019~~.

APPROVED:

~~Cheryl Kelley Farivar~~ Carl J. Florea, Mayor

ATTEST:

Chantell Steiner, Finance Director/City Clerk

RESOLUTION NO. 1-2020

A RESOLUTION TO ESTABLISH POLICY, PROCEDURES AND RULES OF CONDUCT FOR THE CITY COUNCIL AND ITS MEETINGS, AND RESCINDING RESOLUTION NO. 1-2019 OF THE CITY OF LEAVENWORTH, WASHINGTON

WHEREAS, a predetermined order of procedure for Leavenworth City Council meetings is the most expedient means of conducting Council meetings while also maintaining order and providing equal treatment for both Council members and the public; and

WHEREAS, Resolution Number 1-2019 no longer accurately reflects the preferred procedures for providing public comments at City Council Meetings or Council Study Sessions; and

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 - 7. Appoint committees when authorized to do so;
 - 8. Polling of the Council shall be conducted in the same order as the Roll Call or by a vote of the hand.

Section 23. Severability. If any section, sentence, clause or phrase of this resolution should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this resolution.

Section 24. Repealer. Resolution No. 1 - 2019 is hereby repealed.

ADOPTED by the City Council and signed by the Mayor on the 28th day of January, 2020.

APPROVED:

Carl J. Florea, Mayor

ATTEST:

Chantell Steiner, Finance Director/City Clerk

LAW OFFICES OF
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MEMORANDUM

TO: Mayor Carl Florea and City Administrator Joel Walinski

FROM: Thom Graafstra^A and Emily Guildner^{EG}, Of City Attorneys

DATE: January 23, 2020

RE: City Attorney Attendance at City Council Meetings.

Not privileged – not exempt from disclosure

Background

This memorandum was prepared at the request of City Administrator Joel Walinski to provide our thoughts on City Attorney attendance at City Council meetings. The City Attorney, prior to our engagement in 2011, Terry McCauley (who served for 25 years) did attend every City Council Meeting. This practice established an attendance norm and expectation for Leavenworth.

However, while RCW 35A.12.020 requires a city attorney it does not require attendance at all council meetings. Likewise, LMC Chapter 2.16 requires a city attorney but does not require attendance at all council meetings. The City Council Resolution to Establish Policy, Procedures and Rules for Conduct for the City Council and its Meetings do require the City Attorney attendance at all council meetings, however the resolution can be changed and is reviewed annually.

MRSC does not provide an opinion on the frequency of City Attorney attendance at City Council meetings. Neither does WCIA (the City's insurance authority). But it is likely that if a call was made to WCIA they would recommend attendance of the City Attorney at all council meetings (in person best practice, by remote connection better practice, by call OK practice).

A google search "City Attorney attendance at council meetings" revealed a couple of policies that did not provide much guidance. The policies did not disclose circumstances for attendance, but rather set rules who could request and require city attorney attendance (Mayor, city administrator, or X number of council members)

Our Thoughts

General: Events at a council meeting run from the mundane (approval of the consent agenda), to the unexpected (public comment that spins off in a challenging direction), to the complicated, to matters that have legal ramifications, to sensitive/confidential matters, and to executive sessions (which overlap some of the preceding). As matters move along this spectrum, the remote attendance or the actual attendance of the City Attorney becomes better practice. So challenging matters and complicated matters on a council agenda would indicate City Attorney attendance, at a minimum attendance remotely. Matters with legal ramifications, or sensitive matters (including at least some executive sessions) would indicate City Attorney in person attendance.

Mitigation: All council packets are sent out the Friday before the next Tuesday council meeting. City attorney review of the packet is useful to determine if/what attendance is necessary. An earlier check-off by the City attorney as the packet is developed might be a better approach to insure a longer period to vet issues. (The packets are put together on Friday at this time. One of the issues with an earlier deadline will be input from other agencies and organizations that provide information for the make-up of the Council packet. Per Mr. Walinski he has worked in cities where the packet is provided on a Wednesday for the next Tuesday meeting, but this practice led to the unintended consequence of lengthening council review and consideration adding to the timeline for final action on individual pieces of legislation. This could be argued either way as good or bad.)

Current examples as a Guide. The City has several ongoing legal matters. A description of several of these matters provides guidance:

1. Adventure Park. Yesterday, (January 22, 2020), the Superior Court issued a decision on the Friends of Leavenworth Land Use Petition Act Appeal (LUPA). Since the hearing examiner decision was affirmed, the City has no present decision to make on this matter. But an appeal could be brought by another party. An executive session (for attorney client communications) might need to occur. Strictly preserving the confidentiality of the executive session would be an important factor. Because of the executive session, the sensitivity of the matter, confidentiality, and the need for a freewheeling discussion, a council agenda with such a scheduled executive session would point to City Attorney attendance in person.
2. Water Rights Issues and DOE Litigation. This is a very complicated matter with a long history, with ongoing but stayed litigation in the Court of Appeals. Water rights issues in the Wenatchee River and in the Icicle River and related water improvements and facilities all tie into this. There have been extended executive sessions in the past related to these subjects, and extended presentations in open meeting on connected issues. Because of the executive session, and the long history and complexity of the issues, a council agenda with these issues would point to City Attorney attendance in person.

3. Wastewater Treatment Plant/South Interceptor Upgrade. Certification has occurred on the Plant upgrade and the bid package has been approved. As to the interceptor the bid package is near final (and there should be no important issues) but we are a distance from certification. It is not clear how issues might develop. Because of the potential complexity of the issues, a council agenda with these issues would point to City Attorney attendance. That attendance could be remote and electronic or in person depending on further developments.

Assessment

Reviewing the examples, there appears to be several factors that play into City Attorney attendance in person or remotely for a council meeting: (1) Executive Session, (2) complexity of an agenda item, (3) length of history of a matter, (4) confidentiality attendant to a matter, and (5) public interest in the meeting or agenda items. Assigning a point to each of these factors and establishing a five (5) point scoring system to score an agenda, we would assess that a council meeting with a 4/5 agenda score would indicate City Attorney presence in person. A council meeting with a 3 score would indicate City Attorney presence remotely. Agendas not scoring to a minimum of 3 could dispense with City Attorney attendance.

Having a separate system where attendance could be directed by the Mayor, or the City Administrator or a certain number of council members despite an agenda's apparent score also would make sense.

In addition, an important element of the City Attorney relationship is the personal familiarity and respect that staff, mayor, and the council have in the City Attorney. Therefore, a certain number of council meetings should be designated for City Attorney in person attendance regardless of score or direction. There are roughly 24 council meetings a year, or six (6) a quarter. Perhaps one meeting a quarter could be designated for City Attorney personal attendance. To the extent possible scored matters might be scheduled to be on these mandatory attendance meetings.

Closing Remark

Ms. Guildner of our office is investigating technology for remote attendance and will be in touch with the City Administrator and City Clerk concerning the results of her investigation.

January 23, 2020

Mr. Carl J. Florea
Mayor
City of Leavenworth
PO Box 287
700 Highway 2
Leavenworth, WA 98826

Dear Mayor Florea:

We thank the City of Leavenworth for its confidence in Prothman to assist in providing services for the recruitment of its new City Administrator. The following represents a scope of work for these services and the associated professional fee and expenses.

Scope of Work

1. Develop a Tailored Recruitment Strategy

Project Review

The first step will be to:

- ◆ Review the scope of work and project schedule
- ◆ Review compensation and decide if a salary survey is needed

Information Gathering and Research

We will travel to Leavenworth and spend as much time as it takes to learn everything we can about your organization. Our goal is to thoroughly understand the values and culture of your organization, as well as the preferred qualifications you desire in your next City Administrator. We will:

- ◆ Meet with the Mayor
- ◆ Meet with City Council as directed
- ◆ Meet with current City Administrator as directed
- ◆ Meet with Department Directors and Staff as directed
- ◆ Meet with other stakeholders as directed
- ◆ Review all documents related to the position

Position Profile Development

We will develop a profile of your ideal candidate. Once the Position Profile is written and approved, it will serve as the foundation for our determination of a candidate's "fit" within the organization and community. Profiles include the following:

- ◆ **A description of the ideal candidate's qualifications**
 - Years of related experience
 - Ideal personality traits
- ◆ **Organization-specific information**
 - Description of the organization, position and key responsibilities
 - Priorities and challenges facing the organization
- ◆ **Community-specific information**
- ◆ **Compensation package details**
- ◆ **Information on how to apply**

2. Identify, Target, and Recruit Viable Candidates

Outreach and Advertising Strategy

We recognize that often the best candidates are not actively looking for a new position--*this is the person we want to reach and recruit*. We have an aggressive recruitment strategy which involves the following:

- ◆ **Print and Internet-based Ads** placed locally and nationally in professional publications, journals and on related websites.
- ◆ **Targeted Direct Mail Brochures** sent directly to hundreds of highly qualified city/county administrator/managers who are not actively searching for a new position.
- ◆ **Focused Candidate Outreach and Networking** via over 7,500 ICMA emails plus phone calls from our database and knowledge of potential candidates.
- ◆ **Posting the Position Profile on Prothman's Facebook and LinkedIn pages, and on the Prothman website**, which receives over five thousand visits per month from potential candidates.

3. Conduct Preliminary Screening

Candidate Screening

Once the application deadline has passed, we will conduct an extensive candidate review designed to gather detailed information on the leading candidates. The screening process has 3 key steps:

- 1) **Application Review:** Using the Position Profile as our guide, we will screen the candidates for qualifications based on the resumes, applications, and supplemental question responses (to determine a candidate's writing skills, analytical abilities and communication style). After the initial screening, we take the yes's and maybe's and complete a second screening where we take a much deeper look into the training, work history and qualifications of each candidate.
- 2) **Internet Publication Background Search:** We conduct an internet publication search on all semifinalist candidates prior to their interviews. If we find anything out of the ordinary, we discuss this during the initial interview and bring this information to you.
- 3) **Personal Interviews:** We will conduct in-depth videoconference or in-person interviews with the top 8 to 12 candidates. During the interviews, we ask the technical questions to gauge their competency, and just as importantly, we design our interviews to measure the candidate's fit within your organization.

Candidate Presentation

We will prepare and send to you a detailed summary report of the semifinalist candidates and binders which include each candidate's application materials, including resume, cover letter, and supplemental question responses, and the results of the personal interviews and publication search.

We will travel to the City of Leavenworth and discuss with you what we have learned throughout our screening process. We will review with you the candidates' qualifications and experience, the results of the semifinal interviews and the candidates' strengths and weaknesses relative to fit within your organization. We will give you our recommendations and then work with you to identify the top 3 to 5 candidates to invite to the final interviews. We will discuss the planning and design of the final interview process during this meeting after the finalist candidates have been agreed upon.

4. Prepare Final Interview Process

Final Interview Process

The design of the final interviews is an integral component towards making sure that all stakeholders have the opportunity to learn as much as possible about each candidate.

- ◆ **Elements of the design process include:**
 - **Deciding on the Structure of the Interviews**
We will tailor the interview process to fit your needs. It may involve using various interview panels or an evening reception.
 - **Deciding on Candidate Travel Expenses**
We will help you identify which expenses your organization wishes to cover.
- ◆ **Evening Reception**
We recommend that you have an evening reception so that Mayor, Council Members, staff and community members have a chance to meet the finalist candidates in an informal setting. We will facilitate the reception.
- ◆ **Background Checks**
Background checks include the following:
 - **References**
We conduct 6-8 reference checks on each candidate. We ask each candidate to provide names of their supervisors, subordinates and peers for the last several years.
 - **Education Verification, Criminal History, Driving Record and Sex Offender Check**
We contract with Sterling for all background checks.
- ◆ **Candidate Travel Coordination**
After you have identified the expenses you wish to cover, we work with the candidates to organize the most cost-effective travel arrangements.
- ◆ **Final Interview Binders**
The Final Interview Binders include suggested interview questions, as well as the candidates' applications, supplemental question responses, and resumes, and are the tool that keeps the final interview process organized. Each panel member will be provided a binder.
- ◆ **Final Interviews with Candidates**
We will travel to the City of Leavenworth and facilitate the interviews. The interview process usually begins with a morning briefing where schedule and process will be discussed with all those involved in the interviews. Each candidate will then go through a series of one-hour interview sessions, with an hour break for lunch.
- ◆ **Panelists & Decision Makers Debrief:** After the interviews are complete, we will facilitate a debrief with all panel participants where the panel facilitators will report their panel's view of the strengths and weaknesses of each candidate interviewed.
- ◆ **Candidate Evaluation Session:** After the debrief, we will facilitate the evaluation process, help the decision makers come to consensus, discuss next steps, and organize any additional candidate referencing or research if needed.
- ◆ **Facilitate Employment Agreement:** Once the top candidate has been selected, we will offer any assistance needed in developing a letter of offer and negotiating terms of the employment agreement.

FEE, EXPENSES & GUARANTEE

Professional Fee

The fee for conducting a City Administrator recruitment with a one-year guarantee is \$16,500. The professional fee covers all Prothman staff time required to conduct the recruitment. This includes all correspondence and on-site meetings with the client, writing and placing the recruitment ads, development of the candidate profile, creating and processing invitation letters, reviewing resumes, coordinating and conducting semifinalist interviews, coordinating and attending finalist interviews, coordinating candidate travel, conducting background checks and professional references on the finalist candidates and all other search related tasks required to successfully complete the recruitment.

Professional fees are billed in three equal installments throughout the recruitment, one at the beginning, at the halfway point, and upon completion.

Expenses

Expenses vary depending on the design and geographical scope of the recruitment. We do not mark up expenses and work diligently to keep expenses at a minimum and keep records of all expenditures. The City of Leavenworth will be responsible for reimbursing expenses Prothman incurs on your behalf. Expenses include:

- Newspaper, trade journal, websites and other advertising (approx. \$1,700 - 1,900)
- Direct mail announcements (approx. \$1,900 - 2,100)
- Interview binders & printing of materials (approx. \$500 - 700)
- Delivery expenses for Interview Binders (approx. \$150 - 400)
- Consultant travel: Mileage at IRS rate, travel time at \$50 per hour, lodging if needed (approx. \$400 - 700)
- Background checks performed by Sterling (approx. \$150 per candidate)

Expenses are billed monthly.

Other Expenses

Candidate travel: We cannot approximate candidate travel expenses because they vary depending on the number of candidates, how far the candidates travel, length of stay, if spouses are included, etc. If you wish, we will coordinate and forward to your organization the candidates' travel receipts for direct reimbursement to the candidates.

Warranty

Repeat the Recruitment: If you follow our process and a top candidate is not chosen, we will repeat the recruitment with no additional professional fee, the only cost to you would be for the expenses.

Guarantee

If you follow our process and the selected finalist is terminated for cause or resigns within one year from the employment date, we will conduct a replacement search with no additional professional fee, the only cost to you would be the expenses.

Cancellation

You have the right to cancel the search at any time. Your only obligation would be the fees and expenses incurred prior to cancellation.

Accepted by:

CITY OF LEAVENWORTH

PROTHMAN

Carl J. Florea
Mayor

Date

Sonja Prothman Jan. 23, 2020

Sonja Prothman
Vice President

Date

LEAVENWORTH CITY COUNCIL

Finance Committee Agenda

City Hall - Conference Room
January 28, 2020, 5:00 p.m.

Members:

Mia Bretz

Anne Hessburg

Clint Strand - Prior Chair

1) Election of Chair

2) Finance Director Topics:

a) **December 2019 Revenue / Expenditure Reports by Department**

b) **December 2019 Investment Report (1 page)**

c) **2019 Tax & Parking Revenue Summary Reports (8 pages)**

d) **All Funds Revenue/Expenditure Charts and Cash Flow Figures (4 pages)**

e) **2019 City Street/Transportation Benefit District/Grant Fund Dollars Spreadsheet (1 page)**

f) **2011 – 2019 Transportation Benefit District (TBD) and City of Leavenworth Project History and Costs (1 Page)**

g) **2019 Year End All Fund Original/Amended/Actual/Cash Balance Analysis Spreadsheet (1 page)**

3) Finance Committee / Mayor-Administration Topics

a) **New LMC Chapter 3.42 for Affordable Housing – Lilith Vespier**

b) **AWC State of Cities 2020 Report Handout Provided in Council Binders**

REVENUES LESS BEGINNING FUND BALANCES DECEMBER 2019

City Of Leavenworth
MCAG #: 0222

Time: 10:27:20 Date: 01/22/2020
Page: 1

Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 Current Expense	3,503,487.00	3,655,597.45	104.3%	0.00	0.00	0%
101 Streets	2,002,654.00	2,017,814.47	100.8%	0.00	0.00	0%
102 Transportation Benefit District	479,050.00	442,714.73	92.4%	0.00	0.00	0%
104 Lodging Tax	2,364,578.00	2,432,633.81	102.9%	0.00	0.00	0%
107 P.W. Capital Improvement	136,000.00	207,388.13	152.5%	0.00	0.00	0%
110 Leavenworth Civic Center	160,152.00	151,997.98	94.9%	0.00	0.00	0%
176 Community Swimming Pool	449,685.00	440,722.74	98.0%	0.00	0.00	0%
203 2013 G.O. Bond	187,913.00	187,913.00	100.0%	0.00	0.00	0%
204 LID Guaranty	0.00	0.00	0.0%	0.00	0.00	0%
205 LID	76,768.00	68,900.31	89.8%	0.00	0.00	0%
305 Pine Street Capital Project	1,602,309.24	1,576,007.25	98.4%	0.00	0.00	0%
402 Garbage	643,649.00	615,346.72	95.6%	0.00	0.00	0%
403 Water	1,541,410.00	1,818,163.62	118.0%	0.00	0.00	0%
404 Sewer	1,648,844.00	1,913,493.00	116.1%	0.00	0.00	0%
405 Water Bond Reserve	0.00	0.00	0.0%	0.00	0.00	0%
410 Stormwater	107,359.00	106,869.22	99.5%	0.00	0.00	0%
415 Parking	607,360.00	673,655.15	110.9%	0.00	0.00	0%
501 Equip Rental & Revolving Fund	673,938.99	676,849.31	100.4%	0.00	0.00	0%
502 Central Services	110,338.00	102,465.56	92.9%	0.00	0.00	0%
601 Cemetery Endowment Fund	11,500.00	18,323.07	159.3%	0.00	0.00	0%
635 UVPRSA Agency Fund	0.00	0.00	0.0%	0.00	0.00	0%
	16,306,995.23	17,106,855.52	104.9%	0.00	0.00	, 0.0%

EXPENDITURES LESS ENDING FUND BALANCES DECEMBER 2019

City Of Leavenworth
MCAG #: 0222

Time: 10:28:21 Date: 01/22/2020
Page: 1

Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 Current Expense	0.00	0.00	0.0%	2,870,160.47	2,782,143.26	97%
101 Streets	0.00	0.00	0.0%	1,530,259.89	1,341,261.58	88%
102 Transportation Benefit District	0.00	0.00	0.0%	556,455.00	520,011.19	93%
104 Lodging Tax	0.00	0.00	0.0%	2,003,196.81	1,898,950.44	95%
107 P.W. Capital Improvement	0.00	0.00	0.0%	0.00	0.00	0%
110 Leavenworth Civic Center	0.00	0.00	0.0%	152,018.00	173,185.22	114%
176 Community Swimming Pool	0.00	0.00	0.0%	309,502.84	288,875.42	93%
203 2013 G.O. Bond	0.00	0.00	0.0%	187,913.00	187,913.00	100%
205 LID	0.00	0.00	0.0%	73,086.00	68,570.75	94%
305 Pine Street Capital Project	0.00	0.00	0.0%	2,237,072.00	2,292,647.94	102%
402 Garbage	0.00	0.00	0.0%	713,343.11	671,947.87	94%
403 Water	0.00	0.00	0.0%	1,460,930.86	1,482,516.41	101%
404 Sewer	0.00	0.00	0.0%	1,998,890.88	1,981,483.13	99%
405 Water Bond Reserve	0.00	0.00	0.0%	0.00	0.00	0%
410 Stormwater	0.00	0.00	0.0%	119,367.00	112,633.34	94%
415 Parking	0.00	0.00	0.0%	852,233.00	796,829.99	93%
501 Equip Rental & Revolving Fund	0.00	0.00	0.0%	603,910.80	652,510.92	108%
502 Central Services	0.00	0.00	0.0%	110,338.00	102,465.56	93%
601 Cemetery Endowment Fund	0.00	0.00	0.0%	5,000.00	0.00	0%
635 UVPRSA Agency Fund	0.00	0.00	0.0%	0.00	0.00	0%
	0.00	0.00	0.0%	15,783,677.66	15,353,946.02	97.3%

