



City of Leavenworth

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

City Council
Carl J. Florea - *Mayor*
Carolyn Wilson
Mia Bretz
Sharon Waters
Clint Strand
Jason Lundgren
Anne Hessburg - *Mayor Pro Tem*
Zeke Reister
Vacant - *City Administrator*

DIAL-IN CONTACT PHONE NUMBER: (US) (605) 313-6186 / ACCESS CODE 345793#

The City requests that all non-essential visits to City Hall for the Council Meeting be observed. City Hall will be open for the public that wants to attend the meeting in person; however, social distancing will be required for those that choose to attend. Space may be limited. We encourage all Councilmembers and the public to utilize the dial-in feature. Staff will ensure hosting of the access number approximately 10 minutes prior to the Council meeting; no meeting business may be discussed prior to the official opening of the meeting beginning at 6:30 PM. The public is encouraged to submit written comments prior to the meeting by sending to the City Clerk at financedir@cityofleavenworth.com; comments via email will need to be submitted by no later than 6:00 PM on March 24, 2020 in order for them to be received and prepared for submission into the record; comments received will be read aloud as part of the Comments From the Public on Items Not on the Agenda or during the discussion of specific action items. If you would like to deliver comments you may contact City Hall at 509-548-5275 prior to 5:00 PM on March 24, 2020 to schedule an appointment for delivery. Comments received through US Mail will be included if they are received prior to the meeting.

LEAVENWORTH CITY COUNCIL AGENDA

Leavenworth City Hall – Council Chambers

March 24, 2020 – 6:30 PM

Call to Order

Flag Salute

Roll Call

Council Committees – 4th Tuesday

Housing - Cancelled

Public Safety - Cancelled

Finance - Cancelled

Consent Agenda

1. Approval of Agenda
2. Approval of March 10, 2020 Study Session Minutes
3. Approval of March 10, 2020 Regular Meeting Minutes
4. 2020 Claims \$176,985.32

Councilmember and Committee Reports

Mayor / Administration Reports

Comments from the Public on Items Not on the Agenda

Resolutions, Ordinances, Orders, and Other Business

1. Action: Ratification of Resolution 06-2020 – Proclamation of Emergency
2. Action: Resolution 08-2020 – Employee Supplemental Leave
3. Action: Conflict of Interest Waiver – Cascade School District No. 228
4. Action: Mayoral Reappointment of Andy Lane to the Planning Commission
5. Action: CivicSmart Contract Amendment No. 1
6. Action: Resolution 07-2020 – City Facilities Rules and Standards of Conduct
7. Action: Memorandum of Understanding Fish Screen / Boulder Field Project – Trout Unlimited
8. Action: Authorization to Advertise Request for Qualifications for On Call Engineering Services

Information Items for Future Consideration

1. Housing Open House and Discussion – Postponed until further notice
2. LIFE 2.0 Community Discussion – Postponed until further notice
3. Public Disclosure Commission Filing Deadline April 15, 2020

Executive Session: RCW 42.30.110 (1)(i)(ii) Potential Litigation – Action To Be Taken

Adjournment

(Next Ordinance is 1609 – Next Resolution is 09-2020)

SUPPLEMENTAL COUNCIL AGENDA

1. Ratification of Resolution 06-2020 – Proclamation of Emergency

The City Council is being asked to approve and adopt Resolution 06-2020, ratifying a proclamation of emergency from Mayor Florea, which was signed as of Thursday, March 19, 2020 in response to the novel coronavirus (COVID-19) outbreak. Agencies across the State are moving swiftly to authorize similar resolutions that provides the Mayor with the ability to address immediate actions and provide funding as necessary to assist other agencies, employees, and citizens when and if necessary. At this time, the City has been reviewing various areas that will need assistance for employees, residents, and businesses; the Chamber of Commerce has also been providing a significant amount of resources on a daily basis to its membership. Employees are being included within the resolution to address concerns of sick leave, in the case of infections, while residents and businesses are included at this time to address utility billing related concerns. Utility related changes currently includes postponement of monthly late fees, freezing shut-offs for delinquent accounts, and extension of senior discount reauthorizations. These are in accordance with additional mandates from Governor Inslee that was released on March 18, 2020. Additionally, staff has been working with commercial accounts, with a focus on restaurants and hotel/motels, to adjust garbage services to reduce monthly billing impacts for services that are no longer needed. Mayor Florea will continue to post updates to the City’s website and Facebook pages as new developments occur.

The Council will need to consider financial implications that will continue to trickle in over the next quarter and possibly longer, especially if quarantines are initiated. Revenues will drop considerably for retail sales, lodging taxes, and potentially property taxes; utility revenues will also be reduced from those residents/businesses that are heavily affected by the closures. Fortunately, this time of year is a lower revenue generating time for the City and over the past several years the Administration has been diligent with building strong reserve funds within our General, Lodging Tax, and Utility Funds. These reserves will be critical in maintaining current services for our residents and visitors until this situation recedes. The City has also reached out to the Chamber of Commerce in regard to future additional allocations from the Lodging Tax Fund to assist in emergency advertising to remind those in the Pacific Northwest that we are back open and operational; these decisions will be made with Council authorization when it is appropriate.

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**:

- Resolution 06-2020 Ratifying Proclamation of Emergency
- Mayoral Emergency Proclamation
- RCW’s for Emergency Declarations, Powers, Procedures, Competitive Bidding Exemption – Not all RCW’s referenced are included

- Attorney General Guidance – Issues Relating to Use of Public Funds
 - **MOTION:** *The Leavenworth City Council moves to approve and adopt Resolution 06-2020 – Proclamation of Emergency.*

2. Resolution 08-2020 – Employee Supplemental Leave

The City Council is being asked to approve Resolution 08-2020 to ensure the safety and well being of our employees. The City was provided a sample resolution that other local agencies are adopting. Although the City has a bargaining unit contract with the Teamsters Union, the management team finds it necessary to clearly identify the granting and use of supplemental leave due to the COVID-19 outbreak. City employees were provided a draft version of this resolution on Friday, March 20, 2020 with the intent for it to be active under the Mayor’s authorization in accordance with the emergency powers as outlined within his Proclamation that he approved on March 19, 2020. Legal counsel has reviewed the resolution and it is being instituted as effective on Monday, March 23, 2020. If any changes are necessary, the Council will be briefed on those changes during the meeting on Tuesday, March 24, 2020.

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 2:**

- Resolution 08-2020
 - **MOTION:** *The Leavenworth City Council moves to approve and adopt Resolution 08-2020, Employee Supplemental Leave.*

3. Conflict of Interest Waiver – Cascade School District No. 28

The City Council is being asked to consider a conflict of interest waiver from the City’s current bond counsel firm Foster Garvey. The City has received this request to allow for the firm to conduct business with the Cascade School District in regard to the surplus and sale of portions of its Osborn Elementary School property. As the Council is aware, the City does hold a Right of First Refusal for the purchase of the Osborn property; therefore, staff felt it was important to allow the Council to consider this waiver that would normally be approved administratively. City Attorney Graafstra and staff does not foresee any concern with allowing Foster Garvey to assist the School District, as outlined within their letter of communication, as they will be utilizing separate attorneys within their firm. In addition, the City does not utilize Foster Garvey for negotiated contracts or purchase of property; their services to the City typically involve documentation preparation for bond/debt issuances only.

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**:

- Foster Garvey Letter of Communication on Conflict of Interest Waiver dated March 6, 2020
 - **MOTION:** *The Leavenworth City Council moves to authorize the Mayor to sign and provide Foster Garvey with consent approval of the Conflict of Interest Waiver for the Cascade School District No. 228.*

4. Mayoral Reappointment of Andy Lane to the Planning Commission

The Leavenworth City Council is being asked to confirm the Mayoral reappointment of Andy Lane to the Planning Commission. All Planning Commission members shall be appointed by the Mayor with confirmation by the City Council. Members of the Leavenworth Planning Commission shall reside within the city limits of Leavenworth, except that up to two members may reside outside the city limits of Leavenworth, provided they reside or own property within the urban growth area as depicted by the Leavenworth Comprehensive Plan. Andy Lane was appointed to the Planning Commission in 2008. Andy is an Attorney; his practice focuses on land use issues for both private and municipal clients. Andy and his wife, Suzi, started visiting the Leavenworth area in 1990, bought a home in the city limits in 2003, and have been full-time residents since 2008. Andy’s land use background continues to offer an additional perspective to the Leavenworth Planning Commission. The Leavenworth Planning Commission meets the first Wednesday of the month at 7:00 PM.

The table below provides the current names of appointed Planning Commission members and their terms:

NAME	4 year terms
Steven Booher	1 / Expires Apr 2022
Chuck Reppas	2 / Expires Apr 2023
Andy Lane	3 / Expires Apr 2020
Pete Olson	4 / Expires Apr 2021
Angela Harrison	5 / Expires Apr 2021
Colin Forsyth	6 / Expires Apr 2022
Alison Miller	7 / Expires Apr 2022

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?	✓

There are no items included under **TAB 4**.

- **MOTION:** *The Leavenworth City Council moves to confirm the Mayoral reappointment of Andy Lane to Planning Commissioner Position No. 3 for a four (4) year term.*

5. CivicSmart Contract Amendment No. 1

Since the approval of the contract with CivicSmart (Duncan Parking Technologies, Inc.) at the February 25, 2020 City Council meeting, the Parking Advisory Committee has met and recommended three areas in which they would like to add equipment to the initial contract. Those additions were discussed with the City Council at the March 10, 2020 Study Session. The three areas that the Committee Members wish to add additional equipment are as follows:

- 1) Inclusion of the hospital’s 43 private parking spaces, as these would be the only “free parking” left in the core of the City and would make it difficult for the hospital to enforce and retain those spaces for employee only use. By adding the 43 spaces into the paid parking plan, the City would expend the costs, include them in enforcement actions, and receive all revenue generated by the meters after hours and on weekends.
- 2) The addition of sensors only for the two (2) city parking lots with time limited no charge parking. That is the City Hall lot (P7) and the pool lot (P5). The sensors would give the City an easy way to enforce the time limits and allow for expansion into paid parking if the City ever chose to do so.
- 3) The inclusion of the decorative sleeves and bases for the parking meters. The original bid did not include those items, but the Parking Advisory Committee felt that those items were necessary in order to be in keeping with the enhanced design of other downtown fixtures, such as street lamps.

The City Council is being asked to amend the original CivicSmart Contract to include the purchase of additional sensors for Cascade Medical Center’s 43 private parking spaces, sensors for the City’s P5 and P7 parking lots, and decorative sleeves and bases for the individual parking meters. The original contract was approved with a not to exceed amount of \$600,000; at this time, this request is not anticipated to increase the “not to exceed” amount of the original contract.

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 5**:

- Exhibit B – original contract
- Exhibit B – breakdown for each of the three additional areas, which incorporates the additional equipment being sought by the Parking Advisory Committee
- **MOTION:** *The Leavenworth City Council moves to approve the amended contract with Duncan Parking Technologies and authorizes the Mayor to sign.*

6. Resolution 07-2020 – City Facilities Rules and Standards of Conduct

Resolution No. 07-2020 is a resolution concerning rules and standards of conduct for persons and parties who enter into agreements with the City, use City facilities, or engage in business within the City. The resolution provides information on the expectations for the Festhalle users and that any issues regarding conduct by the users of the facility would be considered when the City considers future rental agreements with those users.

The Rules and Standards of Conduct Resolution allows the City Administrator, or designee, to create a process to administer, review, and log complaints that could affect the renewal of a lease agreement with a private organization at publicly owned facilities. This topic has been discussed at the February 11, 2020 and March 10, 2020 Study Session meetings. During the March Study Session, Council discussed the purpose of this resolution that allows direction from the Council to the City Administrator to create procedures and to work closely with the City Attorney to ensure that the City does not enter into legal issues on what can and cannot be enforced. Two additional changes were recommended by the Council and incorporated into the final draft resolution; 1.) addition of “designee” to Section 3 – Direction to City Administrator, and 2.) a reference to the Golden Rule was removed, due to possible religious implications and/or limiting the possibility of a challenge. The draft resolution showing the recommended changes has been included within 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 6**:

- Resolution 07-2020 – *redline version*
- Resolution 07-2020 – *clean version*

- **MOTION:** *The Leavenworth City Council moves to approve Resolution 07-2020, Rules and Standards of Conduct for persons and parties who enter into agreements with the City, use City facilities, or engage in business within the City.*

7. Memorandum of Understanding Fish Screen / Boulder Field Project – Trout Unlimited

The City Council is being asked to review and authorize the Mayor to accept and sign the Memorandum of Understanding (MOU) agreement between the City of Leavenworth and Trout Unlimited regarding the Icicle Creek Boulder Field Project. The Icicle Creek project includes providing fish passage through the Boulder Field area, replacement of approximately 1,500 lineal feet of the City water intake mainline, and the addition of a new compliant fish screen facility on the City intake line. Council has recently approved \$240,000 in funding to assist on this project. This MOU will protect the City from the requirement of any unforeseen additional funding, due to cost overruns, change orders, etc. not related to additional specific City requests, as well as other liability protections. Signing of this agreement will allow Trout Unlimited to move forward on the posting for bids on this project in order to meet pressing time restraints on construction.

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 7:**

- Memorandum of Understanding
 - **MOTION:** *The Leavenworth City Council moves to approve and authorizes the Mayor to sign the Memorandum of Understanding Agreement between the City of Leavenworth and Trout Unlimited regarding the Icicle Creek Boulder Field Project.*

8. Authorization to Advertise Request for Qualifications for On Call Engineering Services

The City Council is being asked to authorize the publication of a Request for Qualifications for professional engineering firms with experience providing on-call engineering and planning services to cities, including, preliminary and final review of civil plans, stormwater plan review, water/sewer plan review, utility design, surveying, geotechnical investigation/review, studies and services, permitting, project management, project inspections, grant writing and grant management, GMA Comprehensive Plan work, and review and drafting of development standards and codes.

The existing contract with Pacific Engineering ended in December 2019 and was administratively extended to May 2020.

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 8:**

- Draft Engineer Services RFQ
 - **MOTION:** *The Leavenworth City Council moves to authorize the publication of a Request for Qualifications for professional engineering on-call and planning services.*

RESOLUTION NO 06-2020

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEAVENWORTH RATIFYING PROCLAMATION OF EMERGENCY AND PROVIDING TEMPORARY PROCEDURES TO RESPOND TO THE COVID-19 EPIDEMIC.

WHEREAS, the Revised Code of Washington (RCW) Chapter 38.52 authorizes the Mayor to exercise emergency powers; and

WHEREAS, the novel coronavirus (COVID-19) is a respiratory disease that may result in serious illness or death and is easily transmissible from person to person; and

WHEREAS, on January 31, 2020, the United States Department of Public Health and Human Services Secretary, Alex Azar, declared a public emergency for the novel coronavirus (COVID-19) beginning on January 27, 2020; and

WHEREAS, on February 29, 2020, Governor Jay Inslee signed a Proclamation declaring a state of emergency exists in all counties in the state of Washington due to the number of confirmed cases of COVID-19 in the state and directed that the plans and procedures of the Washington State Comprehensive Emergency Plan be implemented; and

WHEREAS, on March 19, 2020, Mayor Carl J. Florea declared herein an emergency for the City of Leavenworth due to the anticipated spread of COVID-19 which constitutes an emergency as defined by RCW 38.52.010 and necessitates the utilization of emergency powers granted pursuant to RCW 38.52.070; and

WHEREAS, the health, safety and welfare of City residents, businesses, visitors and staff is of utmost importance to the City and additional future measures may be needed to protect the community; and

WHEREAS, the City may require additional assistance in the future, and a formal declaration of emergency allows additional resources to flow to the City in a timely fashion; and

WHEREAS, existing conditions related to the COVID-19 warrant the proclamation of an emergency, as defined by Revised Code of Washington (RCW) Section 38.52.010; and

WHEREAS, RCW 36.40.180, RCW 38.52.070(2), and RCW 39.04.280(3), authorize the waiver of the requirements of competitive bidding and public notice with reference to any contract relating to the City's lease or purchase of supplies, equipment, personal services or public works as defined

by RCW 39.04.010, or to any contract for the selection and award of professional and/or technical consultant contracts in emergency situations; and

WHEREAS, there is an emergency present which necessitates the utilization of emergency powers granted pursuant to chapter 38.52 RCW, and other relevant provisions of state and federal law; and

WHEREAS, the Open Public Meetings Act, Chapter 42.30 RCW, requires Cities to take action in an open public meeting where members of the public are able to attend such meetings without any conditions placed on attendance; and

WHEREAS, due to the multiple declarations of emergency adopted as set forth herein, the public's ability to attend public meetings must be balanced with the need to limit continued exposure, or risk of exposure, through social interaction to the COVID-19 virus; and

WHEREAS, the Attorney General has issued guidance to public agencies attempting to comply with the Open Public Meetings Act (OPMA) and reducing and limiting the risk of social exposure indicating that using a remote speakerphone available at an agency meeting location (agency office or other designated physical location) where the public can attend to listen to the discussion, using a phone call-in number that the public can use, or real time streaming of the meeting online, or GoToMeeting, or similar remote means for the public to listen to the discussion would be appropriate under existing Emergency Proclamation(s);

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEAVENWORTH, WASHINGTON:

SECTION 1. That the Emergency Proclamation signed by Mayor Carl J. Florea dated March 19, 2020 is hereby ratified and confirmed and all acts consistent with and prior to the adoption of this Resolution are further ratified and confirmed.

SECTION 2. Emergency Authorizations. The City of Leavenworth shall employ the emergency powers granted under RCW 38.52.070 including but not limited to the following: (1) Enter into contracts and incur obligations necessary to combat such emergency situations to protect the health and safety of persons, property and the environment; and (2) request assistance from outside agencies; and (3) provide appropriate emergency assistance to the victims of such disaster.

SECTION 3. Personnel Matters. Each City of Leavenworth Department Director is authorized to exercise the powers vested under this Proclamation in light of the urgencies of an

extreme emergency situation without regard to time consuming procedures and formalities prescribed by law (excepting mandatory constitutional requirements). These authorizations include the ability for Department Directors to work with employees on a case by case basis to address flex scheduling as needed, leaves of absences directly related to illnesses from the COVID-19 epidemic that affects employees and family members as defined within the current Collective Bargaining Agreement between the City of Leavenworth and Teamsters Local Union No. 760 and to consider use of the City's Shared Sick Leave Policy as defined within the City's Personnel Policy. Additional considerations that may arise outside of these specified policies will be reviewed and approved by the Mayor who is authorized as the Personnel Officer of the City of Leavenworth per Leavenworth Municipal Code 2.01.010.

SECTION 4. Council Procedures. During the term of the COVID-19 pandemic the following amendments to City Council Procedures are hereby adopted:

- A. Any rule or procedure adopted by City Council that would prevent or prohibit all City Councilmembers from attending City Council meetings telephonically are temporarily suspended and all City Councilmembers are encouraged to attend all meetings via telephone.
- B. All in-person Committee meetings of the City Council are cancelled.
- C. The City council recognizes and affirms that the Mayor may cancel all meetings of ad hoc committees. In addition, the Mayor may direct that City Staff not attend outside meetings, Boards and Committees.
- D. Council directs that the public comment portion of Council meetings and any scheduled public hearings be temporarily suspended to discourage public in-person attendance of City Council meetings. City Council and staff encourages and will accept public comment via email to the City Clerk, financedir@cityofleavenworth.com or written comment as mailed or provided to the City via the drop-box location identified at City Hall. Public comments received will be read aloud to the City Council during the regularly scheduled time on the Agenda.
- E. Any Council rules that are inconsistent with this Resolution are hereby waived and suspended during the term of this Resolution.

SECTION 5. City Response and Communication. The City is committed to protecting the public and staff by minimizing the spread of COVID-19. The City has and will continue to

follow the guidelines provided by the State of Washington and the Chelan-Douglas County Health District, who prescribe social distancing and minimizing gatherings of people. City Hall offices were officially closed to appointments only as of Wednesday, March 18, 2020 until further notice. Residents and businesses may pay utility bills, contact staff regarding licenses, permits and other transactions needed via telephone and email.

SECTION 6. Ratification and Finding of Fact. The Leavenworth City Council hereby ratifies this Proclamation of Emergency issued by Mayor Carl J. Florea on March 24, 2020. Council further finds that an emergency exists pursuant to RCW 39.04.280(2)(b) RCW and authorizes the Mayor to waive any necessary competitive bidding requirements related to the COVID-19 emergency.

APPROVED AND ADOPTED by the City Council of the City of Leavenworth this 24th day of March, 2020.

APPROVED:

Carl J. Florea, Mayor

APPROVED AS TO FORM:

ATTEST:

Thom H. Graafstra, City Attorney

Chantell Steiner, Finance Director/City Clerk

OFFICE OF THE MAYOR OF LEAVENWORTH, WASHINGTON

EMERGENCY PROCLAMATION

WHEREAS, the Revised Code of Washington (RCW) Chapter 38.52 authorizes the Mayor to exercise emergency powers; and

WHEREAS, the novel coronavirus (COVID-19) is a respiratory disease that may result in serious illness or death and is easily transmissible from person to person; and

WHEREAS, on January 31, 2020, the United States Department of Public Health and Human Services Secretary Alex Azar declared a public emergency for the novel coronavirus (COVID-19) beginning on January 27, 2020; and

WHEREAS, on February 29, 2020, Governor Jay Inslee declared a state of emergency exists in all counties in the State of Washington due to the number of confirmed cases of COVID-19 in the State; and

WHEREAS, on March 11, 2020 Governor Jay Inslee issued an additional Emergency Proclamation ordering that all events that takes place in King, Snohomish, and Pierce counties with more than 50 people are prohibited by the state. The order applies to gatherings for social, spiritual and recreational activities. These include but are not limited to: community, civic, public, leisure, faith-based, or sporting events; parades; concerts; festivals; conventions; fundraisers and similar activities; and

WHEREAS, the health, safety and welfare of City residents, businesses, visitors and staff is of utmost importance to the City and additional future measures may be needed to protect the community; and

WHEREAS, the City may require additional assistance in the future, and a formal declaration of emergency allows additional resources to flow to the City in a timely fashion; and

WHEREAS, existing conditions related to the COVID-19 warrant the proclamation of emergency, as defined by Revised Code of Washington (RCW) Section 38.52.010; and

WHEREAS, RCW 36.40.180, RCW 38.52.070(2), and RCW 39.04.280(3), authorize the waiver of the requirements of competitive bidding and public notice with reference to any contract relating to the City's lease or purchase of supplies, equipment, personal services or public works as defined by RCW 39.04.010, or to any contract for the selection and award of professional and/or technical consultant contracts in emergency situations; and

WHEREAS, there is an emergency present which necessitates the utilization of emergency powers granted pursuant to chapter 38.52 RCW, and other relevant provisions of state and federal law;

NOW THEREFORE, BE IT DECLARED BY MAYOR CARL J. FLOREA FOR THE CITY OF LEAVENWORTH:

SECTION 1

It is hereby declared under RCW 38.52.020(1)(b) that a State of Emergency exists in the City of Leavenworth, as a result of the aforementioned conditions, which significantly impacts the life and health of our residents, the economy of the City of Leavenworth, and is a disaster that affects life, health, property, or the public peace.

SECTION 2

I hereby direct designated City departments under this proclamation and those authorities designated within the Chelan County Comprehensive Emergency Management Plan to take actions deemed necessary to otherwise mitigate and prevent impacts and potential impacts upon private property and publicly owned infrastructure, including any necessary actions needed to obtain emergency permitting through municipal, county, state or federal agencies.

SECTION 3

In order to prepare for, prevent and respond to this emergency, pursuant to RCW 36.40.180, RCW 38.52.070(2), and RCW 39.04.280(3), the requirements of competitive bidding and public notice are hereby waived with reference to any contract relating to the City's lease or purchase of supplies, equipment, personal services or public works as defined by RCW 39.04.010, or to any contract for the selection and award of professional and/or technical consultant contracts. Each designated department is hereby authorized to exercise the powers vested in this proclamation in light of the demands of a dangerous and escalating emergency situation without regard to time consuming procedures and formalities otherwise normally prescribed by law (excepting mandatory constitutional requirements).

SECTION 4

A copy of this declaration, to the extent practicable, shall be posted at the City's regular locations for official notices and shall be made available to members of the local news media and the general public.

DATED this 19th day of March, 2020.

MAYOR OF THE CITY OF LEAVENWORTH



Mayor Carl J. Florea

RCW 38.52.010

Definitions.

As used in this chapter:

(1) "Broadcaster" means a person or entity that holds a license issued by the federal communications commission under 47 C.F.R. Part 73, 74, 76, or 78.

(2)(a) "Catastrophic incident" means any natural or human-caused incident, including terrorism and enemy attack, that results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, or government functions.

(b) "Catastrophic incident" does not include an event resulting from individuals exercising their rights, under the first amendment, of freedom of speech, and of the people to peaceably assemble.

(3) "Communication plan," as used in RCW **38.52.070**, means a section in a local comprehensive emergency management plan that addresses emergency notification of life safety information.

(4) "Continuity of government planning" means the internal effort of all levels and branches of government to provide that the capability exists to continue essential functions and services following a catastrophic incident. These efforts include, but are not limited to, providing for: (a) Orderly succession and appropriate changes of leadership whether appointed or elected; (b) filling vacancies; (c) interoperability communications; and (d) processes and procedures to reconvene government following periods of disruption that may be caused by a catastrophic incident. Continuity of government planning is intended to preserve the constitutional and statutory authority of elected officials at the state and local level and provide for the continued performance of essential functions and services by each level and branch of government.

(5) "Continuity of operations planning" means the internal effort of an organization to provide that the capability exists to continue essential functions and services in response to a comprehensive array of potential emergencies or disasters.

(6) "Department" means the state military department.

(7) "Director" means the adjutant general.

