



Moses Lake City Council

Todd Voth, Mayor | Karen Liebrecht, Deputy Mayor | Bill Ecret, Council Member | Ryann Leonard, Council Member | David Curnel, Council Member | Don Myer, Council Member | Mike Norman, Council Member

November 8, 2016 – 6:00 pm

Study Session

Study Session – 6:00 pm

2017 Budget & Revenue

Presented by City Manager John Williams

Summary: To discuss the 2017 Budget and possible revenue options

The purpose of the study session is to allow the city council to discuss matters informally and in greater detail than permitted at formal council meetings. While all meetings of the council are open to the public, study sessions discussions are generally limited to the council, city staff and consultants.

City Council Meeting Agenda

Closed Door Session – Labor Relations

Call to Order – 7:00 pm

Roll Call

Pledge of Allegiance

Summary Reports:

Mayor's report

Additional Business

City Manager's Report

- 2015 "Wastewater Treatment Plant Outstanding Performance" Award – Dept. of Ecology

Citizen's Communications – Identification

Citizens who would like to address the council must complete one of the blue speaker request cards and submit it to the Executive Secretary. There is a (5) minute time limit per speaker.

Consent Agenda

All items listed below are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember requests specific items to be removed from the Consent Agenda for discussion prior to the time Council votes on the motion to adopt the Consent Agenda.

- #1
 - a. Approval of Minutes – October 25, 2016
 - b. Approval Bills and Checks Issued
 - c. Ray Louise Preliminary Major Plat Findings of Fact

Public Hearing

- #2 **Ordinances – Property Tax Levy Motion**
Presented by Robert Taylor, Finance Director
Summary: Council to open public hearing, take testimony, discuss and accept ordinances as presented

Old Business

- #3 **Shoreline Master Program Update – Conditional Approval Motion**
Presented by Gil Alvarado, Community Dev Dir / Deputy City Manager
Summary: Council to review, accept Final SMP, and send letter to DOE for acceptance
- #4 **Ambulance Cost of Service Study Motion**
Presented by Brett Bastian, Fire Chief
Summary: Council to discuss and authorize the City Manager to seek a contract agreement.

New Business

- #5 **Appeal - Connect to City Sewer System – 730 Grape Dr. Motion**
Presented by Gary Harer, Municipal Services Director
Summary: Council to review and approve appeal as presented
- #6 **Request to Connect to City Water/Sewer – Guy’s Westshore Short Plat Motion**
Presented by Gary Harer, Municipal Services Director
Summary: Council to review and accept request as presented
- #7 **Calling the Covenant as to Improvements for Baron Estates No. 2 Motion**
Presented by Gil Alvarado, Community Dev Dir / Deputy City Manager
Summary: Council to review and accept recommendations from City Staff

- #8 **Request to Award Stormwater Repair Project 2016 Motion**
Presented by Gary Harer, Municipal Services Director
Summary: Council to review and award bid as presented
- #9 **Ordinances – MLMC Chapter 17.09 Short Subdivisions & 17.12 Major Subdivisions**
Presented by Gil Alvarado, Community Dev Dir / Deputy City Manager
Summary: Council to review and consider adopting ordinances as presented
- #10 **Ordinance – 2017 Budget**
Presented by W. Robert Taylor, Finance Director
Summary: Council to review and direct staff to make changes to the ordinance as presented.
- #11 **2017 Fee Schedule – Revenue Sources**
Presented by W. Robert Taylor, Finance Director
Summary: Council to view and discuss fee schedule as presented.
- #12 **Resolution – Accept Cash Donation – Ephrata/Moses Lake Kennel Club Motion**
Presented by Spencer Grigg, Parks and Recreation Director
Summary: Council to review and accept resolution as presented
- #13 **Resolution – Nuisance Abatement – 205 W. Inglewood Ave. – LeGrand Motion**
Presented by Gil Alvarado, Community Dev Dir / Deputy City Manager
Summary: Council to review, listen to testimony and accept resolution as presented

Administrative Report

Council Communications and Reports

Executive Session

Adjournment

MOSES LAKE CITY COUNCIL
October 25, 2016

The regular meeting of the Moses Lake City Council was called to order at 7 p.m. by Mayor Voth in the Council Chambers of the Civic Center, 401 S. Balsam, Moses Lake, Washington.