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020

Page: 1

001 Current Expense

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	2,218,528.00	0.00	2,218,528.33	(0.33)	100.0%
310 Taxes	2,450,438.00	172,942.55	2,465,666.54	(15,228.54)	100.6%
320 Licenses & Permits	280,850.00	22,354.01	333,107.54	(52,257.54)	118.6%
330 Intergovernmental Revenues	67,784.00	5,841.92	66,862.94	921.06	98.6%
340 Charges For Goods & Services	141,600.00	2,342.02	184,832.15	(43,232.15)	130.5%
350 Fines & Penalties	750.00	0.00	1,450.00	(700.00)	193.3%
360 Interest & Other Earnings	74,565.00	6,215.48	113,194.44	(38,629.44)	151.8%
380 Non Revenues	7,500.00	93.85	9,678.94	(2,178.94)	129.1%
390 Other Financing Sources	480,000.00	235,591.91	480,804.90	(804.90)	100.2%
Fund Revenues:	5,722,015.00	445,381.74	5,874,125.78	(152,110.78)	102.7%
Expenditures	Amt Budgeted	December	YTD	Remaining	
511 Legislative	69,790.00	6,271.25	68,352.70	1,437.30	97.9%
513 Executive	131,292.00	10,750.50	123,601.73	7,690.27	94.1%
514 Financial, Recording & Elections	110,201.00	10,494.78	107,012.57	3,188.43	97.1%
515 Legal Services	133,000.00	11,987.75	123,391.01	9,608.99	92.8%
518 Centralized Services	85,974.00	5,947.83	75,002.87	10,971.13	87.2%
521 Law Enforcement	666,155.00	7,433.58	664,069.45	2,085.55	99.7%
522 Fire Control	53,750.00	10,750.00	53,750.00	0.00	100.0%
525 Disaster Services	5,400.00	0.00	5,562.20	(162.20)	103.0%
536 Cemetery	108,926.00	6,991.42	105,927.51	2,998.49	97.2%
554 Environmental Services	16,500.00	1,740.74	16,823.31	(323.31)	102.0%
558 Planning & Community Devel	299,550.00	21,956.74	258,742.72	40,807.28	86.4%
559 Housing & Community Develop	134,562.63	8,699.06	134,734.68	(172.05)	100.1%
562 Public Health	1,308.00	0.00	1,574.92	(266.92)	120.4%
565 Welfare	0.00	0.00	0.00	0.00	0.0%
566 Substance Abuse	540.00	142.38	552.94	(12.94)	102.4%
569 Aging & Adult Services	4,500.00	474.00	474.00	4,026.00	10.5%
571 Education & Recreation	4,000.00	0.00	3,954.56	45.44	98.9%
576 Park Facilities	647,808.00	33,434.52	641,093.80	6,714.20	99.0%
580 Non Expenditures	71,795.00	58,728.83	73,370.57	(1,575.57)	102.2%
591 Debt Service - Principal Repayment	50,640.00	0.00	50,640.26	(0.26)	100.0%
592 Debt Service - Interest Costs	4,006.00	0.00	4,005.81	0.19	100.0%
594 Capital Expenditures	189,417.84	7,509.04	188,460.65	957.19	99.5%
597 Interfund Transfers	81,045.00	61,045.00	81,045.00	0.00	100.0%
999 Ending Balance	2,851,854.53	0.00	0.00	2,851,854.53	0.0%
Fund Expenditures:	5,722,015.00	264,357.42	2,782,143.26	2,939,871.74	48.6%
Fund Excess/(Deficit):	0.00	181,024.32	3,091,982.52		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020

Page: 2

101 Streets

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	200,359.00	0.00	200,358.67	0.33	100.0%
310 Taxes	826,249.00	73,275.56	835,911.42	(9,662.42)	101.2%
330 Intergovernmental Revenues	991,994.00	4,860.41	986,141.58	5,852.42	99.4%
360 Interest & Other Earnings	5,000.00	1,390.50	16,350.47	(11,350.47)	327.0%
390 Other Financing Sources	0.00	0.00	0.00	0.00	0.0%
397 Interfund Transfers	179,411.00	0.00	179,411.00	0.00	100.0%
Fund Revenues:	2,203,013.00	79,526.47	2,218,173.14	(15,160.14)	100.7%
Expenditures	Amt Budgeted	December	YTD	Remaining	
030 Roadway	286,826.00	24,369.05	279,259.44	7,566.56	97.4%
061 Sidewalks	6,000.00	246.24	587.00	5,413.00	9.8%
063 Street Lighting	25,500.00	2,451.08	17,831.13	7,668.87	69.9%
064 Traffic Control	4,000.00	667.73	3,116.83	883.17	77.9%
066 Snow & Ice	21,500.00	7,442.30	27,542.44	(6,042.44)	128.1%
067 Street Cleaning	500.00	0.00	0.00	500.00	0.0%
542 Streets - Maintenance	344,326.00	35,176.40	328,336.84	15,989.16	95.4%
543 Streets Admin & Overhead	331,753.00	5,271.00	328,599.20	3,153.80	99.0%
547 Transit Systems & Railroads	500.00	0.00	0.00	500.00	0.0%
591 Debt Service - Principal Repayment	56,925.00	0.00	56,924.35	0.65	100.0%
592 Debt Service - Interest Costs	4,619.00	0.00	4,618.35	0.65	100.0%
594 Capital Expenditures	0.00	0.00	0.00	0.00	0.0%
595 Capital Expenditures- Streets	792,136.89	3,221.64	622,782.84	169,354.05	78.6%
999 Ending Balance	672,753.11	0.00	0.00	672,753.11	0.0%
Fund Expenditures:	2,203,013.00	43,669.04	1,341,261.58	861,751.42	60.9%
Fund Excess/(Deficit):	0.00	35,857.43	876,911.56		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
Page: 3

102 Transportation Benefit District

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	205,501.00	0.00	205,501.24	(0.24)	100.0%
310 Taxes	476,150.00	38,302.14	436,872.29	39,277.71	91.8%
360 Interest & Other Earnings	2,900.00	390.05	5,842.44	(2,942.44)	201.5%
Fund Revenues:	684,551.00	38,692.19	648,215.97	36,335.03	94.7%
Expenditures	Amt Budgeted	December	YTD	Remaining	
543 Streets Admin & Overhead	0.00	0.00	0.00	0.00	0.0%
597 Interfund Transfers	556,455.00	106,154.68	520,011.19	36,443.81	93.5%
999 Ending Balance	128,096.00	0.00	0.00	128,096.00	0.0%
Fund Expenditures:	684,551.00	106,154.68	520,011.19	164,539.81	76.0%
Fund Excess/(Deficit):	0.00	(67,462.49)	128,204.78		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
 MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
 Page: 4

104 Lodging Tax

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	978,654.00	0.00	978,654.24	(0.24)	100.0%
310 Taxes	2,354,578.00	217,710.05	2,399,922.54	(45,344.54)	101.9%
360 Interest & Other Earnings	10,000.00	2,735.70	32,711.27	(22,711.27)	327.1%
Fund Revenues:	3,343,232.00	220,445.75	3,411,288.05	(68,056.05)	102.0%
Expenditures	Amt Budgeted	December	YTD	Remaining	
557 Community Services	1,634,570.00	244,617.12	1,571,880.53	62,689.47	96.2%
591 Debt Service - Principal Repayment	95,000.00	0.00	95,000.00	0.00	100.0%
592 Debt Service - Interest Costs	42,432.00	0.00	42,430.76	1.24	100.0%
594 Capital Expenditures	170,149.81	10,700.32	128,594.15	41,555.66	75.6%
597 Interfund Transfers	61,045.00	61,045.00	61,045.00	0.00	100.0%
999 Ending Balance	1,340,035.19	0.00	0.00	1,340,035.19	0.0%
Fund Expenditures:	3,343,232.00	316,362.44	1,898,950.44	1,444,281.56	56.8%
Fund Excess/(Deficit):	0.00	(95,916.69)	1,512,337.61		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
 MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
 Page: 5

107 P.W. Capital Improvement

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	595,102.00	0.00	595,102.46	(0.46)	100.0%
310 Taxes	130,000.00	11,630.06	190,866.80	(60,866.80)	146.8%
360 Interest & Other Earnings	6,000.00	1,453.60	16,521.33	(10,521.33)	275.4%
Fund Revenues:	731,102.00	13,083.66	802,490.59	(71,388.59)	109.8%
Expenditures	Amt Budgeted	December	YTD	Remaining	
597 Interfund Transfers	0.00	0.00	0.00	0.00	0.0%
999 Ending Balance	731,102.00	0.00	0.00	731,102.00	0.0%
Fund Expenditures:	731,102.00	0.00	0.00	731,102.00	0.0%
Fund Excess/(Deficit):	0.00	13,083.66	802,490.59		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
 MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
 Page: 6

110 Leavenworth Civic Center

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	53,541.00	0.00	53,540.93	0.07	100.0%
340 Charges For Goods & Services	138,602.00	6,317.79	130,492.23	8,109.77	94.1%
360 Interest & Other Earnings	850.00	104.48	1,207.11	(357.11)	142.0%
380 Non Revenues	700.00	8.24	298.64	401.36	42.7%
397 Interfund Transfers	20,000.00	0.00	20,000.00	0.00	100.0%
Fund Revenues:	213,693.00	6,430.51	205,538.91	8,154.09	96.2%
Expenditures	Amt Budgeted	December	YTD	Remaining	
575 Cultural & Recreational Facilities	149,018.00	31,119.94	170,809.62	(21,791.62)	114.6%
580 Non Expenditures	3,000.00	167.36	2,375.60	624.40	79.2%
594 Capital Expenditures	0.00	0.00	0.00	0.00	0.0%
999 Ending Balance	61,675.00	0.00	0.00	61,675.00	0.0%
Fund Expenditures:	213,693.00	31,287.30	173,185.22	40,507.78	81.0%
Fund Excess/(Deficit):	0.00	(24,856.79)	32,353.69		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
 MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
 Page: 7

176 Community Swimming Pool

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	68,284.00	0.00	68,283.92	0.08	100.0%
310 Taxes	165,000.00	13,000.00	161,300.00	3,700.00	97.8%
340 Charges For Goods & Services	101,000.00	0.00	94,103.85	6,896.15	93.2%
360 Interest & Other Earnings	550.00	46.23	2,183.89	(1,633.89)	397.1%
380 Non Revenues	61,045.00	61,045.00	61,045.00	0.00	100.0%
397 Interfund Transfers	122,090.00	122,090.00	122,090.00	0.00	100.0%
Fund Revenues:	517,969.00	196,181.23	509,006.66	8,962.34	98.3%
Expenditures	Amt Budgeted	December	YTD	Remaining	
576 Park Facilities	214,329.00	1,363.11	201,516.58	12,812.42	94.0%
580 Non Expenditures	0.00	0.00	0.00	0.00	0.0%
592 Debt Service - Interest Costs	315.00	0.00	0.00	315.00	0.0%
594 Capital Expenditures	94,858.84	0.00	87,358.84	7,500.00	92.1%
999 Ending Balance	208,466.16	0.00	0.00	208,466.16	0.0%
Fund Expenditures:	517,969.00	1,363.11	288,875.42	229,093.58	55.8%
Fund Excess/(Deficit):	0.00	194,818.12	220,131.24		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
 MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
 Page: 8

203 2013 G.O. Bond

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	0.00	0.00	0.00	0.00	0.0%
397 Interfund Transfers	187,913.00	0.00	187,913.00	0.00	100.0%
Fund Revenues:	187,913.00	0.00	187,913.00	0.00	100.0%
Expenditures	Amt Budgeted	December	YTD	Remaining	
591 Debt Service - Principal Repayment	105,000.00	0.00	105,000.00	0.00	100.0%
592 Debt Service - Interest Costs	82,913.00	0.00	82,913.00	0.00	100.0%
595 Capital Expenditures- Streets	0.00	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.00	0.0%
Fund Expenditures:	187,913.00	0.00	187,913.00	0.00	100.0%
Fund Excess/(Deficit):	0.00	0.00	0.00		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
 MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
 Page: 9

204 LID Guaranty

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	84,364.00	0.00	84,364.10	(0.10)	100.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.00	0.0%
Fund Revenues:	84,364.00	0.00	84,364.10	(0.10)	100.0%
Expenditures	Amt Budgeted	December	YTD	Remaining	
999 Ending Balance	84,364.00	0.00	0.00	84,364.00	0.0%
Fund Expenditures:	84,364.00	0.00	0.00	84,364.00	0.0%
Fund Excess/(Deficit):	0.00	0.00	84,364.10		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
 MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
 Page: 10

205 LID

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	1,188.00	0.00	1,188.02	(0.02)	100.0%
350 Fines & Penalties	0.00	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	76,768.00	157.89	68,900.31	7,867.69	89.8%
Fund Revenues:	77,956.00	157.89	70,088.33	7,867.67	89.9%
Expenditures	Amt Budgeted	December	YTD	Remaining	
591 Debt Service - Principal Repayment	73,086.00	0.00	68,570.75	4,515.25	93.8%
999 Ending Balance	4,870.00	0.00	0.00	4,870.00	0.0%
Fund Expenditures:	77,956.00	0.00	68,570.75	9,385.25	88.0%
Fund Excess/(Deficit):	0.00	157.89	1,517.58		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
 MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
 Page: 11

305 Pine Street Capital Project

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	716,641.00	0.00	716,640.69	0.31	100.0%
330 Intergovernmental Revenues	1,062,865.24	171,212.74	1,062,864.57	0.67	100.0%
360 Interest & Other Earnings	3,000.00	276.29	13,144.54	(10,144.54)	438.2%
397 Interfund Transfers	536,444.00	106,154.68	499,998.14	36,445.86	93.2%
Fund Revenues:	2,318,950.24	277,643.71	2,292,647.94	26,302.30	98.9%
Expenditures	Amt Budgeted	December	YTD	Remaining	
595 Capital Expenditures- Streets	2,237,072.00	432,941.04	2,292,647.94	(55,575.94)	102.5%
999 Ending Balance	81,878.24	0.00	0.00	81,878.24	0.0%
Fund Expenditures:	2,318,950.24	432,941.04	2,292,647.94	26,302.30	98.9%
Fund Excess/(Deficit):	0.00	(155,297.33)	0.00		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
MCA# #: 0222

Time: 10:26:06 Date: 01/22/2020
Page: 12

402 Garbage

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	183,286.00	0.00	183,286.00	0.00	100.0%
340 Charges For Goods & Services	636,116.00	48,231.79	611,444.52	24,671.48	96.1%
360 Interest & Other Earnings	7,533.00	233.72	3,902.20	3,630.80	51.8%
380 Non Revenues	0.00	0.00	0.00	0.00	0.0%
Fund Revenues:	826,935.00	48,465.51	798,632.72	28,302.28	96.6%
Expenditures	Amt Budgeted	December	YTD	Remaining	
537 Garbage & Solid Waste	666,798.00	52,697.79	648,278.79	18,519.21	97.2%
594 Capital Expenditures	46,545.11	2,045.11	23,669.08	22,876.03	50.9%
999 Ending Balance	113,591.89	0.00	0.00	113,591.89	0.0%
Fund Expenditures:	826,935.00	54,742.90	671,947.87	154,987.13	81.3%
Fund Excess/(Deficit):	0.00	(6,277.39)	126,684.85		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
Page: 13

403 Water

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	527,711.00	0.00	527,710.56	0.44	100.0%
330 Intergovernmental Revenues	0.00	0.00	1,425.00	(1,425.00)	0.0%
340 Charges For Goods & Services	1,528,410.00	113,737.72	1,786,920.54	(258,510.54)	116.9%
350 Fines & Penalties	6,000.00	(5,121.50)	5,904.90	95.10	98.4%
360 Interest & Other Earnings	7,000.00	1,662.17	18,799.60	(11,799.60)	268.6%
380 Non Revenues	0.00	0.00	5,113.58	(5,113.58)	0.0%
390 Other Financing Sources	0.00	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.00	0.0%
Fund Revenues:	2,069,121.00	110,278.39	2,345,874.18	(276,753.18)	113.4%
Expenditures	Amt Budgeted	December	YTD	Remaining	
534 Water Utilities	963,004.00	64,842.27	963,423.71	(419.71)	100.0%
580 Non Expenditures	0.00	0.00	4,602.22	(4,602.22)	0.0%
591 Debt Service - Principal Repayment	302,662.00	0.00	302,661.40	0.60	100.0%
592 Debt Service - Interest Costs	30,767.00	0.00	30,767.08	(0.08)	100.0%
594 Capital Expenditures	67,697.86	7,282.86	84,264.05	(16,566.19)	124.5%
597 Interfund Transfers	96,800.00	0.00	96,797.95	2.05	100.0%
999 Ending Balance	608,190.14	0.00	0.00	608,190.14	0.0%
Fund Expenditures:	2,069,121.00	72,125.13	1,482,516.41	586,604.59	71.6%
Fund Excess/(Deficit):	0.00	38,153.26	863,357.77		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
Page: 14

404 Sewer

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	2,021,631.00	0.00	2,021,631.15	(0.15)	100.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services	1,617,844.00	133,254.48	1,854,545.44	(236,701.44)	114.6%
350 Fines & Penalties	6,000.00	5,904.90	5,904.90	95.10	98.4%
360 Interest & Other Earnings	25,000.00	3,615.29	53,042.66	(28,042.66)	212.2%
390 Other Financing Sources	0.00	0.00	0.00	0.00	0.0%
Fund Revenues:	3,670,475.00	142,774.67	3,935,124.15	(264,649.15)	107.2%
Expenditures	Amt Budgeted	December	YTD	Remaining	
535 Sewer	969,454.00	61,941.43	946,676.99	22,777.01	97.7%
591 Debt Service - Principal Repayment	151,017.00	9,910.78	150,762.53	254.47	99.8%
592 Debt Service - Interest Costs	2,792.00	1,685.30	3,296.48	(504.48)	118.1%
594 Capital Expenditures	853,027.88	179,359.96	858,147.13	(5,119.25)	100.6%
597 Interfund Transfers	22,600.00	0.00	22,600.00	0.00	100.0%
999 Ending Balance	1,671,584.12	0.00	0.00	1,671,584.12	0.0%
Fund Expenditures:	3,670,475.00	252,897.47	1,981,483.13	1,688,991.87	54.0%
Fund Excess/(Deficit):	0.00	(110,122.80)	1,953,641.02		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
Page: 15

405 Water Bond Reserve

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	132,024.00	0.00	132,023.85	0.15	100.0%
380 Non Revenues	0.00	0.00	0.00	0.00	0.0%
Fund Revenues:	132,024.00	0.00	132,023.85	0.15	100.0%
Expenditures	Amt Budgeted	December	YTD	Remaining	
580 Non Expeditures	0.00	0.00	0.00	0.00	0.0%
999 Ending Balance	132,024.00	0.00	0.00	132,024.00	0.0%
Fund Expenditures:	132,024.00	0.00	0.00	132,024.00	0.0%
Fund Excess/(Deficit):	0.00	0.00	132,023.85		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
 MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
 Page: 16

406 Sewer Bond Reserve

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

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
Page: 17

410 Stormwater

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	53,033.00	0.00	53,032.98	0.02	100.0%
340 Charges For Goods & Services	106,759.00	9,028.86	105,792.95	966.05	99.1%
360 Interest & Other Earnings	600.00	75.00	1,076.27	(476.27)	179.4%
Fund Revenues:	160,392.00	9,103.86	159,902.20	489.80	99.7%
Expenditures	Amt Budgeted	December	YTD	Remaining	
531 Storm Water Services	73,938.00	3,038.44	67,203.98	6,734.02	90.9%
591 Debt Service - Principal Repayment	4,958.00	0.00	4,958.33	(0.33)	100.0%
592 Debt Service - Interest Costs	471.00	0.00	471.03	(0.03)	100.0%
594 Capital Expenditures	0.00	0.00	0.00	0.00	0.0%
597 Interfund Transfers	40,000.00	0.00	40,000.00	0.00	100.0%
999 Ending Balance	41,025.00	0.00	0.00	41,025.00	0.0%
Fund Expenditures:	160,392.00	3,038.44	112,633.34	47,758.66	70.2%
Fund Excess/(Deficit):	0.00	6,065.42	47,268.86		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
Page: 18

415 Parking

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	753,565.00	0.00	753,565.45	(0.45)	100.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	607,360.00	87,827.25	673,655.15	(66,295.15)	110.9%
397 Interfund Transfers	0.00	0.00	0.00	0.00	0.0%
Fund Revenues:	1,360,925.00	87,827.25	1,427,220.60	(66,295.60)	104.9%
Expenditures	Amt Budgeted	December	YTD	Remaining	
030 Roadway	58,799.00	4,999.11	58,262.98	536.02	99.1%
065 Parking Facilities	67,744.00	6,221.29	73,993.57	(6,249.57)	109.2%
542 Streets - Maintenance	126,543.00	11,220.40	132,256.55	(5,713.55)	104.5%
580 Non Expenditures	45,552.00	3,785.13	53,290.16	(7,738.16)	117.0%
592 Debt Service - Interest Costs	0.00	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.00	0.0%
595 Capital Expenditures- Streets	492,225.00	225.00	423,370.28	68,854.72	86.0%
597 Interfund Transfers	187,913.00	0.00	187,913.00	0.00	100.0%
999 Ending Balance	508,692.00	0.00	0.00	508,692.00	0.0%
Fund Expenditures:	1,360,925.00	15,230.53	796,829.99	564,095.01	58.6%
Fund Excess/(Deficit):	0.00	72,596.72	630,390.61		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
Page: 19