(8) "Emergency management" or "comprehensive emergency management" means the preparation for and the carrying out of all emergency functions, other than functions for which the military forces are primarily responsible, to mitigate, prepare for, respond to, and recover from emergencies and disasters, and to aid victims suffering from injury or damage, resulting from disasters caused by all hazards, whether natural, technological, or human caused, and to provide support for search and rescue operations for persons and property in distress. However, "emergency management" or "comprehensive emergency management" does not mean preparation for emergency evacuation or relocation of residents in anticipation of nuclear attack.

(9)(a) "Emergency or disaster" as used in all sections of this chapter except RCW **38.52.430** means an event or set of circumstances which: (i) Demands immediate action to preserve public health, protect life, protect public property, or to provide relief to any stricken community overtaken by such occurrences; or (ii) reaches such a dimension or degree of destructiveness as to warrant the governor proclaiming a state of emergency pursuant to RCW **43.06.010**.

(b) "Emergency" as used in RCW **38.52.430** means an incident that requires a normal police, coroner, fire, rescue, emergency medical services, or utility response as a result of a violation of one of the statutes enumerated in RCW **38.52.430**.

(10) "Emergency response" as used in RCW **38.52.430** means a public agency's use of emergency services during an emergency or disaster as defined in subsection (9)(b) of this section.

(11) "Emergency worker" means any person who is registered with a local emergency management organization or the department and holds an identification card issued by the local emergency management director or the department for the purpose of engaging in authorized emergency management activities or is an employee of the state of Washington or any political subdivision thereof who is called upon to perform emergency management activities.

(12) "Executive head" and "executive heads" means the county executive in those charter counties with an elective office of county executive, however designated, and, in the case of other counties, the county legislative authority. In the case of cities and towns, it means the mayor in those cities and towns with mayor-council or commission forms of government, where the mayor is directly elected, and it means the city manager in those cities and towns with council manager forms of government. Cities and towns may also designate an executive head for the purposes of this chapter by ordinance.

(13) "Expense of an emergency response" as used in RCW **38.52.430** means reasonable costs incurred by a public agency in reasonably making an appropriate emergency response to the incident, but shall only include those costs directly arising from the response to the particular incident. Reasonable costs shall include the costs of providing police, coroner, firefighting, rescue, emergency medical services, or utility response at the scene of the incident, as well as the salaries of the personnel responding to the incident.

(14) "First informer broadcaster" means an individual who:

(a) Is employed by, or acting pursuant to a contract under the direction of, a broadcaster; and
 (b)(i) Maintains, including repairing or resupplying, transmitters, generators, or other essential equipment at a broadcast station or facility; or (ii) provides technical support services to broadcasters needed during a period of proclaimed emergency.

(15) "Incident command system" means: (a) An all-hazards, on-scene functional management system that establishes common standards in organization, terminology, and procedures; provides a means (unified command) for the establishment of a common set of incident objectives and strategies during multiagency/multijurisdiction operations while maintaining individual agency/jurisdiction authority, responsibility, and accountability; and is a component of the national interagency incident management system; or (b) an equivalent and compatible all-hazards, on-scene functional management system.

(16) "Injury" as used in this chapter shall mean and include accidental injuries and/or occupational diseases arising out of emergency management activities.

(17) "Life safety information" means information provided to people during a response to a life-threatening emergency or disaster informing them of actions they can take to preserve their safety. Such information may include, but is not limited to, information regarding evacuation, sheltering, sheltering-in-place, facility lockdown, and where to obtain food and water.

(18) "Local director" means the director of a local organization of emergency management or emergency services.

(19) "Local organization for emergency services or management" means an organization created in accordance with the provisions of this chapter by state or local authority to perform local emergency management functions.

(20) "Political subdivision" means any county, city or town.

(21) "Public agency" means the state, and a city, county, municipal corporation, district, town, or public authority located, in whole or in part, within this state which provides or may provide firefighting, police, ambulance, medical, or other emergency services.

(22) "Radio communications service company" has the meaning ascribed to it in RCW

82.14B.020.

(23) "Search and rescue" means the acts of searching for, rescuing, or recovering by means of ground, marine, or air activity any person who becomes lost, injured, or is killed while outdoors or as a result of a natural, technological, or human caused disaster, including instances involving searches for downed aircraft when ground personnel are used. Nothing in this section shall affect appropriate activity by the department of transportation under chapter **47.68** RCW.

[2019 c 471 § 2; 2019 c 207 § 1; 2017 c 312 § 3. Prior: 2015 c 61 § 1; 2007 c 292 § 1; 2002 c 341 § 2; 1997 c 49 § 1; 1995 c 391 § 2; prior: 1993 c 251 § 5; 1993 c 206 § 1; 1986 c 266 § 23; 1984 c 38 § 2; 1979 ex.s. c 268 § 1; 1975 1st ex.s. c 113 § 1; 1974 ex.s. c 171 § 4; 1967 c 203 § 1; 1953 c 223 § 2; 1951 c 178 § 3.]

NOTES:

Reviser's note: This section was amended by 2019 c 207 § 1 and by 2019 c 471 § 2, each without reference to the other. Both amendments are incorporated in the publication of this section under RCW 1.12.025(2). For rule of construction, see RCW 1.12.025(1).

Finding—Intent—2019 c 471: "The legislature finds that the ability of government to fulfill its constitutional and statutory responsibilities by continuing to conduct essential functions and services during the periods of significant disruption that follow catastrophic incidents requires both continuity of operations planning by individual agencies and continuity of government planning by state and local government. It is the intent of the legislature that all levels and branches of government, both state and local, take appropriate action to cooperatively conduct appropriate planning and preparation for continuity of operations and government to assist in fulfilling these responsibilities." [2019 c 471 § 1.]

Finding—Intent—2017 c 312: See note following RCW 38.52.580.

Severability—Effective date—2002 c 341: See notes following RCW 38.52.501.

Effective date—1995 c 391: See note following RCW 38.52.005.

Finding—Intent—1993 c 251: See note following RCW 38.52.430.

Severability—1986 c 266: See note following RCW 38.52.005.

RCW 38.52.020

Declaration of policy and purpose.

(1) Because of the existing and increasing possibility of the occurrence of disasters of unprecedented size and destructiveness as defined in *RCW 38.52.010(5), and in order to insure that preparations of this state will be adequate to deal with such disasters, to insure the administration of state and federal programs providing disaster relief to individuals, and further to insure adequate support for search and rescue operations, and generally to protect the public peace, health, and safety, and to preserve the lives and property of the people of the state, it is hereby found and declared to be necessary:

(a) To provide for emergency management by the state, and to authorize the creation of local organizations for emergency management in the political subdivisions of the state;

(b) To confer upon the governor and upon the executive heads of the political subdivisions of the state the emergency powers provided herein;

(c) To provide for the rendering of mutual aid among the political subdivisions of the state and with other states and to cooperate with the federal government with respect to the carrying out of emergency management functions;

(d) To provide a means of compensating emergency management workers who may suffer any injury, as herein defined, or death; who suffer economic harm including personal property damage or loss; or who incur expenses for transportation, telephone or other methods of communication, and the use of personal supplies as a result of participation in emergency management activities;

(e) To provide programs, with intergovernmental cooperation, to educate and train the public to be prepared for emergencies; and

(f) To provide for the prioritization, development, and exercise of continuity of operations plans by the state.

(2) It is further declared to be the purpose of this chapter and the policy of the state that all emergency management functions of this state and its political subdivisions be coordinated to the maximum extent with the comparable functions of the federal government including its various departments and agencies of other states and localities, and of private agencies of every type, to the end that the most effective preparation and use may be made of the nation's manpower, resources, and facilities for dealing with any disaster that may occur.

[2015 c 61 § 2; 1986 c 266 § 24; 1984 c 38 § 3; 1979 ex.s. c 268 § 2; 1975 1st ex.s. c 113 § 2; 1974 ex.s. c 171 § 5; 1967 c 203 § 2; 1953 c 223 § 1; 1951 c 178 § 2.]

NOTES:

***Reviser's note:** RCW 38.52.010 was amended by 2017 c 312 § 3, changing subsection (5) to subsection (6). RCW 38.52.010 was subsequently amended by 2019 c 207 § 1 and by 2019 c 471 § 2, changing subsection (6) to subsection (9).

Severability—1986 c 266: See note following RCW 38.52.005.

RCW 38.52.070**Local organizations and joint local organizations authorized—Establishment, operation—Emergency powers, procedures—Communication plans.**

(1) Each political subdivision of this state is hereby authorized and directed to establish a local organization or to be a member of a joint local organization for emergency management in accordance with the state comprehensive emergency management plan and program: PROVIDED, That a political subdivision proposing such establishment shall submit its plan and program for emergency management to the state director and secure his or her recommendations thereon, and verification of consistency with the state comprehensive emergency management plan, in order that the plan of the local organization for emergency management may be coordinated with the plan and program of the state. Local comprehensive emergency management plans must specify the use of the incident command system for multiagency/multijurisdiction operations. No political subdivision may be required to include in its plan provisions for the emergency evacuation or relocation of residents in anticipation of nuclear attack. If the director's recommendations are adverse to the plan as submitted, and, if the local organization does not agree to the director's recommendations for modification to the proposal, the matter shall be referred to the council for final action. The director may authorize two or more political subdivisions to join in the establishment and operation of a joint local organization for emergency management as circumstances may warrant, in which case each political subdivision shall contribute to the cost of emergency management upon such fair and equitable basis as may be determined upon by the executive heads of the constituent subdivisions. If in any case the executive heads cannot agree upon the proper division of cost the matter shall be referred to the council for arbitration and its decision shall be final. When two or more political subdivisions join in the establishment and operation of a joint local organization for emergency management each shall pay its share of the cost into a special pooled fund to be administered by the treasurer of the most populous subdivision, which fund shall be known as the emergency management fund. Each local organization or joint local organization for emergency management shall have a director who shall be appointed by the executive head of the political subdivision, and who shall have direct responsibility for the organization, administration, and operation of such local organization for emergency management, subject to the direction and control of such executive officer or officers. In the case of a joint local organization for emergency management, the director shall be appointed by the joint action of the executive heads of the constituent political subdivisions. Each local organization or joint local organization for emergency management shall perform emergency management functions within the territorial limits of the political subdivision within which it is organized, and, in addition, shall conduct such functions outside of such territorial limits as may be required pursuant to the provisions of this chapter.

(2) In carrying out the provisions of this chapter each political subdivision, in which any disaster as described in RCW 38.52.020 occurs, shall have the power to enter into contracts and incur obligations necessary to combat such disaster, protecting the health and safety of persons and property, and providing emergency assistance to the victims of such disaster. Each political subdivision is authorized to exercise the powers vested under this section in the light of the exigencies of an extreme emergency situation without regard to time-consuming procedures and formalities prescribed by law (excepting mandatory constitutional requirements), including, but not limited to, budget law limitations, requirements of competitive bidding and publication of notices, provisions pertaining to the performance of public work, entering into contracts, the incurring of obligations, the employment of temporary workers, the rental of equipment, the purchase of supplies and materials, the levying of taxes, and the appropriation and expenditures of public funds.

(3)(a) Each local organization or joint local organization for emergency management that produces a local comprehensive emergency management plan must include a communication plan for notifying significant population segments of life safety information during an emergency. Local

organizations and joint local organizations are encouraged to consult with affected community organizations in the development of the communication plans.

(i) In developing communication plans, local organizations and joint organizations should consider, as part of their determination of the extent of the obligation to provide emergency notification to significant population segments, the following factors: The number or proportion of the limited English proficiency persons eligible to be served or likely to be encountered; the frequency with which limited English proficiency individuals come in contact with the emergency notification; the nature and importance of the emergency notification, service, or program to people's lives; and the resources available to the political subdivision to provide emergency notifications.

(ii) "Significant population segment" means, for the purposes of this subsection (3), each limited English proficiency language group that constitutes five percent or one thousand residents, whichever is less, of the population of persons eligible to be served or likely to be affected within a city, town, or county. The office of financial management forecasting division's limited English proficiency population estimates are the demographic data set for determining eligible limited English proficiency language groups.

(b) Local organizations and joint local organizations must submit the plans produced under (a) of this subsection to the Washington military department emergency management division, and must implement those plans. An initial communication plan must be submitted with the local organization or joint local organization's next local emergency management plan update following July 23, 2017, and subsequent plans must be reviewed in accordance with the director's schedule.

(4) When conducting emergency or disaster after-action reviews, local organizations and joint local organizations must evaluate the effectiveness of communication of life safety information and must inform the emergency management division of the Washington military department of technological challenges which limited communications efforts, along with identifying recommendations and resources needed to address those challenges.

[2017 c 312 § 4; 1997 c 49 § 4; 1986 c 266 § 28; 1984 c 38 § 7; 1974 ex.s. c 171 § 9; 1951 c 178 § 8.]

NOTES:

Finding—Intent—2017 c 312: See note following RCW 38.52.580.

Severability—1986 c 266: See note following RCW 38.52.005.

RCW 39.04.280

Competitive bidding requirements—Exemptions.

This section provides uniform exemptions to competitive bidding requirements utilized by municipalities when awarding contracts for public works and contracts for purchases. The statutes governing a specific type of municipality may also include other exemptions from competitive bidding requirements. The purpose of this section is to supplement and not to limit the current powers of any municipality to provide exemptions from competitive bidding requirements.

(1) Competitive bidding requirements may be waived by the governing body of the municipality for:

- (a) Purchases that are clearly and legitimately limited to a single source of supply;
- (b) Purchases involving special facilities or market conditions;
- (c) Purchases in the event of an emergency;
- (d) Purchases of insurance or bonds; and
- (e) Public works in the event of an emergency.

(2)(a) The waiver of competitive bidding requirements under subsection (1) of this section may be by resolution or by the terms of written policies adopted by the municipality, at the option of the governing body of the municipality. If the governing body elects to waive competitive bidding requirements by the terms of written policies adopted by the municipality, immediately after the award of any contract, the contract and the factual basis for the exception must be recorded and open to public inspection.

If a resolution is adopted by a governing body to waive competitive bidding requirements under (b) of this subsection, the resolution must recite the factual basis for the exception. This subsection (2)(a) does not apply in the event of an emergency.

(b) If an emergency exists, the person or persons designated by the governing body of the municipality to act in the event of an emergency may declare an emergency situation exists, waive competitive bidding requirements, and award all necessary contracts on behalf of the municipality to address the emergency situation. If a contract is awarded without competitive bidding due to an emergency, a written finding of the existence of an emergency must be made by the governing body or its designee and duly entered of record no later than two weeks following the award of the contract.

(3) For purposes of this section "emergency" means unforeseen circumstances beyond the control of the municipality that either: (a) Present a real, immediate threat to the proper performance of essential functions; or (b) will likely result in material loss or damage to property, bodily injury, or loss of life if immediate action is not taken.

[1998 c 278 § 1.]



Bob Ferguson
ATTORNEY GENERAL OF WASHINGTON

Administration Division
PO Box 40100 • Olympia, WA 98504-0100 • (360) 753-6200

MEMORANDUM

DATE: March 17, 2020

TO: State Agencies and Local Governments

FROM: Bob Ferguson, Attorney General

SUBJECT: **Guidance on Analyzing Issues Related to Gifts of Public Funds During the COVID-19 Pandemic**

In recent weeks our Office has received a number of inquiries related to steps state agencies and local governments can take to combat the COVID-19 pandemic. Some agencies and local governments have questioned whether certain steps being considered would violate the prohibitions in Washington's Constitution against making gifts of public funds (those steps range from making payments to nonprofits to support childcare services to providing employees with paid leave when they are ordered not to come to work, to give just a few examples). To provide helpful guidance to state agencies and local governments about how to analyze these types of issues in this time of crisis, we are sharing a brief overview of our Office's expert guidance on this question.

In general, constitutional restrictions on use of public funds should not be an impediment to state and local efforts to combat COVID-19, because expenditures being made in furtherance of this effort in this time of crisis further fundamental public purposes, such as protecting the public health and welfare.

Article VIII, sections 5 and 7 of the Washington Constitution each restrict government from giving or loaning public funds to private individuals, companies, or associations. The purpose of the provisions is to prevent public funds from being used to benefit private interests where the public interest is not primarily served. *CLEAN v. State*, 130 Wn.2d 782, 797, 928 P.2d 1054 (1996).

Washington courts "use a two-pronged analysis to determine whether a gift of public funds has occurred." *In re Recall of Burnham*, 194 Wn.2d 68, 77, 448 P.3d 747 (2019); *Brower v. State*, 137 Wn.2d 44, 62, 969 P.2d 42 (1998). "First, courts must ask whether the funds were expended to carry out a fundamental purpose of the government." *Burnham*, 194 Wn.2d at 77. If they were used to carry out a fundamental public purpose, the analysis ends, and there is no gift of public funds. *Id.*; *Brower*, 137 Wn.2d at 62. If they were not used to carry out a fundamental public

ATTORNEY GENERAL OF WASHINGTON

March 17, 2020

Page 2

purpose, then the court asks whether the funds were given with donative intent, and what the public received in exchange. *CLEAN*, 130 Wn.2d at 797-98.

While we cannot endeavor to address every situation which may implicate this issue, protecting public health is without question a fundamental purpose of government. *See, e.g., Hudson v. City of Wenatchee*, 94 Wn. App. 990, 995, 974 P.2d 342 (1999) (describing “the preservation of the public health” and “promotion of the public welfare” as fundamental purposes of government). Given the public health crisis our state is facing, there is a strong basis for state and local governments to make expenditures for the primary purpose of protecting and promoting public health which may have an incidental benefit on private citizens and entities.

To give just a few examples, if a local government is concerned about ensuring that healthcare providers or first responders have childcare in order to enable them to continue working to protect the public during the COVID-19 crisis, it seems clear that it would further a fundamental purpose of the government to subsidize childcare for those individuals, whether by contracting with a childcare provider or otherwise. Similarly, if a local government wants to use public funds to subsidize healthcare screening or testing for community members during the COVID-19 pandemic, that would likewise further a fundamental purpose of government. Similarly, if a local government owned underutilized property and wanted to temporarily lend it to a local healthcare facility so that it could expand its capacity to deal with this crisis, that would further a fundamental purpose of government.

This memo is not intended to provide legal advice about any specific factual situation, but rather is intended to highlight that, in general, state agencies and local governments have broad authority to make expenditures to fight the COVID-19 pandemic without fear of violating the constitutional prohibition on gifts of public funds.

Sincerely,

A handwritten signature in black ink that reads "Bob Ferguson". The signature is written in a cursive style with a long, sweeping underline that extends to the right.

BOB FERGUSON
Attorney General

RWF/jlg

RESOLUTION 08-2020

A RESOLUTION OF THE CITY OF LEAVENWORTH AUTHORIZING THE AVAILABILITY AND USE OF SUPPLEMENTAL LEAVE FOR ABSENCES RELATED TO THE COVID19 EMERGENCY, CONTAINING A SEVERABILITY PROVISION, AND SETTING AN EFFECTIVE DATE

WHEREAS, on February 29, 2020, the Governor of Washington State issued Emergency Proclamation 20-05, declaring a state of emergency in all Washington counties due to the existence and spread of the novel coronavirus (COVID-19); and

WHEREAS, federal, state, and local health authorities require anyone that has been infected by COVID-19 to remain in isolation or quarantine for a period of fourteen (14) days to avoid exposure to others; and

WHEREAS, the City of Leavenworth provides Sick Leave and other state mandated paid leave benefits to eligible employees to be used for, among other purposes, recovery from illness and care for family members; and

WHEREAS, despite the availability of Sick Leave and other paid leave benefits, some employees do not have sufficient Sick Leave or other paid leave benefits to cover periods of leave associated with recovery, care of family, or closures associated with COVID-19, and may, as a result, fail to take recommended actions to limit the spread and exposure of the COVID-19 virus; and

WHEREAS, the Mayor has recommended that City of Leavenworth employees be provided with limited supplemental leave, which is separate from, and in addition to other Sick Leave or paid leave, to reduce the exposure to COVID-19 virus in the workplace (“COVID-19 Supplemental Leave”); and

WHEREAS, the Leavenworth City Council concurs with the recommendation to authorize and implement the COVID-19 Supplemental Leave policy, and finds that providing such leave is in furtherance of the best interest of the health and welfare of the City of Leavenworth, its employees, and community at large;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LEAVENWORTH, WA AS FOLLOWS:

Section 1. The recitals and Whereas provisions set forth above are hereby adopted as if set forth in full as a statement of purpose for the COVID-19 Supplemental Leave program further adopted and set forth in Section 2, below.

Section 2. The Leavenworth City Council hereby adopts the following temporary COVID-19 Supplemental Leave Policy:

- A. Effective immediately, all City of Leavenworth employees shall be eligible for COVID-19 Supplemental Leave, subject to the terms and conditions set forth in this Resolution.

1. Full-Time Employees: All regular full-time employees and trainees (regularly scheduled to work 35 hours or more per week) are eligible for up to eighty (80) hours of COVID-19 Supplemental Leave.

2. Part-Time Employees: All regular part-time employees (regularly scheduled to work less than 35 hours per week) are eligible for up to forty (40) hours of COVID-19 Supplemental Leave.

3. Temporary Employees: Temporary employees are not entitled to COVID-19 Supplemental Leave, but may use accrued paid sick leave (if any) to cover leave related to any of the COVID-19 conditions set forth in Section 2(B), below.

The amount of Supplemental Leave granted under this Resolution may be increased, decreased or terminated at the discretion of the Leavenworth City Council.

B. An employee is authorized to use COVID-19 Supplemental Leave for the following reasons:

1. An absence from the City of Leavenworth resulting from the employee having tested positive for COVID-19 or exhibiting any of the common symptoms of COVID-19, including fever, cough, or shortness of breath (“Common Symptoms”).

2. An absence from the City of Leavenworth resulting from the employee residing with a person who has tested positive for COVID-19, or who exhibits any of the Common Symptoms.

3. When the City of Leavenworth has been closed by order of a public health official or the City of Leavenworth Mayor for reasons related to COVID-19, or the Leavenworth Department Director that has otherwise materially curtailed employee’s work for the City of Leavenworth for reasons related to COVID-19.

C. An employee that experiences any Common Symptoms while at work for the City of Leavenworth must immediately inform their supervisor for potential dismissal from work for the day. In such case, the employee shall receive administrative leave with pay for the remainder of the workday. An employee that experiences the Common Symptoms prior to reporting to work at the City of Leavenworth, or who resides with a person that exhibits the Common Symptoms shall not report to work and shall call their supervisor as soon as possible for further instructions.

D. An employee that reports experiencing Common Symptoms or tests positive for COVID-19, or who resides with a person who exhibits the Common Symptoms or tests positive for COVID-19, will be required to remain at home or under prescribed care until 72 hours after the Common Symptoms resolve, or, if under medical care, until medically cleared to return to work at the City of Leavenworth. For regular full-time employees who are absent from work due to conditions as set forth in this section, the first eighty (80) hours of leave shall be counted as and charged to COVID-19 Supplemental Leave. For regular part-time employees who are absent from work due to conditions as set forth in this section, the first forty (40) hours of leave shall be counted as and charged to COVID-19 Supplemental Leave. Any absence in excess of what is covered by COVID-19 Supplement Leave may be charged to other available paid leave (if any).

E. COVID-19 Supplemental Leave shall be applied or compensated in the same manner and at the same rate as Paid Time Off (PTO). However, there shall be no cash out value associated with

COVID-19 Supplemental Leave if an employee leaves or otherwise separates from employment with the City of Leavenworth during the period of availability.

- F. COVID-19 Supplemental Leave must be used in increments of no less than eight (8) hours for regular full-time employees (including trainees) and increments of four (4) hours for regular part-time employees.
- G. In the event the need for use of COVID-19 Supplemental Leave is foreseeable (i.e. due to closure of school, daycare or the City of Leavenworth for reasons of COVID-19) the employee must provide reasonable advance notice to his or supervisor of the need to take COVID-19 Supplemental Leave. If the need is not foreseeable, the employee must notify his or her supervisor as soon as possible after the need for leave is known.
- H. COVID-19 Supplemental Leave benefits set forth in this Resolution shall be available until the Department Director determines, in their sole discretion, such benefit is no longer needed, or the emergency set forth in Proclamation No. 20-05 has ended, whichever occurs first. Any unused COVID-19 Supplemental Leave shall be forfeited and will not be paid upon termination or separation of employment or converted to any other leave benefit.
- I. The COVID-19 Supplemental Leave authorized pursuant to this Resolution is limited to preventing or containing the spread of COVID-19, and does not cover absences for any other reason. The terms and conditions set forth herein do not replace, amend, or supplement any terms or conditions of employment stated in any other the City of Leavenworth policy or Collective Bargaining Agreement between the City of Leavenworth and Teamsters Local 760.
- J. The City of Leavenworth may require an employee who uses COVID-19 Supplemental Leave to provide certification that the Supplemental Leave was used for a proper purpose as set forth in this Authorization. Any absence that is improperly charged to COVID-19 Supplemental Leave will be charged to the employee's PTO or other available paid leave (if any), or, if no other paid leave is available, as unpaid leave. Any unused COVID-19 Supplemental Leave will be forfeited.
- K. Unused COVID-19 Supplemental Leave will not be paid upon separation or termination of employment with the City of Leavenworth. Supplemental Leave is not eligible for donation to other City of Leavenworth employees; however, the Mayor may look at additional options for leave if needed, such as the City's Shared Sick Leave Policy.

Section 3. Paid Administrative Leave. Department Directors are granted authority to determine flex scheduling of staff to ensure the safety and necessary back-up for staffing essential duties. The Mayor and Directors will jointly work together to determine what essential duties are necessary. If employees are directed to flex or reduce on site work hours for reasons other than the supplemental leave provisions, such leave shall be reported as paid administrative leave. If an employee is directed to leave the place of business by order of a public official, per Article 12.02.C of the Bargaining Unit Agreement, such leave will be considered as paid administrative leave.

