

Tonasket City Council Agenda

Tuesday, December 10, 2019

7:00 pm

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Approval of Agenda
- 5) Administer Oath of Office----Alisa Weddle
- 6) Public Comment
- 7) Trey Dail---T O Engineers Presentation re: Airport
- 8) Unfinished Business
 - a) Adopt 2020 Fee Schedule Resolution 2019-17
 - b) Adopt Park and Recreation Budget for 2020
 - c) Adopt 2020 Budget Ordinance #809 and attachments
 - d) Parry's Acres Status Report---Action to Allow Mayor and Public Works Committee to approve an amount not to exceed \$10,000 to resolve generator issue.
 - e) Memo Re: Perfect Passage Master Plan
- 9) Department Head Reports
- 10) Mayor/Council/Committee Reports
- 11) New Business
 - a) Approve Resolution 2019-19 Interfund Loan
 - b) Approve Budget Amendment Ordinance #810
 - c) Approve Addendum To Professional Services Agreement/SDB Consulting
 - d) Approve extension of ECY Contract for Parry's Acres Project
 - e) Approve Resolution 2019-18 Airport Land Lease-Tonasket Fly Club
- 12) Miscellaneous and Correspondence
- 13) Consent Agenda: Minutes of the previous meeting, the November Payroll and the December Bills
- 14) Adjournment

Present: Mayor Brown and Councilmembers Kriner, Levine, Ritter and Sackman.

Staff: Attwood and Miller

The meeting was called to order at 7:00 pm and the pledge of allegiance was given by all.

Roll call was done and all members were in attendance.

Motion to approve the agenda. M/Levine, S/Sackman. Carried 4:0.

Motion to approve the minutes of the previous meeting. M/Ritter, S/Sackman. Carried 4:0.

Public Comment

Jerry Anderson- City resident

- Has concerns about dogs running loose in town and if the leash law will be enforced.

Dave Kester- lives outside the City

- Is concerned about the Tran-Go bus parking in their parking lot. Mayor Brown stated that they are looking for other places to park.

Alisa Weddle- City resident

- The Food Bank is willing to talk with Tran-Go about them parking on their lot.

Unfinished Business

Release final payment to Mallett Sheet Metal for Roof Project \$2,388.71. Councilmembers Kriner and Ritter feel that they don't deserve the final payment because they feel it was more of a patch job. Councilmember Levine reminded them the amount is in the contract. Council would like Clerk Attwood to discuss it with Attorney Howe and put the payment off until the next meeting.

Motion to approve the memorandum of understanding with the Okanogan County Sheriff's Department for the storage of the Tonasket weapons. M/Kriner, S/Levine. Carried 4:0.

Motion to approve the revised vouchers from November 12, 2019 to the City of Oroville for the building official in the amount of \$439.93. M/Kriner, S/Levine. Carried 4:0.

Mayor/Council/Committee Reports

Kriner

- Finance Committee met and the budget will be ready in December.
- Recommends we reject the quotes received for the tree removal in History Park. She is concerned that we are not getting any closer to getting the trees taken care of.

Levine

- Airport Committee met and discussed the runway project. The engineer on the project would like to do an update possibly at the next meeting.
- Street Committee met and discussed Tran-Go. They also talked with Superintendent Johnson about possibly removing the trees in History Park.

Ritter

- Added that during the Street Committee meeting Superintendent Johnson reported Public Works are power washing the bathrooms and are busy with leaks. They also discussed the possibility of Public Works working out of the two north bays that don't have a mold issue.
- Publically congratulated Alisa Weddle and Jeff McMillian on being elected to Council.

Sackman

- Met with Councilmember Levine on the Airport Committee and is learning a lot.
- The Public Safety Committee met with Tony Hawley.
- Reminding everyone that Winterfest in Dec. 6th and 7th.

Mayor

- Would like to invite everyone to Winterfest.

New Business

Motion to approve the North Central Washington Narcotics Task Force Agreement.

M/Kriner, S/Levine. Carried 4:0.

Quotes received for removal of trees in History Park. Councilmember Ritter asked what a reasonable amount would be for the removal. The Parks committee recommends rejecting the two quotes and possibly changing the scope of work to remove just the 3 worst trees. They also discussed having a 5 year plan where every year certain trees are done.

Motion to reject the quote from Iron Roots Contracting for \$43,861.50 and the quote from Granite Mountain Grounds for \$46,027.50 for the removal of trees at History Park.

M/Kriner, S/Ritter. Carried 4:0.

Miscellaneous and Correspondence

Clerk Attwood gave the Council the Sheriff's report to review.

Attwood asked Council how they want to proceed with the Peddler's Permits. Council would like to go with an ordinance similar to the Green River Ordinance.

There will be an emergency service meeting on Dec. 17, 2019 at 6:00 pm in the Commissioner's Hearing Room. Councilmember Ritter volunteered to attend.

Gave the Council a petition that several people signed concerning relocating the Tran-Go bus stop.

Handed out an email from Katie Walker, Tonasket High School, thanking the Sheriff's Office for doing such a good job.

There being no further business the meeting was declared adjourned at 7:49 pm.