501 Equip Rental & Revolving Fund

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	407,297.00	0.00	407,297.06	(0.06)	100.0%
340 Charges For Goods & Services	636,143.00	0.00	636,144.00	(1.00)	100.0%
360 Interest & Other Earnings	6,000.00	845.81	11,537.40	(5,537.40)	192.3%
380 Non Revenues	3,500.00	0.00	871.92	2,628.08	24.9%
390 Other Financing Sources	28,295.99	0.00	28,295.99	0.00	100.0%
Fund Revenues:	1,081,235.99	845.81	1,084,146.37	(2,910.38)	100.3%
Expenditures	Amt Budgeted	December	YTD	Remaining	
548 Public Works - Centralized Services	305,654.00	41,128.92	345,804.97	(40,150.97)	113.1%
580 Non Expenditures	3,500.00	0.00	871.92	2,628.08	24.9%
591 Debt Service - Principal Repayment	67,220.00	0.00	67,219.72	0.28	100.0%
592 Debt Service - Interest Costs	8,221.00	(7.06)	8,214.49	6.51	99.9%
594 Capital Expenditures	219,315.80	0.00	230,399.82	(11,084.02)	105.1%
999 Ending Balance	477,325.19	0.00	0.00	477,325.19	0.0%
Fund Expenditures:	1,081,235.99	41,121.86	652,510.92	428,725.07	60.3%
Fund Excess/(Deficit):	0.00	(40,276.05)	431,635.45		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
Page: 20

502 Central Services

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	0.00	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services	110,338.00	(6,565.44)	102,465.56	7,872.44	92.9%
360 Interest & Other Earnings	0.00	0.00	0.00	0.00	0.0%
Fund Revenues:	110,338.00	(6,565.44)	102,465.56	7,872.44	92.9%
Expenditures	Amt Budgeted	December	YTD	Remaining	
518 Centralized Services	105,838.00	5,060.08	97,884.57	7,953.43	92.5%
594 Capital Expenditures	4,500.00	1,075.33	4,580.99	(80.99)	101.8%
999 Ending Balance	0.00	0.00	0.00	0.00	0.0%
Fund Expenditures:	110,338.00	6,135.41	102,465.56	7,872.44	92.9%
Fund Excess/(Deficit):	0.00	(12,700.85)	0.00		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
Page: 21

601 Cemetery Endowment Fund

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	262,057.00	0.00	262,056.68	0.32	100.0%
340 Charges For Goods & Services	7,000.00	1,400.00	11,635.00	(4,635.00)	166.2%
360 Interest & Other Earnings	4,500.00	512.92	6,688.07	(2,188.07)	148.6%
Fund Revenues:	273,557.00	1,912.92	280,379.75	(6,822.75)	102.5%
Expenditures	Amt Budgeted	December	YTD	Remaining	
536 Cemetery	5,000.00	0.00	0.00	5,000.00	0.0%
999 Ending Balance	268,557.00	0.00	0.00	268,557.00	0.0%
Fund Expenditures:	273,557.00	0.00	0.00	273,557.00	0.0%
Fund Excess/(Deficit):	0.00	1,912.92	280,379.75		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
 MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
 Page: 22

635 UVPRSA Agency Fund

Revenues	Amt Budgeted	December	YTD	Remaining	
308 Beginning Balances	0.00	0.00	0.00	0.00	0.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.0%
Fund Revenues:	0.00	0.00	0.00	0.00	0.0%
Expenditures	Amt Budgeted	December	YTD	Remaining	
597 Interfund Transfers	0.00	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.00	0.0%
Fund Expenditures:	0.00	0.00	0.00	0.00	0.0%
Fund Excess/(Deficit):	0.00	0.00	0.00		

2019 DECEMBER BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 10:26:06 Date: 01/22/2020
Page: 23

Fund	Revenue	December	Received		Expenditures	December	Spent	
001 Current Expense	5,722,015.00	445,381.74	5,874,125.78	102.7%	5,722,015.00	264,357.42	2,782,143.26	48.6%
101 Streets	2,203,013.00	79,526.47	2,218,173.14	100.7%	2,203,013.00	43,669.04	1,341,261.58	60.9%
102 Transportation Benefit District	684,551.00	38,692.19	648,215.97	94.7%	684,551.00	106,154.68	520,011.19	76.0%
104 Lodging Tax	3,343,232.00	220,445.75	3,411,288.05	102.0%	3,343,232.00	316,362.44	1,898,950.44	56.8%
107 P.W. Capital Improvement	731,102.00	13,083.66	802,490.59	109.8%	731,102.00	0.00	0.00	0.0%
110 Leavenworth Civic Center	213,693.00	6,430.51	205,538.91	96.2%	213,693.00	31,287.30	173,185.22	81.0%
176 Community Swimming Pool	517,969.00	196,181.23	509,006.66	98.3%	517,969.00	1,363.11	288,875.42	55.8%
203 2013 G.O. Bond	187,913.00	0.00	187,913.00	100.0%	187,913.00	0.00	187,913.00	100.0%
204 LID Guaranty	84,364.00	0.00	84,364.10	100.0%	84,364.00	0.00	0.00	0.0%
205 LID	77,956.00	157.89	70,088.33	89.9%	77,956.00	0.00	68,570.75	88.0%
305 Pine Street Capital Project	2,318,950.24	277,643.71	2,292,647.94	98.9%	2,318,950.24	432,941.04	2,292,647.94	98.9%
402 Garbage	826,935.00	48,465.51	798,632.72	96.6%	826,935.00	54,742.90	671,947.87	81.3%
403 Water	2,069,121.00	110,278.39	2,345,874.18	113.4%	2,069,121.00	72,125.13	1,482,516.41	71.6%
404 Sewer	3,670,475.00	142,774.67	3,935,124.15	107.2%	3,670,475.00	252,897.47	1,981,483.13	54.0%
405 Water Bond Reserve	132,024.00	0.00	132,023.85	100.0%	132,024.00	0.00	0.00	0.0%
406 Sewer Bond Reserve	132,024.00	0.00	132,023.84	100.0%	132,024.00	0.00	0.00	0.0%
410 Stormwater	160,392.00	9,103.86	159,902.20	99.7%	160,392.00	3,038.44	112,633.34	70.2%
415 Parking	1,360,925.00	87,827.25	1,427,220.60	104.9%	1,360,925.00	15,230.53	796,829.99	58.6%
501 Equip Rental & Revolving Fund	1,081,235.99	845.81	1,084,146.37	100.3%	1,081,235.99	41,121.86	652,510.92	60.3%
502 Central Services	110,338.00	-6,565.44	102,465.56	92.9%	110,338.00	6,135.41	102,465.56	92.9%
601 Cemetery Endowment Fund	273,557.00	1,912.92	280,379.75	102.5%	273,557.00	0.00	0.00	0.0%
635 UVPRSA Agency Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
	<u>25,901,785.23</u>	<u>1,672,186.12</u>	<u>26,701,645.69</u>	<u>103.1%</u>	<u>25,901,785.23</u>	<u>1,641,426.77</u>	<u>15,353,946.02</u>	<u>59.3%</u>

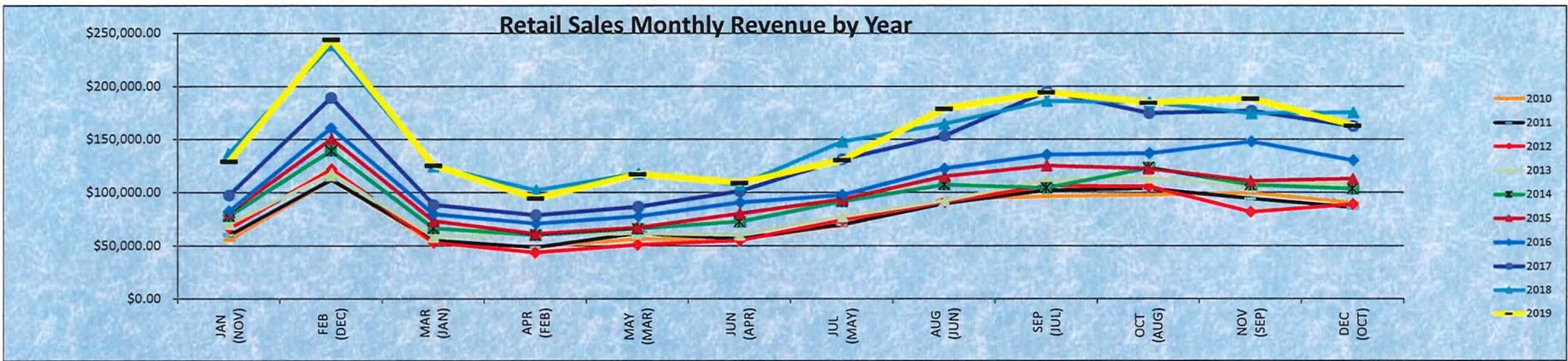
City of Leavenworth
Investment Report
December 31, 2019

Issued By:	Maturity Date	Term Length	Rate of Return	Current Value
Local Government Investment Pool				
Primary Account			1.77%	\$ 132,246.79
Cashmere Valley Bank				
Money Market Savings Account			2.25%	\$ 9,078,157.84
Cashmere Valley Bank				
Checking Account			1.11%	\$ 589,106.11
*Less Outstanding Cks - \$548,956.09				
*Includes 12/31 Deposit + \$450,629.62				
Other Accounts				
TVI Investments - Bond 10 @ \$1,022,765.04	4/23/2020	11 Months	2.25%	
TVI Investments - Bond 9 @ \$1,017,547.41	7/15/2020	17 Months	2.51%	
TVI Investments - All Bonds Combined with Return Rate @ Average			2.38%	\$ 2,083,312.78
City's Petty Cash on Hand (Reports only in December)			0.00%	\$ 500.00
Total All Investments				\$ 11,883,323.52
Total December Banking Service Charges	(Note: CVB = \$88.20, LGIP = \$0.79)			\$ 88.99
Total December Interest Received	(Note: CVB = \$88.20, CVBMM = \$16,001.09, LGIP = \$199.71, TVI = \$3,295.26)			\$ 19,584.26
Total Monthly Interest Less Banking Service Fees				\$ 19,495.27
Total 2019 Interest Received to Date (Actual)				\$ 267,724.47

Performance Matrix	Prior Year	Current Year	Difference
Rate of Return (TVI Investments @ Average Rate)	2.17%	2.211%	0.04%
Baseline (LGIP)	2.37%	1.774%	-0.60%
Difference	-0.20%	0.437%	0.64%
Other Benchmarks			
US Treasury Bill - One Month	2.44%	1.48%	-0.96%
Difference from Rate of Return	-0.27%	0.731%	1.00%

**CITY OF LEAVENWORTH
THROUGH DECEMBER 31, 2019
RETAIL SALES TAX REVENUE SUMMARY**

	2010 Budget	2011 Budget	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget	2019 Budget		
	\$945,400	\$915,000	\$933,300	\$970,914	\$980,825	\$1,124,346	\$1,191,064	\$1,275,000	\$1,715,990	\$1,836,110		
	-3.92%	-3.22%	2.00%	4.03%	1.02%	14.63%	5.93%	7.05%	34.59%	7.00%		
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	17 to Date	18 to Date
JAN (NOV)	\$55,478.19	\$59,992.06	\$66,134.18	\$70,039.24	\$77,885.19	\$81,276.00	\$82,229.55	\$97,302.92	\$136,335.65	\$129,014.21	\$97,302.92	\$136,335.65
FEB (DEC)	\$111,553.36	\$112,092.20	\$121,714.04	\$117,842.00	\$139,027.85	\$150,090.90	\$160,482.40	\$189,107.87	\$238,724.49	\$243,993.03	\$189,107.87	\$238,724.49
MAR (JAN)	\$52,641.95	\$54,980.94	\$52,709.96	\$58,104.58	\$66,458.31	\$72,983.48	\$79,753.92	\$88,257.10	\$124,583.08	\$125,247.44	\$88,257.10	\$124,583.08
APR (FEB)	\$48,939.70	\$48,462.81	\$43,427.64	\$61,352.93	\$59,894.79	\$60,915.22	\$70,665.74	\$78,615.06	\$101,955.14	\$94,539.57	\$78,615.06	\$101,955.14
MAY (MAR)	\$55,971.41	\$61,683.13	\$50,624.57	\$61,209.63	\$65,910.89	\$66,896.21	\$77,651.98	\$86,585.11	\$117,659.77	\$117,002.37	\$86,585.11	\$117,659.77
JUN (APR)	\$56,017.76	\$56,231.75	\$54,844.41	\$60,287.29	\$72,577.51	\$80,291.66	\$90,823.47	\$100,978.89	\$106,682.59	\$108,856.81	\$100,978.89	\$106,682.59
JUL (MAY)	\$68,687.08	\$69,943.17	\$73,895.34	\$77,360.42	\$91,682.02	\$93,358.98	\$97,643.93	\$131,063.10	\$147,757.16	\$130,383.81	\$131,063.10	\$147,757.16
AUG (JUN)	\$93,242.25	\$89,697.80	\$90,960.62	\$92,008.79	\$107,361.19	\$115,075.66	\$122,589.52	\$153,385.69	\$164,581.44	\$178,811.94	\$153,385.69	\$164,581.44
SEP (JUL)	\$96,155.60	\$101,864.35	\$105,916.40	\$111,771.88	\$104,207.90	\$125,070.30	\$135,495.51	\$195,185.29	\$186,209.09	\$194,413.72	\$195,185.29	\$186,209.09
OCT (AUG)	\$97,490.00	\$103,404.51	\$105,324.12	\$113,741.68	\$123,137.74	\$122,108.05	\$136,762.16	\$174,682.50	\$184,941.19	\$184,191.73	\$174,682.50	\$184,941.19
NOV (SEP)	\$99,429.91	\$94,265.63	\$81,757.72	\$105,211.39	\$107,108.63	\$110,472.25	\$147,850.23	\$176,809.77	\$174,484.50	\$188,291.75	\$176,809.77	\$174,484.50
DEC (OCT)	\$90,165.49	\$85,894.50	\$88,933.46	\$109,218.15	\$103,638.44	\$112,615.05	\$130,218.07	\$162,302.89	\$175,329.85	\$162,834.58	\$162,302.89	\$175,329.85
TOTAL	\$925,772.70	\$938,512.85	\$936,242.46	\$1,038,147.98	\$1,118,890.46	\$1,191,153.76	\$1,332,166.48	\$1,634,276.19	\$1,859,243.95	\$1,857,580.96	\$1,634,276.19	\$1,859,243.95
Dollar Change	\$76,046.51	\$12,740.15	(\$2,270.39)	\$101,905.52	\$80,742.48	\$72,263.30	\$141,012.72	\$302,109.71	\$224,967.76	(\$1,662.99)	\$223,304.77	(\$1,662.99)
Percent Change	8.21%	1.36%	-0.24%	9.82%	7.22%	6.07%	10.59%	18.49%	12.10%	-0.09%		
									Previous Month	0.64%	Target Budget	-1.24%

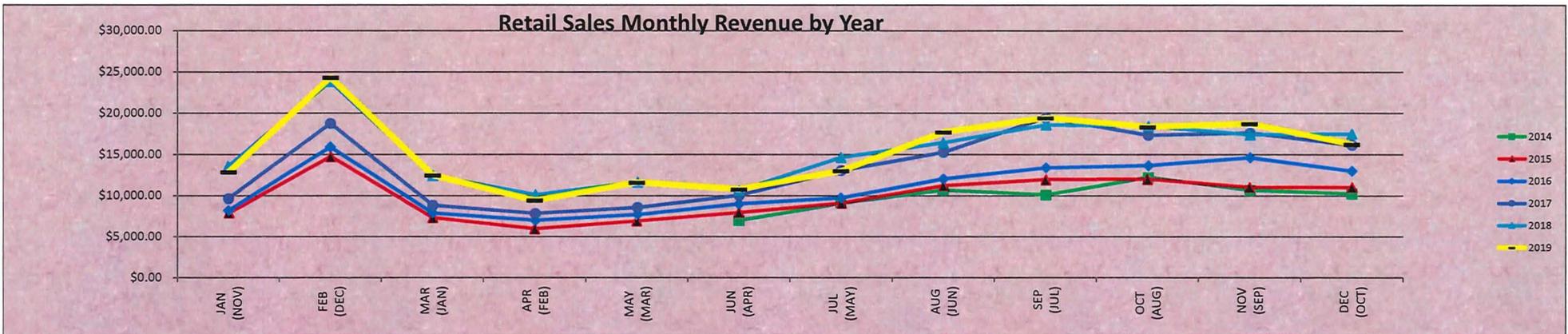


This chart shows annual trends on a month by month basis with the data point pertaining to the month the City received its portion only of revenues. The month in parenthesis represents the month in which the sales were made by a customer, signifying a two-month lag in revenue posting. Retail Sales taxes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

In Sept 2012 significant fires and smoke in the area for much of the month reduced sales taxes and had cancelled hotel reservations. 2014 experienced several off/on days of fire related smoke with July being the most affected. 2017 included significant commercial development with Hampton Inn, Pinegrass and the School District - large increases occurred that will be one-time and anticipated to continue into 2018 with similar but lowering trends as development continues.

**CITY OF LEAVENWORTH
THROUGH DECEMBER 31, 2019
PUBLIC SAFETY RETAIL SALES TAX REVENUE SUMMARY**

	2014	2015	2016	2017	2018	2019		
	\$80,000	\$105,000	\$116,706	\$126,000	\$170,331	\$182,254		
	% of inc/dec	31.25%	11.15%	7.96%	35.18%	7.00%		
	2014	2015	2016	2017	2018	2019	17 to Date	18 to Date
JAN (NOV)		\$7,873.54	\$8,183.87	\$9,619.70	\$13,542.17	\$12,836.28	\$9,619.70	\$13,542.17
FEB (DEC)		\$14,707.87	\$15,900.09	\$18,740.81	\$23,806.58	\$24,281.24	\$18,740.81	\$23,806.58
MAR (JAN)		\$7,272.58	\$7,871.57	\$8,806.51	\$12,408.38	\$12,420.89	\$8,806.51	\$12,408.38
APR (FEB)		\$5,924.83	\$6,962.96	\$7,826.72	\$10,090.32	\$9,410.55	\$7,826.72	\$10,090.32
MAY (MAR)		\$6,901.61	\$7,676.58	\$8,559.09	\$11,616.27	\$11,575.02	\$8,559.09	\$11,616.27
JUN (APR)	\$6,977.84	\$7,931.22	\$9,003.53	\$10,007.99	\$10,578.57	\$10,754.88	\$10,007.99	\$10,578.57
JUL (MAY)	\$9,058.40	\$9,068.96	\$9,718.26	\$13,021.92	\$14,627.21	\$12,967.43	\$13,021.92	\$14,627.21
AUG (JUN)	\$10,657.40	\$11,162.65	\$12,017.85	\$15,248.01	\$16,403.37	\$17,671.54	\$15,248.01	\$16,403.37
SEP (JUL)	\$10,078.75	\$11,912.39	\$13,360.58	\$19,407.23	\$18,565.36	\$19,378.61	\$19,407.23	\$18,565.36
OCT (AUG)	\$12,187.94	\$11,964.25	\$13,621.74	\$17,303.09	\$18,298.14	\$18,399.00	\$17,303.09	\$18,399.00
NOV (SEP)	\$10,656.47	\$11,000.81	\$14,596.91	\$17,568.16	\$17,365.51	\$18,688.05	\$17,568.16	\$17,365.51
DEC (OCT)	\$10,203.45	\$10,986.05	\$12,962.29	\$16,110.76	\$17,465.25	\$16,194.76	\$16,110.76	\$17,465.25
TOTAL	\$69,820.25	\$116,706.76	\$131,876.23	\$162,219.99	\$184,867.99	\$184,477.39	\$162,219.99	\$184,867.99
Dollar Change		\$46,886.51	\$15,169.47	\$30,343.76	\$22,648.00	(\$390.60)	\$22,257.40	(\$390.60)
Percent Change		40.17%	11.50%	18.71%	12.25%	-0.21%		
				Previous Month		52.00%	Target Budget	-1.41%



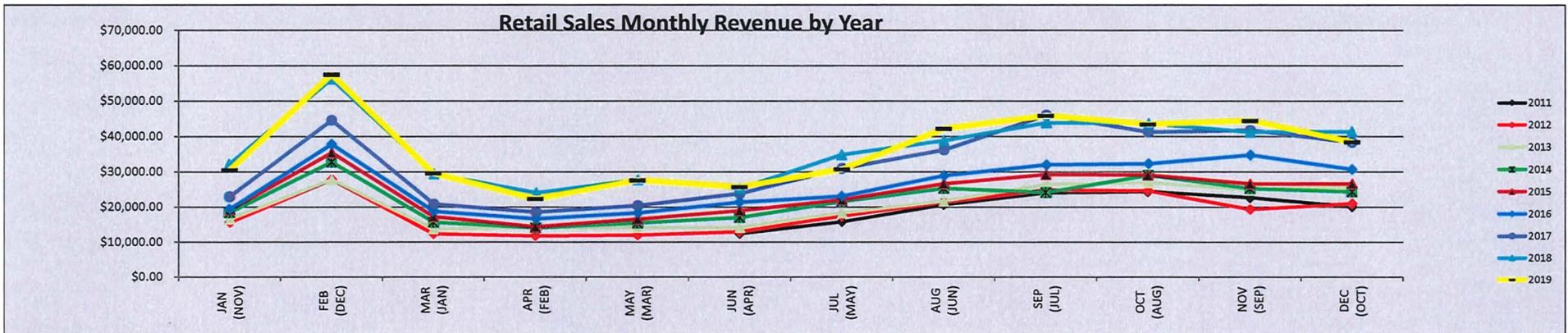
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In Sept 2012 significant fires and smoke in the area for much of the month reduced sales taxes and had cancelled hotel reservations. 2014 experienced several off/on days of fire related smoke with July being the most affected. 2017 included significant commercial development with Hampton Inn, Pinegrass and the School District - large increases occurred that will be one-time and anticipated to continue into 2018 with similar but lowering trends as development continues.