Section 4. 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 the constitutionality of any other section, sentence, clause or phrase of this Resolution.

Section 5. This Resolution shall take effect as of Monday, March 23, 2020. This Resolution and the COVID-19 Supplemental Leave provided herein shall terminate as set forth in Section 2, above.

APPROVED AND ADOPTED by the City Council of the City of Leavenworth this 24th day of March, 2020.

APPROVED:

Carl J. Florea, Mayor

APPROVED AS TO FORM:

Thom H. Graafstra, City Attorney

ATTEST:

Chantell Steiner, Finance Director/City Clerk



1111 Third Avenue
Suite 3000
Seattle, WA 98101

Main: 206.447.4400
Fax: 206.447.9700
foster.com

Direct Phone (206) 447-6264
Direct Facsimile (206) 749-2138
E-Mail lee.marchisio@foster.com

March 6, 2020

The Honorable Carl J. Florea, Mayor
City of Leavenworth
700 Hwy. 2
P.O. Box 287
Leavenworth, WA 98826

Re: Conflict of Interest Waiver – Cascade School District No. 228

Dear Mayor Florea:

I am writing to request a waiver of a conflict of interest arising out of a real estate transaction between Cascade School District No. 228 (the “District”) and the City of Leavenworth (the “City”). Foster Garvey P.C. (“Foster Garvey”) represents the City in certain public finance matters, including as Bond Counsel to the City in its current USDA Bond financing of certain wastewater transmission and treatment facility improvements. Foster Garvey also represents the District in municipal and public finance matters.

The District has requested that Foster Garvey represent the District in the surplus and sale of portions of its Osborn Elementary School property (the “transaction”). The City holds the first right of refusal to purchase the property. Foster Garvey has not represented the City with regard to this transaction.

Under the Washington Rules of Professional Conduct, Foster Garvey may not oppose a current client, even in an unrelated transaction, unless (1) we reasonably believe that we will be able to provide competent and diligent representation to each client and (2) each client gives informed consent. In other words, we must consult with both clients, and we cannot proceed with the engagement unless both the District and the City consent.

The primary risk associated with waivers of conflicts of interest in circumstances like this is the risk that confidential information of one client will be disclosed to the other client, to the disadvantage of the first client. We believe that risk will not be present for either party in this matter because the attorneys representing the City will be different than the attorneys that represent the District, and because the proposed engagement for the District regarding the transaction is unrelated to our representation of the City in connection with the USDA Bond financing and other municipal and public finance matters.

Another risk associated with waivers of conflicts of interest is the risk that a lawyer will not zealously represent one client out of fear of offending another client. We assure you that we will continue to represent the City’s interests fully and to the best of our abilities. We anticipate

Leavenworth
March 5, 2020
Page 2

that the transaction will proceed amicably. However, it is always possible that disputes or even litigation between the District and the City may arise in the future. In that event, we will not be able to represent any party in that dispute. We have copied your City Attorneys and advise you consult with them on this matter.

If you have any questions you would like me to answer before you reach a decision, please let me know. If the City consents to our representation of the District as proposed above, please return a signed copy of this letter to me.

Thank you very much for considering this request.

Sincerely,

FOSTER GARVEY P.C.



Lee Marchisio

cc: Chantell Steiner, City of Leavenworth
Thom Graafstra, Weed, Graafstra and Associates Inc.

CONSENT GIVEN:

CITY OF LEAVENWORTH

By _____

Printed Name: _____

Title: _____

Date: _____

Leavenworth, WA Cost Proposal
 Duncan Parking Technologies, Inc. (CivicSmart)

Quantity	Description	Per Unit Cost	Total
Dual Space Configurations			
1. Upfront Capital Costs			
199	Dual Space Smart Meter	\$ 395.00	\$78,605
199	Field Installation of Meter	\$ 40.00	\$7,960
1	Initial Training/Project Services	\$ 3,000.00	\$3,000
Subtotal (Dual Space)			\$89,565
2. Monthly Costs			
199	2.A. Wireless Communications & Software License Fee	\$ 8.25	\$1,642
	2.B. Credit Card Gateway Fees	\$0.00	\$0

Single Space Configurations			
3. Upfront Capital Costs			
48	Single Space Smart Meter	\$ 275.00	\$13,200
48	Field Installation of Meter	\$25.00	\$1,200
48	Initial Training	\$0.00	\$0
Subtotal (Single Space)			\$14,400
4. Monthly Costs			
48	4.A. Wireless Communications & Software License Fee	\$ 5.50	\$264
	4.B. Credit Card Gateway Fees	\$0.00	\$0

5. Single and Dual Space Meter Warranties			
4	Years (Years 2-5)		
199	Number of Meters (Dual Space)		
796	Number of "Meter Years" of Extended Warranty Coverage		
796	5.A. Five Year Extended Meter Warranty (Dual Space)	\$40.00	\$31,840
48	Number of Meters (Single Space)		
192	Number of "Meter Years" of Extended Warranty Coverage		
192	5.B. Five Year Extended Meter Warranty (Single Space)	\$25.00	\$4,800
265	Number of Batteries		
265	5.C. Five Year Extended Battery Warranty	\$40.00	\$10,600
Five Year Meter Warranty Costs			\$47,240

**Leavenworth, WA Cost Proposal
Duncan Parking Technologies, Inc. (CivicSmart)**

Quantity	Description	Per Unit Cost	Total
Kiosks/Paystations (Flowbird)			
6. Upfront Capital Costs			
10	Paystation	\$ 5,750.00	\$57,500
10	Field Installation of Paystation	Included	\$0
1	Initial Training	\$ -	\$0
10	Five Year Extended Warranty Cost (Yrs 2-5, Yr 1 included)	\$ 1,240.00	\$12,400
Subtotal (Paystations)			\$69,900
7. Monthly Costs			
10	<i>Wireless Communications & Software License Fee</i>	\$ 52.00	\$520
	<i>Credit Card Gateway Fees</i>	\$0.00	\$0

8. Housings and Accessories			
247	Housings	\$ 236.50	\$58,416
247	Field Installation of Housing	\$ 15.00	\$3,705
247	Decorative Sleeves and Bases	\$ 152.72	\$37,722
1	Spare Parts	\$ 3,484.00	\$3,484
Subtotal			\$103,326

Sensors			
9. Upfront Capital Costs			
816	Vehicle Detection Sensor	\$125.00	\$102,000
816	Field Installation of Sensors	\$25.00	\$20,400
29	Communications Gateway	\$400.00	\$11,600
29	Field Installation of Communication Gateway	\$100.00	\$2,900
1	Sensor Software Fee (one-time fee)	\$0.00	\$0
Subtotal (Sensors)			\$136,900
10. Monthly Costs			
816	Sensor Software Fee (recurring fee)	\$0.00	\$0
816	Sensor Communications Fee	\$3.00	\$2,448
29	Communications Gateway Fee	\$6.00	\$174
Subtotal - Monthly Operating Costs			\$2,622

AMENDED CONTRACT

**Leavenworth, WA Cost Proposal
Duncan Parking Technologies, Inc. (CivicSmart)**

Quantity	Description	Per Unit Cost	Total
Handheld Enforcement System			
11. Upfront Capital Costs			
1	Two Handheld Devices with two Printers including Accessories, Extended Warranties (3 yrs for smartphones, 5 yrs for printers), AutoISSUE Software, LPR Engine, Integrations with Payment & Guidance Apps, Integration with Meters, Kiosks & Sensors, Project Management, On-site Training and Citation Ticket Stock (10,000 tickets)	\$ 32,980.00	\$32,980
Subtotal (Handheld System)			\$32,980
12. Monthly Costs			
2	Per device fee includes Wireless Communication Services, AutoISSUE Software Maintenance, LNG Engine Support, AutoISSUE Hosting, Real-time Interface Integrations, Extended Hours Support Desk Services, PEMS Hosting, Disaster Recovery, and AirWatch Remote Management Subscription.	\$ 145.00	\$290
TOTAL UPFRONT COSTS (*not including monthly costs)			\$494,311

AMENDED CONTRACT

**Leavenworth, WA Cost Proposal
Duncan Parking Technologies, Inc. (CivicSmart)**

Mobile Payment Apps	
13A. ParkMobile	Fees
Security & Support Fees	Waived
Hosting Fee	Waived
Maintenance Fee	Waived
Basic Setup Fee	Waived
Decals and Off-Street Signs	Waived
Data Costs	Waived
Option 1: Mobile Payment Transaction Fee Due to ParkMobile (Charged	\$0.30*
Option 2: Mobile Payment Transaction Fee (Charged to Customer) with \$.05 Revenue Share to the City	\$0.30*
Extensions of Parking Sessions	No additional charge

**ParkMobile can serve as Merchant of Record (MOR) and process credit card payments at a rate of 3% plus \$0.15 per transaction for all mobile on-demand parking sessions.*

ParkMobile OnDemand Services Provided at No Additional Costs:

ParkMobile agrees to host and maintain Leavenworth’s Smart Parking Program at no additional costs. ParkMobile agrees to provide both a Call Center and Customer Support at no additional costs. To demonstrate our commitment to the success of Leavenworth’s Smart Parking Program, ParkMobile agrees to cover all social media, standard marketing and advertising costs. ParkMobile agrees to provide the City of Leavenworth team with free access to our integrations with meter manufacturers as well as enforcement and LPR manufacturers so that seamless enforcement of smart parking transactions continues to occur.

ParkMobile agrees to provide the City of Leavenworth with free access to our new **ParkMobile 360 Customizable Self-Administration Toolset**.

13B. PayByPhone	Fees
ONE-TIME SETUP FEES	
Signage – PayByPhone will pay for first round of signage production at service launch	Included
Training, consulting, marketing, 24/7 customer support	Included
Mobile payment services setup fee	Included
Integration with enforcement solution software	Included
Initial dynamic white label background	Included
RECURRING FEES	
Monthly minimum (waived)	\$0.00
PER TRANSACTION CHARGES	
Option 1: Convenience fee charged to driver - City is Merchant of Record (MoR). Own credit card processing and merchant banking fees will apply.	\$0.20
Option 2: Convenience fee charged to the City - City of Leavenworth is MoR. Adoption of the PayByPhone service is significantly higher because parking fee is the same as at meter/pay station.	\$0.17

**Exhibit B
Cost Proposal (pg. 1 of 5)**

Leavenworth, WA Cost Proposal
Duncan Parking Technologies, Inc. (CivicSmart)

Dual Space Configurations			
Quantity	Description	Per Meter Cost	Total
1. Upfront Capital Costs			
179	Dual Space Smart Meter	\$ 395.00	\$70,705
179	Field Installation of Meter	\$ 40.00	\$7,160
1	Initial Training	\$ 3,000.00	\$3,000
Subtotal (Dual Space)			\$80,865
2. Monthly Costs			
2.A. Wireless Communications & Software License Fee			
179	<i>(Some vendors separate this monthly fee into multiple buckets. Enter the sum of all fixed monthly fees on this line).</i>	\$ 8.25	\$1,477
2.B. Credit Card Gateway Fees		\$0.00	\$0
Single Space Configurations			
Quantity	Description	Per Meter Cost	Total
3. Upfront Capital Costs			
45	Single Space Smart Meter	\$ 275.00	\$12,375
45	Field Installation of Meter	\$25.00	\$1,125
45	Initial Training	\$0.00	\$0
Subtotal (Single Space)			\$13,500
4. Monthly Costs			
4.A. Wireless Communications & Software License Fee			
45	<i>(Some vendors separate this monthly fee into multiple buckets. Enter the sum of all fixed monthly fees on this line).</i>	\$ 5.50	\$248
4.B. Credit Card Gateway Fees		\$0.00	\$0
5. Warranties			
<i>4 Years (Years 2-5)</i>			
179	Number of Meters (Dual Space)		
716	Number of "Meter Years" of Extended Warranty Coverage		
716	5.A. Five Year Extended Meter Warranty (Dual Space)	\$40.00	\$28,640
45	Number of Meters (Single Space)		
180	Number of "Meter Years" of Extended Warranty Coverage		
180	5.B. Five Year Extended Meter Warranty (Single Space)	\$25.00	\$4,500
240	Number of Batteries		

ORIGINAL CONTRACT

**Exhibit B
Cost Proposal (pg. 2 of 5)**

240	<i>5.C. Five Year Extended Battery Warranty</i>	\$40.00	\$9,600
Five Year Meter Warranty Costs			\$42,740
Klosks/Paystations			
Quantity	Description	Per Meter Cost	Total
FLOWBIRD			
6A. Upfront Capital Costs			
10	Dual Space Smart Meter	\$ 6,050.00	\$60,500
10	Field Installation of Meter	Included	\$0
1	Initial Training	\$ -	\$0
Subtotal (Dual Space)			\$60,500
7A. Monthly Costs			
10	<i>Wireless Communications & Software License Fee (Some vendors separate this monthly fee into multiple buckets. Enter the sum of all fixed monthly fees on this line).</i>	\$ 52.00	\$520
Credit Card Gateway Fees		\$0.00	\$0
T2 SYSTEMS			
6B. Upfront Capital Costs			
10	Dual Space Smart Meter	\$ 6,423.25	\$64,233
10	Field Installation of Meter	\$ 750.00	\$7,500
1	Initial Training	\$ 2,500.00	\$2,500
Subtotal (Dual Space)			\$74,233
7B. Monthly Costs			
10	<i>Wireless Communications & Software License Fee (Some vendors separate this monthly fee into multiple buckets. Enter the sum of all fixed monthly fees on this line).</i>	\$ 80.00	\$800
Credit Card Gateway Fees		\$0.00	\$0
8. Housings			
224	Housings	\$ 236.50	\$52,976
224	Field Installation of Housing	\$ 15.00	\$3,360
Subtotal			\$56,336

ORIGINAL CONTRACT

**Exhibit B
Cost Proposal (pg. 3 of 5)**

9. Sensors		
653 Vehicle Detection Sensor	\$125.00	\$81,625
653 Field Installation of Sensors	\$25.00	\$16,325
Communications Gateway (Note: will require 22 gateways 22 given number of sensors)	\$400.00	\$8,800
22 Field Installation of Communication Gateway	\$100.00	\$2,200
1 Sensor Software Fee (one-time fee)	\$0.00	\$0
Subtotal		\$108,950
10. Monthly Costs for Sensors and Gateways		
653 Sensor Software Fee (recurring fee)	\$0.00	\$0
653 Sensor Communications Fee	\$3.00	\$1,959
22 Communications Gateway Fee	\$6.00	\$132
Subtotal - Monthly Operating Costs		\$2,091
TOTAL UPFRONT COSTS - FLOWBIRD KIOSKS (*not including monthly costs)		\$362,891
TOTAL UPFRONT COSTS - T2 SYSTEMS KIOSKS (*not including monthly costs)		\$376,624

ORIGINAL CONTRACT

**Exhibit B
Cost Proposal (pg. 4 of 5)**

11A. Mobile Payment App - ParkMobile	Fees
Security & Support Fees	Waived
Hosting Fee	Waived
Maintenance Fee	Waived
Basic Setup Fee	Waived
Decals and Off-Street Signs	Waived
Data Costs	Waived
Option 1: Mobile Payment Transaction Fee Due to ParkMobile (Charged	\$0.30*
Option 2: Mobile Payment Transaction Fee (Charged to Customer) with \$.05 Revenue Share to the City	\$0.30*
Extensions of Parking Sessions	No additional charge

**ParkMobile can serve as Merchant of Record (MOR) and process credit card payments at a rate of 3% plus \$0.15 per transaction for all mobile on-demand parking sessions.*

ParkMobile OnDemand Services Provided at No Additional Costs:

ParkMobile agrees to host and maintain Leavenworth's Smart Parking Program at no additional costs.

ParkMobile agrees to provide both a Call Center and Customer Support at no additional costs.

To demonstrate our commitment to the success of Leavenworth's Smart Parking Program, ParkMobile agrees to cover all social media, standard marketing and advertising costs.

ParkMobile agrees to provide the City of Leavenworth team with free access to our integrations with meter manufacturers as well as enforcement and LPR manufacturers so that seamless enforcement of smart parking transactions continues to occur.

As a backup to the free integrations, ParkMobile agrees to provide Leavenworth with a cloud-based enforcement portal with secure credentials to validate active OnDemand smart parking sessions for each of your location(s) where your smart parking services are made available.

ParkMobile agrees to provide the City of Leavenworth with free access to our new **ParkMobile 360 Customizable Self-Administration Toolset** with secure credentials to evaluate usage by unique identification numbers established directly for your OnDemand smart parking footprint.

11B. Mobile Payment App - PayByPhone	Fees
ONE-TIME SETUP FEES	
Signage – PayByPhone will pay for first round of signage production at service launch	Included
Training, consulting, marketing, 24/7 customer support	Included
Mobile payment services setup fee	Included
Integration with enforcement solution software	Included
Initial dynamic white label background	Included
RECURRING FEES	
Monthly minimum (waived)	\$0.00
PER TRANSACTION CHARGES	
Option 1: Convenience fee charged to driver - City of Leavenworth is Merchant of Record (MoR). Own credit card processing and merchant banking fees will apply.	\$0.20
Option 2: Convenience fee charged to City of Leavenworth - City of Leavenworth is MoR. Adoption of the PayByPhone service is significantly higher because parking fee is the same as at meter/pay station.	\$0.17

ORIGINAL CONTRACT

**Exhibit B
Cost Proposal (pg. 5 of 5)**

12. Handheld Enforcement System			
Quantity	Description	Per Unit Cost	Total
Upfront Capital Costs			
1	Two Handheld Devices with two Printers including Accessories, Extended Warranties (3 yrs for smartphones, 5 yrs for printers), AutoISSUE Software, LPR Engine, Integrations with Payment & Guidance Apps, Integration with Meters, Kiosks & Sensors, Project Management, On-site Training and Citation Ticket Stock (10,000 tickets)	\$ 32,980.00	\$32,980
	Subtotal		\$32,980
Monthly Costs			
2	Per device fee includes Wireless Communication Services, AutoISSUE Software Maintenance, LNG Engine Support, AutoISSUE Hosting, Real-time Interface Integrations, Extended Hours Support Desk Services, PEMS Hosting, Disaster Recovery, and AirWatch Remote Management Subscription.	\$ 145.00	\$290

Pricing for Optional Services will be provided upon request and agreement of scope.

ORIGINAL CONTRACT

RESOLUTION NO XX07-2020**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEAVENWORTH CONCERNING RULES AND STANDARDS OF CONDUCT FOR PERSONS AND PARTIES WHO ENTER INTO AGREEMENTS WITH THE CITY, USE CITY FACILITIES, OR ENGAGE IN BUSINESS WITHIN THE CITY**

WHEREAS, City has received complaints or concerns about conduct that may or may not be legal by persons or parties that have agreements with the City, use City Facilities, or engage in business in the City; and

WHEREAS, the City has adopted policies for use of certain City facilities; for example, the Leavenworth Festhalle Policy; and

WHEREAS, the City has established regulations for special uses; for example, regulating noise levels through the Public Disturbance Noise provisions so that attendees may enjoy the special use, and those not participating will not be disturbed by excessive noise; and

WHEREAS, the City, pursuant to LMC 5.04.170, has adopted standards of conduct for parties issued business licenses to engage in business in the City; and

WHEREAS, despite policies, regulations, and provisions in City Code, reports of shrewd or harsh business practices, discourteous, intemperate, or unwelcome interactions with members of the public persist; and

WHEREAS, the City desires to foster and promote activities and functions that create a sense of community and inclusiveness among various organizations, between the board members of the various organizations, and larger community; and

WHEREAS, the City's reputation as a welcoming place is essential to the City's success and therefore essential to the general welfare of each City resident and guest; and

NOW THEREFORE be it resolved by the City Council of the City of Leavenworth as follows:

1. Purpose. It is the purpose of this Resolution to express the clear and resolute desire that all persons and parties entering into agreements with the City, using City facilities, or engaged in business in the City adhere to the highest standards of personal conduct to enhance the reputation of the City and its citizens as an open, courteous, and ethical place ~~where the golden rule—do unto others as you would have them do unto you—is not merely remembered, but daily and constantly practiced.~~

2. City expectations. To achieve the purpose, of this Resolution, the Council expects that all persons and parties operating under agreements with the City, using City facilities, or engaged in business in the City:

- A. Honor and fully perform in accordance with their Agreements with the City; and
- B. Honor and fully abide by all City policies and City Code; and
- C. Enhance the reputation of the City and the Leavenworth Community through the highest ethical behavior; and
- D. Take every reasonable action to make all interactions with all members of the public courteous, honest and welcoming.

3. Direction to City Administrator. The City Council directs that the City Administrator, or designee, adopt practices and forms for the receipt of complaints concerning persons and parties with agreements with the City, using City facilities, or engaged in business with the City. Complaints alleging violations of law, regulation, or violation of City policies will be flagged for further review and possible enforcement action. Complaints that may not be a violation of law, regulation, or policy shall be recorded in an appropriately established journal or log.

4. Renewals of Agreements or uses. When any renewal of an Agreement, or any use comes before the City---whether staff or council---a review of complaints logged shall be made. The party seeking renewal is encouraged to respond to the complaint. To the extent allowed by applicable law, regulation, or adopted policy, the complaints made and the response may be considered for any renewal.

ADOPTED Passed by the City Council of the City of Leavenworth and signed-approved by the Mayor on the this 24th day of March, 2020.

APPROVED:

Carl J. Florea, Mayor

ATTEST:

Chantell Steiner, Finance Director/City Clerk

RESOLUTION NO 07-2020

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LEAVENWORTH CONCERNING RULES AND STANDARDS OF CONDUCT FOR PERSONS AND PARTIES WHO ENTER INTO AGREEMENTS WITH THE CITY, USE CITY FACILITIES, OR ENGAGE IN BUSINESS WITHIN THE CITY

WHEREAS, City has received complaints or concerns about conduct that may or may not be legal by persons or parties that have agreements with the City, use City Facilities, or engage in business in the City; and

WHEREAS, the City has adopted policies for use of certain City facilities; for example, the Leavenworth Festhalle Policy; and

WHEREAS, the City has established regulations for special uses; for example, regulating noise levels through the Public Disturbance Noise provisions so that attendees may enjoy the special use, and those not participating will not be disturbed by excessive noise; and

WHEREAS, the City, pursuant to LMC 5.04.170, has adopted standards of conduct for parties issued business licenses to engage in business in the City; and

WHEREAS, despite policies, regulations, and provisions in City Code, reports of shrewd or harsh business practices, discourteous, intemperate, or unwelcome interactions with members of the public persist; and

WHEREAS, the City desires to foster and promote activities and functions that create a sense of community and inclusiveness among various organizations, between the board members of the various organizations, and larger community; and

WHEREAS, the City's reputation as a welcoming place is essential to the City's success and therefore essential to the general welfare of each City resident and guest; and

NOW THEREFORE be it resolved by the City Council of the City of Leavenworth as follows:

1. Purpose. It is the purpose of this Resolution to express the clear and resolute desire that all persons and parties entering into agreements with the City, using City facilities, or engaged in business in the City adhere to the highest standards of personal conduct to enhance the reputation of the City and its citizens as an open, courteous, and ethical place.

2. City expectations. To achieve the purpose, of this Resolution, the Council expects that all persons and parties operating under agreements with the City, using City facilities, or engaged in business in the City:

- A. Honor and fully perform in accordance with their Agreements with the City; and

- B. Honor and fully abide by all City policies and City Code; and
- C. Enhance the reputation of the City and the Leavenworth Community through the highest ethical behavior; and
- D. Take every reasonable action to make all interactions with all members of the public courteous, honest and welcoming.

3. Direction to City Administrator. The City Council directs that the City Administrator, or designee, adopt practices and forms for the receipt of complaints concerning persons and parties with agreements with the City, using City facilities, or engaged in business with the City. Complaints alleging violations of law, regulation, or violation of City policies will be flagged for further review and possible enforcement action. Complaints that may not be a violation of law, regulation, or policy shall be recorded in an appropriately established journal or log.

4. Renewals of Agreements or uses. When any renewal of an Agreement, or any use comes before the City---whether staff or council---a review of complaints logged shall be made. The party seeking renewal is encouraged to respond to the complaint. To the extent allowed by applicable law, regulation, or adopted policy, the complaints made and the response may be considered for any renewal.

Passed by the City Council of the City of Leavenworth and approved by the Mayor this 24th day of March, 2020.

APPROVED:

Carl J. Florea, Mayor

ATTEST:

Chantell Steiner, Finance Director/City Clerk

**AGREEMENT
BETWEEN
TROUT UNLIMITED AND THE CITY OF LEAVENWORTH
REGARDING BOULDER FIELD PROJECT**

This Agreement is entered into between TROUT UNLIMITED, a Michigan 501(c)(3) nonprofit corporation (“TU”), and THE CITY OF LEAVENWORTH, an Municipal Corporation organized pursuant to Chapter 35.01 RCW (“COL”) (collectively referred to as “the Parties”), effective as of March 16, 2020 (“Effective Date”).