Executive Secretary Sophia Guerrero called the roll. The following were:

Present: Mayor Todd Voth, Deputy Mayor Karen Liebrecht, and Council members Don Myers, David Curnel, Ryann Leonard, Mike Norman, and Bill Ecret

PLEDGE OF ALLEGIANCE: Mark Fancher, citizen, led the Council in the flag salute.

MAYOR'S REPORTS

PARKS AND RECREATION COMMISSION

Mayor Voth requested Council confirmation of the appointment of Warren Tracey to the Parks and Recreation Commission.

Action Taken: Council member Leonard moved to confirm the appointment, seconded by Council member Norman, and passed unanimously.

ADDITIONAL BUSINESS - None

CITY MANAGER'S REPORTS

POLICE DEPARTMENT

Miranda Martinez, Police Clerk, was introduced to the Council.

Kevin Fuhr, Police Chief, stated that during the recent bank robbery crises, Moses Lake Towing assisted the police by using two of their towing trucks to block streets to help secure the area. After everything was under control, Moses Lake Towing then brought tacos for the police officers who were still investigating the incident. In recognition of their service to the community and the Police Department, Moses Lake Towing was presented with a Citizen Recognition award and a challenge coin.

FIRE AND POLICE UNION CONTRACTS

John Williams, City Manager, requested authorization to sign the Fire and Police Union contracts.

Action Taken: Council member Ecret moved to authorize the City Manager to sign the labor agreements with the Police Guild and the Fire Union, seconded by Council member Norman, and passed unanimously.

COST OF SERVICE STUDY

John Williams, City Manager, presented the Scope of Work and Task Plan for the Cost of Service and Ambulance Rate Study.

There was discussion by the Council and staff on what would be included in the cost of service study.

CITIZEN'S COMMUNICATIONS

UNCHAINED BROTHERHOOD

Zane Peterson, Unchained Brotherhood, requested that the City's ordinance prohibiting panhandling be amended to allow the Unchained Brotherhood to enter the streets during their toy drive during the first and second weeks of December to solicit funds from citizens.

John Williams, City Manager, suggested that Mr. Peterson meet with staff about a special events application.

CONSENT AGENDA

Minutes: The minutes of the October 11 meeting were presented for approval.

Approval of Claims, Prepaid Claims, Checks, and Payroll: Vouchers audited and certified by the Finance Director as required by RCW 42.24.080, and those expense reimbursement claims, certified as required by RCW 42.24.090, have been recorded on a listing which has been made available to the Council for approval and is retained for public inspection at the Civic Center. As of October 25, 2016 the Council does approve for payment claims in the amount of \$165,301.90; prepaid claims in the amount of \$350,715.97; claim checks in the amount of \$1,379,089.40; and payroll in the amount of \$317,222.92.

Action Taken: Council member Leonard moved that the Consent Agenda be approved, seconded by Council member Norman, and passed unanimously.

OLD BUSINESS

SHORELINE MASTER PROGRAM UPDATE

Gilbert Alvarado, Community Development Director/Deputy City Manager, gave some background on the progress of the Shoreline Master Program. He mentioned that the Council had directed that an alternative to the proposal from the Department of Ecology be provided but no alternative has been developed by the City. Discussions were held with the Department of Ecology on vesting and buffer widths and it has been determined that the subdivisions that have been approved by the City will vest with the existing conditions and there is also a variance procedure in the document whereby a home owner can request a change in the required buffer width.

Jeremy Sikes, Shoreline Planner with Department of Ecology, stated that the only two issues remaining to be resolved between DOE and the City are vesting and buffers. He mentioned that Moses Lake is the only place in the State of Washington that has plats showing negotiated buffers with DOE. On the advice of the Assistant Attorney General in charge of shoreline issues, it was decided that the best way to address the issue was simply to include in the Shoreline Master Program that vesting is subject to state law. The non-negotiated buffer widths in the City's Plan has no justification for the buffer widths so the DOE had no choice but to default to the state standard.

There was considerable discussion by the Council.

Action Taken: Council member Leonard moved that staff be directed to draft an ordinance that adopts the Shoreline Master Program that includes language regarding vesting and buffers, seconded by Council member Liebrecht, and passed with Mayor Voth and Council member Norman opposed.