**LEAVENWORTH TRANSPORTATION BENEFIT DISTRICT
THROUGH DECEMBER 31, 2019
RETAIL SALES TAX REVENUE SUMMARY**

	2011 Budget \$120,000 % of inc/dec 2011	2012 Budget \$210,000 75.00%	2013 \$220,000 4.76%	2014 \$230,000 4.55%	2015 \$279,760 21.63%	2016 \$291,000 4.02%	2017 \$300,000 3.09%	2018 \$404,065 34.69%	2019 \$476,150 17.84%	17 to Date	18 to Date
	2011	2012	2013	2014	2015	2016	2017	2018	2019	17 to Date	18 to Date
JAN (NOV)		\$15,541.57	\$16,473.43	\$18,325.46	\$19,168.34	\$19,354.68	\$22,909.52	\$32,114.43	\$30,415.67	\$22,909.52	\$32,114.43
FEB (DEC)		\$27,724.38	\$27,703.29	\$32,715.64	\$35,318.17	\$37,758.69	\$44,507.32	\$56,205.74	\$57,453.88	\$44,507.32	\$56,205.74
MAR (JAN)		\$12,339.36	\$13,680.14	\$15,638.89	\$17,182.67	\$18,779.62	\$20,792.42	\$29,365.40	\$29,546.04	\$20,792.42	\$29,365.40
APR (FEB)		\$11,762.75	\$14,155.23	\$14,059.24	\$14,341.30	\$16,641.07	\$18,550.99	\$24,016.71	\$22,287.30	\$18,550.99	\$24,016.71
MAY (MAR)		\$11,951.81	\$14,066.88	\$15,402.60	\$16,470.88	\$18,284.81	\$20,352.44	\$27,703.16	\$27,506.39	\$20,352.44	\$27,703.16
JUN (APR)	\$12,459.41	\$12,889.93	\$14,126.77	\$16,997.39	\$18,902.30	\$21,389.96	\$23,777.19	\$25,131.34	\$25,653.54	\$23,777.19	\$25,131.34
JUL (MAY)	\$15,786.88	\$17,382.63	\$18,204.35	\$21,575.40	\$21,976.13	\$22,993.66	\$30,861.66	\$34,781.39	\$30,693.88	\$30,861.66	\$34,781.39
AUG (JUN)	\$20,669.17	\$21,382.86	\$21,651.52	\$25,265.46	\$26,519.75	\$28,856.34	\$36,116.79	\$38,778.16	\$42,124.08	\$36,116.79	\$38,778.16
SEP (JUL)	\$23,975.33	\$24,769.67	\$26,279.71	\$24,090.39	\$29,128.60	\$31,896.52	\$45,953.28	\$43,829.96	\$45,805.02	\$45,953.28	\$43,829.96
OCT (AUG)	\$24,364.31	\$24,552.99	\$26,756.93	\$28,978.70	\$28,996.24	\$32,192.79	\$41,132.46	\$43,571.20	\$43,406.39	\$41,132.46	\$43,571.20
NOV (SEP)	\$22,641.94	\$19,241.86	\$24,754.87	\$25,201.85	\$26,503.22	\$34,623.73	\$41,642.42	\$41,118.44	\$44,366.48	\$41,642.42	\$41,118.44
DEC (OCT)	\$20,127.09	\$20,875.85	\$25,716.97	\$24,285.01	\$26,503.22	\$30,650.28	\$38,227.99	\$41,315.33	\$38,364.37	\$38,227.99	\$41,315.33
TOTAL	\$140,024.13	\$220,415.66	\$243,570.09	\$262,536.03	\$281,010.82	\$313,422.15	\$384,824.48	\$437,931.26	\$437,623.04	\$384,824.48	\$437,931.26
Dollar Change		\$80,391.53	\$23,154.43	\$18,965.94	\$18,474.79	\$32,411.33	\$71,402.33	\$53,106.78	(\$308.22)	\$52,798.56	(\$308.22)
Percent Change		36.47%	9.51%	7.22%	6.57%	10.34%	18.55%	12.13%	-0.07%	Difference from Current Year	
							Previous Month		-0.17%	Target Budget	
									\$0.66	8.73%	

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

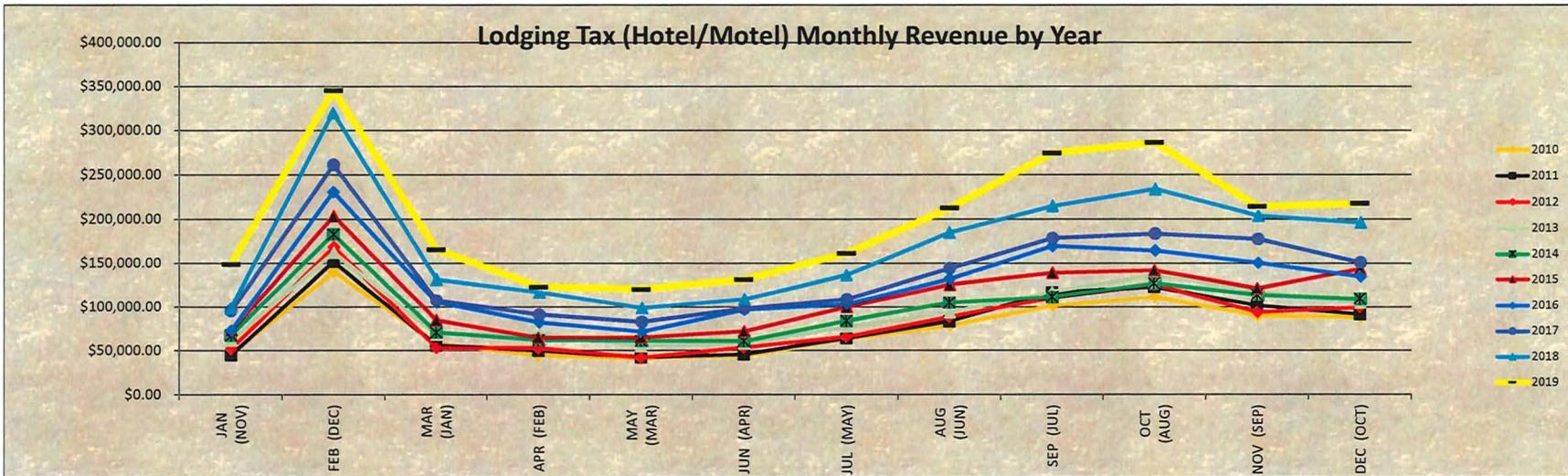


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**CITY OF LEAVENWORTH
THROUGH DECEMBER 31, 2019
HOTEL/MOTEL TAX SUMMARY**

	2010 Budget	2011 Budget	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget	2019 Budget Amended in October		
	\$892,110	\$900,000	\$1,010,000	\$1,115,000	\$1,115,000	\$1,148,450	\$1,358,662	\$1,500,000	\$1,763,016	\$2,354,578		
	2.01%	0.88%	12.22%	10.40%	0.00%	3.00%	18.30%	10.40%	17.53%	33.55%		
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	17 to Date	18 to Date
JAN (NOV)	\$45,692.81	\$44,744.87	\$51,747.07	\$61,161.49	\$67,352.04	\$72,774.95	\$72,503.92	\$95,340.51	\$98,211.25	\$148,594.67	\$95,340.51	\$98,211.25
FEB (DEC)	\$139,798.34	\$151,463.74	\$167,970.62	\$162,124.64	\$182,740.88	\$203,289.69	\$230,680.04	\$260,890.62	\$320,052.39	\$345,482.36	\$260,890.62	\$320,052.39
MAR (JAN)	\$57,559.05	\$55,761.68	\$52,843.97	\$67,738.08	\$70,368.12	\$84,638.14	\$105,038.24	\$107,191.45	\$131,234.19	\$165,437.21	\$107,191.45	\$131,234.19
APR (FEB)	\$44,396.30	\$49,808.19	\$52,723.58	\$70,077.85	\$61,815.91	\$64,282.80	\$82,138.32	\$90,805.15	\$116,716.72	\$123,034.17	\$90,805.15	\$116,716.72
MAY (MAR)	\$40,814.14	\$42,376.01	\$41,711.87	\$54,702.77	\$61,090.43	\$64,709.74	\$71,430.42	\$82,866.52	\$98,718.52	\$120,197.09	\$82,866.52	\$98,718.52
JUN (APR)	\$43,458.03	\$45,712.33	\$53,368.35	\$57,841.15	\$60,565.32	\$71,864.15	\$96,458.39	\$98,096.31	\$108,978.41	\$131,381.60	\$98,096.31	\$108,978.41
JUL (MAY)	\$62,597.43	\$64,030.51	\$65,646.98	\$77,659.51	\$84,079.01	\$99,616.39	\$103,114.63	\$108,994.63	\$136,432.39	\$161,159.74	\$108,994.63	\$136,432.39
AUG (JUN)	\$78,378.66	\$83,496.73	\$88,498.61	\$93,567.58	\$105,280.16	\$125,407.55	\$131,841.29	\$144,150.28	\$184,855.59	\$212,493.20	\$144,150.28	\$184,855.59
SEP (JUL)	\$101,088.94	\$116,431.33	\$110,781.18	\$117,312.64	\$111,586.19	\$138,941.68	\$169,428.65	\$178,515.63	\$214,987.03	\$274,193.12	\$178,515.63	\$214,987.03
OCT (AUG)	\$111,453.03	\$122,748.95	\$125,397.41	\$137,181.92	\$127,031.10	\$141,674.05	\$164,577.40	\$183,634.34	\$234,031.10	\$286,226.53	\$183,634.34	\$234,031.10
NOV (SEP)	\$90,031.46	\$101,456.46	\$93,927.17	\$117,619.19	\$113,830.61	\$121,350.49	\$150,536.62	\$177,474.76	\$204,145.02	\$214,012.80	\$177,474.76	\$204,145.02
DEC (OCT)	\$88,034.46	\$91,334.87	\$99,219.80	\$104,716.81	\$109,483.26	\$143,471.09	\$134,775.70	\$151,102.66	\$196,503.69	\$217,710.05	\$151,102.66	\$196,503.69
GRAND TOTAL	903,302.65	969,365.67	1,003,836.61	1,121,703.63	1,155,223.03	1,332,020.72	1,512,523.62	1,679,062.86	2,044,866.30	2,399,922.54	\$1,679,062.86	\$2,044,866.30
Dollar Change	\$28,684.81	\$66,063.02	\$34,470.94	\$117,867.02	\$33,519.40	\$176,797.69	\$180,502.90	\$166,539.24	\$365,803.44	\$355,056.24	\$720,859.68	\$355,056.24
Percent Change	3.18%	6.82%	3.43%	10.51%	2.90%	13.27%	11.93%	9.92%	17.89%	14.79%	Difference from Current Year	
									Previous Month	15.30%	Target Budget	15.15%



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

In Sept 2012 significant fires and smoke in the area for much of the month reduced sales taxes and had cancelled hotel reservations. 2014 experienced several off/on days of fire related smoke with July being the most affected. 2017 included significant commercial development with Hampton Inn, Pinegrass and the School District - large increases occurred that will be one-time and anticipated to continue into 2018/2019 with similar but lowering trends as development continues. Anticipate stabilization in 2020.

**CITY OF LEAVENWORTH
THROUGH DECEMBER 31, 2019
PROPERTY TAX REVENUE SUMMARY - GENERAL FUND ONLY**

	Actual 2010	Actual 2011	Actual 2012	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Actual 2019
Property Tax	\$471,023.52	\$486,258.02	\$498,576.37	\$499,933.14	\$411,200.30	\$423,853.15	\$451,443.39	\$475,608.08	\$576,511.67	\$564,802.29
TOTAL	\$471,023.52	\$486,258.02	\$498,576.37	\$499,933.14	\$411,200.30	\$423,853.15	\$451,443.39	\$475,608.08	\$576,511.67	\$564,802.29
Dollar Change	(\$25,614.78)	\$15,234.50	\$12,318.35	\$1,356.77	(\$88,732.84)	\$12,652.85	\$27,590.24	\$24,164.69	\$100,903.59	(\$11,709.38)
Percent Change	-5.44%	3.13%	2.47%	0.27%	-21.58%	2.99%	6.11%	5.08%	17.50%	-2.07%

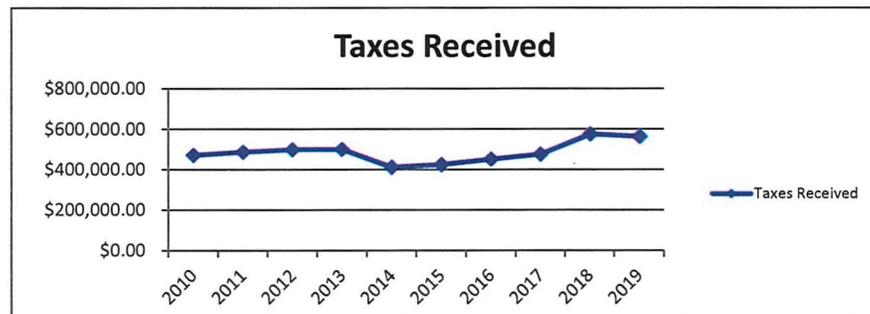
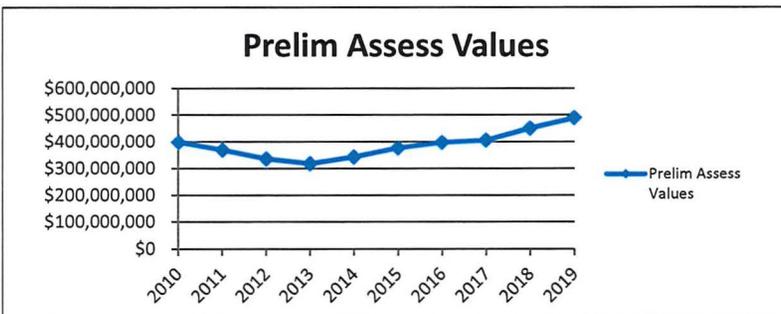
Note: 2014 Taxes were reduced by \$125,000 due to the annexation into the Fire District; this was banked capacity for future increases.

Note: 2018 taxes - Council took banked capacity of about \$56K as 97 Firehall levy dropped off - did not drop in 2019 to pay for Voted Park Levy - no bond taken out.

Year to Date 2017	Year to Date 2018	Year to Date 2019
\$475,608.08	\$576,511.67	\$564,802.29
	\$100,903.59	(\$11,709.38)
	17.50%	-2.07%

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Annual Levy Rate	1.19520	1.20552	1.31597	1.49287	1.59487	1.17224	1.11485	1.12483	1.16962	1.22066
PrelimAssess Value	\$396,834,610	\$368,145,940	\$335,173,076	\$317,680,526	\$342,517,827	\$375,622,057	\$397,124,558	\$405,610,784	\$450,548,876	\$489,160,742

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

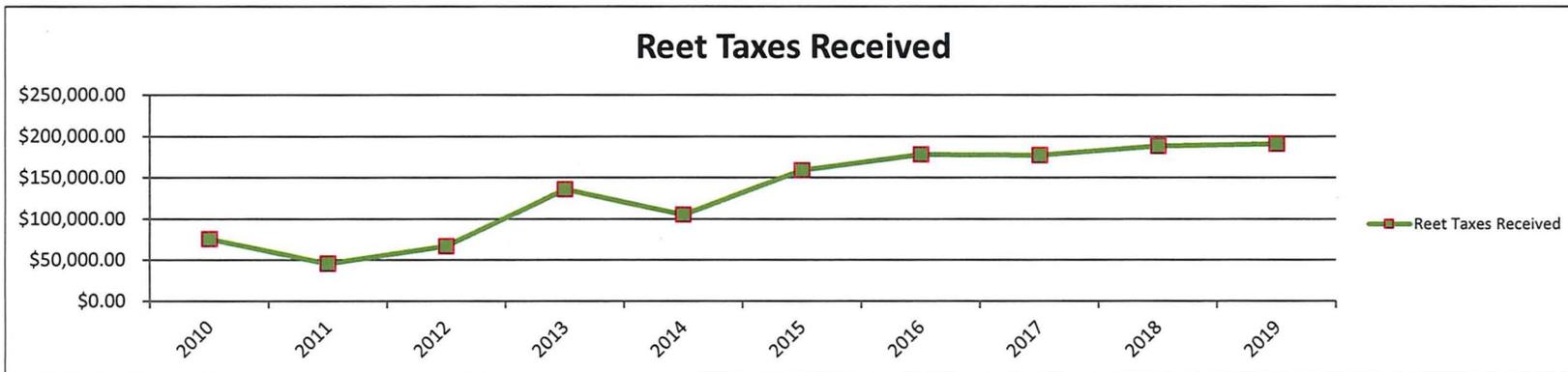


**CITY OF LEAVENWORTH
THROUGH DECEMBER 31, 2019
REAL ESTATE EXCISE TAX (REET) REVENUE SUMMARY**

	Actual 2010	Actual 2011	Actual 2012	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Actual 2019
REET Tax	\$75,257.73	\$45,284.20	\$66,695.94	\$135,828.97	\$105,174.82	\$158,947.26	\$178,076.53	\$177,058.96	\$188,475.42	\$190,866.80
TOTAL	\$75,257.73	\$45,284.20	\$66,695.94	\$135,828.97	\$105,174.82	\$158,947.26	\$178,076.53	\$177,058.96	\$188,475.42	\$190,866.80
Dollar Change	\$18,948.36	(\$29,973.53)	\$21,411.74	\$69,133.03	(\$30,654.15)	\$53,772.44	\$19,129.27	(\$1,017.57)	\$11,416.46	\$2,391.38
Percent Change	25.18%	-66.19%	32.10%	50.90%	-29.15%	33.83%	10.74%	-0.57%	6.06%	1.25%

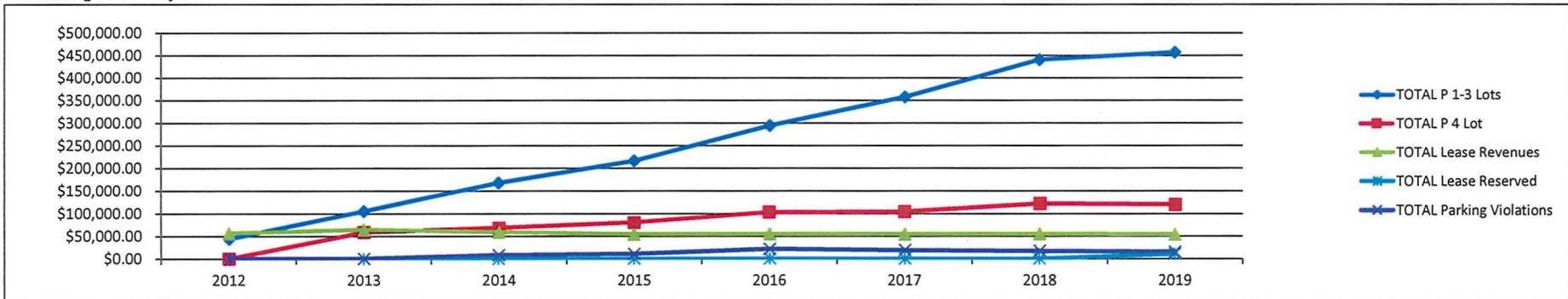
NOTE:
2nd 1/4% REET began in 2007
2009 Significant drop due to downturn in economy

Year to Date 2017	Year to Date 2018	Year to Date 2019
\$177,058.96	\$188,475.42	\$190,866.80
	\$11,416.46 6.06%	\$2,391.38 1.25%