Recitals

- A. TU is a nonprofit corporation that has been determined by the IRS to qualify as a tax-exempt organization under section 501(c)(3) of the Internal Revenue Code. TU is engaged in water right acquisitions, irrigation infrastructure upgrades, and river and stream restoration projects through partnerships with agricultural producers and grassroots organizations, to conserve, protect, and restore coldwater fisheries and their habitats.
- B. COL is an Municipal Corporation of the State of Washington, created pursuant to the Revised Code of the State of Washington (RCW) 35.01.
- C. COL and TU are collaborative partners on a project that seeks to enhance fish passage for steelhead and bull trout at Icicle Creek river mile 5.6, locally known as the boulder field (“the Project”). The Project includes three distinct but connected pieces and are referred to as schedules A, B and C. Schedule A is the replacement of approximately 1500 feet of COL waterline. Schedule B is the step pool fish passage project and schedule C is the improvement to the COL fish screen. Costs for the distinct phases and their attributed funding is as follows:

Boulder Field Project Cost & Funding Exhibit

Project Element	Estimated Cost	Secured Funding
City of Leavenworth Waterline - Project Schedule A	\$ 790,000.00	\$ 790,000.00
Boulder Field Step-Pool - Project Schedule B	\$ 883,000.00	\$ 883,000.00
City of Leavenworth Fish Screen - Project Schedule C	\$ 900,100.00	\$ 900,100.00
Project Management and Coordination	\$ 34,000.00	\$ 34,000.00
Total	\$ 2,607,100.00	\$ 2,607,100.00

Funding Source	Current Amount	Funding Allocation
Tributary Funds	\$ 625,000.00	Schedules A & B
Salmon Recovery Funding Board	\$ 141,000.00	Schedules A & B
US Fish and Wildlife Service	\$ 101,000.00	Schedules A & B
US Fish and Wildlife Service	\$ 90,000.00	Schedules A & B
Priest Rapids Conservation Council	\$ 375,000.00	Schedules A & B
McNary Mitigation Fund	\$ 375,000.00	Schedules A & B
Tributary Funds	\$ 475,100.00	Schedule C
City of Leavenworth	\$ 240,000.00	Schedule C
DOE - Office of the Columbia River	\$ 185,000.00	Schedule C
Total	\$ 2,607,100.00	

- D. Through the Project, COL and TU intend to enhance fish access to the wilderness headwaters of Icicle Creek and connect the lower reaches of Icicle Creek with over 23 miles of mainstem habitat. Additionally, the Project will provide access to dozens of miles of tributary habitat for anadromous fishes and connect Upper Icicle Creek with the Wenatchee River Watershed.

Agreement

For good, valuable and sufficient consideration, acknowledged by the parties, TU and COL agree as follows:

1. **Role of TU.** TU shall be responsible for and conduct the following activities:
 - a. Participate in meetings and other communications efforts as necessary to ensure coordination and implementation of the Project.
 - b. Provide site plans specifications for the Project for review and approval prior to construction
 - c. Work closely with COL on project implementation and construction logistics, including coordination with COL on site access for routine COL activities and insure operational needs of COL during construction duration.
 - d. Secure all environmental permits for construction prior to commencement of construction activities.
 - e. Work closely with COL and Washington Department of Fish and Wildlife (“WDFW”) to secure funding for COL for a fish screen for COL’s diversion on Icicle Creek.
 - f. Maintain and adjust the Project for one year following substantial completion of the passage construction, complete any adaptive management adjustments prior to the expiration of the two-year period after substantial completion, and impose no maintenance obligations or requirements on COL for the water line and fish screen for the one-year period.

2. **Role of COL.** COL be responsible for and conduct the following activities:
 - a. Participation in meetings and other communications as necessary to ensure coordination and implementation of the Project.
 - b. Work in cooperation with TU to support the Project and provide COL permission necessary for TU to construct the Project, including the City of Leavenworth water diversion and fish screen elements of the Project on COL property.
 - c. Cooperate with TU on temporary water right change application to facilitate

construction of the Project.

- d. Subject to appropriation by the COL City Council, contribute funds for the Project on a timely basis, the total of said funds not to exceed Two Hundred and Forty Thousand Dollars (\$240,000). COL shall not be responsible for any other costs, and not be responsible for any change orders or cost overruns except that COL shall be responsible for any costs associated or cost overruns associated with new changes to the Project not discussed or contemplated by the Parties as of the Effective Date that are requested by and directly benefit COL.
 - e. Timely review and approve the call for bids, plans and specifications for the Project.
3. **Term of Agreement.** The term of this Agreement shall commence upon Effective Date and shall continue in effect until the later of Project completion or October 31, 2021, except the provisions of Section 6 shall survive the termination.
 4. **Construction.** TU shall be responsible for all construction of the Project, including:
 - a. Oversight and management of all contractors;
 - b. All funding for the Project in coordination with the Washington Department of Fish and Wildlife, including the COL fish screen and supporting infrastructure, except for the match to be provided by COL for the COL Fish Screen;
 - c. Providing all construction plans to COL for review and approval prior to any construction;
 - d. Bid and Construct the Project in accordance with the laws of the state of Washington for a public work, and provide for a competitive bid, and the payment of prevailing wages.
 - e. Get COL approval for all change orders that are related to the work on the COL's portion of the Project, including the fish screens and diversion system reviewed and approved by COL's engineer; and
 - f. Payment for all consultation, design, work, and materials for the Project and all Project closeout in accordance with the requirements of law.
 5. **Termination for Cause.** This Agreement may be terminated for cause by either party by furnishing the other party with written notice at least thirty (30) days prior to such termination; provided however, that the Parties shall meet and confer to discuss, negotiate, and attempt to resolve the issues or disputes giving rise to the proposed termination. If any action at law is brought by either party to enforce or interpret the terms of this Memorandum of Agreement, the prevailing party shall be entitled to reasonable attorney's fees and costs.
 6. **Insurance.** TU shall maintain general liability insurance in the minimum amount of \$1,000,000.00 per occurrence/\$2,000,000.00 aggregate, errors and omissions coverage in the amount of \$1,000,000.00 per occurrence or claim, and auto liability insurance in the minimum amount of \$1,000,000.00 per accident, per person, each including coverage for contractual obligations, bodily injury (including death) and property damage. TU's contractors shall maintain insurance of the same type to the same limits for the Project. The City shall be an additional insured on all insurance procured by its contractors.

7. **Indemnification.** Subject to the limitations set forth in Section 14 below, TU will indemnify, protect, defend and hold COL harmless from and against any and all claims, liabilities, losses, damages, costs and expenses, of any nature whatsoever, including, without limitation, attorneys' fees, arising from or related to any breach of TU's of this Agreement or damage or liability on account of personal injury or death, property damage, economic loss of any kind or nature, caused by the negligence or willful recklessness of TU, TU employees, its contractors and subcontractors or any person, firm or corporation acting on TU's behalf related to or arising out of this Agreement.

Except for the limited contribution of COL toward the project specified above in paragraph 2d, TU shall be responsible for all other costs and expenses, and shall allow no lien or claim to arise against the property of the COL. TU shall indemnify, save harmless, and defend the City as to any claim for monies or any lien in excess of the contribution to be made by City specified in paragraph 2d above. This indemnity shall include all COL legal costs and attorney's fees associated with enforcement of this indemnity provision.

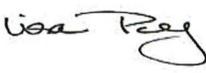
Subject to the limitations set forth in Section 14 below, COL will indemnify, protect, defend and hold TU harmless from and against any and all claims, liabilities, losses, damages, costs and expenses, of any nature whatsoever, including, without limitation, attorneys' fees, arising from or related to any breach of COL's of this Agreement or damage or liability on account of personal injury or death, property damage, economic loss of any kind or nature, caused by the negligence or willful recklessness of COL, COL employees, or any person, firm or corporation acting on COL's behalf related to or arising out of this Agreement.

8. **Nondiscrimination.** During the performance of this Agreement, TU shall not unlawfully discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, age, sex, or sexual orientation. TU shall ensure that the evaluation and treatment of their employees and applicants for employment are free of such discrimination.
9. **Notices.** Any notice, demand, or request authorized or required by this Agreement shall be deemed to have been given, on behalf of TU when mailed, postage prepaid or delivered to TU: c/o Aaron Penvose, Project Manager (apenvose@tu.org), Trout Unlimited's Washington Water Project, 103 Palouse, Suite 14, Wenatchee Washington 98801 and, on behalf of COL when mailed, postage prepaid or delivered to COL: c/o Herb Amick, P.O. Box 287, Leavenworth, WA 98826.
10. **Assignment.** This Agreement is for services and may not be assigned, in whole or in part, by TU without COL's prior written consent, which consent shall not be unreasonably withheld.
11. **Counterparts Execution.** This Agreement may be executed in any number of counterparts, each of which will be an original, but all of which will constitute one contract, binding on TU and COL even though the signatures of all parties may not appear on any one counterpart.
12. **Advice of Counsel.** The Parties acknowledge they have had the opportunity to consult with their own legal counsel regarding this Agreement.

13. **No Partnership.** Nothing herein contained shall constitute a partnership between or joint venture by the parties hereto or constitute any party the agent of the others. No party shall hold itself out contrary to the terms of this Section and no party shall become liable by any representation, act or omission of the other contrary to the provisions hereof. This Agreement is not for the benefit of any third party and shall not be deemed to give any right or remedy to any such party whether referred to herein or not.
14. **Construction.** The captions and paragraph titles used in this Agreement are for reference only and will not be used in the interpretation of this Agreement or any related document. If any provision of this Agreement is determined to be invalid, illegal, void or unenforceable, such determination will not affect any other provision of this Agreement and all such other provisions will remain in full force and effect.
15. **Dispute Resolution.** TU and COL shall make good-faith efforts to quickly and collaboratively resolve any dispute arising under or in connection with this Memorandum of Agreement. The parties shall use their best efforts to resolve disputes promptly and at the lowest organizational level. In the event that the parties are unable to resolve the dispute, the parties shall submit the matter to non-binding mediation facilitated by a mutually agreed upon mediator. The parties shall share equally in the cost of the mediator. Each party agrees to cooperate to the fullest extent possible in resolving the dispute. The parties agree that they shall have no right to seek relief in a court of law until and unless the Dispute Resolution process has been exhausted.
16. **Governing Law and Venue.** This Agreement shall be governed and enforced under the laws of the State of Washington, the state in which COL is incorporated. Venue shall be in Chelan County, Washington.
17. **Amendment.** This Agreement may not be modified or amended except by written agreement of the parties.

This Agreement has been signed by TU and COL as of the date of the Effective Date.

TROUT UNLIMITED, INC.

By: 

Lisa Pelly, Director

CITY OF LEAVENWORTH

By: 

Carl J. Florea, Mayor



City of Leavenworth

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

TAB 8

Sharon Waters
Clint Strand
Jason Lundgren
Anne Hessburg - *Mayor Pro Tem*
Zeke Reister
Vacant - *City Administrator*

REQUEST FOR QUALIFICATIONS (RFQ) FOR ON-CALL ENGINEERING/PLANNING SERVICES

**Posting Date: TBD
Proposals Due: TBD by 5:00 pm**

SUBMIT QUALIFICATIONS AND PROPOSAL TO:

**Attn: Chantell Steiner, City Clerk
700 US Hwy 2 / P.O. Box 287
Leavenworth, WA 98826
Phone 509-548-5275
financedir@cityofleavenworth.com**

INTRODUCTION

The City of Leavenworth, Washington is seeking qualification statements from Professional Engineering firms with experience providing on-call engineering and planning services to cities, including, preliminary and final review of civil plans, stormwater plan review, water/sewer plan review, utility design, surveying, geotechnical investigation/review, studies and services, permitting, project management, project/site inspections, grant writing and grant management, GMA Comprehensive Plan work, and review and drafting of development standards and codes.

Submittal Requirements

Interested firms shall submit electronically a statement of Qualifications that contains the following:

1. Cover letter
2. Qualifications
 - a. Submit a general description of the firm's background and experience with similar on-call contracts.
 - b. Discuss the firm's knowledge and experience of public agency projects including Federal projects, State projects and City of Lake Stevens projects.
3. Availability of Staff and Resources
 - a. On-call services requires timely responses (same day/week) to ensure work flow. Explain how the firm will approach the contracted tasks.
4. Personnel.
 - a. Quality of personnel is critical in the decision-making process. List of available personnel and anticipated primary contact
5. References
 - a. List similar contracts that the firm has managed with a brief description of the services and the personnel that will be assigned to this contract. Please emphasize any repeat work due to past performance.
 - b. Provide the names of at least three (3) public agencies that your organization has provided on-call services in Washington since 2015 along with specific individuals we may contact for references.

General Information

Pursuant to, and in compliance with, RCW 39.80 the City of Leavenworth requests Statements of Qualifications for engineering services. These services are to be provided on an on-call basis for up to two years, depending on the final contract. This contract may be renewed for two additional one-year terms at the discretion of the City. The maximum total compensation for on-call services in 2019 was in excess of \$100,000.

This Request for Qualifications does not commit the City to award a contract, to pay any costs incurred in the preparation of a proposal for this request, or to procure or contract for services. The City reserves the right to accept or reject any or all proposals received as a result of this request, to negotiate with any qualified firm or to modify or cancel in part or in its entirety the Request for Qualifications if it is in the best interest of the City to do so.

Qualifications statement shall be provided to the City electronically no later than 5:00pm on TBD. Late submissions will be automatically disqualified from consideration. Submissions are to be sent to Chantell Steiner, Finance Director/City Clerk, at financedir@cityofleavenworth.com. Questions may be directed to Herb Amick, Pubic Works Director, at herba@cityofleavenworth.com, phone 509-548-5275.

The City of Leavenworth hereby gives public notice that it is the City’s policy to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and related statutes and regulations in all programs and activities. Title VI requires that no person shall, on the grounds of race, color, sex, or national origin be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any Federal Aid Highway program or other activity for which the City received Federal financial assistance.

All costs for developing a response to this RFP are the obligation of the respondent and are not chargeable to the City. The respondent must bear all costs associated with the preparation of the submittal and of any oral presentation requested by the City. All responses and accompanying documentation will become property of the City and will not be returned. Proposals may be withdrawn at any time prior to the published close date, provided notification is received in writing to the below listed City agent(s). Proposals cannot be withdrawn after the published close date.

Selection Process

City Staff will perform a review based on a matrix and what the City Staff views as a good fit for a variety of projects. The elevation will be rated for the initial screening and may be followed by interviews.

Criteria	Description	Scoring
On-call experience	Cities with population of 2,000 to 10,000	10
Personnel Qualifications & Experience	Road projects	10
	Stormwater	10
	Transportation planning	10
Firm Qualifications	Diversity of Expertise	10
	Review of private developments	10
Resources	Level of depth of resources to meet project needs	10
Project Schedules	Demonstrated ability to meet project timelines	10
Project Budgets	Examples of meeting budgets and invoicing process	10
RFQ Submittal	Complete, easy to read submittal	10

Terms and Conditions

The City reserves the right to amend terms of this RFP to circulate various addenda, or to withdraw the RFP at any time, regardless of how much time and effort firms may have spent on their responses.

Performance Criteria

Consultant shall perform in accordance with the terms and conditions as stated herein and in accordance with the highest standards and commercial practices. Charges of poor performance/service against the

Consultant shall be documented by the City and submitted to the Consultant for corrective action. Continued poor performance shall be deemed a breach of City requirements and shall be the cause for immediate termination of services.

Proposed Personnel

Consultant agrees to provide all professional staff necessary to perform the scope of work, including key individuals named in Consultant's proposal. These key personnel shall remain assigned for the duration of the contract, unless otherwise agreed to in writing by the City. In the event Consultant proposes to substitute any key personnel, the individual(s) proposed must demonstrate similar qualifications and experience as required to successfully perform such duties. The City shall have the sole right to determine whether key personnel proposed as substitutes are qualified to work on the project.

LEAVENWORTH CITY COUNCIL
Finance Committee Agenda

City Hall - Conference Room
March 24, 2020, 5:00 p.m.

Members:

Mia Bretz
Anne Hessburg
* Clint Strand

1) Finance Director Topics:

- a) February 2020 Revenue / Expenditure Reports by Department
- b) February 2020 Investment Report (1 page)
- c) 2020 Tax & Parking Revenue Summary Reports (7 pages)
- d) All Funds Revenue/Expenditure Charts and Cash Flow Figures (4 pages)

2) Finance Committee / Mayor-Administration Topics

- a) Review Financial Policy



Memo

To: Mayor and City Council
From: Chantell Steiner, Finance Director
Date: March 12, 2020
Re: February 2020 Revenue/Expenditure Report

Attached is the February 2020 Revenue and Expenditure report through February 29, 2020. The first page includes revenues and expenses without the beginning and ending fund balance budget and actuals, allowing for a true picture of revenues versus expenditures. Please note that a particular fund may not show on this page if there were no revenues or expenses. In reviewing this page, you will find that we have received 16.3% of revenues and have spent 11.9% on expenses.

In reviewing the revenues (fund balances excluded) to date across all funds the City is 0.3% lower than it was in 2019. In reviewing the expenditures (fund balances excluded) to date across all funds the City is 2.7% higher than it was in 2019. Capital consultant related spending anticipated for March 2020 includes the ongoing contracting for the engineering/design costs for the Wastewater Treatment Plant upgrade (approx. 80% complete on the \$1.42M contract). Capital construction related spending includes the Pine Street Project (100% complete on the \$1.912M Construction contract, 94% complete on the \$417,658 TD&H construction/admin contract, and 100% complete on the \$40,000 Pacific Engineering Inspection Contract) and the City is working towards closeout of the US2 Crosswalks Project (approx. 97% complete on the \$365K contractor contract and 99.9% complete on the \$170K admin contract). The City continues to await the closeout and final 5% retainage billing for the grant related PUD LED Lighting project. New projects getting underway will include the Wastewater Plant and TIB Pilot Project for Whitman Street.

The Retail Sales Tax percentage, through the month of February, decreased from 12.66% to 6.17% while the Lodging Tax percentage decreased from 12.63% to 7.99%. The Transportation Benefit District (TBD) Tax and Public Safety Retail Sales Taxes continue to come in with a similar trend to the base Retail Sales Tax with an overall percent of 6.16% for the TBD and 6.27% for the Public Safety Tax. Property Taxes continue to remain slightly above 2019 figures through February with a total of 0.5% or \$2,616; these low figures are normal as taxes are not due until April. Real Estate Excise Taxes (REET) continues to remain below 2018 and 2019 figures; 2020 revenues of \$8,837 compared to \$21,228 thru February 2019. Parking revenues for all lots combined rebounded in February with the payment from the Chamber of Commerce for Christmas Lighting Bus Parking; currently 25.85% over 2019 which is up from negative -19.13% in January. Cash flow in all funds combined remains positive with a carryover of \$721,582. However, growth overall continues to show signs of slowing as last February was \$1,153,317.

The City's overall investment return for February has dropped significantly from 2.217% to 1.876% with decreases continuing daily. Due to the recent Coronavirus COVID-19, Stock Market declines, and the Federal Reserve making drastic cuts to interest rates, the City can anticipate further reductions; at this time market analysts are anticipating 0% - 0.5% interest rates within the next two months. The City's overall return rate is currently trending above the 1-Month US Treasury Bills by 0.426% and above the Local Government Investment Pool (LGIP) by 0.197%. The current return rate for the LGIP is 1.68% down from 1.72%, the CVBMM (Cashmere Valley Bank Money Market) is 1.88% significantly down from 2.25%, the TVI Investments average rate remains steady at 2.38%, and the CVB (Cashmere Valley Bank) Checking is at 0.87% down from 1.11%.

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

REVENUES LESS BEGINNING FUND BALANCES FEBRUARY 2020

City Of Leavenworth
MCAG #: 0222

Months: 01 To: 02

Time: 16:13:58 Date: 03/03/2020

Page: 1

Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 Current Expense	3,071,494.00	544,183.33	17.7%	0.00	0.00	0%
101 Streets	1,116,306.00	233,688.54	20.9%	0.00	0.00	0%
102 Transportation Benefit District	505,358.00	94,028.24	18.6%	0.00	0.00	0%
104 Lodging Tax	2,103,053.00	542,257.04	25.8%	0.00	0.00	0%
107 P.W. Capital Improvement	136,000.00	11,590.64	8.5%	0.00	0.00	0%
110 Leavenworth Civic Center	165,102.00	54,999.38	33.3%	0.00	0.00	0%
176 Community Swimming Pool	232,850.00	733.66	0.3%	0.00	0.00	0%
203 2013 G.O. Bond	184,763.00	0.00	0.0%	0.00	0.00	0%
204 LID Guaranty	0.00	0.00	0.0%	0.00	0.00	0%
205 LID	76,768.00	295.42	0.4%	0.00	0.00	0%
305 Pine Street Capital Project	139,135.76	29,386.99	21.1%	0.00	0.00	0%
402 Garbage	836,474.00	103,095.42	12.3%	0.00	0.00	0%
403 Water	2,593,680.00	247,871.54	9.6%	0.00	0.00	0%
404 Sewer	2,357,181.00	266,917.59	11.3%	0.00	0.00	0%
405 Water Bond Reserve	0.00	0.00	0.0%	0.00	0.00	0%
410 Stormwater	116,996.00	19,441.86	16.6%	0.00	0.00	0%
415 Parking	621,681.00	96,841.90	15.6%	0.00	0.00	0%
501 Equip Rental & Revolving Fund	726,381.01	164,648.56	22.7%	0.00	0.00	0%
502 Central Services	106,545.00	53,272.50	50.0%	0.00	0.00	0%
601 Cemetery Endowment Fund	12,000.00	2,692.18	22.4%	0.00	0.00	0%
	<u>15,101,767.77</u>	<u>2,465,944.79</u>	<u>16.3%</u>	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>

EXPENDITURES LESS ENDING FUND BALANCES FEBRUARY 2020

City Of Leavenworth
MCAG #: 0222

Months: 01 To: 02

Time: 16:14:30 Date: 03/03/2020

Page: 1

Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 Current Expense	0.00	0.00	0.0%	2,595,100.53	464,713.09	18%
101 Streets	0.00	0.00	0.0%	874,921.11	164,308.00	19%
102 Transportation Benefit District	0.00	0.00	0.0%	255,939.00	85,916.74	34%
104 Lodging Tax	0.00	0.00	0.0%	2,101,368.19	136,386.28	6%
107 P.W. Capital Improvement	0.00	0.00	0.0%	500,000.00	0.00	0%
110 Leavenworth Civic Center	0.00	0.00	0.0%	172,148.00	46,325.76	27%
176 Community Swimming Pool	0.00	0.00	0.0%	331,169.16	9,880.76	3%
203 2013 G.O. Bond	0.00	0.00	0.0%	184,763.00	0.00	0%
205 LID	0.00	0.00	0.0%	73,086.00	0.00	0%
305 Pine Street Capital Project	0.00	0.00	0.0%	0.00	29,386.99	0%
402 Garbage	0.00	0.00	0.0%	865,245.89	110,284.62	13%
403 Water	0.00	0.00	0.0%	2,811,026.14	220,136.82	8%
404 Sewer	0.00	0.00	0.0%	2,327,342.12	303,995.78	13%
405 Water Bond Reserve	0.00	0.00	0.0%	0.00	0.00	0%
410 Stormwater	0.00	0.00	0.0%	78,638.00	14,230.92	18%
415 Parking	0.00	0.00	0.0%	1,001,842.00	32,973.86	3%
501 Equip Rental & Revolving Fund	0.00	0.00	0.0%	426,544.20	94,362.36	22%
502 Central Services	0.00	0.00	0.0%	106,545.00	31,460.89	30%
601 Cemetery Endowment Fund	0.00	0.00	0.0%	0.00	0.00	0%
	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>	<u>14,705,678.34</u>	<u>1,744,362.87</u>	<u>11.9%</u>

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020

Page: 1

001 Current Expense

Revenues	Amt Budgeted	February	YTD	Remaining	
308 Beginning Balances	2,170,100.00	0.00	3,091,982.52	(921,882.52)	142.5%
310 Taxes	2,535,202.00	197,394.57	424,617.84	2,110,584.16	16.7%
320 Licenses & Permits	195,850.00	17,123.18	31,166.45	164,683.55	15.9%
330 Intergovernmental Revenues	69,442.00	344.23	4,875.03	64,566.97	7.0%
340 Charges For Goods & Services	81,100.00	9,572.61	17,876.16	63,223.84	22.0%
350 Fines & Penalties	750.00	150.00	450.00	300.00	60.0%
360 Interest & Other Earnings	181,750.00	7,734.10	15,386.83	166,363.17	8.5%
380 Non Revenues	7,400.00	127.21	311.02	7,088.98	4.2%
390 Other Financing Sources	0.00	0.00	49,500.00	(49,500.00)	0.0%
Fund Revenues:	5,241,594.00	232,445.90	3,636,165.85	1,605,428.15	69.4%
Expenditures	Amt Budgeted	February	YTD	Remaining	
511 Legislative	72,540.00	5,335.02	10,211.12	62,328.88	14.1%
513 Executive	135,348.00	13,811.62	25,541.08	109,806.92	18.9%
514 Financial, Recording & Elections	110,743.00	5,992.70	25,518.12	85,224.88	23.0%
515 Legal Services	50,000.00	5,866.50	5,866.50	44,133.50	11.7%
518 Centralized Services	88,308.00	8,487.59	32,130.39	56,177.61	36.4%
521 Law Enforcement	689,362.00	2,867.07	166,863.17	522,498.83	24.2%
522 Fire Control	43,000.00	0.00	0.00	43,000.00	0.0%
525 Disaster Services	5,400.00	0.00	1,494.30	3,905.70	27.7%
536 Cemetery	112,068.00	7,966.45	16,044.70	96,023.30	14.3%
554 Environmental Services	16,665.00	2,860.92	2,860.92	13,804.08	17.2%
558 Planning & Community Devel	215,637.00	15,275.35	21,944.07	193,692.93	10.2%
559 Housing & Community Develop	100,250.37	9,979.87	17,717.62	82,532.75	17.7%
562 Public Health	1,321.00	0.00	0.00	1,321.00	0.0%
565 Welfare	0.00	0.00	0.00	0.00	0.0%
566 Substance Abuse	550.00	0.00	0.00	550.00	0.0%
569 Aging & Adult Services	4,500.00	0.00	0.00	4,500.00	0.0%
571 Education & Recreation	4,000.00	0.00	0.00	4,000.00	0.0%
576 Park Facilities	687,323.00	31,166.98	126,472.12	560,850.88	18.4%
580 Non Expenditures	10,650.00	(1,573.90)	1,782.15	8,867.85	16.7%
591 Debt Service - Principal Repayment	54,796.00	0.00	0.00	54,796.00	0.0%
592 Debt Service - Interest Costs	1,370.00	0.00	0.00	1,370.00	0.0%
594 Capital Expenditures	171,269.16	5,266.83	5,266.83	166,002.33	3.1%
597 Interfund Transfers	20,000.00	0.00	5,000.00	15,000.00	25.0%
999 Ending Balance	2,646,493.47	0.00	0.00	2,646,493.47	0.0%
Fund Expenditures:	5,241,594.00	113,303.00	464,713.09	4,776,880.91	8.9%
Fund Excess/(Deficit):	0.00	119,142.90	3,171,452.76		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
 MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
 Page: 2