Alice J. Attwood, Clerk-Treasurer

Tonasket City Council Memo
For Tuesday, December 10, 2019

TO: Mayor and City Councilmembers
FROM: City Clerk-Treasurer

I will be administering the Oath of Office for Alisa Weddle---she will be taking over Maria Moreno's Council position.

Trey Dail, T-O Engineers will be giving an update on the Airport Runway Project. He probably will need 15 minutes to ½ hour for his presentation—maybe longer if there are questions and answers.

Resolution 2019-17, the Fee Schedule for 2020 is ready for adoption. It includes a 6% increase for both Water and Sewer rates, and also increases in other fees. There are a few new fees that are included and we will discuss those at Council. Requires Action.

The Budget submitted from the Park and Recreation District is ready for adoption. Requires Action.

Ordinance #809 and attachments, the 2020 Budget, is ready for adoption. There are a couple of items I will apprise you of before adoption. Requires Action

Parry's Acres Status Report----As you can read in the attachment from Varela and Associates there is a matter to resolve and Jeff is asking the council to take action to allow the Mayor and the Public Works Committee to approve an amount not to exceed \$10,000 to resolve the generator issue. Requires action.

There is also attached a memo regarding the Perfect Passage Master Plan---comments are welcome and needed!

Resolution 2019-19 is for the inter-fund loan for the loan between Sewer Reserve and Current Expense for the replacement of the City Hall roof. Requires action.

Ordinance #810 is a Budget amendment addressing several issues for the end of the year—this is the presentation of the ordinance and passage also. Requires Action.

The Addendum to the Professional Services Agreement with SDP consulting is attached for your review and approval. Requires action.

There is no paperwork attached for this extension however when I receive the documents they will require the Mayor's signature. The ecology agreement ends the end of 2019 and the project may not be completed by then. We are asking for a six month extension. Requires action.

Resolution 2019-18 is an Airport Lease with the Tonasket Fly Club---Requires Action.

RESOLUTION NO. 2019-17

A RESOLUTION of the City Council of the
City of Tonasket setting the fee schedule for 2020.

WHEREAS, it is in the best interest of the City of Tonasket to establish a list of charges and fees for services in order to have information readily available to customers. This resolution repeals any and all resolutions that would be in conflict with this document. The charges and fees will become effective January 1, 2020.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
TONASKET, WASHINGTON, AS FOLLOWS:

Section 1. The rates and fees for services charged by the City of Tonasket are attached as
"Exhibit A".

PASSED BY THE CITY COUNCIL this _____ day of _____, 2019.

APPROVED:

Dennis Brown, Mayor

ATTEST:

Alice J. Attwood, Clerk/Treasurer

"Exhibit A"
Rates and Fees for Services

ANIMAL FEES

Dog Tag – first time fee	25.00
Annual Fee	5.00
Replacement Tag	10.00
Animal Impound Fee	35.50
Daily Boarding Fee (In addition to Impound Fee above set by Ordinance) per day	5.75
Kennel/Cattery Permit --- Annual Fee (includes 3 licenses)	525.00
Kennel/Cattery Permit-----Renewal Fee (includes 3 licenses)	262.50

MISCELLANEOUS

NSF Checks	36.75
Invoice Cloud E-Check rejection fee	15.00
Copy Fee (per copy) 8 ½ x 11	0.25
8 ½ x 14	0.35
Color Copies	0.50
2 sided (single sheet)	0.35
Ordinances & Public Documents (per page)	0.15
Faxes – sent or received per page*	0.50
Zoning & City Maps (11 x 17)	0.50
Comprehensive Plan	.15 per page
Facility Rental --	
Council Room Rent per hour	11.50
Youth Center – Main Room only per day	80.50
- With Kitchen per day	107.00
- Refundable deposit fee	208.00
- Refundable deposit fee if alcohol served	312.00
Peddler’s Permit – Application Fee	5.75
- Annual Fee	53.50
For Hire Passenger Carriers --- Annual Fee	32.00
- After July 1	16.00
Court Time Payment Fee	12.00
Lien Fee – plus recording fee of \$62.00 plus \$1.00 for each additional page	260.00
Annual City Property Use Fee	78.00
One Time per year City Property Use Fee	36.75
Public Records Act Fees RCW 42.56.120	

* The copy & fax service will only be provided to the public when commercial enterprises that provide such services are closed or unavailable.

Chief Tonasket Park Field Use Fee-Adults- Season (i.e. 20 Sundays)	150.00
Chief Tonasket Park Field Use Fee-Youth- Baseball-Season	250.00
Chief Tonasket Park Field Use Fee-Youth-Soccer-Season	250.00
Tournament Fee	50.00

"Exhibit A"
Rates and Fees for Services

CONSTRUCTION PERMIT APPLICATION AND INSPECTION FEES

1. Building Permit Fees

<u>Total Valuation of Work</u>	<u>Fee</u>
\$1.00 to \$500.00	\$23.50
\$501.00 to \$2,000	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof to and including \$2,000
\$2,001.00 to \$25,000	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof to and including \$25,000
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof to and including \$1,000,000.00
\$1,000,001 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