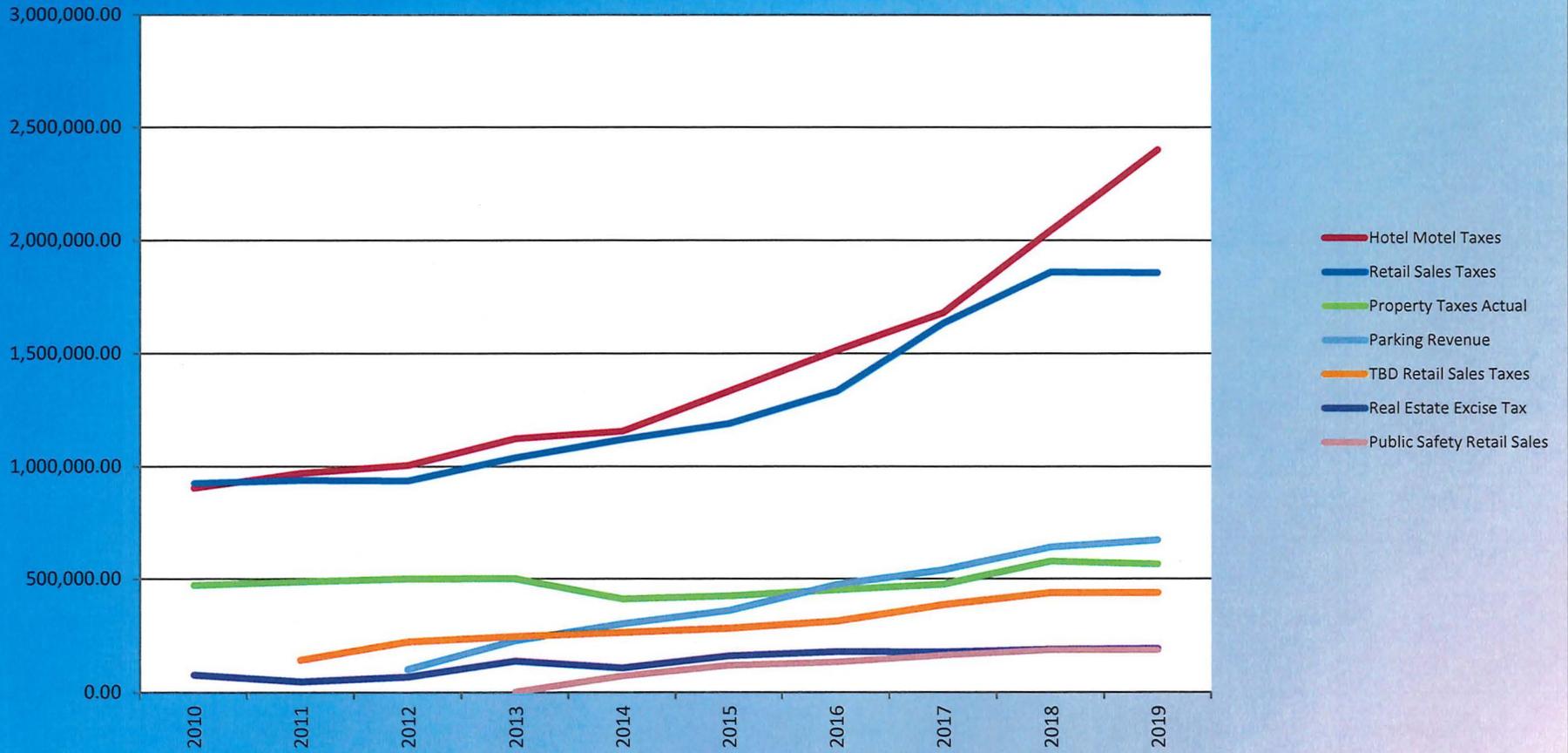
CITY OF LEAVENWORTH
THROUGH DECEMBER 31, 2019
PARKING REVENUE SUMMARY OF DAILY FEES (Lease related revenues are included in total and grand total lines.)

	Budget \$90,000.00 % of inc/dec 2012	Budget \$174,800.00 94.22% 2013	Budget \$247,000.00 41.30% 2014	Budget \$348,000.00 40.89% 2015	Budget \$371,800.00 6.84% 2016	Budget \$473,357.00 27.31% 2017	Budget \$561,189.00 18.56% 2018	Budget \$607,360.00 8.23% 2019	2019 P1 Only	2019 P2 Only	2019 P3 Only
JAN P 1-3	\$42.00	\$4,369.56	\$7,124.43	\$13,936.93	\$19,373.59	\$28,346.64	\$28,114.00	\$37,322.05	\$19,350.25	\$10,435.75	\$7,536.05
JAN P 4			\$3,159.00	\$4,455.00	\$5,928.00	\$7,180.00	\$6,923.25	\$8,872.75			
FEB P 1-3	\$0.00	\$3,637.01	\$3,671.31	\$8,998.60	\$13,748.35	\$9,147.38	\$16,059.50	\$14,097.75	\$8,697.75	\$2,547.25	\$2,852.75
FEB P 4			\$1,344.00	\$2,347.50	\$4,018.75	\$2,811.75	\$3,446.75	\$3,264.50			
MAR P 1-3	\$613.44	\$765.00	\$3,465.50	\$8,041.66	\$9,481.25	\$8,904.77	\$15,110.25	\$16,939.25	\$11,674.00	\$2,531.50	\$2,733.75
MAR P 4			\$1,045.50	\$2,254.50	\$2,376.50	\$1,553.50	\$2,539.00	\$3,977.75			
APR P 1-3	\$100.00	\$999.00	\$5,535.60	\$9,628.94	\$14,104.92	\$14,062.65	\$19,479.42	\$21,359.05	\$15,035.50	\$3,811.00	\$2,512.55
APR P 4			\$1,971.00	\$2,481.00	\$4,921.25	\$4,048.00	\$4,453.50	\$4,395.75			
MAY P 1-3	\$366.44	\$3,149.55	\$12,272.01	\$16,989.93	\$20,064.78	\$22,265.36	\$32,876.51	\$31,717.01	\$18,104.00	\$8,013.75	\$5,599.26
MAY P 4			\$5,296.50	\$6,081.00	\$7,467.75	\$6,793.25	\$7,891.50	\$7,465.50			
JUN P 1-3	\$2,993.36	\$9,774.01	\$20,582.11	\$20,750.80	\$31,722.79	\$27,922.46	\$41,818.25	\$46,538.89	\$27,092.75	\$10,854.50	\$8,591.64
JUN P 4		\$3,106.50	\$7,360.50	\$7,293.00	\$8,221.50	\$8,319.50	\$9,840.75	\$11,572.50			
JUL P 1-3	\$2,864.26	\$14,501.65	\$19,196.13	\$30,073.14	\$43,796.17	\$60,709.88	\$68,100.32	\$69,186.62	\$34,667.50	\$20,452.50	\$14,066.62
JUL P 4		\$11,039.00	\$6,862.00	\$9,319.50	\$14,435.50	\$14,436.75	\$17,062.50	\$16,250.25			
AUG P 1-3	\$4,319.23	\$12,179.45	\$20,301.71	\$30,981.17	\$46,129.29	\$51,150.00	\$55,154.50	\$63,085.97	\$31,968.75	\$18,700.50	\$12,416.72
AUG P 4		\$11,316.00	\$8,332.50	\$9,946.50	\$12,650.00	\$12,564.75	\$13,409.50	\$16,768.50			
SEP P 1-3	\$3,656.55	\$12,602.59	\$24,612.06	\$20,219.53	\$29,004.41	\$29,683.00	\$47,383.39	\$45,935.88	\$26,568.50	\$12,814.00	\$6,553.38
SEP P 4		\$7,077.00	\$7,386.00	\$6,609.00	\$8,998.00	\$8,117.75	\$11,487.00	\$10,514.50			
OCT P 1-3	\$1,036.70	\$2,754.13	\$2,989.00	\$4,766.05	\$8,129.19	\$13,589.75	\$7,543.25	\$8,346.00	\$4,484.50	\$2,100.25	\$1,761.25
OCT P 4		\$9,438.00	\$8,069.00	\$10,120.50	\$10,737.25	\$11,258.75	\$14,380.50	\$11,935.00			
NOV P 1-3	\$2,605.20	\$5,743.50	\$8,397.15	\$10,715.36	\$16,172.17	\$21,744.50	\$29,800.00	\$33,118.50	\$18,443.25	\$8,381.25	\$6,294.00
NOV P 4		\$2,004.00	\$3,165.00	\$3,843.00	\$5,339.00	\$5,193.50	\$7,030.75	\$8,212.50			
DEC P 1-3	\$25,169.18	\$34,759.37	\$39,702.73	\$40,587.91	\$42,423.18	\$69,565.25	\$78,869.50	\$69,350.87	\$32,283.50	\$24,534.00	\$12,533.37
DEC P 4		\$14,263.00	\$13,518.00	\$14,941.50	\$17,957.75	\$21,762.75	\$22,644.00	\$15,812.25			
TOTAL P 1-3 Lots	\$43,766.36	\$105,234.82	\$167,849.74	\$215,690.02	\$294,150.09	\$357,091.64	\$440,308.89	\$456,997.84	\$248,370.25	\$125,176.25	\$83,451.34
TOTAL P 4 Lot	\$0.00	\$58,243.50	\$67,509.00	\$79,692.00	\$103,051.25	\$104,040.25	\$121,109.00	\$119,041.75			
TOTAL Lease Revenues	\$56,103.00	\$64,259.07	\$58,846.26	\$53,899.28	\$54,253.76	\$53,899.28	\$54,253.76	\$53,544.80			
TOTAL Lease Reserved	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,040.00			
TOTAL Parking Violations	\$0.00	\$125.00	\$7,962.46	\$10,772.76	\$21,342.46	\$18,558.35	\$16,990.65	\$14,737.42			
TOTAL Invest. Interest			\$21.36	\$106.85	\$1,064.26	\$3,847.89	\$9,132.37	\$19,293.34			
GRAND TOTAL	\$99,869.36	\$227,862.39	\$302,188.82	\$360,160.91	\$473,861.82	\$537,437.41	\$641,794.67	\$673,655.15			
								YTD vs. 2018			
Dollar Change Lots Only		\$119,711.96	\$71,880.42	\$60,023.28	\$101,819.32	\$63,930.55	\$100,286.00	\$14,621.70	Target Budget		-5.37%
Percent Change Lots Only		73.23%	30.54%	20.32%	25.63%	13.86%	17.86%	2.54%	Prior Month %		6.31%



Notes: Lower Lot P2 started Jan 2012 with honor system and began metered parking on June 23, 2017; the Upper Lot P1 started honor system in Sept 2012 with metered parking beginning on September 20, 2013; Feshalle Lot P3 started honor system in November 2012 and began metered parking on June 23, 2017; P4 Lot (adjacent to City Hall) came online with metered parking on June 14, 2013. Annual Average Debt Service Payment for Parking is \$185,262 with the final 20-year payment ending on 12/1/2033; began on 12/1/2013.

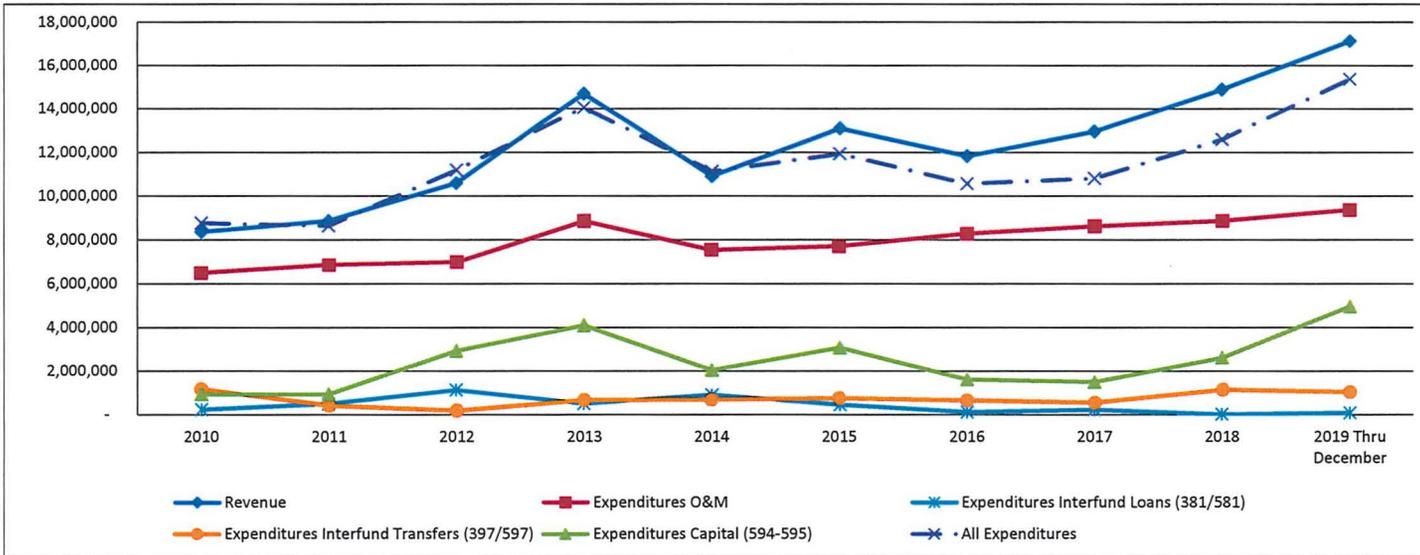
Leavenworth Tax Revenue Summary



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

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019 Thru December
Revenue	8,356,191	8,844,666	10,578,717	14,687,867	10,901,877	13,076,412	11,803,051	12,928,343	14,884,266	17,106,856
Expenditures O&M	6,472,516	6,841,018	6,969,900	8,834,485	7,525,716	7,689,153	8,257,211	8,605,977	8,844,755	9,339,213
Expenditures Interfund Loans (381/581)	214,354	476,492	1,117,204	484,629	899,223	440,000	87,000	202,600	-	61,045
Expenditures Interfund Transfers (397/597)	1,146,108	387,090	153,343	638,527	659,613	723,501	614,977	511,275	1,118,825	1,009,412
Expenditures Capital (594-595)	912,259	916,346	2,925,917	4,089,408	2,029,784	3,061,520	1,586,782	1,470,909	2,609,812	4,944,276
All Expenditures	8,745,237	8,620,946	11,166,364	14,047,049	11,114,336	11,914,173	10,545,970	10,790,760	12,573,391	15,353,946
Revenue less Expense	(389,046)	223,720	(587,647)	640,818	(212,459)	1,162,238	1,257,080	2,137,583	2,310,875	1,752,910

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



Notable Capital Related Items:

2010: Equip replacements (\$360K), Gazebo Pavers, 10th St. Stormwater, Lightpoles, Chumstick Trail Eng., and other PWTF funded engineering plans

2011: Icicle Station Phase II Eng., Recycle Land Purchase, Lightpoles, Res. Paving, Gazebo Eng., Sweeper, PWTF funded engineering plans

2012: Front/Division St. Reconst. (\$2.135M), Gazebo Rebuild, Well pump #1 repair & #3 drill, Equip replacements, PWTF funded engineering plans

2013: Safe Routes Project, Equip replace. (\$300K), City Hall & Warehouse Parking Lots, Pool Filtration, Scholze St. Sewer, Well pumps, E. Leav. Rd. Water Main (\$700K), 2013 Bonds Purchase/Improvements of Fruit Warehouse Property in Sept 2013 at (\$2.1M/\$368K) inc in O&M, Festhalle Imp. (\$120K) and Festhalle Refi (\$1.5M)

2014: Festhalle/Warehouse Imp., Safe Routes Project Complete, West St., Well Pump Cont #3 online, Commercial 3rd to 8th (2014 (Planning) /2015 (Construction))

2015: Facility Imp. (DOE Solar/Energy), Chumstick Trail & W/S LID/Land Purch., Commercial 3rd to 8th, Pine Street Planning, Festhalle & Parking Imp., Water/Sewer/Storm Planning & Cap. Imp.

2016: Facility Imp (Solar Reimb), Chumstick Trail & W/S LID, Res Paving, LT Projects, Festhalle & Parking Imp., Water Well Pump Repair, Sewer Plan/TMDL/Equip, Storm/Wetland Plan, Equip Replacements

2017: Regional Study, Skatepark, Eng-Crosswalks/Paving, Const-Res.Paving, LT Projects, Pool Sand Filter, Eng-Pine St., Utility Rate Study, WTP Plan/Bldg Imp., WWTP Plan/TMDL/LID Lift Station, Parking Study/Imp, Equip Replace

2018: Regional Study, Park Levy Imp., Various Facility Improvements, ROW Purchases-Variou Funds, Crosswalks, Res. Paving-TIB, Pine St Eng, WTP Assessment, KOA Watermain, WWTP Eng TMDL, Parking Study & Imp - Lots 1&2, Equip. Replace

2019 BUDGET: Various Park Imp. (\$56K), Crosswalks (\$615K), Link Park-N-Ride (\$97K), DOT Lot Purchase/Imp. (\$939K), Pool Resurface/Repair (\$183K), Pine Street (\$2.35M), WTP Repairs/Meters (\$1.15M), WWTP (+\$1M to start) Equip Replace (\$258K)

CITY OF LEAVENWORTH CASH FLOW ANALYSIS

General Fund 2014 - BFB \$421,600.39

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

General Fund 2015 - BFB \$485,461.07

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

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

Month	Revenue	Expenditures	Gain/Loss
January	205,037.70	160,943.61	44,094.09
February	206,534.62	79,253.74	127,280.88
March	120,106.19	108,656.78	11,449.41
April	295,875.94	275,978.53	19,897.41
May	277,099.69	177,123.57	99,976.12
June	185,248.69	113,236.83	72,011.86
July	247,540.39	287,900.08	(40,359.69)
August	199,016.77	121,101.68	77,915.09
September	151,120.87	137,290.75	13,830.12
October	256,455.11	339,973.90	(83,518.79)
November	304,382.26	\$106,044.83	198,337.43
December	142,587.28	138,981.52	3,605.76
Total	2,591,005.51	2,046,485.82	544,519.69
Average	215,917.13	170,540.49	45,376.64

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

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

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

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

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

Month	Revenue	Expenditures	Gain/Loss	
January	883,058.30	840,785.99	42,272.31	Exc: BFB, Inc: Int. Trans & Insurance
February	902,757.85	470,092.63	432,665.22	Sheriff did not bill as usual - in March
March	617,414.10	510,795.54	106,618.56	Inc: Debt pay & PUD Solar/Energy \$122,800 refund
April	1,127,657.66	1,006,774.36	120,883.30	Inc: Sheriff, Int Trans, Bud Amend, Prop Tax, School Pine St
May	1,022,050.67	1,132,589.46	(110,538.79)	Inc: Debt Pay & Cap Proj./Prop Taxes
June	865,049.84	585,073.02	279,976.82	Inc: Minor Cap Proj spending
July	1,029,213.11	890,055.76	139,157.35	Inc: GF Sheriff, Int Trans, & minor Cap Proj.
August	1,198,174.10	751,449.25	446,724.85	Inc: Grant Reimb/inc revenue/lack of capital spending
September	921,954.20	1,171,020.52	(249,066.32)	Inc: Chumstick/LID, debt payments
October	1,183,598.13	1,145,899.79	37,698.34	Inc: Sheriff, Int Trans, grants/cap proj./prop taxes
November	1,169,779.66	1,128,761.94	41,017.72	Inc: Debt Pay & Cap Proj./Prop Taxes
December	882,343.05	912,672.05	(30,329.00)	
Total	11,803,050.67	10,545,970.31	1,257,080.36	
Average	983,587.56	878,830.86	104,756.70	

CITY OF LEAVENWORTH CASH FLOW ANALYSIS

General Fund 2017 - BFB: \$ 1,576,452.66			
Month	Revenue	Expenditures	Gain/Loss
January	209,757.15	143,629.00	66,128.15
February	178,734.20	251,656.40	(72,922.20)
March	208,805.29	90,470.29	118,335.00
April	467,877.52	299,435.21	168,442.31
May	236,940.62	168,091.48	68,849.14
June	129,765.77	143,950.60	(14,184.83)
July	253,489.89	428,209.52	(174,719.63)
August	199,525.62	136,763.12	62,762.50
September	196,963.47	155,107.66	41,855.81
October	334,746.02	351,003.46	(16,257.44)
November	329,681.58	\$102,267.78	227,413.80
December	186,686.42	168,337.04	18,349.38
Total	2,932,973.55	2,438,921.56	494,051.99
Average	244,414.46	203,243.46	41,171.00

Original Bud.	(272,800.00)
Amended Bud.	(172,653.00)
Difference from Amended Budget:	666,704.99

All Funds 2017 - BFB: \$ 5,146,332.85			
Month	Revenue	Expenditures	Gain/Loss
January	957,104.97	872,588.66	84,516.31
February	938,904.35	627,437.61	311,466.74
March	1,187,863.36	605,304.62	582,558.74
April	1,131,540.28	1,094,995.50	36,544.78
May	1,212,541.51	1,215,021.84	(2,480.33)
June	840,959.48	655,080.92	185,878.56
July	1,132,969.14	1,125,252.82	7,716.32
August	1,083,909.14	729,262.14	354,647.00
September	1,050,737.13	848,880.36	201,856.77
October	1,472,560.53	1,164,750.79	307,809.74
November	1,159,993.05	1,149,039.82	10,953.23
December	759,260.20	703,145.33	56,114.87
Total	12,928,343.14	10,790,760.41	2,137,582.73
Average	1,077,361.93	899,230.03	178,131.89