NUISANCES

Gilbert Alvarado, Community Development Director/Deputy City Manager, stated that the Code Enforcement Division processed approximately 1,100 weed abatement cases in 2016. He pointed out that the Council has discussed nuisances several times recently and staff is requesting direction on the issues of weed abatement and property maintenance.

There was considerable discussion by the Council on the need for property maintenance, which includes weed abatement. It was suggested that a study session be scheduled to consider all regulations pertaining to code enforcement, an escalated penalty and shortened time frame, and the International Property Maintenance Code.

NEW BUSINESS

ORDINANCES - PROPERTY TAXATION

W. Robert Taylor, Finance Director, presented two ordinance which set the property assessments for collecting the property tax within the City limits.

ADMINISTRATIVE REPORTS

RAILROAD

John Williams, City Manager, reported that the Port of Moses Lake will be proceeding with Segment One of the new railroad line. The Port has requested a resolution from the City supporting the railroad

COUNCIL COMMUNICATIONS AND REPORTS - None

EXECUTIVE SESSION - None

ADJOURNMENT: The regular meeting was adjourned at 8:53 p.m.

ATTEST

Todd Voth, Mayor

W. Robert Taylor, Finance Director

CITY OF MOSES LAKE
 TABULATION OF CLAIMS TO BE APPROVED
 COUNCIL MEETING OF 11/08/2016

NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account		Purpose of Purchase
		P.O. Number	P.O. Amount	
ACE HARDWARE	00006538	0000079048	35.57	MISC SUPPLIES
		0000079048	46.28	MISC SUPPLIES
		=====		
		TOTAL:	81.85	
CASCADE ANALYTICAL INC	00005014	0000079001	2,995.24	SAMPLE TESTING
		0000079001	1,320.05	SAMPLE TESTING
		=====		
		TOTAL:	4,315.29	
CINTAS CORPORATION LOC 607	00000271	0000079003	18.33	SHOP TOWELS/UNIFORMS
		0000079003	18.36	SHOP TOWELS/UNIFORMS
		0000079003	287.23	SHOP TOWELS/UNIFORMS
		=====		
		TOTAL:	323.92	
CITY OF MOSES LAKE	00008107	0000079129	237,788.72	REPAY INTERFUND LOAN/BM-W/S
		0000079129	30,000.00	REPAY INTERFUND LOAN/BM-W/S
		=====		
		TOTAL:	267,788.72	
COMMERCIAL TIRE	00005968	0000079007	767.98	TIRES/WHEEL BALANCE
		=====		
		TOTAL:	767.98	
CSWW, INC dba NO 40 OUTFITTERS	00001701	0000079058	379.16	MISC SUPPLIES
		0000079058	11.85	MISC SUPPLIES
		0000079058	6.46	MISC SUPPLIES
		0000079019	496.30	MISC SUPPLIES
		0000079019	141.28	MISC SUPPLIES
		0000079019	21.57	MISC SUPPLIES
		0000079019	12.93	MISC SUPPLIES
		0000079019	31.83	MISC SUPPLIES
		0000079019	2.47	MISC SUPPLIES

CITY OF MOSES LAKE
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 COUNCIL MEETING OF 11/08/2016

NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account		Purpose of Purchase
		P.O. Number	P.O. Amount	
		=====		
		TOTAL:	1,103.85	
H D FOWLER COMPANY	00003868			
		0000079013	3,520.18	MISC SUPPLIES
		0000079013	1,432.23	MISC SUPPLIES
		=====		
		TOTAL:	4,952.41	
LAKE AUTO PARTS	00001102			
		0000079017	600.86	MISC SUPPLIES
		=====		
		TOTAL:	600.86	
LES SCHWAB TIRE CENTER	00003519			
		0000079050	14.57	FIX LOOSE FLAT ON MOWER
		=====		
		TOTAL:	14.57	
NORCO ENTERPRISES INC	00006590			
		0000079071	45.01	MISC SUPPLIES
		0000079088	10.74	MISC SUPPLIES
		0000079071	31.38	MISC SUPPLIES
		=====		
		TOTAL:	87.13	
PLATT ELECTRIC COMPANY	00001549			
		0000079022	56.01	MISC SUPPLIES
		=====		
		TOTAL:	56.01	
		=====		
		REPORT TOTAL:	280,092.59	