101 Streets

Revenues	Amt Budgeted	February	YTD	Remaining	
308 Beginning Balances	446,013.00	0.00	876,911.56	(430,898.56)	196.6%
310 Taxes	867,561.00	112,424.16	178,896.11	688,664.89	20.6%
330 Intergovernmental Revenues	64,306.00	3,220.43	6,505.02	57,800.98	10.1%
360 Interest & Other Earnings	3,500.00	1,448.45	3,052.66	447.34	87.2%
390 Other Financing Sources	0.00	0.00	0.00	0.00	0.0%
397 Interfund Transfers	180,939.00	0.00	45,234.75	135,704.25	25.0%
Fund Revenues:	1,562,319.00	117,093.04	1,110,600.10	451,718.90	71.1%
Expenditures	Amt Budgeted	February	YTD	Remaining	
030 Roadway	266,587.00	28,055.38	52,279.62	214,307.38	19.6%
061 Sidewalks	6,000.00	0.00	0.00	6,000.00	0.0%
063 Street Lighting	25,500.00	1,330.39	2,014.94	23,485.06	7.9%
064 Traffic Control	4,000.00	94.57	94.57	3,905.43	2.4%
066 Snow & Ice	21,500.00	941.23	941.23	20,558.77	4.4%
067 Street Cleaning	500.00	0.00	0.00	500.00	0.0%
542 Streets - Maintenance	324,087.00	30,421.57	55,330.36	268,756.64	17.1%
543 Streets Admin & Overhead	330,215.00	5,183.24	111,338.91	218,876.09	33.7%
547 Transit Systems & Railroads	500.00	0.00	0.00	500.00	0.0%
591 Debt Service - Principal Repayment	56,925.00	0.00	0.00	56,925.00	0.0%
592 Debt Service - Interest Costs	4,334.00	0.00	0.00	4,334.00	0.0%
594 Capital Expenditures	40,000.00	0.00	0.00	40,000.00	0.0%
595 Capital Expenditures- Streets	118,860.11	0.00	(2,361.27)	121,221.38	2.0%
999 Ending Balance	687,397.89	0.00	0.00	687,397.89	0.0%
Fund Expenditures:	1,562,319.00	35,604.81	164,308.00	1,398,011.00	10.5%
Fund Excess/(Deficit):	0.00	81,488.23	946,292.10		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
Page: 3

102 Transportation Benefit District

Revenues	Amt Budgeted	February	YTD	Remaining	
308 Beginning Balances	508,399.00	0.00	128,204.78	380,194.22	25.2%
310 Taxes	499,958.00	58,771.57	93,521.83	406,436.17	18.7%
360 Interest & Other Earnings	5,400.00	264.55	506.41	4,893.59	9.4%
Fund Revenues:	1,013,757.00	59,036.12	222,233.02	791,523.98	21.9%
Expenditures	Amt Budgeted	February	YTD	Remaining	
543 Streets Admin & Overhead	0.00	0.00	11,295.00	(11,295.00)	0.0%
597 Interfund Transfers	255,939.00	29,386.99	74,621.74	181,317.26	29.2%
999 Ending Balance	757,818.00	0.00	0.00	757,818.00	0.0%
Fund Expenditures:	1,013,757.00	29,386.99	85,916.74	927,840.26	8.5%
Fund Excess/(Deficit):	0.00	29,649.13	136,316.28		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
Page: 4

104 Lodging Tax

Revenues	Amt Budgeted	February	YTD	Remaining	
308 Beginning Balances	738,850.00	0.00	1,512,337.61	(773,487.61)	204.7%
310 Taxes	2,093,053.00	366,886.16	536,966.13	1,556,086.87	25.7%
360 Interest & Other Earnings	10,000.00	2,346.19	5,290.91	4,709.09	52.9%
Fund Revenues:	2,841,903.00	369,232.35	2,054,594.65	787,308.35	72.3%
Expenditures	Amt Budgeted	February	YTD	Remaining	
557 Community Services	1,616,996.00	52,029.32	124,255.19	1,492,740.81	7.7%
591 Debt Service - Principal Repayment	95,000.00	0.00	0.00	95,000.00	0.0%
592 Debt Service - Interest Costs	39,582.00	0.00	0.00	39,582.00	0.0%
594 Capital Expenditures	349,790.19	11,830.23	12,131.09	337,659.10	3.5%
597 Interfund Transfers	0.00	0.00	0.00	0.00	0.0%
999 Ending Balance	740,534.81	0.00	0.00	740,534.81	0.0%
Fund Expenditures:	2,841,903.00	63,859.55	136,386.28	2,705,516.72	4.8%
Fund Excess/(Deficit):	0.00	305,372.80	1,918,208.37		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
Page: 5

107 P.W. Capital Improvement

Revenues	Amt Budgeted	February	YTD	Remaining	
308 Beginning Balances	209,721.00	0.00	802,490.59	(592,769.59)	382.6%
310 Taxes	130,000.00	4,014.48	8,836.56	121,163.44	6.8%
360 Interest & Other Earnings	6,000.00	1,144.98	2,754.08	3,245.92	45.9%
Fund Revenues:	345,721.00	5,159.46	814,081.23	(468,360.23)	235.5%
Expenditures	Amt Budgeted	February	YTD	Remaining	
597 Interfund Transfers	500,000.00	0.00	0.00	500,000.00	0.0%
999 Ending Balance	(154,279.00)	0.00	0.00	(154,279.00)	0.0%
Fund Expenditures:	345,721.00	0.00	0.00	345,721.00	0.0%
Fund Excess/(Deficit):	0.00	5,159.46	814,081.23		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
Page: 6

110 Leavenworth Civic Center

Revenues	Amt Budgeted	February	YTD	Remaining	
308 Beginning Balances	75,997.00	0.00	32,353.69	43,643.31	42.6%
340 Charges For Goods & Services	143,552.00	13,474.17	47,716.95	95,835.05	33.2%
360 Interest & Other Earnings	850.00	2,153.13	2,218.10	(1,368.10)	261.0%
380 Non Revenues	700.00	22.44	64.33	635.67	9.2%
397 Interfund Transfers	20,000.00	0.00	5,000.00	15,000.00	25.0%
Fund Revenues:	241,099.00	15,649.74	87,353.07	153,745.93	36.2%
Expenditures	Amt Budgeted	February	YTD	Remaining	
575 Cultural & Recreational Facilities	150,148.00	12,528.18	39,716.40	110,431.60	26.5%
580 Non Expenditures	3,000.00	550.59	929.39	2,070.61	31.0%
594 Capital Expenditures	19,000.00	5,679.97	5,679.97	13,320.03	29.9%
999 Ending Balance	68,951.00	0.00	0.00	68,951.00	0.0%
Fund Expenditures:	241,099.00	18,758.74	46,325.76	194,773.24	19.2%
Fund Excess/(Deficit):	0.00	(3,109.00)	41,027.31		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
Page: 7

176 Community Swimming Pool

Revenues	Amt Budgeted	February	YTD	Remaining	
308 Beginning Balances	85,889.00	0.00	220,131.24	(134,242.24)	256.3%
310 Taxes	131,300.00	0.00	0.00	131,300.00	0.0%
340 Charges For Goods & Services	101,000.00	0.00	0.00	101,000.00	0.0%
360 Interest & Other Earnings	550.00	301.26	733.66	(183.66)	133.4%
380 Non Revenues	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:	318,739.00	301.26	220,864.90	97,874.10	69.3%
Expenditures	Amt Budgeted	February	YTD	Remaining	
576 Park Facilities	209,662.00	636.77	9,880.76	199,781.24	4.7%
580 Non Expenditures	0.00	0.00	0.00	0.00	0.0%
592 Debt Service - Interest Costs	0.00	0.00	0.00	0.00	0.0%
594 Capital Expenditures	121,507.16	0.00	0.00	121,507.16	0.0%
999 Ending Balance	(12,430.16)	0.00	0.00	(12,430.16)	0.0%
Fund Expenditures:	318,739.00	636.77	9,880.76	308,858.24	3.1%
Fund Excess/(Deficit):	0.00	(335.51)	210,984.14		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
Page: 8

203 2013 G.O. Bond

Revenues	Amt Budgeted	February	YTD	Remaining	
308 Beginning Balances	0.00	0.00	0.00	0.00	0.0%
397 Interfund Transfers	184,763.00	0.00	0.00	184,763.00	0.0%
Fund Revenues:	184,763.00	0.00	0.00	184,763.00	0.0%
Expenditures	Amt Budgeted	February	YTD	Remaining	
591 Debt Service - Principal Repayment	105,000.00	0.00	0.00	105,000.00	0.0%
592 Debt Service - Interest Costs	79,763.00	0.00	0.00	79,763.00	0.0%
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:	184,763.00	0.00	0.00	184,763.00	0.0%
Fund Excess/(Deficit):	0.00	0.00	0.00		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
Page: 9

204 LID Guaranty

Revenues	Amt Budgeted	February	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	February	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		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
Page: 10

205 LID

Revenues	Amt Budgeted	February	YTD	Remaining	
308 Beginning Balances	4,762.00	0.00	1,517.58	3,244.42	31.9%
350 Fines & Penalties	0.00	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	76,768.00	122.82	295.42	76,472.58	0.4%
Fund Revenues:	81,530.00	122.82	1,813.00	79,717.00	2.2%
Expenditures	Amt Budgeted	February	YTD	Remaining	
591 Debt Service - Principal Repayment	73,086.00	0.00	0.00	73,086.00	0.0%
999 Ending Balance	8,444.00	0.00	0.00	8,444.00	0.0%
Fund Expenditures:	81,530.00	0.00	0.00	81,530.00	0.0%
Fund Excess/(Deficit):	0.00	122.82	1,813.00		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
Page: 11

305 Pine Street Capital Project

Revenues	Amt Budgeted	February	YTD	Remaining	
308 Beginning Balances	0.00	0.00	0.00	0.00	0.0%
330 Intergovernmental Revenues	64,135.76	0.00	0.00	64,135.76	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.00	0.0%
397 Interfund Transfers	75,000.00	29,386.99	29,386.99	45,613.01	39.2%
Fund Revenues:	139,135.76	29,386.99	29,386.99	109,748.77	21.1%
Expenditures	Amt Budgeted	February	YTD	Remaining	
595 Capital Expenditures- Streets	0.00	29,386.99	29,386.99	(29,386.99)	0.0%
999 Ending Balance	139,135.76	0.00	0.00	139,135.76	0.0%
Fund Expenditures:	139,135.76	29,386.99	29,386.99	109,748.77	21.1%
Fund Excess/(Deficit):	0.00	0.00	0.00		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
Page: 12

402 Garbage

Revenues	Amt Budgeted	February	YTD	Remaining	
308 Beginning Balances	171,072.00	0.00	126,684.85	44,387.15	74.1%
340 Charges For Goods & Services	829,474.00	50,618.94	102,692.46	726,781.54	12.4%
360 Interest & Other Earnings	7,000.00	157.52	402.96	6,597.04	5.8%
380 Non Revenues	0.00	0.00	0.00	0.00	0.0%
Fund Revenues:	1,007,546.00	50,776.46	229,780.27	777,765.73	22.8%
Expenditures	Amt Budgeted	February	YTD	Remaining	
537 Garbage & Solid Waste	817,041.00	41,854.18	110,284.62	706,756.38	13.5%
594 Capital Expenditures	48,204.89	0.00	0.00	48,204.89	0.0%
999 Ending Balance	142,300.11	0.00	0.00	142,300.11	0.0%
Fund Expenditures:	1,007,546.00	41,854.18	110,284.62	897,261.38	10.9%
Fund Excess/(Deficit):	0.00	8,922.28	119,495.65		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
Page: 13

403 Water

Revenues	Amt Budgeted	February	YTD	Remaining	
308 Beginning Balances	418,804.00	0.00	863,357.77	(444,553.77)	206.1%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services	1,582,680.00	119,963.32	242,032.24	1,340,647.76	15.3%
350 Fines & Penalties	6,000.00	1,318.60	2,482.60	3,517.40	41.4%
360 Interest & Other Earnings	5,000.00	1,358.82	3,356.70	1,643.30	67.1%
380 Non Revenues	0.00	0.00	0.00	0.00	0.0%
390 Other Financing Sources	500,000.00	0.00	0.00	500,000.00	0.0%
397 Interfund Transfers	500,000.00	0.00	0.00	500,000.00	0.0%
Fund Revenues:	3,012,484.00	122,640.74	1,111,229.31	1,901,254.69	36.9%
Expenditures	Amt Budgeted	February	YTD	Remaining	
534 Water Utilities	967,166.00	51,454.29	212,938.80	754,227.20	22.0%
580 Non Expenditures	0.00	0.00	0.00	0.00	0.0%
591 Debt Service - Principal Repayment	353,362.00	0.00	0.00	353,362.00	0.0%
592 Debt Service - Interest Costs	36,774.00	0.00	0.00	36,774.00	0.0%
594 Capital Expenditures	1,453,724.14	219.77	7,198.02	1,446,526.12	0.5%
597 Interfund Transfers	0.00	0.00	0.00	0.00	0.0%
999 Ending Balance	201,457.86	0.00	0.00	201,457.86	0.0%
Fund Expenditures:	3,012,484.00	51,674.06	220,136.82	2,792,347.18	7.3%
Fund Excess/(Deficit):	0.00	70,966.68	891,092.49		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
Page: 14

404 Sewer

Revenues	Amt Budgeted	February	YTD	Remaining	
308 Beginning Balances	1,591,803.00	0.00	1,953,641.02	(361,838.02)	122.7%
330 Intergovernmental Revenues	700,000.00	0.00	0.00	700,000.00	0.0%
340 Charges For Goods & Services	1,626,181.00	127,588.57	259,790.71	1,366,390.29	16.0%
350 Fines & Penalties	6,000.00	0.00	0.00	6,000.00	0.0%
360 Interest & Other Earnings	25,000.00	3,257.71	7,126.88	17,873.12	28.5%
390 Other Financing Sources	0.00	0.00	0.00	0.00	0.0%
Fund Revenues:	3,948,984.00	130,846.28	2,220,558.61	1,728,425.39	56.2%
Expenditures	Amt Budgeted	February	YTD	Remaining	
535 Sewer	968,651.00	45,984.01	240,808.26	727,842.74	24.9%
591 Debt Service - Principal Repayment	104,646.00	0.00	0.00	104,646.00	0.0%
592 Debt Service - Interest Costs	1,973.00	0.00	0.00	1,973.00	0.0%
594 Capital Expenditures	1,252,072.12	13,013.24	63,187.52	1,188,884.60	5.0%
597 Interfund Transfers	0.00	0.00	0.00	0.00	0.0%
999 Ending Balance	1,621,641.88	0.00	0.00	1,621,641.88	0.0%
Fund Expenditures:	3,948,984.00	58,997.25	303,995.78	3,644,988.22	7.7%
Fund Excess/(Deficit):	0.00	71,849.03	1,916,562.83		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
 MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
 Page: 15

405 Water Bond Reserve

Revenues	Amt Budgeted	February	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	February	YTD	Remaining	
580 Non Expenditures	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		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
 MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
 Page: 16

406 Sewer Bond Reserve

Revenues	Amt Budgeted	February	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	February	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		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
 MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
 Page: 17

410 Stormwater

Revenues	Amt Budgeted	February	YTD	Remaining	
308 Beginning Balances	85,549.00	0.00	47,268.86	38,280.14	55.3%
340 Charges For Goods & Services	116,246.00	9,414.09	19,301.53	96,944.47	16.6%
360 Interest & Other Earnings	750.00	58.34	140.33	609.67	18.7%
Fund Revenues:	202,545.00	9,472.43	66,710.72	135,834.28	32.9%
Expenditures	Amt Budgeted	February	YTD	Remaining	
531 Storm Water Services	73,234.00	2,326.04	14,230.92	59,003.08	19.4%
591 Debt Service - Principal Repayment	4,958.00	0.00	0.00	4,958.00	0.0%
592 Debt Service - Interest Costs	446.00	0.00	0.00	446.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.00	0.0%
999 Ending Balance	123,907.00	0.00	0.00	123,907.00	0.0%
Fund Expenditures:	202,545.00	2,326.04	14,230.92	188,314.08	7.0%
Fund Excess/(Deficit):	0.00	7,146.39	52,479.80		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
Page: 18

415 Parking

Revenues	Amt Budgeted	February	YTD	Remaining	
308 Beginning Balances	258,093.00	0.00	630,390.61	(372,297.61)	244.2%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	621,681.00	54,047.13	96,841.90	524,839.10	15.6%
397 Interfund Transfers	0.00	0.00	0.00	0.00	0.0%
Fund Revenues:	879,774.00	54,047.13	727,232.51	152,541.49	82.7%
Expenditures	Amt Budgeted	February	YTD	Remaining	
030 Roadway	61,267.00	4,790.13	10,097.29	51,169.71	16.5%
065 Parking Facilities	69,411.00	4,049.54	11,271.93	58,139.07	16.2%
542 Streets - Maintenance	130,678.00	8,839.67	21,369.22	109,308.78	16.4%
580 Non Expenditures	46,626.00	3,696.51	11,398.39	35,227.61	24.4%
592 Debt Service - Interest Costs	0.00	0.00	0.00	0.00	0.0%
594 Capital Expenditures	40,000.00	0.00	0.00	40,000.00	0.0%
595 Capital Expenditures- Streets	599,775.00	206.25	206.25	599,568.75	0.0%
597 Interfund Transfers	184,763.00	0.00	0.00	184,763.00	0.0%
999 Ending Balance	(122,068.00)	0.00	0.00	(122,068.00)	0.0%
Fund Expenditures:	879,774.00	12,742.43	32,973.86	846,800.14	3.7%
Fund Excess/(Deficit):	0.00	41,304.70	694,258.65		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
 MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
 Page: 19

501 Equip Rental & Revolving Fund

Revenues	Amt Budgeted	February	YTD	Remaining	
308 Beginning Balances	513,088.00	0.00	431,635.45	81,452.55	84.1%
340 Charges For Goods & Services	652,677.00	0.00	163,169.25	489,507.75	25.0%
360 Interest & Other Earnings	7,500.00	615.01	1,479.31	6,020.69	19.7%
380 Non Revenues	1,500.00	0.00	0.00	1,500.00	0.0%
390 Other Financing Sources	64,704.01	0.00	0.00	64,704.01	0.0%
Fund Revenues:	1,239,469.01	615.01	596,284.01	643,185.00	48.1%
Expenditures	Amt Budgeted	February	YTD	Remaining	
548 Public Works - Centralized Services	310,225.00	26,637.09	56,378.81	253,846.19	18.2%
580 Non Expenditures	1,500.00	0.00	0.00	1,500.00	0.0%
591 Debt Service - Principal Repayment	40,294.00	0.00	0.00	40,294.00	0.0%
592 Debt Service - Interest Costs	5,777.00	0.00	(0.06)	5,777.06	0.0%
594 Capital Expenditures	68,748.20	37,983.61	37,983.61	30,764.59	55.3%
999 Ending Balance	812,924.81	0.00	0.00	812,924.81	0.0%
Fund Expenditures:	1,239,469.01	64,620.70	94,362.36	1,145,106.65	7.6%
Fund Excess/(Deficit):	0.00	(64,005.69)	501,921.65		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
Page: 20

502 Central Services

Revenues	Amt Budgeted	February	YTD	Remaining	
308 Beginning Balances	0.00	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services	106,545.00	0.00	53,272.50	53,272.50	50.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.00	0.0%
Fund Revenues:	106,545.00	0.00	53,272.50	53,272.50	50.0%
Expenditures	Amt Budgeted	February	YTD	Remaining	
518 Centralized Services	90,795.00	6,370.23	18,058.48	72,736.52	19.9%
594 Capital Expenditures	15,750.00	666.19	13,402.41	2,347.59	85.1%
999 Ending Balance	0.00	0.00	0.00	0.00	0.0%
Fund Expenditures:	106,545.00	7,036.42	31,460.89	75,084.11	29.5%
Fund Excess/(Deficit):	0.00	(7,036.42)	21,811.61		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
 MCAG #: 0222

Time: 16:12:23 Date: 03/03/2020
 Page: 21

601 Cemetery Endowment Fund

Revenues	Amt Budgeted	February	YTD	Remaining	
308 Beginning Balances	263,386.00	0.00	280,379.75	(16,993.75)	106.5%
340 Charges For Goods & Services	7,000.00	375.00	1,732.50	5,267.50	24.8%
360 Interest & Other Earnings	5,000.00	398.97	959.68	4,040.32	19.2%
Fund Revenues:	275,386.00	773.97	283,071.93	(7,685.93)	102.8%
Expenditures	Amt Budgeted	February	YTD	Remaining	
536 Cemetery	0.00	0.00	0.00	0.00	0.0%
999 Ending Balance	275,386.00	0.00	0.00	275,386.00	0.0%
Fund Expenditures:	275,386.00	0.00	0.00	275,386.00	0.0%
Fund Excess/(Deficit):	0.00	773.97	283,071.93		

2020 FEBRUARY BUDGET POSITION

City Of Leavenworth
MCAG #: 0222

Months: 01 To: 02

Time: 16:12:23 Date: 03/03/2020

Page: 22

Fund	Revenue	February	Received		Expenditures	February	Spent	
001 Current Expense	5,241,594.00	232,445.90	3,636,165.85	69.4%	5,241,594.00	113,303.00	464,713.09	8.9%
101 Streets	1,562,319.00	117,093.04	1,110,600.10	71.1%	1,562,319.00	35,604.81	164,308.00	10.5%
102 Transportation Benefit District	1,013,757.00	59,036.12	222,233.02	21.9%	1,013,757.00	29,386.99	85,916.74	8.5%
104 Lodging Tax	2,841,903.00	369,232.35	2,054,594.65	72.3%	2,841,903.00	63,859.55	136,386.28	4.8%
107 P.W. Capital Improvement	345,721.00	5,159.46	814,081.23	235.5%	345,721.00	0.00	0.00	0.0%
110 Leavenworth Civic Center	241,099.00	15,649.74	87,353.07	36.2%	241,099.00	18,758.74	46,325.76	19.2%
176 Community Swimming Pool	318,739.00	301.26	220,864.90	69.3%	318,739.00	636.77	9,880.76	3.1%
203 2013 G.O. Bond	184,763.00	0.00	0.00	0.0%	184,763.00	0.00	0.00	0.0%
204 LID Guaranty	84,364.00	0.00	84,364.10	100.0%	84,364.00	0.00	0.00	0.0%
205 LID	81,530.00	122.82	1,813.00	2.2%	81,530.00	0.00	0.00	0.0%
305 Pine Street Capital Project	139,135.76	29,386.99	29,386.99	21.1%	139,135.76	29,386.99	29,386.99	21.1%
402 Garbage	1,007,546.00	50,776.46	229,780.27	22.8%	1,007,546.00	41,854.18	110,284.62	10.9%
403 Water	3,012,484.00	122,640.74	1,111,229.31	36.9%	3,012,484.00	51,674.06	220,136.82	7.3%
404 Sewer	3,948,984.00	130,846.28	2,220,558.61	56.2%	3,948,984.00	58,997.25	303,995.78	7.7%
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	202,545.00	9,472.43	66,710.72	32.9%	202,545.00	2,326.04	14,230.92	7.0%
415 Parking	879,774.00	54,047.13	727,232.51	82.7%	879,774.00	12,742.43	32,973.86	3.7%
501 Equip Rental & Revolving Fund	1,239,469.01	615.01	596,284.01	48.1%	1,239,469.01	64,620.70	94,362.36	7.6%
502 Central Services	106,545.00	0.00	53,272.50	50.0%	106,545.00	7,036.42	31,460.89	29.5%
601 Cemetery Endowment Fund	275,386.00	773.97	283,071.93	102.8%	275,386.00	0.00	0.00	0.0%
	22,991,705.77	1,197,599.70	13,813,644.46	60.1%	22,991,705.77	530,187.93	1,744,362.87	7.6%

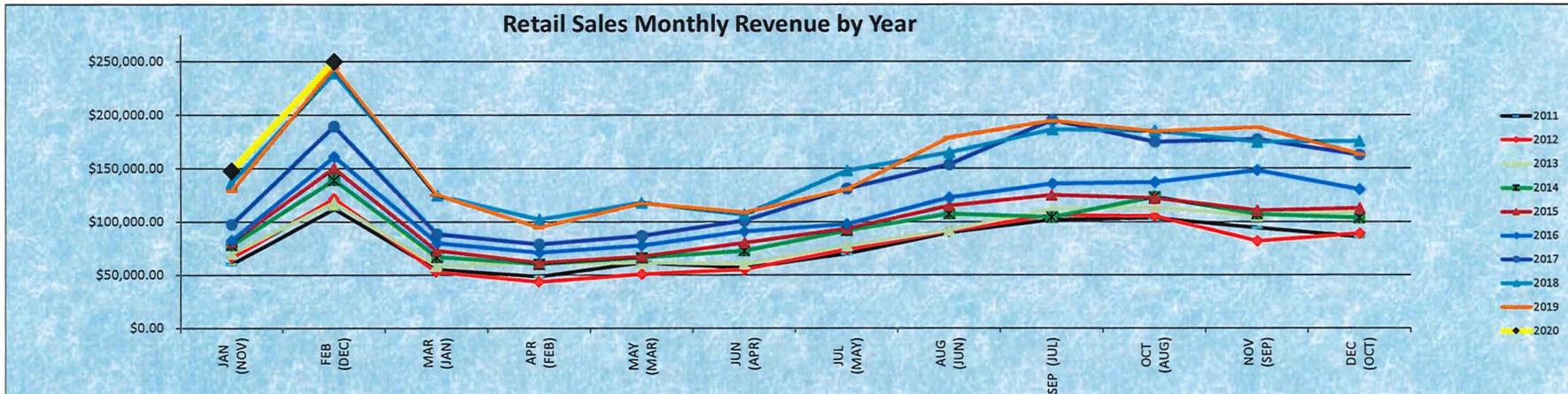
City of Leavenworth
Investment Report
February 29, 2020