2. Grading/Clearing Permit Fees

<u>Grading Plan Review Fees</u>		<u>Fee</u>
	a. 50 cubic yards or less,	No Fee
	b. 51 to 100 cubic yards,	\$23.50
	c. 101 cubic yards to 1,000 cubic yards,	\$37.00
	d. 1,001 cubic yards to 10,000 cubic yards,	\$49.25
	e. 10,001 cubic yards to 100,000 cubic yards - for the first 10,000 cubic yards, plus \$24.50 for each addition 10,000 cubic yards or fraction thereof	\$49.25
	f. 100,001 cubic yards to 200,000 cubic yards - for the first 100,000 cubic yards, plus \$13.25 for each additional 10,000 cubic yards or fraction thereof	\$269.75
	g. 200,001 cubic yards or more - for the first 200,000 cubic yards, plus \$7.25 for each additional 10,000 cubic yards or fraction thereof.	\$402.25
<u>Grading Permit Fees</u>		
	a. 50 cubic yards or less,	\$23.50
	b. 51 to 100 cubic yards,	\$37.00
	c. 101 to 1,000 cubic yards - for the first 100 cubic yards plus \$17.50 for each additional 100 cubic yards or fraction thereof.	\$37.00
	d. 1,001 to 10,000 cubic yards - for the first 1,000 cubic yards plus \$14.50 for each additional 1,000 cubic yards or fraction thereof.	\$194.50
	e. 10,001 to 100,000 cubic yards - for the first 10,000 cubic yards plus \$66.00 for each additional 10,000 cubic yards or fraction thereof.	\$325.00
	f. 100,001 cubic yards or more - for the first 100,000 cubic yards plus \$36.50 for each additional 10,000 cubic yards or fraction thereof.	\$919.00

"Exhibit A"
Rates and Fees for Services

	g. The fee for a grading permit authorizing additional work to that under a valid permit shall be the difference between the fee paid for the original and the fee shown for the entire project.	
	h. Stormwater system (outside building) shall be the same as a plumbing permit fee for the work most closely resembled	

3. Plumbing Permit Fees

<u>Description</u>	<u>Fee</u>
For each permit issuance	\$20.00
For issuance of each supplemental permit	\$10.00
Plus for each plumbing fixture on one trap or set of fixtures on one trap (including water, drainage piping and backflow protection thereof)	\$7.00
For each building sewer and each trailer park sewer	\$15.00
Rainwater system - per drain (inside building)	\$7.00
For each private sewage disposal system or decommissioning there of (in addition to fees required by other agencies and departments)	\$40.00
For each water heater and/or vent	\$7.00
For each gas piping system of one to five outlets	\$5.00
For each additional gas piping system outlet, per outlet	\$1.00
For each waste pretreatment interceptor including its trap and vent	\$7.00
For each installation, alteration or repair of water piping and/or water treating equipment, each	\$7.00
For each lawn sprinkler system including backflow protection device thereof	\$7.00
For each backflow protection device 2 inch diameter and smaller	\$7.00
For each backflow protection device over 2 inch diameter	\$15.00
For each grey-water system	\$15.00

4. Mechanical Permit Fees

<u>Description</u>	<u>Fee</u>	
For each permit issuance	\$23.50	
For issuance of each supplemental permit	\$7.25	
a. Furnaces		
	For the installation or relocation of each forced air or gravity type furnace or burner, including ducts and vents attached up to 100,000 Btu/h (29.3 KW)	\$14.80
	For the installation or relocation of each forced air or gravity type furnace or burner, including ducts and vents attached over 100,000 Btu/h (29.3 kW)	\$18.20
	For the installation of each floor furnace, including vent	\$14.80
	For the installation or relocation of each suspended, recessed, mounted unit heater	\$14.80
b. Appliance Vents	For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit	\$7.25

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Rates and Fees for Services

c. Repairs or Additions	For the repair of, alteration of or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit or each such system including controls regulated by the Mechanical Code and/or Energy Code	\$13.70
d. Boilers, Compressors and Absorption Systems		
	For the installation or relocation of each boiler or compressor up to and including 3 hp (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW)	\$14.70
	For the installation or relocation of each boiler or compressor over 3 hp (10.kW) to and including 15 hp (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW)	\$27.15
	For the installation or relocation of each boiler or compressor over 15 hp (55.7 kW), to and including 30 hp (105.5 kW), or each absorption system over 500,000 Btu/h(146.6 kW) to and including 1,000,000 Btu/h (293.1 kW)	\$37.25
	For the installation or relocation of each boiler or compressor over 30 hp (105.5 kW), to and including 50 hp (176 kW), or each absorption system over 1,000,000 Btu/h to and including 1,750,000 Btu/h (512.9 kW)	\$55.45
	For the installation or relocation of each boiler or compressor over 50 hp (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW)	\$92.65
e. Air Handlers	For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4719 L/s), including ducts attached thereto Note: This fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code.	\$10.65
	For each air-handling unit over 10,000 cfm (4719 L/s)	\$18.10
f. Evaporative Coolers	For each evaporative cooler other than portable type	\$10.65
g. Ventilation and Exhaust		
	For each ventilation fan connected to a single duct	\$7.25
	For each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit	\$10.65
	For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood	\$10.65
h. Incinerators		
	For the installation or relocation of each domestic-type incinerator	\$18.20
	For the installation or relocation of each commercial or industrial-type incinerator	\$14.50