CITY OF MOSES LAKE
 TABULATION OF CLAIMS TO BE APPROVED
 COUNCIL MEETING OF 11/08/2016

TOTALS BY FUND

FUND NO	FUND NAME	AMOUNT
000	GENERAL FUND	538.90
116	STREET	18.33
410	WATER/SEWER	10,024.89
498	AMBULANCE FUND	31.38
519	EQUIPMENT RENTAL	1,656.07
528	BUILD MAINTENANCE	267,823.02
	TOTAL	280,092.59

CHANGES TO BE MADE SHOULD BE LISTED BELOW

VEND NO.	P.O. NO.	AMT LISTED	CORRECTED AMT	ACTION TO BE TAKEN
.....
.....
.....
		CORRECT AMOUNT TO BE PAID	

 *
 * CLAIMS APPROVAL *
 *
 * WE, THE UNDERSIGNED COUNCILMEN OF THE CITY OF MOSES LAKE, WASHINGTON, DO HEREBY CERTIFY THAT THE MERCHANDISE *
 * OR SERVICES SPECIFIED HAVE BEEN RECEIVED AND THAT ABOVE CLAIMS ARE APPROVED, AS NOTED, FOR PAYMENT *
 * IN THE AMOUNT OF \$280,092.59 THIS 8TH DAY OF NOVEMBER, 2016 *
 *
 * *
 * COUNCIL MEMBER COUNCIL MEMBER *
 *
 * *
 * COUNCIL MEMBER FINANCE DIRECTOR *

CITY OF MOSES LAKE
 TABULATION OF CLAIMS TO BE APPROVED
 COUNCIL MEETING OF 11/08/2016

NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account		Purpose of Purchase
		P.O. Number	P.O. Amount	
CITY OF MOSES LAKE	00008107			
		0000079060	1.50	EXCISE TAX
		0000079060	209.37	EXCISE TAX
		0000079060	8.06	EXCISE TAX
		0000079060	16.91	EXCISE TAX
		0000079060	36.66	EXCISE TAX
		0000079060	7.12	EXCISE TAX
		0000079060	10.86	EXCISE TAX
		0000079060	2.40	EXCISE TAX
		0000079060	309.79	EXCISE TAX
		0000079060	16.29	EXCISE TAX
		0000079060	43.53	EXCISE TAX
		0000079060	292.93	EXCISE TAX
		0000079060	3.42	EXCISE TAX
		0000079060	18.35	EXCISE TAX
		0000079060	70.01	EXCISE TAX
		0000079060	94.37	EXCISE TAX
		0000079060	33,305.98	EXCISE TAX
		0000079060	7,838.96	EXCISE TAX
		0000079060	2,955.42	EXCISE TAX
		0000079060	16,554.61	EXCISE TAX
		0000079060	209.37	EXCISE TAX
		0000079060	1,111.12	EXCISE TAX
		0000079060	2,804.04	EXCISE TAX
		0000079060	17.61	EXCISE TAX

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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account		Purpose of Purchase
		P.O. Number	P.O. Amount	
		0000079060	186.00	EXCISE TAX
		0000079060	25.20	EXCISE TAX
		0000079060	29.87	EXCISE TAX
		0000079060	292.39	EXCISE TAX
		0000079060	292.39	EXCISE TAX
		=====		
		TOTAL:	66,764.53	
DATABAR	00007974			
		0000079061	783.21	MAIL UTILITY BILLS
		0000079061	783.21	MAIL UTILITY BILLS
		0000079061	783.21	MAIL UTILITY BILLS
		0000079061	783.21	MAIL UTILITY BILLS
		0000079061	783.22	MAIL UTILITY BILLS
		=====		
		TOTAL:	3,916.06	
STAPLES CREDIT PLAN	00007570			
		0000079063	60.79	COPIER PAPER, SUPPLIES
		0000079063	3,534.07	COPIER PAPER, SUPPLIES
		0000079063	720.74	COPIER PAPER, SUPPLIES
		=====		
		TOTAL:	4,315.60	
UNITED PARCEL SERVICE	00005456			
		0000079062	100.00	WEEKLY SERVICE CHARGES
		=====		
		TOTAL:	100.00	
		=====		
		REPORT TOTAL:	75,096.19	