Issued By:	Maturity Date	Term Length	Rate of Return	Current Value
Local Government Investment Pool				
Primary Account			1.68%	\$ 132,616.97
Cashmere Valley Bank				
Money Market Savings Account			1.88%	\$ 8,859,028.97
Cashmere Valley Bank				
Checking Account			0.87%	\$ 1,061,012.33
*Less Outstanding Cks - \$97,386.83				
*Includes 2/29 Deposit + \$709,600.66				
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%	\$ 2,090,968.34
City's Petty Cash on Hand (Reports only in December)			0.00%	\$ -
Total All Investments				<u>\$ 12,143,626.61</u>
Total February Banking Service Charges	(Note: CVB = \$76.40, LGIP = \$0.78)			\$ 77.18
Total February Interest Received	(Note: CVB = \$76.40, CVBMM = \$12,625.88, LGIP = \$177.43, TVI = \$4,728.70)			\$ 17,608.41
Total Monthly Interest Less Banking Service Fees				\$ 17,531.23
Total 2020 Interest Received to Date (Actual)				\$ 39,055.82

Performance Matrix	Prior Year	Current Year	Difference
Rate of Return (TVI Investments @ Average Rate)	2.39%	1.876%	-0.52%
Baseline (LGIP)	2.51%	1.679%	-0.83%
Difference	-0.12%	0.197%	0.32%
Other Benchmarks			
US Treasury Bill - One Month	2.44%	1.45%	-0.99%
Difference from Rate of Return	-0.05%	0.426%	0.47%

**CITY OF LEAVENWORTH
THROUGH FEBRUARY 29, 2020
RETAIL SALES TAX REVENUE SUMMARY**

	2011 Budget	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget		
	\$915,000	\$933,300	\$970,914	\$980,825	\$1,124,346	\$1,191,064	\$1,275,000	\$1,715,990	\$1,836,110	\$1,927,915		
	-3.22%	2.00%	4.03%	1.02%	14.63%	5.93%	7.05%	34.59%	7.00%	5.00%		
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	18 to Date	19 to Date
JAN (NOV)	\$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	\$147,715.44	\$136,335.65	\$129,014.21
FEB (DEC)	\$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	\$249,831.47	\$238,724.49	\$243,993.03
MAR (JAN)	\$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			
APR (FEB)	\$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			
MAY (MAR)	\$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			
JUN (APR)	\$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			
JUL (MAY)	\$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			
AUG (JUN)	\$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			
SEP (JUL)	\$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			
OCT (AUG)	\$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			
NOV (SEP)	\$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			
DEC (OCT)	\$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			
TOTAL	\$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	\$397,546.91	\$375,060.14	\$373,007.24
Dollar Change	\$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)	\$24,539.67	\$22,486.77	\$24,539.67
Percent Change	1.36%	-0.24%	9.82%	7.22%	6.07%	10.59%	18.49%	12.10%	-0.09%	6.17%		
										Previous Month	12.66%	Target Budget 3.79%

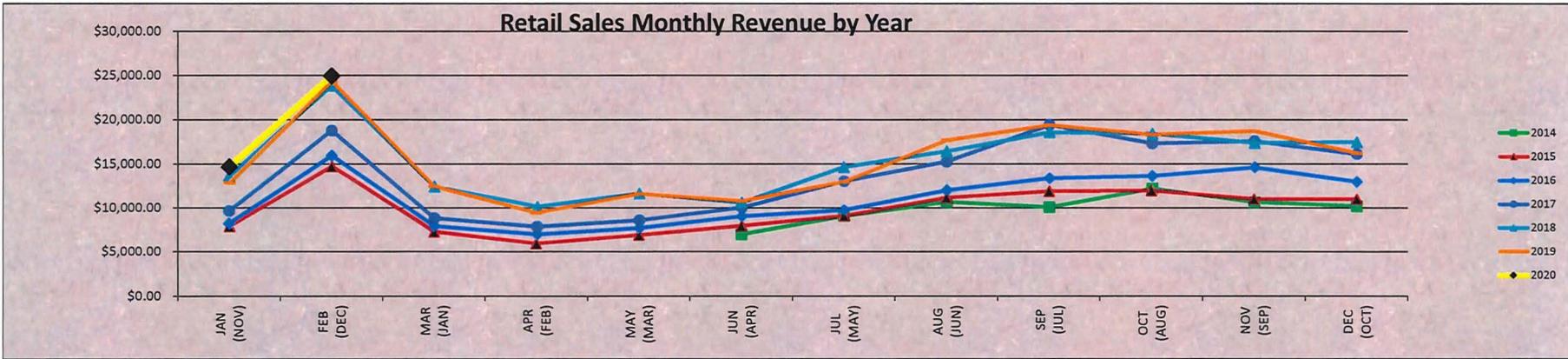


This chart shows annual trends on a month by month basis with the data point pertaining to the month the City received its portion only of revenues. The month in parenthesis represents the month in which the sales were made by a customer, signifying a two-month lag in revenue posting. Retail Sales taxes 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 levys can increase tax collections for a City or County. In 2010, voters approved a .2% increase for the Leavenworth Transportation Benefit District that began collections in April 2011 with first revenues received in June 2011 bringing the total tax in Leavenworth to 8.3% at that time. In 2013, voters approved a .1% increase for a Public Safety tax that began collections in April 2014 with first revenues received in June 2014 bringing the total tax in Leavenworth to 8.4%. In 2019 Voters approved a .1% increase for LINK Transit which began in January 2020 bringing the current total to 8.5%. 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, .5% 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 2019 with similar but lowering trends as development continues for the new Apartment Complex behind Safeway. **Future Potential note: Coronavirus breakout in USA in March 2020.**

**CITY OF LEAVENWORTH
THROUGH FEBRUARY 29, 2020
PUBLIC SAFETY RETAIL SALES TAX REVENUE SUMMARY**

	2014	2015	2016	2017	2018	2019	2020		
	\$80,000	\$105,000	\$116,706	\$126,000	\$170,331	\$182,254	\$191,367		
	% of inc/dec	31.25%	11.15%	7.96%	35.18%	7.00%	5.00%		
	2014	2015	2016	2017	2018	2019	2020	18 to Date	19 to Date
JAN (NOV)		\$7,873.54	\$8,183.87	\$9,619.70	\$13,542.17	\$12,836.28	\$14,665.25	\$13,542.17	\$12,836.28
FEB (DEC)		\$14,707.87	\$15,900.09	\$18,740.81	\$23,806.58	\$24,281.24	\$24,937.12	\$23,806.58	\$24,281.24
MAR (JAN)		\$7,272.58	\$7,871.57	\$8,806.51	\$12,408.38	\$12,420.89			
APR (FEB)		\$5,924.83	\$6,962.96	\$7,826.72	\$10,090.32	\$9,410.55			
MAY (MAR)		\$6,901.61	\$7,676.58	\$8,559.09	\$11,616.27	\$11,575.02			
JUN (APR)	\$6,977.84	\$7,931.22	\$9,003.53	\$10,007.99	\$10,578.57	\$10,754.88			
JUL (MAY)	\$9,058.40	\$9,068.96	\$9,718.26	\$13,021.92	\$14,627.21	\$12,967.43			
AUG (JUN)	\$10,657.40	\$11,162.65	\$12,017.85	\$15,248.01	\$16,403.37	\$17,671.54			
SEP (JUL)	\$10,078.75	\$11,912.39	\$13,360.58	\$19,407.23	\$18,565.36	\$19,378.61			
OCT (AUG)	\$12,187.94	\$11,964.25	\$13,621.74	\$17,303.09	\$18,399.00	\$18,298.14			
NOV (SEP)	\$10,656.47	\$11,000.81	\$14,596.91	\$17,568.16	\$17,365.51	\$18,688.05			
DEC (OCT)	\$10,203.45	\$10,986.05	\$12,962.29	\$16,110.76	\$17,465.25	\$16,194.76			
TOTAL	\$69,820.25	\$116,706.76	\$131,876.23	\$162,219.99	\$184,867.99	\$184,477.39	\$39,602.37	\$37,348.75	\$37,117.52
Dollar Change		\$46,886.51	\$15,169.47	\$30,343.76	\$22,648.00	(\$390.60)	\$2,484.85	\$2,253.62	\$2,484.85
Percent Change		40.17%	11.50%	18.71%	12.25%	-0.21%	6.27%		
						Previous Month	12.47%	Target Budget	3.73%



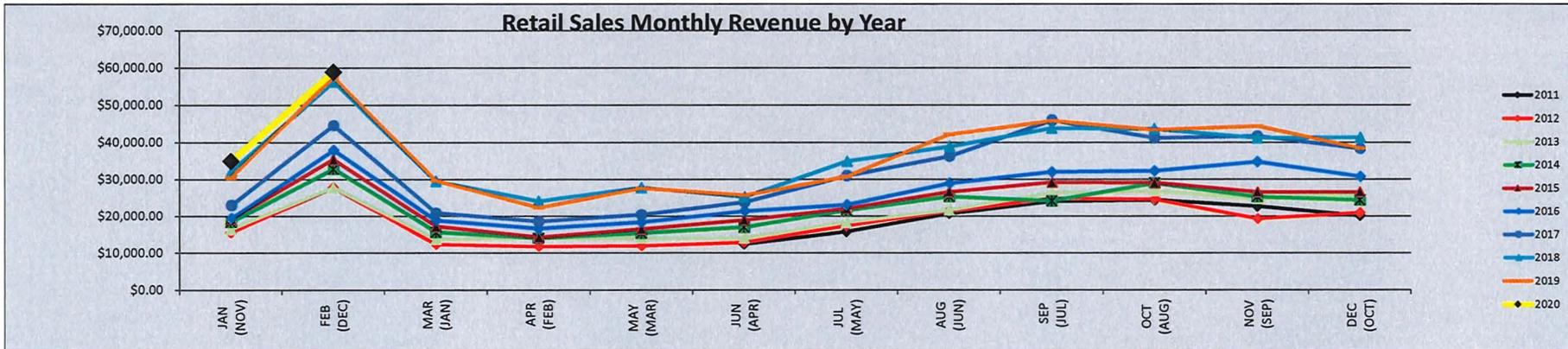
This chart shows annual trends on a month by month basis with the data point pertaining to the month the City received it's portion only of revenues. The month in paranthesis represents the month in which the sales were made by a customer, signifying a two-month lag in revenue posting. Retail Sales taxes are limited for city portions by RCW 82.14.030 to a maximum of 1% less .15% for County purposes. The City of Leavenworth portion of the total tax is at the current maximum receivable of .85%. Voter approved bonds or levys can increase tax collections for a City or County. In 2010, voters approved a .2% increase for the Leavenworth Transportation Benefit District that began collections in April 2011 with first revenues received in June 2011 bringing the total tax in Leavenworth to 8.3% at that time. In 2013, voters approved a .1% increase for a Public Safety tax that began collections in April 2014 with first revenues received in June 2014 bringing the total tax in Leavenworth to 8.4%. In 2019 Voters approved a .1% increase for LINK Transit which began in January 2020 bringing the current total to 8.5%. 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, .5% 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 2019 with similar but lowering trends as development continues for the new Apartment Complex behind Safeway.

**LEAVENWORTH TRANSPORTATION BENEFIT DISTRICT
THROUGH FEBRUARY 29, 2020
RETAIL SALES TAX REVENUE SUMMARY**

	2011 Budget \$120,000 % of incl/dec 2011	2012 Budget \$210,000 75.00% 2012	2013 \$220,000 4.76% 2013	2014 \$230,000 4.55% 2014	2015 \$279,760 21.63% 2015	2016 \$291,000 4.02% 2016	2017 \$300,000 3.09% 2017	2018 \$404,065 34.69% 2018	2019 \$476,150 17.84% 2019	2020 \$499,958 5.00% 2020	Amend To \$452,500 18 to Date	3.40% 19 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	\$34,811.02	\$32,114.43	\$30,415.67
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	\$58,825.87	\$56,205.74	\$57,453.88
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			
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			
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			
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			
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			
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			
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			
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			
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			
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			
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	\$93,636.89	\$88,320.17	\$87,869.55
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)	\$5,767.34	\$5,316.72	\$5,767.34
Percent Change		36.47%	9.51%	7.22%	6.57%	10.34%	18.55%	12.13%	-0.07%	6.16%		
								Previous Month		12.63%	Target Budget	14.24%

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

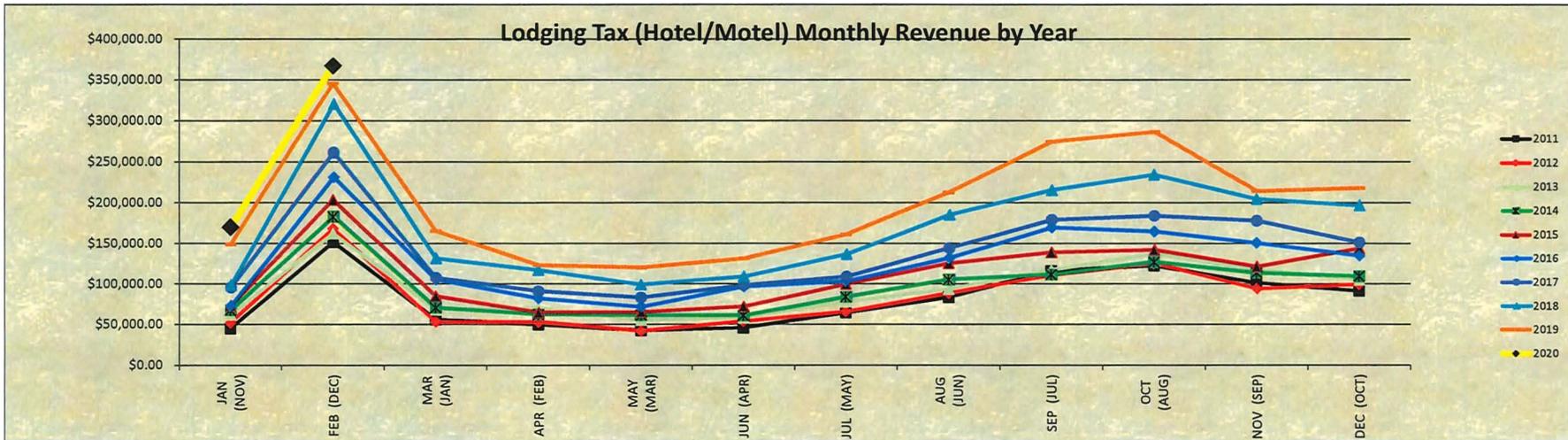


This chart shows annual trends on a month by month basis with the data point pertaining to the month the City received its portion only of revenues. The month in parenthesis represents the month in which the sales were made by a customer, signifying a two-month lag in revenue posting. Retail Sales taxes 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 levys can increase tax collections for a City or County. In 2010, voters approved a .2% increase for the Leavenworth Transportation Benefit District that began collections in April 2011 with first revenues received in June 2011 bringing the total tax in Leavenworth to 8.3% at that time. In 2013, voters approved a .1% increase for a Public Safety tax that began collections in April 2014 with first revenues received in June 2014 bringing the total tax in Leavenworth to 8.4%. In 2019 Voters approved a .1% increase for LINK Transit which began in January 2020 bringing the current total to 8.5%. 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, .5% 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 2019 with similar but lowering trends as development continues for the new Apartment Complex behind Safeway.

**CITY OF LEAVENWORTH
THROUGH FEBRUARY 29, 2020
HOTEL/MOTEL TAX SUMMARY**

	2011 Budget	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget	Amend To	
	\$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	\$2,093,053	2,525,000.00	5.21%
	0.88%	12.22%	10.40%	0.00%	3.00%	18.30%	10.40%	17.53%	33.55%	-11.11%		
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	18 to Date	19 to Date
JAN (NOV)	\$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	\$170,079.97	\$98,211.25	\$148,594.67
FEB (DEC)	\$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	\$366,886.16	\$320,052.39	\$345,482.36
MAR (JAN)	\$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			
APR (FEB)	\$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			
MAY (MAR)	\$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			
JUN (APR)	\$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			
JUL (MAY)	\$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			
AUG (JUN)	\$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			
SEP (JUL)	\$116,431.33	\$110,781.18	\$117,312.84	\$111,586.19	\$138,941.88	\$169,428.65	\$178,515.63	\$214,987.03	\$274,193.12			
OCT (AUG)	\$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			
NOV (SEP)	\$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			
DEC (OCT)	\$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			
GRAND TOTAL	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	536,966.13	\$418,263.64	\$494,077.03
Dollar Change	\$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	\$42,889.10	\$118,702.49	\$42,889.10
Percent Change	6.82%	3.43%	10.51%	2.90%	13.27%	11.93%	9.92%	17.89%	14.79%	7.99%		
								Previous Month		12.63%		Target Budget
												-12.79%



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 paranthesis 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. Starting in 2015/2016 significant commercial development with expansions of the Bavarian Lodge & Icicle Inn occurred, the new Posthotel had a soft opening in 2017 and was closer to full operations in 2018/2019, and the new Hampton Inn had limited operation in 2018 and was fully operational in 2019 - these large increases occurred that will be one-time and anticipated to continue into 2020 with similar but stabilizing trends.

**CITY OF LEAVENWORTH
THROUGH FEBRUARY 29, 2020
PROPERTY TAX REVENUE SUMMARY - GENERAL FUND ONLY**

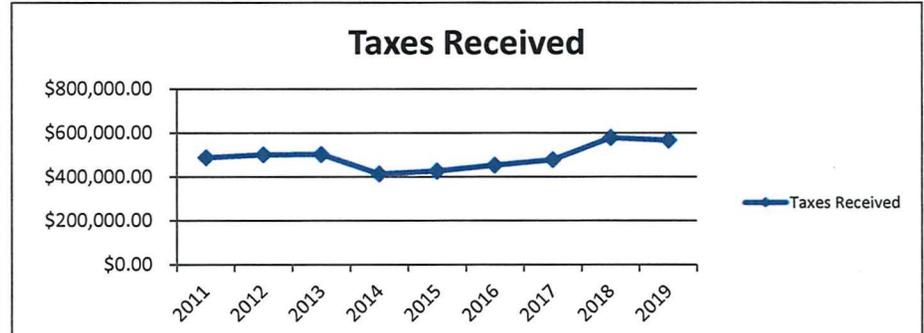
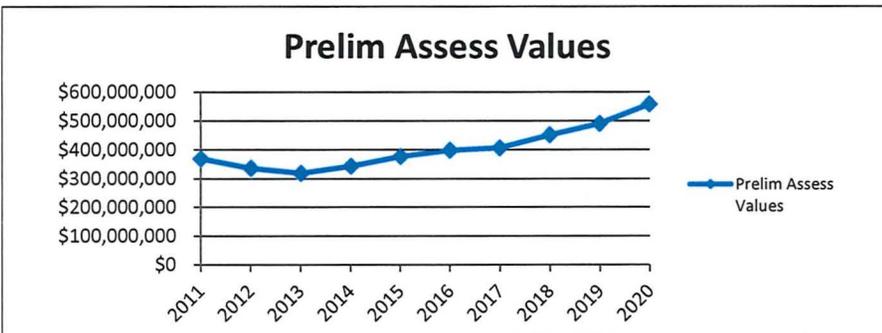
	Actual 2011	Actual 2012	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Budget 2020
Property Tax	\$486,258.02	\$498,576.37	\$499,933.14	\$411,200.30	\$423,853.15	\$451,443.39	\$475,608.08	\$576,511.67	\$564,802.29	\$581,318.00
TOTAL	\$486,258.02	\$498,576.37	\$499,933.14	\$411,200.30	\$423,853.15	\$451,443.39	\$475,608.08	\$576,511.67	\$564,802.29	\$581,318.00
Dollar Change	\$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)	\$16,515.71
Percent Change	3.13%	2.47%	0.27%	-21.58%	2.99%	6.11%	5.08%	17.50%	-2.07%	2.84%

Note: 2014 Taxes were reduced ~ \$106,000 due to the annexation into the Fire District; this was banked capacity for future increases; 2015 no banked capacity taken, capacity grew; 2016 took banked capacity of ~ \$20,000; 2017 took banked capacity of ~ \$20,000; 2018 took banked capacity of ~ \$56,000 97 Firehall Levy drop, kept to pay for Voted Park Levy rather than bond for project; 2019 no banked capacity taken, capacity grew; 2020 took remaining banked capacity ~ \$25,000

Year to Date 2018	Year to Date 2019	Year to Date 2020
\$3,769.82	(\$157.53)	\$2,616.46
	(\$3,927.35)	\$2,773.99
	2393.08%	6.02%

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Annual Levy Rate	1.20552	1.31597	1.49287	1.59487	1.17224	1.11485	1.12483	1.16962	1.22066	1.16625
PrelimAssess Value	\$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	\$556,774,706

* 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.

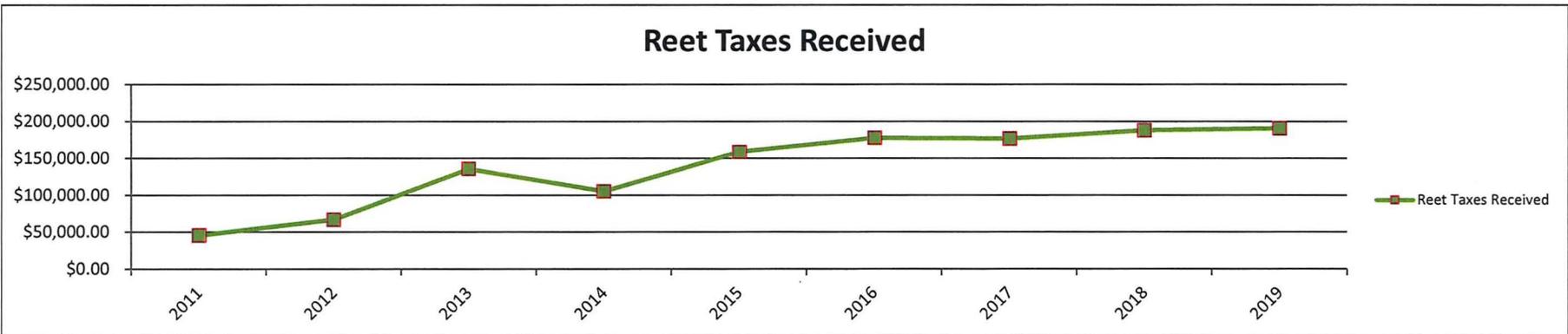


**CITY OF LEAVENWORTH
THROUGH FEBRUARY 29, 2020
REAL ESTATE EXCISE TAX (REET) REVENUE SUMMARY**

	Actual 2011	Actual 2012	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Budget 2020
REET Tax	\$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	\$130,000.00
TOTAL	\$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	\$130,000.00
Dollar Change	(\$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	(\$60,866.80)
Percent Change	-66.19%	32.10%	50.90%	-29.15%	33.83%	10.74%	-0.57%	6.06%	1.25%	-46.82%

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

Year to Date 2018	Year to Date 2019	Year to Date 2020
\$16,509.14	\$21,228.10	\$8,836.56
	\$4,718.96 -77.77%	(\$12,391.54) -240.23%

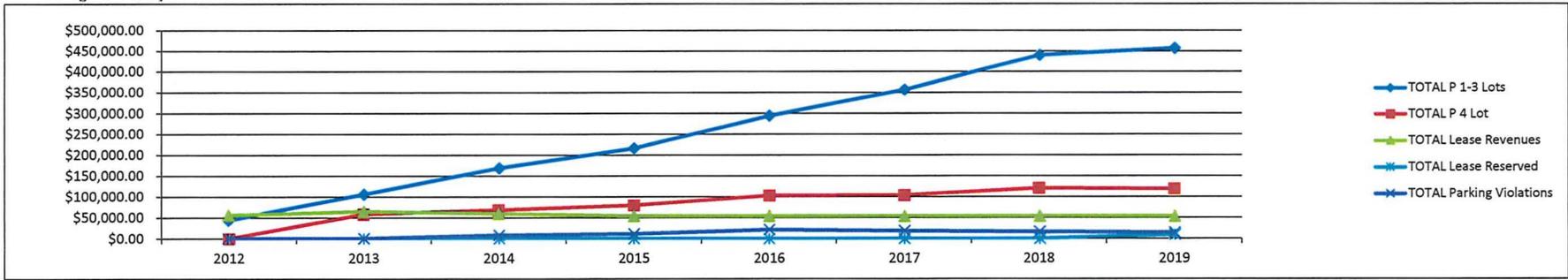


CITY OF LEAVENWORTH
THROUGH FEBRUARY 29, 2020
PARKING REVENUE SUMMARY OF DAILY FEES (Lease related revenues are included in total and grand total lines.)