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i. Miscellaneous	For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which no other fee is listed in the table	\$10.65
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Other Inspections and Fees

a. Inspections outside of normal business hours, per hour (minimum charge – one-half hour)	Inspections outside of normal business hours, per hour (minimum charge – one-half hour)	\$50.00*
b. Re-inspection fees assessed under provisions of Section 116.6, per inspection	Re-inspection fees assessed under provisions of Section 116.6, per inspection	\$50.00*
c. Inspections for which no fee is specifically indicated, per hour (minimum charge – one half hour)	Inspections for which no fee is specifically indicated, per hour (minimum charge – one half hour)	\$50.00*

*Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

5. Fire Permit Fees

Fees for the issuance of a permit under the Fire Code for each regulated appliance, fixture and/or activity shall be the fee listed under the above sections for Building, Plumbing or Mechanical which ever most closely resembles the scope of the permit.
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6. Plan Review Fees:

45% of the Permit Fee for routine in-house reviews, 65% of the Permit Fee for complex in-house reviews, plus all costs incurred for use of outside Consultants
Additional plan review required by changes, additions or revisions to plans (minimum charge one-half hour) \$50.00 per hour

7. Factory Assembled Structures Installation Permit Fees

a. Manufactured/Mobile Home Installation Permits Fees (Park). Including building permits and plan review fee for work pertaining to a home set-up in an approved manufactured home community as a park-set with stoops:		
	1) Single Unit Wide	\$285.00
	2) Double Unit Wide	\$315.00
	3) Triple Unit Wide and Larger	\$345.00
b. Manufactured Home Installation Permit Fee (lot). Including building permit and plan review fee for work pertaining to a home set-up on a nominal permanent foundation on an individual lot with stoops:		
	1) Single Unit Wide	\$410.00
	2) Double Unit Wide	\$455.00
	3) Triple Unit Wide and Larger	\$500.00
c. Commercial Structure/Coach, and/or a Moved Building, non-utility installation permit fee, NOT including building permit fees and plan review fee for work pertaining to a permanent and/or temporary foundation: and/or site work:		
	1) Single Unit Wide	\$285.00
	2) Double Unit Wide	\$315.00
	3) Triple Unit Wide and Larger	\$345.00
d. Utility Building installation permit fee.		\$80.00

8. Miscellaneous Permit and Inspection Fees

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Rates and Fees for Services

	Inspections outside of normal business hours (minimum charge one half hour) \$50.00 per hour
	Re-inspection fees for habitual incomplete and non-corrected work, plan deviations and failure to maintain approved plans and inspection record on the work site. \$50.00 per hour (minimum charge one half hour)
	Special Inspection fee for work commenced without first obtaining a required permit shall be equal to and in addition to the permit fee.
	Inspections which no fee is specified. \$50.00 per one half hour
Sign Permit Fee	Shall be the same as a building permit fee and plan review fee as applicable for the equivalent scope of the permitted work.
State Code Fee	Shall be assessed and collected in accordance with RCW 19.27.085(3)
Demolition Permit Fee	\$50.00 plus all costs incurred.
Investigation Fee (Construction, Environmental, Zoning, Right-of-way, Water and Sewer Fees)	Whenever any work or activity for which a permit is required by municipal code has commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work or activity. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by this fee schedule. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of municipal code nor from any penalty prescribed by law.
Past Due Billings	Additional billing for past due fees \$20.00 per month.

ENVIRONMENTAL ASSESSMENT FEE

1. State Environmental Policy Act (SEPA) compliance filing fee	
a. Base Fee	\$25.00
1.01 For Construction projects which are not specifically included within the identified scope of a related land use decision's threshold determination:	\$250.00
1.02 For land use applications included within land use application filing & vesting fees:	
b. Projects requiring more than one hour of staff time processing and/or receiving a determination of significance (DS) and/or requiring further revision to the SEPA documentation after the close of the comment period shall be billed at \$50.00/hour for staff time and all costs incurred by the City directly attributed to the SEPA compliance of the project.	
2. Shoreline Substantial Development Permit	\$500.00*
2.01 Shoreline Substantial Development Permit requiring a hearing	\$550.00*
3. Shoreline Conditional Use Permit or Shoreline Variance Filing Fees	\$600.00*
4. Petitions for project related Shoreline Master Program Amendments	\$1,000.00*
5. Floodplain Development Permit	
a. Administrative Approval	\$20.00*
b. Minor Development (Routine)	\$100.00*

"Exhibit A"
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c. Minor Development (Complex)	\$250.00*
d. Substantial Development (Routine)	\$350.00*
e. Substantial Development (Complex)	\$400.00*
f. Variance	\$400.00*
6. Petitions for project related Flood Hazard Reduction Program Amendments	\$1000.00*
7. Completion of an Elevation/Floodproofing Certificate for a structure not related to a valid permit	\$100.00*