CITY OF MOSES LAKE
 TABULATION OF CLAIMS TO BE APPROVED
 COUNCIL MEETING OF 11/08/2016

TOTALS BY FUND

FUND NO	FUND NAME	AMOUNT
000	GENERAL FUND	1,116.21
103	GRANTS AND DONATIONS	21.77
116	STREET	70.01
410	WATER/SEWER	45,761.15
490	SANITATION	17,337.82
493	STORM WATER	2,103.70
498	AMBULANCE FUND	3,587.26
517	CENTRAL SERVICES	4,272.42
519	EQUIPMENT RENTAL	825.85
	TOTAL	75,096.19

CHANGES TO BE MADE SHOULD BE LISTED BELOW

VEND NO.	P.O. NO.	AMT LISTED	CORRECTED AMT	ACTION TO BE TAKEN
.....
.....
.....
		CORRECT AMOUNT TO BE PAID	

 *
 * CL A I M S A P P R O V A L *
 *
 * WE, THE UNDERSIGNED COUNCILMEN OF THE CITY OF MOSES LAKE, WASHINGTON, DO HEREBY CERTIFY THAT THE MERCHANDISE *
 * OR SERVICES SPECIFIED HAVE BEEN RECEIVED AND THAT ABOVE CLAIMS ARE APPROVED, AS NOTED, FOR PAYMENT *
 * IN THE AMOUNT OF \$75,096.19 THIS 8TH DAY OF NOVEMBER, 2016 *
 *
 * *
 * COUNCIL MEMBER COUNCIL MEMBER *
 *
 * *
 * COUNCIL MEMBER FINANCE DIRECTOR *
 * *****

CITY OF MOSES LAKE
 TABULATION OF CLAIMS TO BE APPROVED
 COUNCIL MEETING OF 11/08/2016

NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account		Purpose of Purchase
		P.O. Number	P.O. Amount	
A T & T MOBILITY	00004826	0000079113	118.40	CELL SERVICE/GPS
		TOTAL:	118.40	
AG WEST DISTRIBUTING CO INC	00006842	0000079030	246.35	MISC SUPPLIES
		TOTAL:	246.35	
BARBARA NICKERSON	00007028	0000079043	44.10	MAC CONSIGNMENT SALES
		TOTAL:	44.10	
BASIN LOCK & SECURITY	00003714	0000079044	60.41	ALARM/LOCK SERVICE
		0000079044	125.16	ALARM/LOCK SERVICE
		0000079099	25.63	KEYS
		TOTAL:	211.20	
BASIN SEPTIC SERVICES	00000166	0000079049	242.78	SEPTIC SERVICE
		TOTAL:	242.78	
BATTERY SYSTEMS INC	00004673	0000079097	13.41	BATTERY
		TOTAL:	13.41	
BEE LINE FRAME AND AXLE INC	00000109	0000079034	504.61	REPLACE FUEL PUMP
		TOTAL:	504.61	
BOUND TREE MEDICAL LLC	00006022	0000079079	4,217.99	MEDICAL SUPPLIES
		TOTAL:	4,217.99	
BRANOM INSTRUMENT COMPANY	00004536	0000078999	501.74	SERVICE CALL-FLOWMETERS
		TOTAL:	501.74	
BUD CLARY FORD	00006454	0000079032	226.05	TRANSMISSION FLUSH
		TOTAL:	226.05	
BUSINESS INTERIORS & EQUIPMENT	00003619	0000079098	25.89	SUPPLIES
		0000079107	3,337.12	MAINT AGREEMENTS/COPIERS