	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	Budget \$621,681.00 2.36% 2020	2020 P1 Only	2020 P2 Only	2020 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	\$30,657.24	\$16,152.25	\$8,477.75	\$6,027.24
JAN P 4			\$3,159.00	\$4,455.00	\$5,928.00	\$7,180.00	\$6,923.25	\$8,872.75	\$8,119.00			
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	\$29,938.75	\$20,869.25	\$4,911.25	\$4,158.25
FEB P 4			\$1,344.00	\$2,347.50	\$4,018.75	\$2,811.75	\$3,446.75	\$3,264.50	\$17,000.75			
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				
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				
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				
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				
JUN P 4		\$3,106.50	\$7,293.00	\$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				
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				
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				
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				
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				
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				
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	\$60,595.99	\$37,021.50	\$13,389.00	\$10,185.49
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	\$25,119.75			
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	\$708.96			
TOTAL Lease Reserved	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,040.00	\$4,770.00			
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	\$3,473.45			
TOTAL Invest. Interest			\$21.36	\$106.85	\$1,064.26	\$3,847.89	\$9,132.37	\$19,293.34	\$2,173.75			
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	\$96,841.90			

YTD vs. 2019

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	\$22,158.69	Target Budget	-7.72%	AMEND	650,000.00
Percent Change Lots Only	73.23%	30.54%	20.32%	25.63%	13.86%	17.86%	2.54%	25.85%	Prior Month %	-19.13%		-3.51%



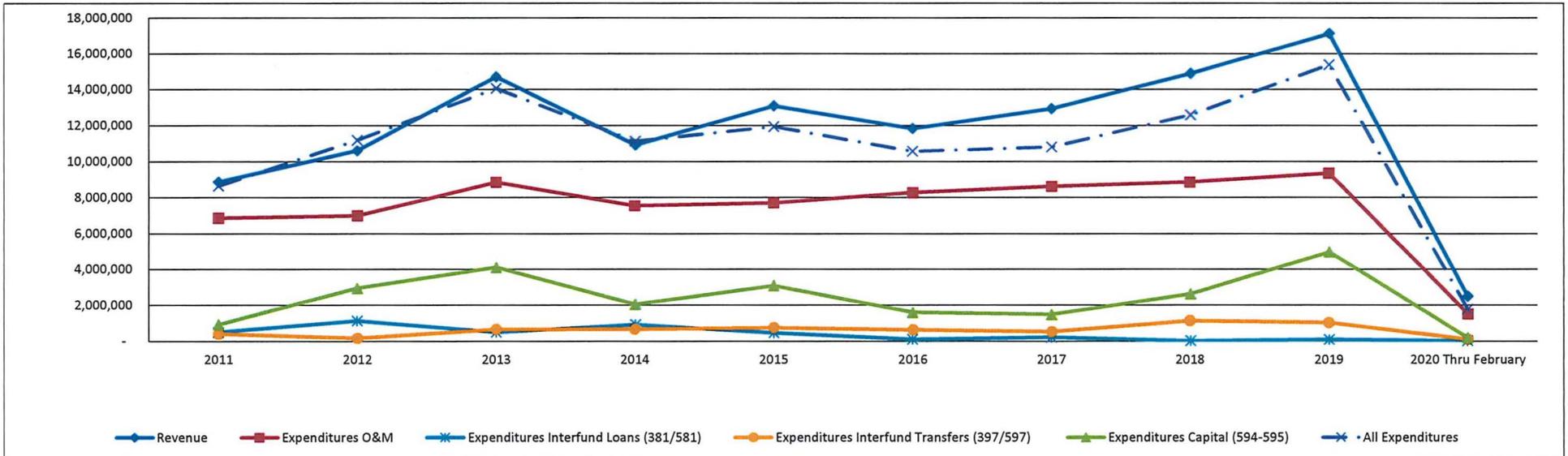
Notes: Lower Lot P2 started Jan 2012 with honor system and began metered parking on June 23, 2017; the Upper Lot P1 started honor system in Sept 2012 with metered parking beginning on September 20, 2013; Festhalle Lot P3 started honor system in November 2012 and began metered parking on June 23, 2017; 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.

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

	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 Thru February
Revenue	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	2,465,945
Expenditures O&M	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	1,492,660
Expenditures Interfund Loans (381/581)	476,492	1,117,204	484,629	899,223	440,000	87,000	202,600	-	61,045	-
Expenditures Interfund Transfers (397/597)	387,090	153,343	638,527	659,613	723,501	614,977	511,275	1,118,825	1,009,412	79,622
Expenditures Capital (594-595)	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	172,081
All Expenditures	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	1,744,363
Revenue less Expense	223,720	(587,647)	640,818	(212,459)	1,162,238	1,257,080	2,137,583	2,310,875	1,752,910	721,582

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



Notable Capital Related Items:

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-Various Funds, Crosswalks, Res. Paving-TIB, Pine St Eng, WTP Assessment, KOA Watermain, WWTP Eng TMDL, Parking Study & Imp - Lots 1&2, Equip. Replace

2019: Park Imp. (\$184K), Crosswalks (\$470K), Res. Imp (\$72K), Street Light Conv. (\$80K), Link Park-N-Ride (\$93K), DOT Lot Purchase (\$420K), Pool Resurface/Repair (\$87K), Pine Street (\$2.3M), WTP Repairs/Meters (\$84K), WWTP (\$858K) Equip Replace (\$230K)

2020 BUDGET: Various Park Imp. (\$136K), Street Imp. (\$165K), Festhalle/City Hall Imp. (\$65K), DOT/Downtown Parking Imp. (\$800K), Pool Resurface (\$115K), Pine Street (\$75K), WTP Repairs/Meters (\$1.5M), WWTP (Est. \$8.5M to start) Equip Replace (\$229K)

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

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

Exc: BFB, Inc: Int. Trans & Insurance
 Inc: Sheriff, high sales and lodging revenues
 Inc: Debt pay, Pine TIB&Permits/WW/S Taps~550K
 Inc: Sherrif, Int Trans, Bud Amend, Prop Tax, WWTP
 Inc: Debt Pay & Cap Proj./Prop Taxes/TBD Rev
 Inc: Minor Cap Proj spending
 Inc: GF Sheriff, Int Trans, & minor Cap Proj.
 Inc: Inc in major rev./TBD \$ Invest/low capital spending
 Inc: large retail sales rev increase and debt payments
 Inc: Sheriff, Int Trans, grants/cap proj./prop taxes
 Inc: Debt Pay & Cap Proj./Prop Taxes
 Inc: Adjustments and Inclusion of TBD into City

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

Exc: BFB, Inc: Int. Trans & Insurance, high sales
 Inc: Sheriff, high sales and lodging revenues
 Inc: Debt pay, & high sales/lodging revenues
 Inc: Sherrif, Int Trans, Bud Amend, LID 24, Prop Tax late
 Inc: Debt Pay/Prop Taxes/high sales
 Inc: Minor Cap Proj spending
 Inc: GF Sheriff, Int Trans, & minor Cap Proj., high lodging
 Inc: high lodging/Bruce Lane Property Purchase
 Inc: Sherrif, Cap Proj Spending (GF Playground)
 Inc: Int Trans, grants/cap proj(parks GF)/prop taxes
 Inc: Debt Pay & Cap Proj./Prop Taxes
 Inc: 2017 Pavement Preservation Project Complete

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

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

Exc: BFB, Inc: Sheriff,Trans,Insurance, high lodging revenues
 Inc: TIB grant reimb,high lodging revenues
 Inc: Debt pay, and Pine St ROW Acquisitions
 Inc: Sherrif, Int Trans, Bud Amend
 Inc: Debt Pay,Prop Taxes,St Grant Reimb
 Inc: Minor Cap Proj spending & grant reimb Crosswalks
 Inc: GF Sheriff, Int Trans, Crosswalks/Pine Street/WWTP, high lodging
 Inc: High Lodging, Cap Proj Spending/Reimb
 Inc: High Lodging, Cap Proj Spending
 Inc: GF Sherrif & Prop Tax, Int Trans, grants/cap proj spending
 Inc: Debt Pay & Cap Proj./Prop Taxes/GF-1 Golf Course Lot Sale
 Inc: Adjustments/GF-#2 Golf Course Lot Sale

CITY OF LEAVENWORTH

CASH FLOW ANALYSIS

General Fund 2020 - BFB: \$ 3,091,982.52

<u>Month</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>Gain/Loss</u>
January	311,737.43	351,410.09	(39,672.66)
February	232,445.90	113,303.00	119,142.90
March			0.00
April			0.00
May			0.00
June			0.00
July			0.00
August			0.00
September			0.00
October			0.00
November			0.00
December			0.00
Total	544,183.33	464,713.09	79,470.24
Average	272,091.67	232,356.55	39,735.12

Original Bud. 476,393.47

Amended Bud.

Difference from Budget: (396,923.23)

All Funds 2020 - BFB: \$ 11,347,699.67

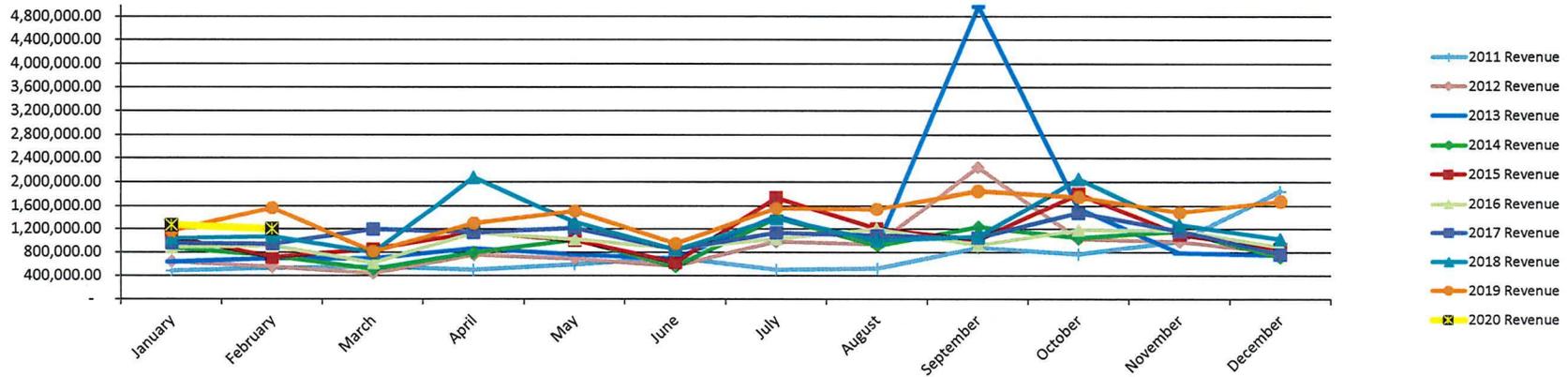
<u>Month</u>	<u>Revenue</u>	<u>Expenditures</u>	<u>Gain/Loss</u>	
January	1,268,345.09	1,214,174.94	54,170.15	Exc: BFB, Inc: Int. Trans, Insurance, sheriff
February	1,197,599.70	530,187.93	667,411.77	Inc: revenues holding strong, low capital spending
March			0.00	
April			0.00	
May			0.00	
June			0.00	
July			0.00	
August			0.00	
September			0.00	
October			0.00	
November			0.00	
December			0.00	
Total	2,465,944.79	1,744,362.87	721,581.92	
Average	1,232,972.40	872,181.44	360,790.96	

Original Bud. 396,089.43

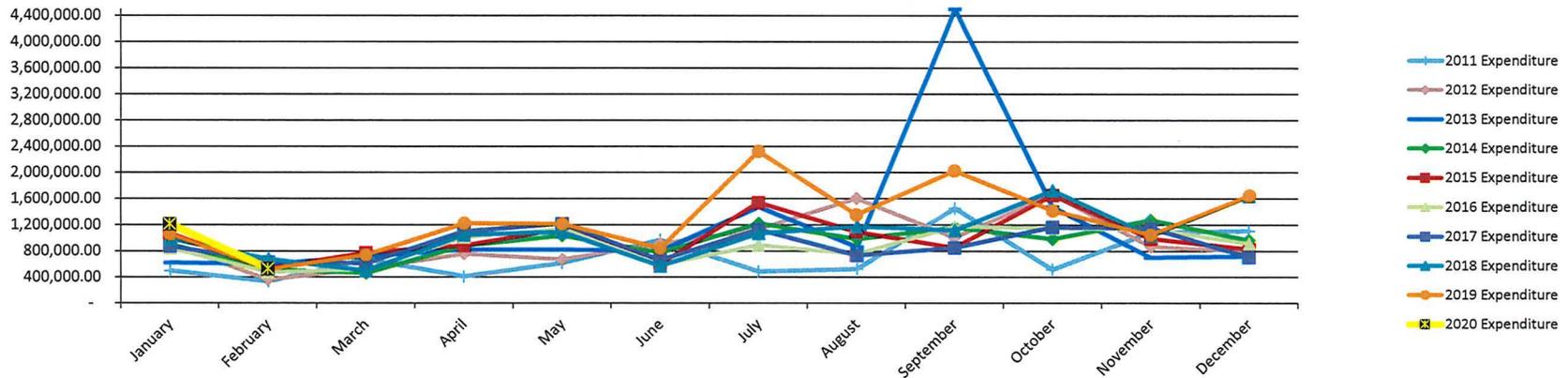
Amended Bud.

Difference from Budget: 325,492.49

City of Leavenworth All Funds Revenue 2011-2020



City of Leavenworth All Funds Expenditures 2011-2020



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

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

2012: Front/Division St. Reconstr. (\$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: Park Imp. (\$184K), Crosswalks (\$470K), Res. Imp (\$72k), Street Light Conv. (\$80K), Link Park-N-Ride (\$93K), DOT Lot Purchase (\$420K), Pool Resurface/Repair (\$87K), Pine Street (\$2.3M), WTP Repairs/Meters (\$84K), WWTP (\$858K) Equip Replace (\$230K)

2020 BUDGET: Various Park Imp. (\$136K), Street Imp. (\$165K), Festhalle/City Hall Imp. (\$65K), DOT/Downtown Parking Imp. (\$800K), Pool Resurface (\$115K), Pine Street (\$75K), WTP Repairs/Meters (\$1.5M), WWTP (Est. \$8.5M to start) Equip Replace (\$229K)



Chelan County Sheriff Office

February 2020

Leavenworth Monthly Report

Offenses by Location LV

AGAS	Agency Assist	1
ALAR	Alarm	6
ASDV	Assault, Domestic Violence	1
ASNC	Assault, Not Classified	3
ATL	Attempt to Locate	1
CITA	Citizen Assist	6
CIVL	Civil	1
DCON	Disorderly Conduct	7
DUI	DUI Alcohol or Drugs	2
GRAF	GRAFFITI	1
JUVP	Juvenile Problem	1
MLNC	Mal Mischief Not Classified	2
MVAN	Motor Vehicle Accident Non Inj	3
MVHR	Motor-Vehicle Acc, Hit and Run	2
NC	Not Classified	1
PARK	Parking Problem	1
PRFO	Property, Found	7
PRLO	Property, Lost	4
SRCH	Search Warrant	1
SUSP	Suspicious Circumstances	6
TOFF	Traffic Offense	7
TPBC	Theft, Property, Bicycle	1
TPNC	Theft, Not Classified	2
TPSH	Theft, Property, Shoplifting	1
TRES	Trespass	5
VEDS	Verbal Dispute	1
VICO	Violation No Contact Order	1
WAR	Warrant Service	1
WELF	Welfare Check	8
	Total Offenses	84

Citations Issued by Location LV

46.30.020	NO PROOF OF LIABILITY INS	1
46.61.135	WRONG WAY ONE WAY ST	1
46.61.200	FAIL TO STOP AT STOP SIGN	1
46.61.400	SPEEDING	2
46.61.502	DUI	1
46.61.5249	NEGLIGENT DRIVING 1ST	1
46.61.570	ILLEGAL PARKING	1
9.41.250	POSS OF DANGEROUS WEAPON	1
9A.36.041.2DV	ASSAULT 4TH DEGREE DV	1
	Total Violations:	10

Arrests by Location

LV

CRIM Criminal Arrest Entry

46.20.342.1C	DWLS 3RD	1
46.61.502	DUI	2
9A.36.041.2DV	ASSAULT 4TH DEGREE DV	1
	Subtotal	4
	TOTAL	4

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



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

FEBRUARY 2020 CHELAN COUNTY REGIONAL JUSTICE CENTER MONTHLY REPORT

<u>FACILITY STATISTICS</u>	<u>ADP</u>	<u>ALOS</u>
City of Cashmere	0.62	9.00
City of Chelan	1.83	3.56
City of East Wenatchee	5.32	4.81
City of Entiat	0.17	5.00
City of Leavenworth	0.29	2.00
City of Wenatchee	21.34	7.21
Chelan County	112.58	13.55
Department of Corrections	38.21	9.78
Douglas County	2.62	2.76
Juvenile	0.00	0.00
US Marshalls	0.00	0.00
Other	3.62	9.55
TOTALS:	186.63	6.72

<u>FAICILITY DEMOGRAPHICS</u>		<u>INMATE RACE</u>	<u>ADP</u>
<u>GENDER</u>	<u>ADP</u>	Asian/P. Islander	0.29
Male	156.69	Black	5.39
Female	29.93	Hispanic/Latin	21.27
TOTAL:	186.63	Indian/Alaskan	4.47
		Caucasian	153.42
		Hawaiian/Pacific	0.00
		Unknown	1.80
		TOTALS:	186.63

WORK RELEASE PROGRAM PARTICIPANTS:	9
EHM/GPS PROGRAM PARTICIPANTS:	13

ACCOUNTS PAYABLE

City Of Leavenworth
 MCAG #: 0222

As Of: 03/25/2020

Time: 11:01:07 Date: 03/20/2020
 Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
31908	03/25/2020	03/25/2020	5760	Amazon/SYNC	2,633.99 Various
534 80 32 000	Operating Supplies-Trtmn	403 000 534	Water	51.54	WTP Parts
535 80 32 000	Operating Supplies-Trtmn	404 000 535	Sewer	57.42	WWTP Supply
535 80 32 000	Operating Supplies-Trtmn	404 000 535	Sewer	110.90	WWTP Supply
535 80 32 000	Operating Supplies-Trtmn	404 000 535	Sewer	25.77	WWTP Parts
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	15.16	Shop Parts
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	144.06	Shop Parts
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	110.59	Shop Supply / Printer Ink
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	21.94	Shop Batteries
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	26.33	Shop Supply
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	9.47	Shop Supply
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	7.58	Shop Supply
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	16.17	Shop Supply
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	21.67	Shop Supply
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	44.12	Shop Supply
548 68 31 000	Office & Operating Suppli	501 000 548	Equip Rental &	25.77	Shop Parts
548 68 35 000	Small Tools & Minor Equ	501 000 548	Equip Rental &	410.31	Shop - Broke Down Dolly
548 68 35 000	Small Tools & Minor Equ	501 000 548	Equip Rental &	149.61	Shop - Redlithium Battery For Industrial Tools
576 80 31 000	Office & Operating Suppli	001 000 576	Current Expens	9.58	Parks Supply
576 80 31 000	Office & Operating Suppli	001 000 576	Current Expens	24.72	Parks Supply
576 80 31 000	Office & Operating Suppli	001 000 576	Current Expens	21.93	Parks Batteries
576 80 31 000	Office & Operating Suppli	001 000 576	Current Expens	44.12	Parks Supply
576 80 31 000	Office & Operating Suppli	001 000 576	Current Expens	195.12	Parks Supply
576 80 31 000	Office & Operating Suppli	001 000 576	Current Expens	271.00	Parks Supply
576 80 35 000	Small Tools & Minor Equ	001 000 576	Current Expens	386.25	Parks Tools - Weedeater
576 80 35 000	Small Tools & Minor Equ	001 000 576	Current Expens	432.86	Parks Tools - Hedge Trimmer
31903	03/25/2020	03/25/2020	30	Amerigas - Wenatchee	29.72 #29 Fork Lift Fuel
548 68 32 000	Fuel Consumed	501 000 548	Equip Rental &	29.72	
31910	03/25/2020	03/25/2020	10571	Barnes, Mark	117.22 M. Barnes Building Official Class & Test
559 30 43 000	Travel-Lodging/Meals/Mi	001 000 559	Current Expens	117.22	
31837	03/25/2020	03/25/2020	3013	Bear Signs LLC	196.48 Dumpster Stickers
537 80 31 000	Office & Operating Suppli	402 000 537	Garbage	196.48	
31926	03/25/2020	03/25/2020	222	CWA Consultants P.S. Inc.	2,299.95 Fletcher Nightly Rental Plan Review
559 30 41 000	Professional Services Plan	001 000 559	Current Expens	2,299.95	
31927	03/25/2020	03/25/2020	222	CWA Consultants P.S. Inc.	1,080.00 Loge Revision Plan Review

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 03/25/2020

Time: 11:01:07 Date: 03/20/2020
Page: 2

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
559 30 41 000	Professional Services Plan		001 000 559 Current Expens	1,080.00		
Total CWA Consultants P.S. Inc.				3,379.95		
31877	03/25/2020	03/25/2020	2313	Chelan County PUD	783.36	Street Lights
542 63 47 000	Utilities		101 000 542 Streets	783.36		
31878	03/25/2020	03/25/2020	2313	Chelan County PUD	1,880.50	Street Lights, PW Shop, Festhalle
542 63 47 000	Utilities		101 000 542 Streets	25.41		
542 63 47 000	Utilities		101 000 542 Streets	23.92		
542 63 47 000	Utilities		101 000 542 Streets	24.53		
542 63 47 000	Utilities		101 000 542 Streets	29.19		
548 68 47 000	Utilities		501 000 548 Equip Rental &	555.65		
575 48 47 000	Utility Services		110 000 575 Leavenworth C:	1,194.93		
575 48 47 000	Utility Services		110 000 575 Leavenworth C:	26.87		
31879	03/25/2020	03/25/2020	2313	Chelan County PUD	30.22	Ward Strasse Street Lights
542 63 47 000	Utilities		101 000 542 Streets	30.22		
31880	03/25/2020	03/25/2020	2313	Chelan County PUD	1,064.81	City Hall Lights / 8th St. Restrooms
518 30 47 000	Utilities		001 000 518 Current Expens	532.41		
557 30 47 001	Utilities-Restrooms		104 000 557 Lodging Tax	532.40		
31881	03/25/2020	03/25/2020	2313	Chelan County PUD	55.24	Cemetery
536 50 47 000	Utilities		001 000 536 Current Expens	55.24		
31882	03/25/2020	03/25/2020	2313	Chelan County PUD	27.88	Recycle Center
537 80 47 000	Utilities		402 000 537 Garbage	27.88		
31883	03/25/2020	03/25/2020	2313	Chelan County PUD	263.40	Street Lights / Snow Melt
542 63 47 000	Utilities		101 000 542 Streets	263.40		
31884	03/25/2020	03/25/2020	2313	Chelan County PUD	2,617.81	WWTP / Pump Stations
535 80 47 000	Utilities		404 000 535 Sewer	2,617.81		
31885	03/25/2020	03/25/2020	2313	Chelan County PUD	23.92	Front St. / Grange Hall Street Light
542 63 47 000	Utilities		101 000 542 Streets	23.92		
31886	03/25/2020	03/25/2020	2313	Chelan County PUD	1,217.82	WTP / Pump Stations / Icicle River Reservoir

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 03/25/2020

Time: 11:01:07 Date: 03/20/2020
Page: 3

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
	534 80 47 000	Utilities	403 000 534 Water	1,217.82		
31887	03/25/2020	03/25/2020	2313	Chelan County PUD	381.76	City Pool
	576 20 47 000	Utilities	176 000 576 Community Sw	381.76		
31888	03/25/2020	03/25/2020	2313	Chelan County PUD	155.69	Lions Club Park
	576 80 47 000	Utilities	001 000 576 Current Expens	155.69		
31889	03/25/2020	03/25/2020	2313	Chelan County PUD	8.16	SNAP
	535 80 47 000	Utilities	404 000 535 Sewer	8.16		
31890	03/25/2020	03/25/2020	2313	Chelan County PUD	1,452.93	Parks Bldg. / Enchantment & Waterfront Park / Front Street Park
	548 68 47 000	Utilities	501 000 548 Equip Rental &	86.66		
	557 30 47 001	Utilities-Restrooms	104 000 557 Lodging Tax	639.80		
	557 30 47 001	Utilities-Restrooms	104 000 557 Lodging Tax	43.33		
	576 80 47 000	Utilities	001 000 576 Current Expens	639.81		
	576 80 47 000	Utilities	001 000 576 Current Expens	43.33		
31929	03/25/2020	03/25/2020	2313	Chelan County PUD	155.93	Parks House
	557 30 47 001	Utilities-Restrooms	104 000 557 Lodging Tax	77.96		
	576 80 47 000	Utilities	001 000 576 Current Expens	77.97		
31930	03/25/2020	03/25/2020	2313	Chelan County PUD	50.78	Chumstick Lift Station
	535 80 47 000	Utilities	404 000 535 Sewer	50.78		
			Total Chelan County PUD	10,170.21		
31839	03/25/2020	03/25/2020	162	Chelan County Treasurer	13,881.00	February Dump Fees
	537 80 40 004	Dump Fees	402 000 537 Garbage	13,881.00		
31864	03/25/2020	03/25/2020	162	Chelan County Treasurer	6,436.25	Christmas Lighting 2019 Law Enforcement
	557 30 15 000	Festival & Event Security	104 000 557 Lodging Tax	6,436.25		
			Total Chelan County Treasurer	20,317.25		
31840	03/25/2020	03/25/2020	171	Cintas Corporation Loc #607	95.41	Mats & Supplies
	518 30 48 000	Repairs & Maintenance Ci	001 000 518 Current Expens	13.76		