Original Bud.	110,162.00
Amended Bud.	(57,426.00)
Difference from Amended Budget:	2,195,008.73

General Fund 2018 - BFB: \$ 2,070,504.65			
Month	Revenue	Expenditures	Gain/Loss
January	236,399.33	174,302.97	62,096.36
February	206,678.44	257,341.13	(50,662.69)
March	153,080.71	109,043.16	44,037.55
April	297,243.91	322,097.40	(24,853.49)
May	379,217.79	182,364.06	196,853.73
June	175,052.93	135,467.35	39,585.58
July	256,958.32	312,225.73	(55,267.41)
August	196,047.80	258,877.88	(62,830.08)
September	201,682.26	389,745.15	(188,062.89)
October	364,106.86	481,299.71	(117,192.85)
November	349,756.49	\$141,002.32	208,754.17
December	243,127.31	147,561.61	95,565.70
Total	3,059,352.15	2,911,328.47	148,023.68
Average	254,946.01	242,610.71	12,335.31

All Funds 2018 - BFB: \$ 7,283,915.58			
Month	Revenue	Expenditures	Gain/Loss
January	1,032,337.62	983,261.63	49,075.99
February	1,068,314.02	671,322.47	396,991.55
March	788,285.06	493,155.65	295,129.41
April	2,069,381.43	1,043,722.77	1,025,658.66
May	1,314,509.67	1,084,267.45	230,242.22
June	835,372.98	564,995.39	270,377.59
July	1,376,287.79	1,065,998.48	310,289.31
August	999,359.67	1,171,603.32	(172,243.65)
September	1,063,722.50	1,110,051.33	(46,328.83)
October	2,045,931.25	1,716,951.51	328,979.74
November	1,264,740.74	1,032,329.51	232,411.23
December	1,026,023.31	1,635,731.94	(609,708.63)
Total	14,884,266.04	12,573,391.45	2,310,874.59
Average	1,240,355.50	1,047,782.62	192,572.88

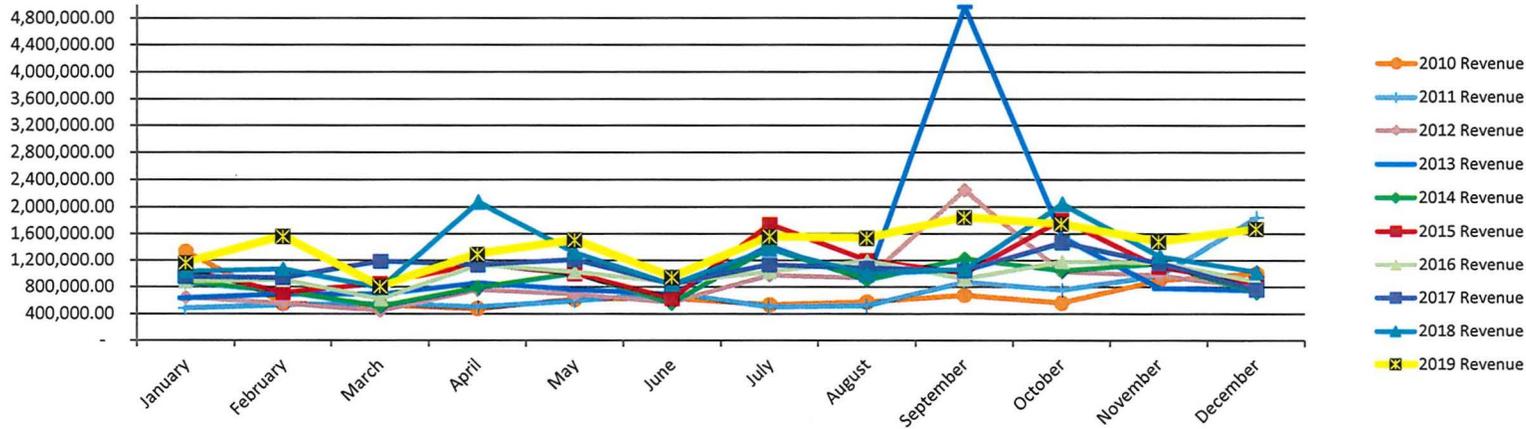
General Fund 2019 - BFB: \$ 2,218,528.33			
Month	Revenue	Expenditures	Gain/Loss
January	239,018.03	320,192.35	(81,174.32)
February	215,606.50	120,339.77	95,266.73
March	166,621.82	101,536.00	65,085.82
April	401,168.72	351,774.55	49,394.17
May	316,884.97	200,092.83	116,792.14
June	158,648.12	149,404.79	9,243.33
July	258,223.81	345,890.51	(87,666.70)
August	260,857.67	154,555.60	106,302.07
September	267,284.50	262,552.15	4,732.35
October	463,021.53	377,668.34	85,353.19
November	462,880.04	\$133,778.95	329,101.09
December	445,381.74	264,357.42	181,024.32
Total	3,655,597.45	2,782,143.26	873,454.19
Average	304,633.12	231,845.27	72,787.85

Original Bud.	579,971.00
Amended Bud.	633,327
Difference from Amended Budget:	240,127.66

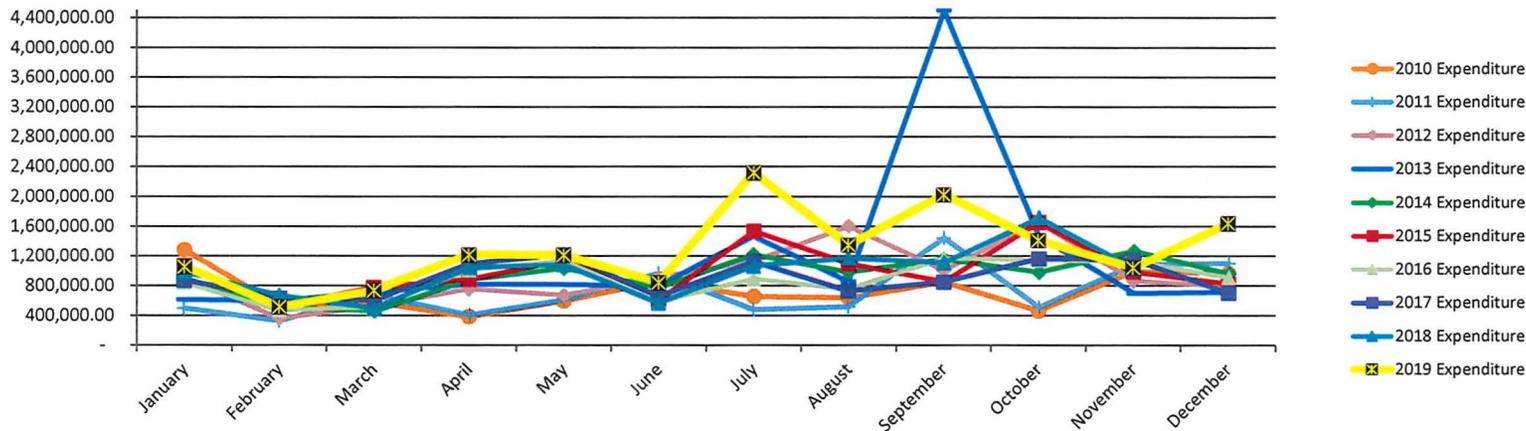
All Funds 2019 - BFB: \$ 9,594,790.17			
Month	Revenue	Expenditures	Gain/Loss
January	1,162,716.04	1,053,297.65	109,418.39
February	1,559,832.15	515,933.22	1,043,898.93
March	803,907.45	732,227.30	71,680.15
April	1,294,190.07	1,216,799.51	77,390.56
May	1,505,632.32	1,208,165.19	297,467.13
June	943,892.02	840,870.51	103,021.51
July	1,556,288.95	2,318,111.14	(761,822.19)
August	1,535,583.87	1,348,197.36	187,386.51
September	1,846,001.82	2,024,115.69	(178,113.87)
October	1,745,107.89	1,411,340.35	333,767.54
November	1,481,516.82	1,043,461.33	438,055.49
December	1,672,186.12	1,641,426.77	30,759.35
Total	17,106,855.52	15,353,946.02	1,752,909.50
Average	1,425,571.29	1,279,495.50	146,075.79

Original Bud.	(696,031.00)
Amended Bud.	523,317.57
Difference from Amended Budget:	1,229,591.93

City of Leavenworth All Funds Revenue 2010-2019



City of Leavenworth All Funds Expenditures 2010-2019



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

2010: Multiple minor capital improvements and \$360,000 in LOCAL funding for Garbage Truck, Receptacles and F-550

2011: Recycle Property purchase of \$275K in September and Water Bond Financing of \$700K in Dec

2012: Front Street Project Exp and Loan revenues & completion of \$750K PWTF Engineering Loan for Downtown Planning

2013: Safe Routes planning, Equip replace. (\$300K), City Hall & Warehouse Parking Lots, Pool Filtration, Scholze St. Sewer, Well pump #1, E. Leav. Rd Watermain (\$700K), Bonds Purchase/Imp. of Fruit Warehouse Property in Sept 2013 at (\$2.1M) and Festhalle Refi (\$1.5M)

2014: Safe Routes (\$588K), West St (\$92K), Well Pump #3 (\$273K), Lod. Tax Proj (\$57K), Chumstick Trail Plan/ROW (\$33K), Festhalle (\$40K), Retaining Wall (\$273K), Comm. St.3rd-8th Plan/Eng (\$38.5K), Sewer System Plan & Equip Upgrades (\$47K), LID Eng. in W/S (\$110K), Water Equip. \$3.3K Garbage Cap (\$29K), equip rep (\$100K), computer (\$18K), GF: Parks Capital (\$7K), Duncan 1/2 Purchase (\$139.5K), DOE Solar/Energy Grant (\$177K)

2015: DOE Solar/Energy (\$800K), Chumstick Trail & W/S LID (\$700K), Commercial St (\$1.45M), W/S/Storm various planning/imp., Festhalle/Parking (\$175K)

2016: Facility Imp (Solar Reimb), Chumstick Trail & W/S LID, Res Paving, LT Projects, Festhalle & Parking Imp., Water Well Pump Repair, Sewer Plan/TMDL/Equip, Storm/Wetland Plan, Equip Replace

2017: Regional Study, Skatepark, Eng-Crosswalks/Paving, Const-Res.Paving, LT Projects, Pool Sand Filter, Eng-Pine St., Utility Rate Study, WTP Plan/Bldg Imp., WWTP Plan/TMDL/LID Lift Station, Parking Study/Imp, Equip Replace

2018: Regional Study, Park Levy Imp., Various Facility Improvements, ROW Purchases-Variou Funds, Crosswalks, Res. Paving-TIB, Pine St Eng, WTP Assessment, KOA Watermain, WWTP Eng TMDL, Parking Study & Imp - Lots 1&2, Equip. Replace

2019 BUDGET: Various Park Imp. (\$56K), Crosswalks (\$615K), Link Park-N-Ride (\$97K), DOT Lot Purchase/Imp. (\$939K), Pool Resurface/Repair (\$183K), Pine Street (\$2.35M), WTP Repairs/Meters (\$1.15M), WWTP (+\$1M to start) Equip Replace (\$258K)

**2019 Leavenworth Transportation Benefit District / City Revenue and Expense Project Tracking
As of December 31, 2019**

TBD Revenue / Expenses	<u>TBD Revenue</u>		<u>TBD Expenses</u>	
	<u>Received (Includes</u>	<u>Transfer to City</u>	<u>or Other</u>	<u>TBD Remaining</u>
	<u>Current Year</u>	<u>Street Fund</u>	<u>Transfers (Pine</u>	<u>Funds</u>
	<u>Beginning Fund</u>		<u>Street)</u>	
	<u>Balance)</u>			
	648,215.97	179,411.00	340,600.19	128,204.78

City Transportation Expenses	TBD Funds	City Street Funds	Real Estate Excise Tax Funds	Loans or Grants	Total Project Cost	Project Description
Operations Expenses	27,925.94	251,333.50	-	-	279,259.44	Roadway Engineering & Maintenance Costs (Personnel Included) - 90% Street Fund; 10% TBD
	-	587.00	-	-	587.00	Sidewalk Repairs
	-	17,831.13	-	-	17,831.13	Street Lighting: Supplies, Utilities, Repairs
	-	3,116.83	-	-	3,116.83	Traffic Control Supplies
	-	27,542.44	-	-	27,542.44	Snow & Ice Control
	-	-	-	-	-	Street Cleaning
	32,859.92	295,739.28	-	-	328,599.20	Street Admin & Overhead 90% Street Fund; 10% TBD
	-	-	-	-	-	Transit Systems & Railroads
Loan Expenses	-	-	-	-	-	None at this time
Debt Expenses	61,542.70	-	-	-	61,542.70	PWTF 09 Engineering & 2012 Front Street Construction Loan Debt Payments for Residential and Commercial Projects
Capital Expenses	-	-	-	-	-	Loader Snowblower (2020 Expenditure)
	-	-	-	-	-	Riverbend Intersection Study (Moved to 2020)
	(69,801.12)	-	-	435,633.97	365,832.85	SR2 Ped Crossings Construction
	72,229.00	-	-	-	72,229.00	Residential Road/Street Construction
	(61,821.92)	(359,479.62)	-	421,346.54	45.00	TIB 2017 Preservation - Construction
	-	(3,860.11)	-	83,553.00	79,692.89	Relight WA Street Lights
	104,983.10	-	-	-	104,983.10	SR2 PED Crossing - Const. Admin
TOTALS	167,917.62	232,810.45	-	940,533.51	1,341,261.58	
Percent of Total	13%	17%	0%	70%		

City Current Funding Status in the Street Fund (includes outstanding transfer from TBD less any TBD/REET remaining to be spent this year from cells below)

865,418.18

TBD Remaining Funds in the Street Fund (\$179,411 Funding in Budget)

11,493.38

REET Remaining Funds in the Street Fund (\$0.00 Funding)

0.00

Total Fund Status with Remaining Transfer from TBD

876,911.56

These remaining dollars will be offset by the Riverbend Intersection Study (\$15,000, currently on hold).

* In some years 5% -20% of Costs on Roadway Maintenance/Street Administration is necessary to offset costs incurred for personnel, and operations related to street maintenance/preservation.

2011 - 2019 Transportation Benefit District (TBD) and City of Leavenworth Project History and Costs

	TBD Project Funding	TBD Project Debt (2009 Engineering & 2012 Front St)	TBD Streets & Sidewalk Maintenance	City Street Funds (Retail Sales / Fuel Taxes)	City Real Estate Excise Tax (REET) Funds	City Grant and Loan Funds	Total	TBD Total Funds Combined	TBD % of Total Transportation Related Dollars
2011	\$50,954	\$34,319	\$33,727	\$533,169	\$60,000	\$150,357	\$862,526	\$119,000	14%
2012	\$195,000	\$ -	\$5,000	\$966,625	\$60,000	\$1,650,692	\$2,877,317	\$200,000	7%
2013	\$165,000	\$ -	\$5,000	\$674,513	\$50,000	\$269,264	\$1,163,777	\$170,000	15%
2014	\$199,260	\$62,974	\$35,766	\$772,548	\$50,000	\$473,511	\$1,594,059	\$298,000	19%
2015	\$187,811	\$61,717	\$100,472	\$619,810	\$100,000	\$1,160,661	\$2,230,471	\$350,000	16%
2016	\$3,049	\$62,397	\$69,555	\$659,148	\$80,000	\$393,928	\$1,268,075	\$135,000	11%
2017	\$30,922	\$62,112	\$56,966	\$526,836	\$0	\$169,086	\$845,921	\$150,000	18%
2018	\$599,416	\$61,827	\$2,500	\$1,110,452	\$0	\$21,493	\$1,795,688	\$663,743	37%
2019	\$386,189	\$61,543	\$60,786	\$232,810	\$0	\$940,534	\$1,681,862	\$508,518	30%
Totals	\$1,817,601	\$406,888	\$369,772	\$6,095,911	\$400,000	\$5,229,525	\$14,319,696	\$2,594,261	18.12%
Percent Total	12.69%	2.84%	2.58%	42.57%	2.79%	36.52%	100.00%		

Year	Residential / Commercial	Major Projects Completed by Year
2011	Residential	Double Shot Sealcoating Ash & Summit
2012	Res & Comm	Reconstruction of Front Street (Division—14th)
2012	Residential	Double Shot Sealcoating River, Prospect, Cedar Streets
2013	Res & Comm	Alleyway Imp, P4 Parking Lot, City Hall Ped Crossing, Sidewalk Imp.
2013/2014	Residential	Ski Hill Drive & West Street Overlay
2014	Residential	West Street Asphalt and Sidewalk Improvements (Safe Routes)
2014	Residential	Intersection Improvements (Evans & Benton)
2014/2015	Res & Comm	Commercial Street Reconstruction (3rd—8th)
2015	Residential	Pine Street Planning, Chumstick Trail, Alleyways, West Street
2016	Res & Comm	Final Closures of Various Projects & General Maintenance
2017	Res & Comm	Hwy 2 Crosswalks Engineering
2017	Residential	Emergency Asphalt Repairs - Benton, Birch & Burke, Burke & Cedar, Cascade, Evans, Price & Ash, Scholze, Center, Cherry, Orchard, O'Grady, Prospect, Stafford, West Whitman
2017	Commercial	Emergency Asphalt Repairs 10th & Commercial and 14th & Front
2018	Residential	Pine Street Reconstruction - \$385,100
2018	Res & Comm	Parking Lot Improvements - P1 & P2 Double Shot
2018	Res & Comm	Parking - Joint Purchase ROW/Land - Safeway Link Transit Park-n-Ride
2018	Res & Comm	Hwy 2 Crosswalks Construction
2018	Residential	Street Preservations - Commerical, Whitman & Enchantment Way
2019	Residential	Pine Street Reconstruction - \$340,600
2019	Res & Comm	Hwy 2 Crosswalks Construction
2019	Res & Comm	Street Preservations - Chip Seals: Portions of Front, Commercial/9th Intersection, Scholz/Joseph Intersection, Prospect, Pine/Cone, West, Ski Hill, Front/8th, Cedar, Clinton, Mine, Cherry, Price, Icicle Bridge, Forest Service Streets; South Side of new Pinegrass

2019 Year End All Funds Original / Amended / Actual / Cash Balance Analysis

Updated 1/23/2020

Fund	January 1, 2019 Original Estimated Budget Revenues Less Beginning Fund Balances	January 1, 2019 Original Estimated Budget Expenses Less Ending Fund Balances	December 31, 2019 Adjusted Budget Revenues Less Beginning Fund Balances	December 31, 2019 Adjusted Budget Expenditures Less Ending Fund Balances	December 31, 2019 Actual Revenues Less Beginning Fund Balances	December 31, 2019 Actual Expenses Less Ending Fund Balances	2019 EFB / 2020 Projected BFB Based on Amended Budget	12/31/2019 Actual EFB	Difference
Current Expense (General Fund)	3,011,172	2,431,201	3,503,487	2,870,160	3,655,597	2,782,143	2,851,855	3,091,983	240,128
Street	1,511,581	1,370,667	2,002,654	1,530,260	2,017,814	1,341,262	672,753	876,912	204,158
Transp. Benefit Dist.	479,050	179,411	479,050	556,455	442,715	520,011	128,096	128,205	109
Lodging Tax	1,984,578	1,971,749	2,364,578	2,003,197	2,432,634	1,898,950	1,340,035	1,512,338	172,302
PW Cap Improv.	136,000	500,000	136,000	-	207,388	-	731,102	802,491	71,389
Leaven. Civic Center	160,152	152,018	160,152	152,018	151,998	173,185	61,675	32,354	(29,321)
Pool	231,550	211,829	449,685	309,503	440,723	288,875	208,466	220,131	11,665
2013 GO Bond	187,913	187,913	187,913	187,913	187,913	187,913	0	0	0
LID Guaranty	-	-	-	-	-	-	84,364	84,364	0
LID	76,768	73,086	76,768	73,086	68,900	68,571	4,870	1,518	(3,352)
Pine Street Cap. Proj.	1,540,251	2,347,786	1,602,309	2,237,072	1,576,007	2,292,648	81,878	0	(81,878)
Garbage	805,750	837,559	643,649	713,343	615,347	671,948	113,592	126,685	13,093
Water	2,541,410	2,595,138	1,541,410	1,460,931	1,818,164	1,482,516	608,190	863,358	255,168
Sewer	2,048,844	2,130,585	1,648,844	1,998,891	1,913,493	1,981,483	1,671,584	1,953,641	282,057
Water Bond Res.	-	-	-	-	-	-	132,024	132,024	(0)
Sewer Bond Res.	-	-	-	-	-	-	132,024	132,024	(0)
Stormwater	107,359	79,366	107,359	119,367	106,869	112,633	41,025	47,269	6,244
Parking	607,360	1,149,008	607,360	852,233	673,655	796,830	508,692	630,391	121,699
Equip. Rental	728,143	643,095	673,939	603,911	676,849	652,511	477,325	431,635	(45,690)
Central Services	110,338	110,338	110,338	110,338	102,466	102,466	0	0	0
Cem. Endow.	11,500	5,000	11,500	5,000	18,323	-	268,557	280,380	11,823
UVPRSA	130,000	130,000	-	-	-	-	0	0	0
TOTAL	16,409,719	17,105,749	16,306,995	15,783,678	17,106,856	15,353,946	10,118,108	11,347,700	1,229,592
Revenues Less Expenses		(696,030)		523,318		1,752,910			