CITY OF MOSES LAKE
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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account		Purpose of Purchase
		P.O. Number	P.O. Amount	
		=====		
		TOTAL:	3,363.01	
CAROL CROSS	00004253			
		0000079039	59.50	MAC CONSIGNMENT SALES
		=====		
		TOTAL:	59.50	
CAROL HOHN	00006772			
		0000079128	175.00	BUILDING MAINTENANCE
		=====		
		TOTAL:	175.00	
CASCADE NATURAL GAS CORP	00000203			
		0000079054	10.60	LRC GAS USAGE
		0000079054	11.36	LRC GAS USAGE
		=====		
		TOTAL:	21.96	
CENTRAL MACHINERY SALES INC	00002779			
		0000079031	53.60	MISC SUPPLIES
		0000079031	351.65	MISC SUPPLIES
		=====		
		TOTAL:	405.25	
CENTRAL MANUFACTURING INC	00005478			
		0000079002	739.33	ASPHALT PATCH
		=====		
		TOTAL:	739.33	
CENTURYLINK	00003599			
		0000079083	10.00	LONG DISTANCE TEL SERVICE
		0000079083	8.00	LONG DISTANCE TEL SERVICE
		0000079083	50.00	LONG DISTANCE TEL SERVICE
		0000079083	50.00	LONG DISTANCE TEL SERVICE
		=====		
		TOTAL:	118.00	
	00001502			
		0000079078	48.18	TELEPHONE SERVICE
		0000079084	162.78	TELEPHONE SERVICE
		=====		
		TOTAL:	210.96	
	00003599			
		0000079083	90.00	LONG DISTANCE TEL SERVICE
		=====		
		TOTAL:	90.00	
	00001502			
		0000079078	258.49	TELEPHONE SERVICE

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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
		TOTAL:	258.49	
	00003599	0000079083	25.00	LONG DISTANCE TEL SERVICE
		TOTAL:	25.00	
	00001502	0000079084	213.33	TELEPHONE SERVICE
		0000079078	147.24	TELEPHONE SERVICE
		TOTAL:	360.57	
	00003599	0000079083	4.00	LONG DISTANCE TEL SERVICE
		TOTAL:	4.00	
	00001502	0000079084	53.25	TELEPHONE SERVICE
		0000079078	295.94	TELEPHONE SERVICE
		TOTAL:	349.19	
	00003599	0000079083	10.00	LONG DISTANCE TEL SERVICE
		TOTAL:	10.00	
	00001502	0000079084	139.35	TELEPHONE SERVICE
		TOTAL:	139.35	
	00003599	0000079105	70.00	WATER SHUT OFF NOTIFICATIONS
		0000079105	70.00	WATER SHUT OFF NOTIFICATIONS
		0000079105	62.00	WATER SHUT OFF NOTIFICATIONS
		0000079105	62.00	WATER SHUT OFF NOTIFICATIONS
		TOTAL:	264.00	
	00001502	0000079084	50.29	TELEPHONE SERVICE
		0000079078	48.18	TELEPHONE SERVICE
		TOTAL:	98.47	

CITY OF MOSES LAKE
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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account		Purpose of Purchase
		P.O. Number	P.O. Amount	
CENTURYLINK	00003599	0000079105	72.00	WATER SHUT OFF NOTIFICATIONS
		TOTAL:	72.00	
	00001502	0000079078	2,808.22	TELEPHONE SERVICE
		TOTAL:	2,808.22	
	00003599	0000079083	42.04	LONG DISTANCE TEL SERVICE
		0000079083	4.00	LONG DISTANCE TEL SERVICE
		TOTAL:	46.04	
	00001502	0000079078	197.29	TELEPHONE SERVICE
		TOTAL:	197.29	
	00003599	0000079083	4.00	LONG DISTANCE TEL SERVICE
TOTAL:		4.00		
CITY OF MOSES LAKE	00008201	0000079125	2,986.11	WATER SERVICE
		0000079125	837.14	WATER SERVICE
		0000079125	5.60	WATER SERVICE
		0000079125	948.30	WATER SERVICE
		0000079125	496.03	WATER SERVICE
		0000079125	1,423.96	WATER SERVICE
		0000079125	2,372.83	WATER SERVICE
		TOTAL:	9,069.97	
	00008107	0000079115	14,230.94	CLOSE FUND 275
		TOTAL:	14,230.94	
00008201	0000079125	1,738.26	WATER SERVICE	
	TOTAL:	1,738.26		
00008107	0000079116	16,310.71	CLOSE FUND 483	