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 03/25/2020

Time: 11:01:07 Date: 03/20/2020
Page: 4

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
535 80 48 000	Repairs & Maintenance		404 000 535 Sewer	16.23	
548 68 48 000	Repairs & Maintenance		501 000 548 Equip Rental &	48.09	
576 80 48 000	Repairs & Maintenance		001 000 576 Current Expens	17.33	
31902	03/25/2020	03/25/2020	171 Cintas Corporation Loc #607	95.41	Mats & Supplies
518 30 48 000	Repairs & Maintenance Ci		001 000 518 Current Expens	13.76	
535 80 48 000	Repairs & Maintenance		404 000 535 Sewer	16.23	
548 68 48 000	Repairs & Maintenance		501 000 548 Equip Rental &	48.09	
576 80 48 000	Repairs & Maintenance		001 000 576 Current Expens	17.33	
Total Cintas Corporation Loc #607				190.82	
31838	03/25/2020	03/25/2020	4604 Confluence Health	230.00	M. Breshears & M. Diaz CDL Exams
548 68 31 000	Office & Operating Suppli		501 000 548 Equip Rental &	230.00	
31901	03/25/2020	03/25/2020	4592 Consolidated Supply	13.85	WTP Parts
534 80 32 000	Operating Supplies-Trtmn		403 000 534 Water	13.85	
31867	03/25/2020	03/25/2020	224 Daily Journal Of Commerce	98.40	RFP For COL Website Design And Development
518 90 44 000	Advertising		502 000 518 Central Service	98.40	
31841	03/25/2020	03/25/2020	227 Dan's Food Market	155.65	WWTP Supplies
535 80 32 000	Operating Supplies-Trtmn		404 000 535 Sewer	155.65	
31869	03/25/2020	03/25/2020	237 Dept of Ecology	1,876.00	WTP General Permit FY2020 - 2nd Half
534 80 40 003	Water-NPDS Discharge Per		403 000 534 Water	1,876.00	
31870	03/25/2020	03/25/2020	237 Dept of Ecology	2,364.12	WWTP Water Quality Program General Permit FY2020 - 2nd Half
535 80 40 003	NPDS Permit		404 000 535 Sewer	2,364.12	
Total Dept of Ecology				4,240.12	
31868	03/25/2020	03/25/2020	5666 Dept of Licensing	0.68	IVIPS
542 65 31 001	Office & Operating Suppli		415 000 542 Parking	0.68	
31842	03/25/2020	03/25/2020	249 Dept of Transportation	3,569.27	February Fuel
548 68 32 000	Fuel Consumed		501 000 548 Equip Rental &	3,569.27	

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 03/25/2020

Time: 11:01:07 Date: 03/20/2020
Page: 5

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
31900	03/25/2020	03/25/2020	265	Doug's Diesel Repair Inc.	2,314.59	Garbage Truck #1 Repairs
	548 68 34 001	SPFI-Garbage Truck	501 000 548 Equip Rental &	2,314.59		
31862	03/25/2020	03/25/2020	10260	Erlandsen	3,113.00	WWTP South Interceptor - Easement Exhibits
	594 35 64 008	WWTP - South Intercepto	404 000 594 Sewer	3,113.00		
31922	03/25/2020	03/25/2020	832	Frontier	1,421.30	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	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		
	537 80 42 000	Comm-Phone/Postage/Fx	402 000 537 Garbage	120.14		
	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		
	576 80 47 000	Utilities	001 000 576 Current Expens	120.14		
	576 80 47 000	Utilities	001 000 576 Current Expens	36.98		
	576 80 47 000	Utilities	001 000 576 Current Expens	36.98		
31843	03/25/2020	03/25/2020	4195	Global Equipment Company	175.40	Street Paint Supplies
	542 30 31 000	Office & Operating Suppli	101 000 542 Streets	175.40		
31899	03/25/2020	03/25/2020	340	H.D. Fowler Company Inc.	885.23	Water Distribution - Meter Box Covers
	534 80 31 000	Operating Supplies-Distril	403 000 534 Water	885.23		
31896	03/25/2020	03/25/2020	345	Haglund's Trophies	23.33	Council Nameplate - Z. Reister
	511 60 31 000	Office & Operating Suppli	001 000 511 Current Expens	23.33		
31897	03/25/2020	03/25/2020	345	Haglund's Trophies	40.09	Plaque For Joel
	513 10 31 000	Office & Operating Suppli	001 000 513 Current Expens	40.09		
31918	03/25/2020	03/25/2020	345	Haglund's Trophies	75.27	3 Planning Commission Nameplates
	558 60 31 000	Office & Operating Suppli	001 000 558 Current Expens	75.27		

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 03/25/2020

Time: 11:01:07 Date: 03/20/2020
Page: 6

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
			Total Haglund's Trophies	138.69		
31852	03/25/2020	03/25/2020	417	Jerry's Auto Suppy	4,476.91	Various
534 80 31 000			Operating Supplies-Distrit	403 000 534	32.52	Water Dist. - Grease Gun
548 68 31 000			Office & Operating Suppli	501 000 548	71.24	Equip Rental & Shop Supply
548 68 31 000			Office & Operating Suppli	501 000 548	59.76	Equip Rental & Shop Supply
548 68 31 000			Office & Operating Suppli	501 000 548	67.44	Equip Rental & Shop Supply
548 68 31 000			Office & Operating Suppli	501 000 548	97.64	Equip Rental & Shop Supply
548 68 31 000			Office & Operating Suppli	501 000 548	18.49	Equip Rental & Shop Supply
548 68 34 000			Supp Purchased For Inven	501 000 548	41.45	Equip Rental & Truck #22
548 68 34 000			Supp Purchased For Inven	501 000 548	28.25	Equip Rental & Vehicle Parts
548 68 34 000			Supp Purchased For Inven	501 000 548	-11.47	Equip Rental & Vehicle Parts - Returned
548 68 34 000			Supp Purchased For Inven	501 000 548	64.58	Equip Rental & #13 CAT Loader
548 68 34 000			Supp Purchased For Inven	501 000 548	11.87	Equip Rental & #11 Tymco Sweeper
548 68 34 001			SPFI-Garbage Truck	501 000 548	13.86	Equip Rental & Garbage Truck #1
548 68 34 002			SPFI-Cardboard Truck	501 000 548	252.81	Equip Rental & Cardboard Truck #2
548 68 34 002			SPFI-Cardboard Truck	501 000 548	303.92	Equip Rental & Cardboard Truck #2
548 68 35 000			Small Tools & Minor Equ:	501 000 548	200.73	Equip Rental & Small Tools
548 68 35 000			Small Tools & Minor Equ:	501 000 548	639.01	Equip Rental & Shop Pole Pruner
576 80 31 000			Office & Operating Suppli	001 000 576	14.44	Current Expens
594 48 64 081			Vehicles Diagnostic Mach	501 000 594	2,570.37	Equip Rental & Bosch Diagnostic Renewal Software
31849	03/25/2020	03/25/2020	5626	KCDA Purchasing Cooperative	742.78	City Supplies
518 30 31 000			Office & Operating Suppli	001 000 518	27.62	Current Expens
535 80 32 000			Operating Supplies-Trtmn	404 000 535	9.21	Sewer
548 68 31 000			Office & Operating Suppli	501 000 548	18.41	Equip Rental &
557 30 31 000			Operating Supplies-Restro	104 000 557	325.35	Lodging Tax
575 48 31 000			Office & Operating Suppli	110 000 575	36.82	Leavenworth C:
576 80 31 000			Office & Operating Suppli	001 000 576	325.37	Current Expens
31850	03/25/2020	03/25/2020	477	Leavenworth Electric & Excavation	5,712.68	Downtown Gazebo-Bathroom/Sidewalk Paver Area - Repair Of Vault
542 61 48 000			Repairs & Maintenance	101 000 542	5,712.68	Streets
31916	03/25/2020	03/25/2020	482	Leavenworth Senior Center Inc.	500.00	Restroom Locking For February 2020
576 80 41 000			ProSvs-Restroom Lockup	001 000 576	500.00	Current Expens
31848	03/25/2020	03/25/2020	488	Les Schwab Tires	2,203.92	#10 Parks - Ford F250 And #2 Cardboard Truck
548 68 34 000			Supp Purchased For Inven	501 000 548	775.92	Equip Rental &

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 03/25/2020

Time: 11:01:07 Date: 03/20/2020
Page: 7

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
	548 68 34 002		SPFI-Cardboard Truck	1,428.00	
			501 000 548 Equip Rental &		
31866	03/25/2020	03/25/2020	489	177.02	WTP Internet / WTP Wells Internet / City Hall Internet
	518 90 42 000		Comm-Phone/Postage/Fx	71.64	
	534 80 42 000		Comm-Phone/Postage/Fx	105.38	
			502 000 518 Central Service		
			403 000 534 Water		
31914	03/25/2020	03/25/2020	489	74.14	Festhalle Internet
	575 48 42 000		Phone/Postage/Fax	74.14	
			110 000 575 Leavenworth C:		
31915	03/25/2020	03/25/2020	489	51.44	Cemetery WiFi
	536 50 47 000		Utilities	51.44	
			001 000 536 Current Expens		
			Total LocalTel Communications Inc	302.60	
31851	03/25/2020	03/25/2020	519	524.19	City Supplies
	518 30 31 000		Office & Operating Suppli	104.84	
	557 30 31 000		Operating Supplies-Restro	131.05	
	575 48 31 000		Office & Operating Suppli	157.25	
	576 80 31 000		Office & Operating Suppli	131.05	
			001 000 518 Current Expens		
			104 000 557 Lodging Tax		
			110 000 575 Leavenworth C:		
			001 000 576 Current Expens		
31906	03/25/2020	03/25/2020	546	407.23	#11 CAT Backhoe
	548 68 34 000		Supp Purchased For Inven	407.23	
			501 000 548 Equip Rental &		
31931	03/25/2020	03/25/2020	546	-316.10	Shop Parts - Returned
	548 68 34 000		Supp Purchased For Inven	-316.10	
			501 000 548 Equip Rental &		
31932	03/25/2020	03/25/2020	546	807.16	CAT #13 Loader
	548 68 34 000		Supp Purchased For Inven	807.16	
			501 000 548 Equip Rental &		
			Total N C Machinery Co., Inc	898.29	
31875	03/25/2020	03/25/2020	475	79.76	Notice Of Hearing Examiner For CUP 2020-01
	558 60 44 000		Advertising	79.76	
			001 000 558 Current Expens		
31876	03/25/2020	03/25/2020	475	43.50	Ordinance 1606
	518 90 44 000		Advertising	43.50	
			502 000 518 Central Service		
31898	03/25/2020	03/25/2020	475	58.00	Planning Commission Housing Workshop Notice

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 03/25/2020

Time: 11:01:07 Date: 03/20/2020
Page: 8

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
	558 60 44 000 Advertising		001 000 558 Current Expens	58.00	
31923	03/25/2020	03/25/2020	475 NCW Media, Inc.	65.26	PC Public Hearing Amendments To LMC - 4 Items
	558 60 44 000 Advertising		001 000 558 Current Expens	65.26	
31924	03/25/2020	03/25/2020	475 NCW Media, Inc.	50.76	Ordinance 1608
	518 90 44 000 Advertising		502 000 518 Central Service	50.76	
31925	03/25/2020	03/25/2020	475 NCW Media, Inc.	72.50	Council Public Hearing For Amendments To LMC DRB Requirements & Permit Processes And Defining Short & Major Subdivisions.
	518 90 44 000 Advertising		502 000 518 Central Service	72.50	
			Total NCW Media, Inc.	369.78	
31853	03/25/2020	03/25/2020	3061 Norco Inc.	265.63	Shop Chemicals
	548 68 31 000 Office & Operating Suppli		501 000 548 Equip Rental &	265.63	
31905	03/25/2020	03/25/2020	3167 Northstar Chemical, Inc.	1,498.93	WWTP Chemicals
	535 80 32 000 Operating Supplies-Trtmn		404 000 535 Sewer	1,498.93	
31854	03/25/2020	03/25/2020	595 Oxarc Inc.	17.86	WTP Cylinder Rental
	534 80 32 000 Operating Supplies-Trtmn		403 000 534 Water	17.86	
31893	03/25/2020	03/25/2020	600 Pacific Engineering And Design, PLLC	2,493.75	On Call Engineering, City Code Updates, Standard Plans & Specs.
	558 60 41 000 Pro.Svs. Non-Reimbursed		001 000 558 Current Expens	2,493.75	
31894	03/25/2020	03/25/2020	600 Pacific Engineering And Design, PLLC	1,472.00	Amendment 1 & 2, On Call Engineering, Fletcher Engineering Review
	558 60 41 000 Pro.Svs. Non-Reimbursed		001 000 558 Current Expens	1,472.00	
31895	03/25/2020	03/25/2020	600 Pacific Engineering And Design, PLLC	1,038.00	Alpine Lakes Elementary
	558 60 41 005 Pro.Svs. Develop Review-		001 000 558 Current Expens	1,038.00	
			Total Pacific Engineering And Design, PLLC	5,003.75	

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 03/25/2020

Time: 11:01:07 Date: 03/20/2020
Page: 9

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
31907	03/25/2020	03/25/2020	5788	RWC International LTD	47.13	#11 Tymco Sweeper
	548 68 34 000	Supp Purchased For Inven	501 000 548	Equip Rental &	47.13	
31871	03/25/2020	03/25/2020	4644	Ricoh USA Inc.	379.13	Copier Copies
	518 90 45 000	Operating Rentals & Leas	502 000 518	Central Service	379.13	
31865	03/25/2020	03/25/2020	3393	Ridgeline Graphics	5.43	Scan For Johnson Parking Lot SUP
	558 60 31 000	Office & Operating Suppli	001 000 558	Current Expens	5.43	
31909	03/25/2020	03/25/2020	10451	Rolluda Architects	7,031.45	376-19-01 City Of Leavenworth Front Street Park Restroom
	594 76 63 084	Front Street Restroom Exp	001 000 594	Current Expens	3,515.73	
	594 76 65 006	Front Street Restroom Exp	104 000 594	Lodging Tax	3,515.72	
31856	03/25/2020	03/25/2020	8300	SWS Equipment	3,977.19	6-300 Gallon Dumpsters
	594 37 64 001	Dumpsters-Mach&Equip	402 000 594	Garbage	3,977.19	
31913	03/25/2020	03/25/2020	10069	Sage Hills Church	1,250.00	Festhalle Refund
	347 30 06 003	Room Deposit Fees	110 000 340	Leavenworth C:	-1,250.00	
31855	03/25/2020	03/25/2020	729	Stan's Merry Mart	125.00	T. Bolin Boot Allowance
	576 80 31 000	Office & Operating Suppli	001 000 576	Current Expens	125.00	
31928	03/25/2020	03/25/2020	731	Staples Credit Plan	116.08	File Folders For Mayor
	511 60 31 000	Office & Operating Suppli	001 000 511	Current Expens	116.08	
31872	03/25/2020	03/25/2020	3934	Swoboda Photography	120.00	Business Portrait Of Z. Reister For Council And A. Harrison For Planning Commission
	511 60 31 000	Office & Operating Suppli	001 000 511	Current Expens	60.00	
	558 60 31 000	Office & Operating Suppli	001 000 558	Current Expens	60.00	
31863	03/25/2020	03/25/2020	3963	TD&H Engineering Inc.	4,399.34	S17-123 Leavenworth - Pine Street
	595 20 61 035	ROW Acquisitions	305 000 595	Pine Street Cap	833.26	
	595 90 41 051	Pine Street Const. Admin	305 000 595	Pine Street Cap	3,566.08	
31858	03/25/2020	03/25/2020	783	Titan Truck	197.97	Truck #5 - F350
	548 68 34 000	Supp Purchased For Inven	501 000 548	Equip Rental &	197.97	
31857	03/25/2020	03/25/2020	787	Traffic Safety Supply Co., Inc.	307.53	10 Traffic Stop Signs

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 03/25/2020

Time: 11:01:07 Date: 03/20/2020
Page: 10

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
542 64 31 000	Office & Operating Suppli		101 000 542 Streets	307.53	
31859	03/25/2020	03/25/2020	796 Tumwater Drilling & Pump	45.93	WTP Parts
534 80 32 000	Operating Supplies-Trtmn		403 000 534 Water	45.93	
31911	03/25/2020	03/25/2020	817 US Post Office	300.00	April 2020 Utility Bill Mailing
531 30 42 000	Communications-Phone/P		410 000 531 Stormwater	12.00	
534 80 42 000	Comm-Phone/Postage/Fx		403 000 534 Water	120.00	
535 80 42 000	Comm-Phone/Postage/Fx		404 000 535 Sewer	120.00	
537 80 42 000	Comm-Phone/Postage/Fx		402 000 537 Garbage	48.00	
31861	03/25/2020	03/25/2020	6238 Upper Valley Connection	1,000.00	Upper Valley Connection Donation 2020
571 23 49 000	Misc.- Youth Services/Art		001 000 571 Current Expens	1,000.00	
31912	03/25/2020	03/25/2020	3912 Upper Valley MEND	1,418.80	Festhalle Refund
347 30 06 001	Room Rental		110 000 340 Leavenworth C:	-287.50	
347 30 06 002	Equipment Rental		110 000 340 Leavenworth C:	-75.00	
347 30 06 003	Room Deposit Fees		110 000 340 Leavenworth C:	-875.00	
347 30 06 007	Event Staffing		110 000 340 Leavenworth C:	-175.00	
389 30 00 002	State Remittance - Sales T		110 000 380 Leavenworth C:	-6.30	
31919	03/25/2020	03/25/2020	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	
31920	03/25/2020	03/25/2020	833 Verizon Wireless	847.35	City Smart Phones / Tablets
534 80 42 000	Comm-Phone/Postage/Fx		403 000 534 Water	31.45	
535 80 42 000	Comm-Phone/Postage/Fx		404 000 535 Sewer	89.53	
537 80 42 000	Comm-Phone/Postage/Fx		402 000 537 Garbage	20.08	
548 68 42 000	Comm-Phone/Postage/Fx		501 000 548 Equip Rental &	167.44	
559 30 47 000	Utilities/Phone		001 000 559 Current Expens	429.49	
576 80 47 000	Utilities		001 000 576 Current Expens	109.36	
31921	03/25/2020	03/25/2020	833 Verizon Wireless	192.49	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 &	78.00	
576 80 47 000	Utilities		001 000 576 Current Expens	39.00	
Total Verizon Wireless				1,078.84	

ACCOUNTS PAYABLE

City Of Leavenworth
MCAG #: 0222

As Of: 03/25/2020

Time: 11:01:07 Date: 03/20/2020
Page: 11

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
31873	03/25/2020	03/25/2020	837	Visa	1,463.24 Card Two
	575 48 35 000	Small Tools & Minor Equ	110 000 575 Leavenworth C:	1,463.24	Festhalle Chairs / Tables
31874	03/25/2020	03/25/2020	837	Visa	702.45 Card Three
	511 60 49 000	Misc-Reg/Dues/Subscripti	001 000 511 Current Expens	125.00	Z. Reister Public Records Class
	511 60 49 000	Misc-Reg/Dues/Subscripti	001 000 511 Current Expens	8.67	Z. Reister Bus. Cards
	535 80 43 000	Travel-Lodging/Meals/Mi	404 000 535 Sewer	21.85	A. Muro Training
	535 80 43 000	Travel-Lodging/Meals/Mi	404 000 535 Sewer	392.97	A. Muro Training
	535 80 43 000	Travel-Lodging/Meals/Mi	404 000 535 Sewer	24.42	A. Muro Training
	548 68 31 000	Office & Operating Suppli	501 000 548 Equip Rental &	59.54	Jacket
	558 60 49 000	Misc-Reg/Dues/Subscripti	001 000 558 Current Expens	70.00	Class For L. Vespier & M. Boles
31917	03/25/2020	03/25/2020	837	Visa	1,757.30 Card One
	575 48 31 000	Office & Operating Suppli	110 000 575 Leavenworth C:	1,757.30	Pipe & Drape For Festhalle
			Total Visa	3,922.99	
31891	03/25/2020	03/25/2020	870	Waste Managment Of	208.40 4 Yd. Recycle Dumpster
	537 80 41 002	Recycling Dumpster Renta	402 000 537 Garbage	208.40	
31892	03/25/2020	03/25/2020	870	Waste Managment Of	436.53 20 Yd. Recycle Dumpster
	537 80 41 002	Recycling Dumpster Renta	402 000 537 Garbage	436.53	
			Total Waste Managment Of	644.93	
31860	03/25/2020	03/25/2020	4673	Wenatchee Petroleum Co.	285.82 Dyed Diesel
	548 68 32 000	Fuel Consumed	501 000 548 Equip Rental &	285.82	
31904	03/25/2020	03/25/2020	907	Wilbur Ellis Company	144.58 Park Supplies
	576 80 31 000	Office & Operating Suppli	001 000 576 Current Expens	144.58	

Report Total: 102,707.28

Fund	
001 Current Expense	19,024.31
101 Streets	7,399.56
104 Lodging Tax	11,758.32
110 Leavenworth Civic Center	7,483.51

ACCOUNTS PAYABLE

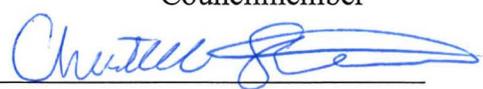
City Of Leavenworth
MCAG #: 0222

As Of: 03/25/2020

Time: 11:01:07 Date: 03/20/2020
Page: 12

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
			176 Community Swimming Pool	568.58	
			305 Pine Street Capital Project	4,399.34	
			402 Garbage	18,991.19	
			403 Water	4,476.02	
			404 Sewer	10,963.30	
			410 Stormwater	12.00	
			415 Parking	0.68	
			501 Equip Rental & Revolving Fund	16,556.45	
			502 Central Services	1,074.02	

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 	Coucilmember

CHECK REGISTER

City Of Leavenworth

Time: 10:26:27 Date: 03/18/2020

MCAG #: 0222

03/01/2020 To: 03/31/2020

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1787	03/19/2020	Claims	10	61955	Gibbs Graphics LLC	300.00	New Taste Of Leavenworth LOGO - Artwork
			104 - 557 30 44 001 - Advertising-LAP			300.00	
1788	03/19/2020	Claims	10	61956	Icicle TV	22,120.00	Website Updates: Themes And Plugins / Updates To March Calendar, Canelations And New Leavenworth Business Page
			104 - 557 30 44 001 - Advertising-LAP			22,120.00	
1789	03/19/2020	Claims	10	61957	Lamar Companies	450.00	Advertising: Portland OR Bus Transit, Bonus King, Production
			104 - 557 30 44 001 - Advertising-LAP			450.00	
1790	03/19/2020	Claims	10	61958	Portland Monthly	4,810.00	April 2020 Advertising
			104 - 557 30 44 001 - Advertising-LAP			4,810.00	
			104 Lodging Tax			27,680.00	
						<u>27,680.00</u>	Claims: 27,680.00

CHECK REGISTER

City Of Leavenworth
MCAG #: 0222

03/01/2020 To: 03/31/2020

Time: 16:13:29 Date: 03/18/2020
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1803	03/18/2020	Claims	10	EFT	Dept of Revenue	15,520.04	Combined Excise Tax Return / February 2020
					410 - 531 30 40 005 - Excise Tax-Dept Of Revenue	141.21	
					403 - 534 80 40 005 - Water-Excise Tax-Dept. Reve:	5,800.65	
					404 - 535 80 32 000 - Operating Supplies-Trtmnt Pl	7.98	
					404 - 535 80 32 000 - Operating Supplies-Trtmnt Pl	2.46	
					404 - 535 80 40 005 - Excise Tax-Dept Of Revenue	1,531.06	
					404 - 535 80 40 005 - Excise Tax-Dept Of Revenue	982.94	
					001 - 536 50 40 005 - External Taxes-Excise Tax	12.38	
					402 - 537 80 40 005 - Excise Tax-Dept Of Revenue	759.28	
					402 - 537 80 40 005 - Excise Tax-Dept Of Revenue	1,849.18	
					110 - 589 30 00 003 - Sales Tax Disbursements	198.13	
					110 - 589 30 00 003 - Sales Tax Disbursements	1.25	
					110 - 589 30 00 003 - Sales Tax Disbursements	17.26	
					110 - 589 30 00 003 - Sales Tax Disbursements	5.31	
					415 - 589 30 00 004 - External Taxes - Excise Tax	221.09	
					415 - 589 30 00 004 - External Taxes - Excise Tax	3,051.07	
					415 - 589 30 00 004 - External Taxes - Excise Tax	938.79	
					001 Current Expense	12.38	
					110 Leavenworth Civic Center	221.95	
					402 Garbage	2,608.46	
					403 Water	5,800.65	
					404 Sewer	2,524.44	
					410 Stormwater	141.21	
					415 Parking	4,210.95	
						15,520.04	Claims: 15,520.04

CS
3/18/20

CHECK REGISTER

City Of Leavenworth
MCAG #: 0222

03/01/2020 To: 03/31/2020

Time: 14:56:58 Date: 03/17/2020
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1661	03/12/2020	Claims	10	61950	Bavarian E-Bike Tours	542.00	Gift Certificate 02/2020; Gift Certificate 01/2020
					104 - 557 30 44 001 - Advertising-LAP	271.00	
					104 - 557 30 44 001 - Advertising-LAP	271.00	
1662	03/12/2020	Claims	10	61951	Cascade Farmland Association	250.00	2020 Non-Ag Membership
					104 - 557 30 44 001 - Advertising-LAP	250.00	
1663	03/12/2020	Claims	10	61952	Journal Graphics Inc.	14,686.00	2020 Leavenworth Visitor Guide/Split Icicle TV
					104 - 557 30 44 001 - Advertising-LAP	14,686.00	
1664	03/12/2020	Claims	10	61953	Miles Partnership, LLLP	12,800.00	2020 CoOp Global Inspiratin Program
					104 - 557 30 44 001 - Advertising-LAP	12,800.00	
1665	03/12/2020	Claims	10	61954	Premier Media Group, Inc	2,800.00	Mar 2020 425 Magazine
					104 - 557 30 44 001 - Advertising-LAP	2,800.00	
104 Lodging Tax						31,078.00	
						31,078.00	Claims: 31,078.00