Notes:

Difference from Adjusted Budget: 1,229,592

- There is an open window of January 20, 2020 of which all 2019 expenses have been charged to various funds. Variances of approximately \$10,000-\$15,000 thousand dollars in any given fund are typical for projected beginning fund balances versus the actual balance received and should not be considered as a concern. Larger variances are explained below by Fund. A budget amendment will be incorporated in April 2020 to adjust beginning and ending fund balances, additional Council approved changes that were made in 2019 that also affects the 2020 budget, major contract changes (generally these are all public safety contracts), personnel adjustments, and any remaining capital related project adjustments.
- The General Fund, Street Fund, Lodging Tax Fund, and PW Capital Improvement Funds are all higher than was anticipated due to increased retail sales taxes (GF & Street), development related fees (GF), hotel motel taxes (Lodging), and real estate excise taxes (PW Capital). All of these funds had capital items totaling approximately \$850,000 in additional dollars that have already been moved into the 2020 Budget.
- The Leavenworth Civic Center (Festhalle) Fund has a shortfall mainly due to the timing of when revenues are received by users; it is typical to see the expenditures for the management services that are necessary to book these future reservations. Currently the Festhalle has \$66,000 in future bookings compared to last year that was only \$37,500; a difference of \$28,500.
- The LID Fund should be noted as the variance of negative \$3,352 is inaccurate due to the lack of payment in 2019 by four property parcels (1 owner) of the Meadowlark Development LID Requestors. Those four parcels come to \$8,917 that was due last year, of which \$4,515 should have been paid to the Cashmere Valley Bank Bond. Due to this lack of payment, LID 24 is in arrears on the scheduled debt payments to the bank; this ultimately will be considered in future penalties against that property owner and will carry over as continued debt until it is either paid on time or held over the length of the 15 years of the LID. The next bond debt payments will be due in April 2020.
- The Pine Street Capital Project Fund is less than anticipated due to the process of zeroing out the fund balance at year-end for this project fund. This fund will be reconciled in 2020 once all project costs are completed, grant revenues have been received and any remaining unused funds that have been transferred from the Transportation Benefit District Fund have been returned to the District's Fund. This Fund will close out with a zero balance in 2020.
- Both the Water and Sewer Funds are much higher than anticipated mainly due to Development related Tap Fees (connection fees) and interest gains. Water had \$234K while Sewer had \$265K more than anticipated in connection related fees. Both funds came in very close on the expenditure side of the budget with Water being over budget by approximately \$21,000 and Sewer being under budget by approximately \$17,000.
- The Parking Fund shows excess revenues due to \$66,000 in additional parking revenues (about 10% over budget) and approximately \$60,000 in expenditures for the DOT Lot Purchase that was over budgeted; therefore, unspent.
- The Equipment Rental Fund is lower than anticipated mainly due to unforeseen costs for the broken down garbage truck repairs; between the 2 trucks this is about \$35,000. This has been an ongoing concern for the past two years and the Public Works Staff and Council Committee are exploring waste options prior to addressing the need for a new garbage truck replacement. Additionally, capital replacements in 2019 went over budget by \$11,000, most of this overage was to outfit a new F-350 Pickup/Utility/Plow Truck with the necessary modifications after purchase.

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 01/29/2020

Time: 09:43:32 Date: 01/24/2020
Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
31558	01/29/2020	01/29/2020	5760	Amazon/SYNC	2,932.07 City Supplies
518 30 31 000	Office & Operating Suppli	001 000 518	Current Expens	12.49	City Hall Supplies
518 30 35 000	Small Tools & Minor Equ	001 000 518	Current Expens	344.70	City Hall Tools For Ara
518 30 35 000	Small Tools & Minor Equ	001 000 518	Current Expens	169.69	City Hall Tools For Ara
535 80 32 000	Operating Supplies-Trtmn	404 000 535	Sewer	9.73	WWTP Supplies
536 50 31 000	Office & Operating Suppli	001 000 536	Current Expens	45.53	Cemetery Flag Pole Rope
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	85.10	Shop Supplies
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	15.48	Public Works Shop
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	87.79	Shop - Safety Glasses
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	68.25	Shop - Safety Glasses
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	58.34	Shop Supplies
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	14.08	Shop Parts
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	36.86	Shop Parts
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	27.09	Shop Supplies
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	14.18	Shop Supply
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	67.91	Shop Supplies
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	59.64	Shop - Computer Parts
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	84.33	Shop Supply
548 68 34 001	SPFI-Garbage Truck	501 000 548	Equip Rental &	145.45	Shop - Computer Parts / Monitor
576 80 31 000	Office & Operating Suppli	001 000 576	Current Expens	518.14	Garbage Truck #1 Back Up Camera
576 80 31 000	Office & Operating Suppli	001 000 576	Current Expens	127.72	Parks - Batteries / Office Supplies
576 80 31 000	Office & Operating Suppli	001 000 576	Current Expens	87.80	Parks - Safety Glasses
576 80 31 000	Office & Operating Suppli	001 000 576	Current Expens	58.34	Parks Supplies
576 80 31 000	Office & Operating Suppli	001 000 576	Current Expens	27.09	Parks Supplies
576 80 31 000	Office & Operating Suppli	001 000 576	Current Expens	38.88	Parks Supply
576 80 31 000	Office & Operating Suppli	001 000 576	Current Expens	14.08	Parks Supply
576 80 31 000	Office & Operating Suppli	001 000 576	Current Expens	29.28	Parks Supply
576 80 31 000	Office & Operating Suppli	001 000 576	Current Expens	71.49	Parks Supplies
576 80 35 000	Small Tools & Minor Equ	001 000 576	Current Expens	195.25	Parks - Grease Gun
576 80 48 000	Repairs & Maintenance	001 000 576	Current Expens	116.50	Parks - Grafitti Remover
594 73 60 003	Tourism Cap. Imp. Fund P	104 000 594	Lodging Tax	300.86	Christmas Lighting Fire Pit
31540	01/29/2020	01/29/2020	2396	Boulder Park Inc.	3,273.94 Biosolids Applied 4th Quarter 2019
535 80 40 004	Sludge Disposal Fees	404 000 535	Sewer	3,273.94	
31550	01/29/2020	01/29/2020	123	Cascade Analytical, Inc.	29.87 WTP Water Testing
534 80 41 000	Water Testing	403 000 534	Water	29.87	
31551	01/29/2020	01/29/2020	123	Cascade Analytical, Inc.	57.68 WTP Water Testing

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 01/29/2020

Time: 09:43:32 Date: 01/24/2020

Page: 2

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
534 80 41 000	Water Testing		403 000 534 Water	57.68	
31552	01/29/2020	01/29/2020	123 Cascade Analytical, Inc.	36.05	WTP Water Testing
534 80 41 000	Water Testing		403 000 534 Water	36.05	
31553	01/29/2020	01/29/2020	123 Cascade Analytical, Inc.	36.05	WWTP Water Testing
535 80 41 000	Professional Services		404 000 535 Sewer	36.05	
Total Cascade Analytical, Inc.				159.65	
31531	01/29/2020	01/29/2020	162 Chelan County Treasurer	165,232.33	Law Enforcement Services, Emergency Management Services, Rivercom And Prepaid Overtime
521 10 41 002	Chel. Co. Sheriff's Contract		001 000 521 Current Expens	142,903.50	
521 10 41 003	Chelan County Sheriff Riv		001 000 521 Current Expens	18,334.53	
525 10 41 000	Chel Co Emergency Ser C		001 000 525 Current Expens	1,494.30	
557 30 15 000	Festival & Event Security		104 000 557 Lodging Tax	2,500.00	
31530	01/29/2020	01/29/2020	165 Chelan-Douglas Utilities Council	150.00	2020 Yearly Dues - Call Before You Dig (811)
548 68 49 000	Misc-Reg/Dues/Subscripti		501 000 548 Equip Rental &	150.00	
31524	01/29/2020	01/29/2020	171 Cintas Corporation Loc #607	98.82	Mats & Supplies
518 30 48 000	Repairs & Maintenance Ci		001 000 518 Current Expens	14.58	
535 80 48 000	Repairs & Maintenance		404 000 535 Sewer	13.55	
548 68 48 000	Repairs & Maintenance		501 000 548 Equip Rental &	49.51	
576 80 48 000	Repairs & Maintenance		001 000 576 Current Expens	21.18	
31534	01/29/2020	01/29/2020	171 Cintas Corporation Loc #607	98.82	Mats & Supplies
518 30 48 000	Repairs & Maintenance Ci		001 000 518 Current Expens	14.58	
535 80 48 000	Repairs & Maintenance		404 000 535 Sewer	13.55	
548 68 48 000	Repairs & Maintenance		501 000 548 Equip Rental &	49.51	
576 80 48 000	Repairs & Maintenance		001 000 576 Current Expens	21.18	
Total Cintas Corporation Loc #607				197.64	
31557	01/29/2020	01/29/2020	7141 Consolidated Electrical Distributors	684.55	PUD LED Project - City Expenses
542 63 48 000	Repairs & Maintenance		101 000 542 Streets	684.55	

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 01/29/2020

Time: 09:43:32 Date: 01/24/2020
Page: 3

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
31535	01/29/2020	01/29/2020	4592	Consolidated Supply	445.41	Water Distribution Parts
	534 80 31 000	Operating Supplies-Distrit	403 000 534	Water	445.41	
31536	01/29/2020	01/29/2020	4592	Consolidated Supply	331.03	Water Distribution - Red Pump Parts
	534 80 31 000	Operating Supplies-Distrit	403 000 534	Water	331.03	
Total Consolidated Supply				776.44		
31525	01/29/2020	01/29/2020	285	Evergreen Rural Water Of Washington Inc.	300.00	K. Winston - WWTP Certification Exam
	535 80 49 000	Misc/Reg/Dues/Subscripti	404 000 535	Sewer	300.00	
31528	01/29/2020	01/29/2020	298	Firefly Inc.	9,040.22	New Computers
	594 11 64 000	PC/Mayor	502 000 594	Central Service	1,223.88	Mayor Laptop
	594 14 64 000	PC/Finance Staff	502 000 594	Central Service	1,000.37	Finance Front Desk
	594 14 64 001	PC/Public Works	502 000 594	Central Service	1,029.66	WWTP / Asst. Operator
	594 18 64 030	Server Equipment	502 000 594	Central Service	4,371.47	City Server
	594 58 64 000	PC/Comm. Dev Staff	502 000 594	Central Service	1,414.84	Dev. Services Manager
31547	01/29/2020	01/29/2020	298	Firefly Inc.	1,630.96	Web / Email Hosting, Remote Access Agents & Server Management
	518 90 41 000	Professional Services	502 000 518	Central Service	1,630.96	
Total Firefly Inc.				10,671.18		
31544	01/29/2020	01/29/2020	832	Frontier	1,384.32	City Phone Lines
	518 90 42 000	Comm-Phone/Postage/Fx	502 000 518	Central Service	358.09	
	534 80 42 000	Comm-Phone/Postage/Fx	403 000 534	Water	47.85	
	534 80 42 000	Comm-Phone/Postage/Fx	403 000 534	Water	120.14	
	534 80 42 000	Comm-Phone/Postage/Fx	403 000 534	Water	30.59	
	535 80 42 000	Comm-Phone/Postage/Fx	404 000 535	Sewer	50.06	
	535 80 42 000	Comm-Phone/Postage/Fx	404 000 535	Sewer	50.06	
	535 80 42 000	Comm-Phone/Postage/Fx	404 000 535	Sewer	80.05	
	535 80 42 000	Comm-Phone/Postage/Fx	404 000 535	Sewer	90.15	
	557 30 44 001	Advertising-LAP	104 000 557	Lodging Tax	56.46	
	575 48 42 000	Phone/Postage/Fax	110 000 575	Leavenworth C.	104.16	
	576 20 42 000	Comm-Phone/Postage/Fx	176 000 576	Community Sw	134.04	
	576 20 42 000	Comm-Phone/Postage/Fx	176 000 576	Community Sw	52.78	
	576 80 47 000	Utilities	001 000 576	Current Expens	52.77	

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 01/29/2020

Time: 09:43:32 Date: 01/24/2020
Page: 4

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
576 80 47 000	Utilities		001 000 576 Current Expens	120.14	
576 80 47 000	Utilities		001 000 576 Current Expens	36.98	
31554	01/29/2020	01/29/2020	328 Grainger	4.21	WTP Parts
534 80 32 000	Operating Supplies-Trtmn		403 000 534 Water	4.21	
31526	01/29/2020	01/29/2020	340 H.D. Fowler Company Inc.	83.27	Water Distribution Parts
534 80 31 000	Operating Supplies-Distrit		403 000 534 Water	83.27	
31527	01/29/2020	01/29/2020	340 H.D. Fowler Company Inc.	3.47	Water Plant Parts
534 80 32 000	Operating Supplies-Trtmn		403 000 534 Water	3.47	
			Total H.D. Fowler Company Inc.	86.74	
31529	01/29/2020	01/29/2020	412 Jackson-Hirsh Inc	143.33	8.5 X 11 And 11 X 17 Laminating Pouches
518 90 34 000	Office & Operating Suppli		502 000 518 Central Service	143.33	
31555	01/29/2020	01/29/2020	5626 KCDA Purchasing Cooperative	470.88	City Supplies
518 30 31 000	Office & Operating Suppli		001 000 518 Current Expens	17.34	
535 80 32 000	Operating Supplies-Trtmn		404 000 535 Sewer	2.32	
537 80 31 000	Office & Operating Suppli		402 000 537 Garbage	95.08	
548 68 31 000	Office & Operating Suppli		501 000 548 Equip Rental &	4.62	
557 30 31 000	Operating Supplies-Restro		104 000 557 Lodging Tax	146.12	
575 48 31 000	Office & Operating Suppli		110 000 575 Leavenworth C:	59.27	
576 80 31 000	Office & Operating Suppli		001 000 576 Current Expens	146.13	
31545	01/29/2020	01/29/2020	474 Leavenworth Chamber Of Commerce	3,500.00	2019 Highway Light Standards
557 30 48 000	Repairs & Maintenance		104 000 557 Lodging Tax	3,500.00	
31523	01/29/2020	01/29/2020	10441 LiftOff, LLC	3,696.00	1 Year Office 365 For Outlook - All City Email Accounts
594 18 64 042	Software Upgrades		502 000 594 Central Service	3,696.00	
31548	01/29/2020	01/29/2020	489 LocalTel Communications Inc	80.49	Festhalle Internet
575 48 42 000	Phone/Postage/Fax		110 000 575 Leavenworth C:	80.49	
31549	01/29/2020	01/29/2020	489 LocalTel Communications Inc	58.44	Cemetery Wifi
536 50 47 000	Utilities		001 000 536 Current Expens	58.44	

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 01/29/2020

Time: 09:43:32 Date: 01/24/2020
Page: 5

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
			Total LocalTel Communications Inc	138.93	
31542	01/29/2020	01/29/2020	475 NCW Media, Inc.	58.00	Council Public Hearing On New LMC Chapter 3.42 - Affordable Housing Grant / Loan
	518 90 44 000 Advertising		502 000 518 Central Service	58.00	
31543	01/29/2020	01/29/2020	475 NCW Media, Inc.	674.28	WWTP Call For Bids
	594 35 64 003 WWTP - Construction - 20		404 000 594 Sewer	674.28	
			Total NCW Media, Inc.	732.28	
31541	01/29/2020	01/29/2020	583 Oak Harbor Freight Lines	1,890.34	Shipment Of Flower Pots
	576 80 31 000 Office & Operating Suppli		001 000 576 Current Expens	1,890.34	
31537	01/29/2020	01/29/2020	8300 SWS Equipment	4,043.99	Garbage Truck #1 Module
	548 68 34 001 SPFI-Garbage Truck		501 000 548 Equip Rental &	4,043.99	
31546	01/29/2020	01/29/2020	4415 T2 Systems Canada Inc.	79.96	Digital Connect Usage 12/2019
	542 65 41 001 ProSvs-Monthly EMS Ser		415 000 542 Parking	79.96	
31556	01/29/2020	01/29/2020	7324 Tacoma Screw Products, Inc.	22.34	Garbage Truck #2 Parts
	548 68 34 002 SPFI-Cardboard Truck		501 000 548 Equip Rental &	22.34	
31532	01/29/2020	01/29/2020	833 Verizon Wireless	189.53	Mobile 311
	537 80 42 000 Comm-Phone/Postage/Fx		402 000 537 Garbage	75.49	
	548 68 42 000 Comm-Phone/Postage/Fx		501 000 548 Equip Rental &	75.04	
	576 80 47 000 Utilities		001 000 576 Current Expens	39.00	
31533	01/29/2020	01/29/2020	833 Verizon Wireless	39.00	City Cell Phones
	548 68 42 000 Comm-Phone/Postage/Fx		501 000 548 Equip Rental &	19.50	
	576 80 47 000 Utilities		001 000 576 Current Expens	19.50	
			Total Verizon Wireless	228.53	
31538	01/29/2020	01/29/2020	9148 Western Peterbuilt	539.08	Garbage Truck #1 Alternator
	548 68 34 001 SPFI-Garbage Truck		501 000 548 Equip Rental &	539.08	

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 01/29/2020

Time: 09:43:32 Date: 01/24/2020
Page: 6

Accts Pay # Received Date Due	Vendor	Amount	Memo
31539 01/29/2020 01/29/2020 9148	Western Peterbuilt	51.63	Garbage Truck #1 Parts
548 68 34 001 SPFI-Garbage Truck	501 000 548 Equip Rental &	51.63	
Total Western Peterbuilt		590.71	
Report Total:		201,390.36	

Fund	
001 Current Expense	166,523.33
101 Streets	684.55
104 Lodging Tax	6,503.44
110 Leavenworth Civic Center	243.92
176 Community Swimming Pool	186.82
402 Garbage	170.57
403 Water	1,189.57
404 Sewer	4,593.74
415 Parking	79.96
501 Equip Rental & Revolving Fund	6,287.86
502 Central Services	14,926.60

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

CHECK REGISTER

City Of Leavenworth
MCAG #: 0222

01/01/2020 To: 01/31/2020

Time: 10:26:59 Date: 01/16/2020
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
388	01/24/2020	Claims	10	EFT	Dept of Revenue	18,818.35	Combined Excise Tax Return / December 2019
					410 - 531 30 40 005 - Excise Tax-Dept Of Revenue	135.43	
					403 - 534 80 40 005 - Water-Excise Tax-Dept. Reve	5,468.07	
					404 - 535 80 40 005 - Excise Tax-Dept Of Revenue	1,504.72	
					404 - 535 80 40 005 - Excise Tax-Dept Of Revenue	117.91	
					404 - 535 80 40 005 - Excise Tax-Dept Of Revenue	966.03	
					404 - 535 80 41 000 - Professional Services	6.50	
					404 - 535 80 41 000 - Professional Services	3.25	
					404 - 535 80 41 000 - Professional Services	1.90	
					404 - 535 80 41 000 - Professional Services	0.95	
					001 - 536 50 40 005 - External Taxes-Excise Tax	45.00	
					402 - 537 80 40 005 - Excise Tax-Dept Of Revenue	723.48	
					402 - 537 80 40 005 - Excise Tax-Dept Of Revenue	1,749.10	
					001 - 576 80 31 000 - Office & Operating Supplies	11.86	
					001 - 576 80 31 000 - Office & Operating Supplies	3.47	
					110 - 589 30 00 003 - Sales Tax Disbursements	36.97	
					110 - 589 30 00 003 - Sales Tax Disbursements	18.15	
					110 - 589 30 00 003 - Sales Tax Disbursements	250.47	
					110 - 589 30 00 003 - Sales Tax Disbursements	73.21	
					415 - 589 30 00 004 - External Taxes - Excise Tax	408.93	
					415 - 589 30 00 004 - External Taxes - Excise Tax	5,643.35	
					415 - 589 30 00 004 - External Taxes - Excise Tax	1,649.60	
					001 Current Expense	60.33	
					110 Leavenworth Civic Center	378.80	
					402 Garbage	2,472.58	
					403 Water	5,468.07	
					404 Sewer	2,601.26	
					410 Stormwater	135.43	
					415 Parking	7,701.88	
						18,818.35	Claims: 18,818.35

CS
1/16/20

CHECK REGISTER

City Of Leavenworth
MCAG #: 0222

01/21/2020 To: 01/21/2020

Time: 09:35:14 Date: 01/24/2020
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
372	01/21/2020	Claims	10	61749	Employment Security Dept - PFML	1.53	4th QRTR Rounding Difference
			001 - 576 80 20 000 - Benefits			1.53	
						1.53	
001 Current Expense						1.53	
						1.53	Claims: 1.53