ZONING/PLANNING/PLANNING FILING & VESTING FEE

1. Zoning Conditional Use Permit	\$425.00*
2. Variance Petition	\$300.00*
3. Zoning Text/Map Amendment Petition	\$500.00*
<i>(Zoning amendment proposals that are coupled with proposed Comprehensive Plan Amendments shall be combined with the rezone process and the Comprehensive Plan Amendment filing fee shall cover the Zoning Amendment Filing Fee)</i>	
4. Comprehensive Plan Amendment Petition	\$1000.00*
5. Annexation Petition:	
a. Due upon filing Intent to File a Petition	No charge
b. Due upon filing Completed Petition	No charge
6. Short Subdivision Application	
a. Due at initial Application	\$100.00*
b. Due at Notice of Complete Application to start review process	
c. Short Plat Filing Fee	
1. Base Fee	\$300.00*
2. Per Lot in addition to Base Fee	\$25.00
7. Long Subdivision Application	
a. Preliminary Approval Filing Fee <i>shall be a base fee, which includes an initial application filing fee, due at application submission. The balance of the total base fee shall not be payable until the application is deemed complete and shall include an addition per lot cost plus*</i>	
1. Base Fee	\$600.00*
2. Application Filing Fee	\$100.00*
3. Cost per lot, in addition to base fee and application filing fee	\$25.00
b. Final Long Subdivision Approval Filing Fee <i>(in add. to prelim. fees already paid) PROVIDED the final plat submitted is in substantial conformance with the preliminary plat approval. If there are substantial differences, the fee shall be calculated at an additional per half-hour cost exceeding a base three hour total processing time</i>	
1. Per half-hour Cost	\$25.00
c. Long Plat Vacation Filing Fee	\$250.00

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Rates and Fees for Services

8. Comprehensive Site Plan Analysis, <i>not pertaining to a vested application for a permit shall be a base fee, plus a per half-hour fee in excess of one hour or staff time developing the report</i>	
a. Base Fee	\$50.00
b. Per half-hour fee	\$25.00
9. Boundary Line Adjustment or Administrative Segregation	
a. Base Fee	\$75.00
b. Per additional affected lot	\$10.00
10. Planned Development	
a. Preliminary Planning Development approval filing fee shall be a base fee that includes an initial application filing fee due at application submission. The balance of the total base fee shall not be payable until the application is deemed complete, and shall include an additional per lot/unit fee, plus*	
1. Base Fee	\$330.00*
2. Initial Application Filing Fee	\$50.00*
3. Per Unit/Lot Fee	\$25.00
b. Final Planned Development Approval Filing Fee (<i>in add. to prelim. fee paid</i>) <i>PROVIDED, the final planned development submitted is in substantial conformance with the preliminary development approval. If there are substantial differences, the fee shall be calculated at an additional per half-hour fee exceeding a base three hour total processing time</i>	\$100.00*
1. Per half-hour fee	\$25.00
11. Access Management Ingress/Egress Permit (Administrative Approval)	\$30.00
a. Access Management Ingress/Egress Permit (Routine)	\$100.00*
b. Access Management Ingress/Egress Permit (Complex)	\$200.00*
12. Street/Alley/Plat Vacation Fee (<i>in addition to any monies paid for subject right-of-way</i>)	\$125.00*
13. Appeal Filing Fee	
All costs incurred by the City in providing notice of the hearing. Fee is due and shall be paid prior to commencement of the hearing. The Appeals Board may make a recommendation to City Council for reimbursement of monies paid when there is an overriding circumstance.	

* Shall mean: plus all costs incurred by the City to include, but are not limited to copies, postage, advertisement and use of outside consultants that are directly attributed to actions pertaining to a specific project or proposal in the review and approval process. These costs are the obligation of the proponent regardless of the outcome of the determination. The said cost shall be payable to the City upon presentation of an itemized bill.

"Exhibit A"
Rates and Fees for Services

WATER RATE CHARGES

For service connections:

All three-fourths x five-eighths inch service connections. Service connections will be charged for additional costs of materials and labor incurred if the installation requires more work and materials than the normal hook-up.	\$2,719.00
All service connections in excess of three-fourths x five-eighth inch in size plus an additional cost of materials and labor incurred by the City in making such installation. Materials include street repair materials.	\$2,719.00

Rates for water:

Metered rates for residences, with 1" or less meters, including all lawn and garden sprinkling, per month:	
First 500 cubic feet, minimum	\$ 48.44
Each additional 100 cubic feet	\$ 0.82
Metered rates for commercial and industrial use per month: Business and commercial houses of all kinds, including shops and factories, shall pay the following service charge for the first five hundred cubic feet; and for each additional one hundred cubic feet of water used, there shall be a charge of eighty two cents (\$.82):	
1" or less	\$53.63
1 ½"	\$66.84
2"	\$77.41
3"	\$91.49
4"	\$105.53
6"	\$126.64
8"	\$233.72
10"	\$374.26
Rates for non-metered residence per month.	\$53.63
All water connections outside the corporate limits of the City of Tonasket shall be charged a fifty percent (50%) surcharge on the above applicable base rate plus on the additional water used over five hundred cubic feet.	
The following charges shall be made for either disconnecting or turning on established services:	
Turn off	\$20.00
Turn on	\$20.00
Anyone filling a water tank from the City's water supply shall pay the City the following charges. Said sum shall be immediately due and payable to the City clerk at the City clerk's office at the City Hall in Tonasket, Washington.	
minimum charge for five hundred gallons or less	\$15.00
1,000 gallons	\$25.00
Mobile home parks with one meter for the entire park and/or recreational vehicle parks shall be billed as follows:	
Mobile home parks shall be billed one full base rate per mobile home.	
Recreational vehicle parks shall pay one full base rate for the entire park.	

“Exhibit A”
Rates and Fees for Services

	Combined mobile home/recreational vehicle parks shall be billed one full base rate per mobile home and an additional half base rate for the recreational vehicle park section annually from April thru September.	
	Charges for water used over the total base rate allocation shall be billed at the above set forth excess rate.	
Houses with apartments will be charged an additional single family rate per apartment.		
Residents, who for one reason or another, have temporarily vacated their homes for a period of 30 days or more will be charged 1/2 of the monthly base rate. Resident must have notified City Hall prior to leaving to qualify for the reduced rate of \$48.44 X 1/2 = \$24.22 plus applicable taxes.		
Vacant houses, mobile homes and vacant apartments will be charged ½ month, \$24.22, availability fee plus applicable taxes. Businesses that are vacant or temporarily closed will be charged ½ month of the regular business rate, \$26.82 as an availability fee, plus applicable taxes.		
The Property Owner is responsible for the water line from the house to the water meter. If the water meter is located on private property the property owner is responsible for the water line that is from the meter to the City Right of Way.		

SEWER RATE CHARGES

Assembly hall or lodge (no café or bar)	\$34.57/mo
Bakeries	\$172.84/mo
Bar or cocktail lounge (per seat)	\$2.18/mo
Barber shop, up to two chairs	\$34.51/mo
Each additional chair	\$17.30/mo
Beauty shop, up to two stations	\$51.87/mo
Each additional station	\$17.32/mo
Bowling alleys (per lane)	\$20.73/mo
Café and drive-in (per seat)	\$2.59/mo
Car Wash (per stall)	\$103.71/mo
Church	\$51.87/mo
Garage or maintenance shop	\$50.71/mo
Hospital (per room)	\$17.32/mo
Institutions – resident (per room)	\$6.91/mo
Industrial, up to twenty employees for:	
Sanitary facilities	\$69.03/mo
For each additional employee	\$2.78/mo
With industrial waste, additional	
(a) Smith & Nelson, Inc.	\$306.84/mo
(b) Smith & Nelson, Inc. North bldgs/Western	\$179.91/mo
(c) Regal Fruit Cooperative	\$586.23/mo
(d) Chief Tonasket Growers #1	\$482.79/mo
(e) Chief Tonasket Growers #2	\$206.92/mo
(f) Long Term Care Laundry (North Valley Hospital)	\$217.43/mo
(f) All others as determined and set by City Council	

"Exhibit A"
Rates and Fees for Services

Laundromat (per washer)	\$33.89/mo
Motel, hotel or rooming house, first unit	\$34.57/mo
Each additional unit	\$8.63/mo
Trailer Court (per family unit)	\$34.57/mo
School – Grade School (Special)	\$593.10/mo
High School (Special)	\$593.10/mo
Service Station	\$86.44/mo
Single dwelling unit (residences)	\$34.57/mo
Store or business (with public sewage)	
Facility up to twenty employees	\$86.44/mo
Each additional employee	\$3.48/mo
Tavern (per seat)	\$2.59/mo
Office or business	
With private sewage facilities	\$51.87/mo
Up to twenty employees	\$51.87/mo
Each additional employee	\$3.48/mo
Sewer outside City limits 50% surcharge	\$51.87/mo
Bonaparte Creek/Mill Drive residents additional fee	\$15.00/mo
Single Dwelling Unit provision - Residents, who for one reason or another, have temporarily vacated their homes for a period of 30 days or more will be charged one half (1/2) of the monthly base rate. City Hall must be notified prior to the vacancy to qualify for the reduced rate. Current rate \$34.57 X 1/2 = \$17.29 plus applicable tax.	
Mobile home parks shall be billed one full base rate per mobile home. Recreational vehicle parks shall pay one full base rate for the entire park. Combined mobile home/recreational vehicle parks shall be billed one full base rate per mobile home and an additional one-half base rate for the recreational vehicle park section annually from April thru September.	
Sewer installations are the responsibility of the property owner. The actual physical connection to the City's sewer main shall be performed by a licensed and bonded contractor and approved by the City Superintendent. There is a two hundred seventy two dollar and 95 cent (\$272.95) access and inspection fee due to the City prior to the connection.	
Vacant homes, mobile homes and apartments will be charge ½ month availability fee, \$17.29, plus applicable taxes. Businesses that are vacant or temporarily closed will be charged ½ month of the regular business rate, \$25.94 as an availability fee, plus applicable taxes.	
The Property Owner is responsible for the sewer line from the house to the main line.	

RIGHT OF WAY ENTRY FEE/PERMIT *Non Refundable*** (Applicable to all Utility Work)**

Utility Companies	N/C
Others	100.00
UTILITY OTHER	
Deposit ***Refundable***	

"Exhibit A"
Rates and Fees for Services

Utility Companies	N/C
Others	500.00 *

* May be more or less based on specific written determination of Superintendent

FEE REFUNDS (Construction, Environmental, Zoning, Water and Sewer Fees)

Any fee paid hereunder which was erroneously paid or collected may be refunded with appropriate documentation.