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

 1/24/2020
 Date

CHECK REGISTER

City Of Leavenworth
MCAG #: 0222

01/01/2020 To: 01/31/2020

Time: 11:14:37 Date: 01/15/2020

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
342	01/16/2020	Claims	10	61745	Certified Folder Display Inc	3,270.10	Display Advertising JAN/FEB 2020
			104 - 557 30 44 001 - Advertising-LAP			3,270.10	
343	01/16/2020	Claims	10	61746	Devil Dog Installations LLC	566.02	Port Of SEA Spotlight Program - Installation And Removal
			104 - 557 30 44 001 - Advertising-LAP			566.02	
344	01/16/2020	Claims	10	61747	Allen Klein	937.50	Site Content Strategy; Flow Comparison & Adv Strategy For LAP
			104 - 557 30 44 001 - Advertising-LAP			937.50	
345	01/16/2020	Claims	10	61748	SagaCity Custom Publishing	650.00	Seattle Localist, Visit Seattle ENewsletter
			104 - 557 30 44 001 - Advertising-LAP			650.00	
		104 Lodging Tax				5,423.62	
						<u>5,423.62</u>	Claims: 5,423.62

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 12/31/2019

Time: 17:00:56 Date: 01/17/2020
Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
31516	12/31/2019	12/31/2019	2313 Chelan County PUD	185.85	Parks House
	557 30 47 001	Utilities-Restrooms	104 000 557	92.92	Lodging Tax
	576 80 47 000	Utilities	001 000 576	92.93	Current Expens
31517	12/31/2019	12/31/2019	2313 Chelan County PUD	59.18	Chumstick Lift Station
	535 80 47 000	Utilities	404 000 535	59.18	Sewer
Total Chelan County PUD				245.03	
31519	12/31/2019	12/31/2019	171 Cintas Corporation Loc #607	251.31	Staff Uniform Shirts / Coats
	514 20 31 000	Office & Operating Suppli	001 000 514	66.10	Current Expens
	548 68 31 000	Office & Operating Suppli	501 000 548	85.93	Equip Rental &
	558 60 31 000	Office & Operating Suppli	001 000 558	99.28	Current Expens
31514	12/31/2019	12/31/2019	312 Dept of Licensing	305.00	Dyed Diesel Fuel Tax - 4th Quarter
	548 68 32 000	Fuel Consumed	501 000 548	305.00	Equip Rental &
31515	12/31/2019	12/31/2019	10260 Erlandsen	3,792.00	WWTP South Interseptor
	594 35 64 008	WWTP - South Intercepto	404 000 594	3,792.00	Sewer
31518	12/31/2019	12/31/2019	482 Leavenworth Senior Center Inc.	2,443.00	Restroom Lockup / Restroom Attendant
	557 30 41 002	ProSvs - Restroom Attend:	104 000 557	1,943.00	Lodging Tax
	576 80 41 000	ProSvs-Restroom Lockup	001 000 576	500.00	Current Expens
31520	12/31/2019	12/31/2019	837 Visa	136.77	Card One
	575 48 31 000	Office & Operating Suppli	110 000 575	100.00	Leavenworth Ci
	594 35 64 003	WWTP - Construction - 20	404 000 594	36.77	Sewer
31521	12/31/2019	12/31/2019	837 Visa	4,332.90	Card Two
	518 30 31 000	Office & Operating Suppli	001 000 518	185.40	City Hall Lights
	548 68 31 000	Office & Operating Suppli	501 000 548	43.89	PW Office Remodel
	548 68 31 000	Office & Operating Suppli	501 000 548	79.09	PW Office Remodel
	548 68 31 000	Office & Operating Suppli	501 000 548	88.81	PW Office Remodel
	548 68 31 000	Office & Operating Suppli	501 000 548	68.87	PW Office Remodel
	548 68 31 000	Office & Operating Suppli	501 000 548	131.24	PW Office Remodel
	557 30 44 003	Advertising-Festhalle	104 000 557	1,260.60	Festhalle Ad On Facebook
	594 76 63 079	Enchantment Park Imp.	001 000 594	2,475.00	Enchantment Park Improvements
31522	12/31/2019	12/31/2019	837 Visa	3,265.64	Card Three

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 12/31/2019

Time: 17:00:56 Date: 01/17/2020
Page: 2

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
511 60 31 000	Office & Operating Suppli		001 000 511 Current Expens	39.27	Folder For Legal Pad - Mayor
511 60 31 000	Office & Operating Suppli		001 000 511 Current Expens	21.68	Mayor Business Cards - C. Florea
511 60 31 000	Office & Operating Suppli		001 000 511 Current Expens	55.97	Replacement Binders For Council
511 60 31 000	Office & Operating Suppli		001 000 511 Current Expens	38.92	Mayor / Council Reception
511 60 31 000	Office & Operating Suppli		001 000 511 Current Expens	34.99	Mayor / Council Reception
511 60 31 000	Office & Operating Suppli		001 000 511 Current Expens	16.26	City Council Bus. Cards
513 10 31 000	Office & Operating Suppli		001 000 513 Current Expens	37.93	New Keyboard For Sue
534 80 32 000	Operating Supplies-Trtmr		403 000 534 Water	130.07	WTP Supplies
534 80 49 000	Misc/Reg/Dues/Subscripti		403 000 534 Water	42.00	R. Emmons 2020 Waterworks Renewal Payment
537 80 31 001	Recycling Operating Supp		402 000 537 Garbage	151.17	Recycling Cardboard Container Signage
548 68 31 000	Office & Operating Suppli		501 000 548 Equip Rental &	43.70	Shop Folders
548 68 31 000	Office & Operating Suppli		501 000 548 Equip Rental &	154.72	PW Office Remodel
548 68 31 000	Office & Operating Suppli		501 000 548 Equip Rental &	35.76	PW Office Remodel
557 30 44 003	Advertising-Festhalle		104 000 557 Lodging Tax	51.49	Facebook Ad For Festhalle
557 30 44 003	Advertising-Festhalle		104 000 557 Lodging Tax	900.00	Facebook Ad For Festhalle
557 30 44 003	Advertising-Festhalle		104 000 557 Lodging Tax	900.00	Facebook Ad For Festhalle
576 80 31 000	Office & Operating Suppli		001 000 576 Current Expens	376.98	Parks Supplies
595 20 61 035	ROW Acquisitions		305 000 595 Pine Street Cap	124.54	Record Slope Easement For Hess
595 20 61 035	ROW Acquisitions		305 000 595 Pine Street Cap	110.19	Record Settlement Agreement For Hess
Total Visa				7,735.31	
				Report Total:	14,771.65
Fund					
				001 Current Expense	4,040.71
				104 Lodging Tax	5,148.01
				110 Leavenworth Civic Center	100.00
				305 Pine Street Capital Project	234.73
				402 Garbage	151.17
				403 Water	172.07
				404 Sewer	3,887.95
				501 Equip Rental & Revolving Fund	1,037.01

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 12/31/2019

Time: 17:00:56 Date: 01/17/2020
Page: 3

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





Chelan County Sheriff Office

December 2019

Leavenworth Monthly Report

Offenses by Location LV

AGAS	Agency Assist	3
ALAR	Alarm	3
ASDV	Assault, Domestic Violence	3
ASNC	Assault, Not Classified	3
ASPS	Assault, Police, Simple	1
ATL	Attempt to Locate	1
CITA	Citizen Assist	18
CIVL	Civil	4
DCON	Disorderly Conduct	14
DEU	Unattended Death	1
DUI	DUI Alcohol or Drugs	4
FWKS	Fireworks	2
HARR	Harassment	4
IDV	Interfere With DV Report	1
MISP	Missing Person	3
MLNC	Mal Mischief Not Classified	2
MVAN	Motor Vehicle Accident Non Inj	9
MVHR	Motor-Vehicle Acc, Hit and Run	2
NC	Not Classified	1
NOIS	Noise Violation	4
PARK	Parking Problem	12
PRFO	Property, Found	12
PRLO	Property, Lost	12
PRNC	Property, Not Classified	4
PROW	Prowler	1
REND	Reckless Endangerment	1
RIPO	Obstruct/Resist Officer	2
SUIA	Suicide, Attempted	1
SUSP	Suspicious Circumstances	10
TOFF	Traffic Offense	19
TOHA	Traffic Hazard	4
TPNC	Theft, Not Classified	5
TPOT	Theft, Property, Other	3
TRES	Trespass	3
TVAU	Theft, Vehicle: Automobile	1
WELF	Welfare Check	22
Total Offenses		195

Citations Issued by Location LV

10.08.020	VIOL WINTER PARKING RES	12
10.08.060	WINTER PARKING VIOLATION	37
46.16A.030.5.O	FL RENEW EXPIRED REG>2 MONTH	1
46.20.342.1C	DWLS 3RD	2
46.20.740	OPER VEH W/O IGNITION INTERLOC	1
46.30.020	NO PROOF OF LIABILITY INS	3
46.37.270	DRIVE W/O 2 HEADLIGHTS/ADVERSE	1
46.61.015	FAIL TO OBEY FLAGMAN/OFFICER	2
46.61.050	FAIL TO OBEY TRAF CONTROL DEV	2
46.61.125	INPROPER PASS ON TURN/CURVE	1
46.61.140	IMPROPER LANE USAGE	2
46.61.290	IMPROPER TURN	1
46.61.400	SPEEDING	4
46.61.502	DUI	4
46.61.504	PHYSICAL CONTROL W/INTOXICATED	1
46.61.606	DRIVING ON SIDE WALK	1
46.61.673	DRIVE DANGEROUSLY DISTRACTED	1
9A.36.041.2DV	ASSAULT 4TH DEGREE DV	4
9A.36.050	RECKLESS ENDANGER	1
9A.36.150	INTERFER W/REPORT OF DV	1
9A.46.020.1	HARASSMENT	1
9A.48.090	MALICIOUS MISCHIEF 3RD	1
9A.48.090.DV	MALICIOUS MISCHIEF 3RD DV	1
9A.56.050	THEFT 3RD /SHOPLIFTING	1
9A.76.020	OBSTRUCT LAW ENFORCEMENT OFFIC	1

Total Violations: 87



Chelan County Sheriff Office

2019 Totals

Leavenworth Monthly Report

Offenses by Location LV

AGAS	Agency Assist	77
ALAR	Alarm	67
ALNC	Alcohol Offense, Not Classifie	5
ALOA	Alcohol Offense, Adult	2
ALOM	Alcohol Offense, Minor	4
ANPR	Animal Problem	39
ASDV	Assault, Domestic Violence	17
ASNA	Assault No Weapon, Agg Injury	1
ASNC	Assault, Not Classified	29
ASPS	Assault, Police, Simple	2
ASSM	Assault, Simple	10
ATL	Attempt to Locate	15
BUNC	Burglary, Not Classified	2
BURA	Burglary, Resid, Att Forc Ent	1
BURF	Burglary, Resid, Forcible Ent	1
BURU	Burglary, Resident, Unlawf Ent	1
CITA	Citizen Assist	158
CIVL	Civil	41
CSNC	Controlled Substance,Not Classi	2
CSPM	Cont Subst/Possess Marijuana	1
CSPO	Cont Subst/Possess Other	2
CSPP	Cont Subst/Posses Paraphenalia	2
CSPS	Cont Subst/Possess Synthetics	4
CSSM	Cont Subst/Sale/Manu/Marijuana	1
DCON	Disorderly Conduct	100
DEU	Unattended Death	1
DUI	DUI Alcohol or Drugs	30
FIPO	False Information or Report	1
FIRE	Fire	2
FORG	Counterfeiting/Forgery	1
FRAT	Fraud, Credit Card/ATM	5
FRAU	Fraud/Swindle/Confidence Game	2
FRID	Identity Theft	2
FWKS	Fireworks	7
GRAF	GRAFFITI	7
HARR	Harassment	61
IDV	Interfere With DV Report	3
JRUN	Juvenile Runaway	2
JUVP	Juvenile Problem	20
LPPR	Littering/Pollution Problem	3
MISP	Missing Person	4
MLMC	Malicious Mischief	8
MLNC	Mal Mischief Not Classified	17
MTAM	Mail Tampering	1
MVAI	Motor Vehicle Accident Injury	5
MVAN	Motor Vehicle Accident Non Inj	66
MVHR	Motor-Vehicle Acc, Hit and Run	41
MVPD	Motor Vehicle Acc, Prop Damage	5

Citations Issued by Location LV

10.08.010	ILLEGAL PARKING	2
10.08.020	VIOL WINTER PARKING RES	17
10.08.045	PARKING TIME VIOL	1
10.08.060	WINTER PARKING VIOLATION	269
10.14.170	VIOL ANTI HARASSMENT ORDER	1
26.50.110.1	VIOL OF NO CONTACT ORDER	1
46.16A.030.2	OPER VEH W/O CRNT/PRPR REG & P	1
46.16A.030.5.L	FL RENEW EXPIRED REG<=2MONTH	1
46.16A.030.5.O	FL RENEW EXPIRED REG>2 MONTH	2
46.16A.180.1	FAIL TO SIGN/CARRY/DISP VEH RE	1
46.16A.180.2	OPER/POSSESS VEH W/O REGISTRATION	1
46.16A.520	ALLOW UNAUTH PERSON TO DRIVE	2
46.19.050.4	PARK IN DISABLED PKG SPACE	1
46.20.005	NVOL without ID	3
46.20.015	NVOL with ID or Expired	7
46.20.017	NO LICENSE ON PERSON	1
46.20.024	ALLOW UNLIC MINOR TO DRIVE	1
46.20.055	VIOL OF INSTR PERMIT	1
46.20.342	DWLS	1
46.20.342.1B	DWLS 2ND	2
46.20.342.1C	DWLS 3RD	12
46.20.500	NO MOTORCYCLE ENDORSEMENT	1
46.20.740	OPER VEH W/O IGNITION INTERLOC	4
46.30.020	NO PROOF OF LIABILITY INS	23
46.37.050	DEFECTIVE TAIL LAMPS	3
46.37.200	DEFECTIVE STOP LAMP/TURN SIGNA	1
46.37.270	DRIVE W/O 2 HEADLIGHTS/ADVERSE	2
46.37.510.4	FRONT SHOULDER SEAT BELT VIOLATION	1
46.52.010	HIT RUN UNATTENDED	2
46.52.010.2	HIT RUN UNATTENDED/PROPERTY DA	1
46.55.105.2	LITTERING-ABANDONED VEHICLE	1
46.61.015	FAIL TO OBEY FLAGMAN/OFFICER	2
46.61.022	FAIL TO STOP & GIVE INFO/OFFIC	1
46.61.050	FAIL TO OBEY TRAF CONTROL DEV	3
46.61.110	UNSAFE PASS ON LEFT	1
46.61.125	INPROPER PASS ON TURN/CURVE	1
46.61.135	WRONG WAY ONE WAY ST	1
46.61.140	IMPROPER LANE USAGE	2
46.61.145	FOLLOW TOO CLOSE	2
46.61.180	FAIL YIELD RIGHT OF WAY	2
46.61.190	FAIL TO STOP/YIELD AT SIGN	1
46.61.190.2	FAIL STOP AT STOP SIGN/INTERSECTION	2
46.61.200	FAIL TO STOP AT STOP SIGN	2



Chelan County Sheriff Office

2019 Totals

Leavenworth Monthly Report

NC	Not Classified	19	46.61.290	IMPROPER TURN	2
NDIS	Natural Disaster	2	46.61.310	FAIL TO SIGNAL	2
NOIS	Noise Violation	32	46.61.400	SPEEDING	43
OTHE	All Other Reportable Offenses	2	46.61.400.10U	SPEED 10 OVR-UNDR 40	1
PARK	Parking Problem	83	46.61.400.13U	SPEED 13 OVR-UNDR 40	1
PRFO	Property, Found	82	46.61.400.22U	SPEED 22 OVR-UNDR 40	1
PRLO	Property, Lost	65	46.61.440	SPEED IN SCHOOL ZONE	7
PRNC	Property, Not Classified	7	46.61.500	RECKLESS DRIVING	1
PROW	Prowler	2	46.61.502	DUI	28
REND	Reckless Endangerment	1	46.61.504	PHYSICAL CONTROL W/INTOXICATED	3
RIPO	Obstruct/Resist Officer	9	46.61.519	OPEN CONTAINER	2
SCAM	Scam	12	46.61.525	NEGLIGENT DRIVING 2ND	1
SOFR	Sex Offense Forcible Rape	1	46.61.570	ILLEGAL PARKING	3
SONC	Sex Offense, Not Classified	12	46.61.575	IMPROPER PARKING	1
SONS	Sex Off Nonforce Rape of Child	1	46.61.581	PARKED IN DISABLED SPACE	1
SRCH	Search Warrant	5	46.61.606	DRIVING ON SIDE WALK	1
SUIA	Suicide, Attempted	7	46.61.667.1A	CELL PHONE USE WHILE DRIVING	3
SUSP	Suspicious Circumstances	64	46.61.672.1	PER ELECTRONIC DEV WHILE DRIVING	5
TOFF	Traffic Offense	134	46.61.673	DRIVE DANGEROUSLY DISTRACTED	2
TOHA	Traffic Hazard	16	46.61.688	SAFETY BELTS REQ USE	1
TPBC	Theft, Property, Bicycle	10	5.28.070	Cruelty to animals	1
TPBD	Theft, Property, Building	4	66.44.100	DRINKING IN PUBLIC	5
TPMV	Theft, Property, From Mtr Veh	6	66.44.270	MINOR POSS/CONSUME ALCOHOL	1
TPNC	Theft, Not Classified	20	66.44.270.2A	MINOR POSS &/OR CONSUMPTION	1
TPOT	Theft, Property, Other	17	69.41.030.2B	POSS OF LEGEND DRUG W/O RX	1
TPSH	Theft, Property, Shoplifting	5	7.32.330	PUBLIC INTOXICATION	1
TRES	Trespass	74	9.25.010.1	PUBLIC URINATION/DEFECATE	1
TVAU	Theft, Vehicle: Automobile	2	9A.36.041	ASSAULT 4TH DEGREE	13
VEDS	Verbal Dispute	8	9A.36.041.2	ASSAULT 4TH DEGREE	4
VHPR	Vehicle Prowl - No Theft	18	9A.36.041.2.SM	ASSAULT 4TH DEG SEXUAL MOTIVATION	1
VHRS	Vehicle, Recovered Stolen	1	9A.36.041.2DV	ASSAULT 4TH DEGREE DV	15
VICO	Violation No Contact Order	2	9A.36.050	RECKLESS ENDANGER	1
VIPR	Violation Protection Order	1	9A.36.150	INTERFER W/REPORT OF DV	2
WAR	Warrant Service	19	9A.46.020	HARASSMENT	1
WATR	WATER RESCUE	1	9A.46.020.1	HARASSMENT	1
WELF	Welfare Check	192	9A.48.090	MALICIOUS MISCHIEF 3RD	5
WOFF	Weapons Offense	1	9A.48.090.DV	MALICIOUS MISCHIEF 3RD DV	3
	Total Offenses	1,815	9A.48.105	MAL MIS/DAM BY GRAFFITI TAGGIN	2
			9A.52.070	CRIMINAL TRESPASS 1ST	1
			9A.52.080	CRIMINAL TRESPASS 2ND	3
			9A.56.050	THEFT 3RD /SHOPLIFTING	1
			9A.76.020	OBSTRUCT LAW ENFORCEMENT OFFIC	3
			9A.76.040	RESISTING ARREST	2
			9A.76.175	FALSE STATEMENT TO PUB SERVANT	1
			9A.84.030	DISORDERLY CONDUCT	3



Chelan County Sheriff Office

2019 Totals

Leavenworth Monthly Report

Total Violations: 569



CHELAN COUNTY REGIONAL JUSTICE CENTER

Bill Larson, Director

401 Washington St. Level 2 • Wenatchee, WA 98801 • Phone: (509) 667-6462 • www.co.chelan.wa.us

DECEMBER 2019 CHELAN COUNTY REGIONAL JUSTICE CENTER MONTHLY REPORT

<u>FACILITY STATISTICS</u>	<u>ADP</u>	<u>ALOS</u>
City of Cashmere	0.60	2.25
City of Chelan	1.27	3.00
City of East Wenatchee	8.18	5.52
City of Entiat	0.00	0.00
City of Leavenworth	1.05	2.29
City of Wenatchee	28.69	6.74
Chelan County	120.61	12.21
Department of Corrections	27.37	6.67
Douglas County	2.17	2.50
Juvenile	0.68	5.75
US Marshalls	0.00	0.00
Other	3.30	5.82
TOTALS:	193.91	5.28

<u>FAICILITY DEMOGRAPHICS</u>		<u>INMATE RACE</u>	<u>ADP</u>
<u>GENDER</u>	<u>ADP</u>	Asian/P. Islander	1.26
Male	157.01	Black	5.57
Female	36.90	Hispanic/Latin	21.55
TOTAL:	193.91	Indian/Alaskan	4.30
		Caucasian	158.90
		Hawaiian/Pacific	0.00
		Unknown	2.32
		TOTALS:	193.91

WORK RELEASE PROGRAM PARTICIPANTS: 5
EHM/GPS PROGRAM PARTICIPANTS: 10