The Permit Administrator with concurrence of the City Clerk and Director of Public Works may authorize refunding of not more than 80% of a permit fee paid when no work has been done under a permit issued in accordance with Tonasket Municipal Code.

The Permit Administrator with concurrence of the City Clerk and Director of Public Works may authorize refunding of not more than 80% of a plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or cancelled before any plan reviewing is done.

The Permit Administrator shall not authorize refunding of any fee paid except on written application filed by the original permit holder not later than 180 days after the date of fee payment.

AIRPORT

Aircraft Tie Down, per aircraft, per month	\$25.00
Aircraft Tie Down, per aircraft, per year	\$270.00
Hanger Lease, per month	\$25.00
Hanger Lease, per year	\$270.00

CEMETERY

Grave – may contain one full burial & two cremations or two cremations	\$525.00
Open and Close Graves Weekday	\$450.00
Open and Close Graves Saturday	\$550.00
Open and Close Ashes Weekday	\$150.00
Open and Close Ashes Saturday	\$200.00
Liner – Set by Bid	\$?????
Perpetual Care	\$500.00
Baby under 2 years old Weekdays (Grave, Perpetual Care, Open & Close) charge is ¼ of a full grave, perpetual care and open & close.	\$296.34
Baby under 2 years old Saturday (Grave, Perpetual Care, Open & Close) charge is ¼ of a full grave, perpetual care and open & close.	\$322.48
Winter charge (at the discretion of the Public Works Director)	\$100.00
Headstone location fee per hour	\$50.00
Dis-interment Fee---Full casket without liner	\$1200.00
- Full casket with liner	\$900.00
- Urn	\$300.00

"Exhibit A"
Rates and Fees for Services

SWIM POOL RATES

16 and Under – per session	\$2.25
16 and Under-10 Swim Pass	\$20.00
17 and Over - per session	\$4.75
17 and Over Swim – 10 Swim Pass	\$45.00
Single Season Pass 16 and under	\$60.00
Single Season Pass 17 and Over	\$100.00
Family Season Pass First Four People Additional Family Members \$25.00 each	\$150.00
Swim Team Usage Fee – per season	\$125.00
Pool Rental Fees - 2 hours (minimum) (up to 3 Lifeguards)	\$155.00
3 hours (up to 3 Lifeguards)	\$210.00
4 hours (up to 3 Lifeguards)	\$255.00
\$15.00 per hour for additional guards over 3	
Swim Lessons – per session	\$45.00

STORM WATER UTILITY FEES

Storm Water Utility Fee-----Residential	\$1.50 per residential unit per month
Storm Water Utility Fees---Business	\$3.00 per business unit per month

Annual Budget - 2020

Agreement between the City of Tonasket and the Tonasket Parks and Recreation District

This AGREEMENT is entered into on this ____ day of ____, 2019
between the City of Tonasket and the Tonasket Park and Recreation District.

Projected Revenue - Description		2020 Budget
110.311.10.00	Tonasket Parks and Recreation - Property taxes	\$46,741.00
110.311.10.00	Tonasket Park and Recreation District - Grants received	\$3,500.00
110.346.30.00	Remaining revenue from Prior year	
110.346.40.00	Admission Fees	\$6,500.00
110.346.50.00	Swim Lessons	\$8,500.00
110.346.60.01	Season Passes	\$3,700.00
110.346.60.02	Pool Rental	\$1,000.00
	Concessions/Vending machines	\$0.00
Total		\$69,941.00

Projected Expenses - Description		ADJUSTED
111.576.20.10	Pool Wages	\$35,000.00
111.576.20.12	Wages for Public Works - Custodial Services	\$5,800.00
111.576.20.14	Wages City Hall (book-keeping and deposits)	\$1,500.00
111.576.20.20	Benefits for pool employees	\$5,250.00
111.576.20.22	Benefits for Public Works - Custodial Services	\$2,436.00
111.576.20.24	Benefits for City Hall	\$780.00
111.576.20.28	Lifeguard Uniforms	\$0.00
111.576.20.30	Supplies for pool	\$10,000.00
111.576.20.41	Permits	\$350.00
111.576.20.42	Communication	\$475.00
111.576.20.43	Training	\$1,850.00
111.576.20.47	Utilities	\$5,000.00
111.576.20.48	Repairs & Maintenance	\$500.00
111.576.20.53	Tax on pool receipts 8.3%	\$1,000.00
Total		\$69,941.00

For the City of Tonasket

For the Tonasket Parks and Recreation District

Mayor

Date

District

Date

The above figures are estimated values, actual charges shall be documented in detailed invoices prior to reimbursement by the District. Disbursements in excess of actual costs will not be authorized.

Disbursements in excess of any line item budget require approval from the Tonasket Park and Recreation District Board or designated representative(s).

In the event that revenue and District contributions are insufficient to pay the operation and maintenance expenses as outlined in this Agreement, the City may elect to close the pool. If the closure is unexpected or disrupts the agreed upon schedule, the District must be consulted.

The District is not obligated to pay any expenses in excess of \$50,241.

The City will use pool revenue collected in 2020 to pay for pool expenses incurred in 2020; revenue collected in excess of 2020 expenses will be rolled over to fund future pool expenses.

ORDINANCE NO. 809

An Ordinance of the City of Tonasket, Washington, adopting the budget of the ensuing fiscal and calendar year of 2020.

WHEREAS, the City Council of the City of Tonasket did heretofore make and file its preliminary budget for the ensuing calendar year 2020 and give notice of the time and place of the hearing thereon pursuant to statute, and all persons appearing at said hearing have been heard and full consideration thereto given.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TONASKET, WASHINGTON as follows:

Section 1. The budget for the various departments for the needs and operation of the City of Tonasket for the fiscal year ending December 31, 2020 is hereby fixed and determined in accordance with copy therefore now filed in the office of the City Clerk and by this reference made a part thereof, at the fund level listed below.

Section 2. A summary of the totals of estimated revenues and appropriations for each separate fund and aggregate total for all such funds combined as contained in said adopted budget as follows:

Fund	Revenues	Expenditures
Current Expense	928,329.33	928,329.33
Cumulative Police Fund	70,232.00	70,232.00
Cemetery Operating	25,400.00	25,400.00
Cemetery Trust	45,997.97	45,997.97
Cemetery Improvement	3,250.00	3,250.00
City Street Fund	480,013.00	480,013.00
City Street Reserve Fund	19,720.50	19,720.50
Gerhard Operating Fund	8,749.00	8,749.00
Hotel/Motel Fund	11,018.00	11,018.00
Swim Pool Fund	69,941.00	69,941.00
City Hall/City Park Res. Fund	23,201.00	23,201.00
Cumulative Building Fund	57,150.00	57,150.00
Capital Improvement	79,000.00	79,000.00
Pool Reserve	10,359.09	10,359.09
Equipment Fund	6,710.00	6,710.00
Police Equipment Fund	2,164.00	2,164.00
Water Fund	557,800.00	557,800.00
Water Reserve Fund	14,343.50	14,343.50
Water Bond Redemption	201,610.27	201,610.27
Water Bond Reserve	92,077.80	92,077.80
Sewer Fund	481,800.00	481,800.00
Sewer Reserve Fund	341,475.00	341,475.00
Sewer Bond Redemption	120,679.79	120,679.79
Sewer Bond Reserve	70,196.00	70,196.00
Sewer Project	135,853.88	135,853.88
Storm Water Fund	85,007.57	85,007.57
Total	\$3,942,078.70	\$3,942,078.70

This Ordinance shall become effective from and after its passage by the Council, approval by the Mayor and five days after publication as required by law.

Passed by the City Council this 10th Day of December, 2019.

APPROVED:

Dennis Brown, Mayor

APPROVED AS TO FORM:

Michael D. Howe, Attorney

ATTEST:

Alice J. Attwood, Clerk-Treasurer

2020 Budget Items

	2020 Request	2020 Budget
Hotel/Motel Funds:		
Tonasket Airport Improvement	600.00	550.00
Tonasket Rodeo Club		1,200.00
Tonasket Chamber of Commerce		550.00
TVBRC	5,100.00	5,100.00
Promotion of Tonasket @N.W. Aviation Conference	650.00	550.00
The Chronicle	3,146.00	-0-
Rodeo Queen		200.00
Total		8,150.00

City Hall Requests

- A. Wage adjustments for City Hall (in negotiation)
- B. Continue full payment of Medical/Dental/Vision Insurance for employees (in negotiation)
- C. Replace front door at City Hall In budget – Current Expense and Capital Improvement
- D. Youth Center Repair In budget – Current Expense
- E. Utility Billing Up date In budget (probably will be in 2021)
- F. Continue work on Street signage project In budget-Current Expense
- G. Replace/Update City Hall computers \$7500.00 In Budget-Current Expense/w/s
- H. Digital Recording system \$1200 in Budget-Current Expense

Public Works Requests

- I. wage increase (in negotiation)
- J. Continue full payment of medical, dental and vision for all (in negotiation)
- K. Part time seasonal employee May thru October In Budget
- L. Sand \$2,500.00 In budget-Streets
- M. Cold Mix-Hot Mix \$5,000.00 In budget-Streets
- N. Hot water pipe thawer \$3,500.00 In Budget--Water
- O. Clean and Inspect water reservoirs In Budget—Water
- P. Painter for curbs \$700.00—In Budget--Streets
- Q. U.V. Lights \$3000.00 In budget-sewer
- R. Yearly generator inspection \$400 - In budget-Sewer
- S. Curtain set suction hose and brooms for sweeper \$1600-In budget-Streets
- T. Hose and connectors for blower \$300 – In budget –sewer
- U. Gas detector and necessary accessories \$1750 In Budget-Sewer
- V. Supplied Air System \$3000 In Budget – Sewer
- W. Door for well 7 & 8 \$650.00 In Budget – Water
- X. Road work signs \$3500 In Budget – W/S/St
- Y. Fittings to restock shelves \$2500 – In budget – Water
- Z. Tools for Public Works – In budget – W/S/St
- AA. Pick Up Truck for Public Works In budget