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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number P.O. Amount	Purpose of Purchase
		=====	
		TOTAL: 16,310.71	
	00008201		
		0000079125 162.30	WATER SERVICE
		=====	
		TOTAL: 162.30	
COLUMBIA BASIN MACHINE	00000211		
		0000079004 509.29	COATING & REPAIR VOLUTE
		0000079004 128.79	COATING & REPAIR VOLUTE
		=====	
		TOTAL: 638.08	
COMFORT EXPERTS	00007009		
		0000079006 431.60	EXCAVATE WATER SERVICE
		=====	
		TOTAL: 431.60	
CONFLUENCE HEALTH	00005069		
		0000079109 375.15	HEP B VACCINE
		=====	
		TOTAL: 375.15	
CONNELL OIL	00006332		
		0000079035 75.32	DIESEL EXHAUST FLUID
		=====	
		TOTAL: 75.32	
CONSOLIDATED DISPOSAL SERVICE	00006284		
		0000079106 147.08	TRANSFER STATION, LANDFILL
		0000079106 25,371.00	TRANSFER STATION, LANDFILL
		0000079106 22,003.99	TRANSFER STATION, LANDFILL
		=====	
		TOTAL: 47,522.07	
CONSOLIDATED ELECTRIC DIST	00000819		
		0000079053 19.42	MISC SUPPLIES
		0000079053 11.79	MISC SUPPLIES
		0000079075 382.32	MISC SUPPLIES
		0000079005 148.47	MISC SUPPLIES
		0000079005 47.26	MISC SUPPLIES
		0000079005 47.26	MISC SUPPLIES
		0000079075 233.00	MISC SUPPLIES
		=====	
		TOTAL: 889.52	
CROWN PAPER & JANITORIAL	00007120		

CITY OF MOSES LAKE
 TABULATION OF CLAIMS TO BE APPROVED
 COUNCIL MEETING OF 11/08/2016

NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account		Purpose of Purchase
		P.O. Number	P.O. Amount	
		0000079073	54.90	JANITORIAL SUPPLIES
		TOTAL:	54.90	
D & L SUPPLY COMPANY INC	00006974	0000079102	1,892.00	VALVE BOX LIDS/TOPS/BOTTOMS
		TOTAL:	1,892.00	
DAY WIRELESS SYSTEMS	00005517	0000079091	94.13	REPAIRS
		0000079070	27.01	SNOW PLOW RADIO/BATTERY PACK
		0000079070	1,167.48	SNOW PLOW RADIO/BATTERY PACK
		TOTAL:	1,288.62	
DOUGLAS WRASPIR	00007964	0000078998	102.00	CDL REIMBURSEMENT-WRASPIR
		TOTAL:	102.00	
EASTERN CASCADE DIST	00006909	0000079087	109.25	DRINKING WATER
		TOTAL:	109.25	
ELIZABETH GRIMSRUD	00006152	0000079040	95.20	MAC CONSIGNMENT SALES
		TOTAL:	95.20	
EMPLOYMENT SECURITY DEPT	00005914	0000079104	22.50	SERVICES
		TOTAL:	22.50	
FABER INDUSTRIAL SUPPLY	00000501	0000079008	52.91	MISC SUPPLIES
		TOTAL:	52.91	
FASTENAL COMPANY	00007372	0000079009	36.94	MISC SUPPLIES
		0000079009	58.67	MISC SUPPLIES
		0000079009	708.40	MISC SUPPLIES
		0000079009	506.13	MISC SUPPLIES
		0000079009	365.77	MISC SUPPLIES
		0000079009	147.69	MISC SUPPLIES
		0000079009	52.12	MISC SUPPLIES

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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account		Purpose of Purchase
		P.O. Number	P.O. Amount	
		TOTAL:	1,875.72	
FERRELLGAS	00002207	0000079010	36.68	DOCK CYLINDER
		TOTAL:	36.68	
G C SYSTEMS INC	00003716	0000079000	173.14	120V COIL FOR SOLENOID CONTROL
		TOTAL:	173.14	
GALLS, LLC	00000133	0000079077	770.12	UNIFORM SUPPLIES
		0000079077	770.12	UNIFORM SUPPLIES
		TOTAL:	1,540.24	
GRAINGER PARTS OPERATIONS	00002755	0000079011	183.39	MISC SUPPLIES
		TOTAL:	183.39	
GRANT COLUMBIA COUNCIL #614	00007660	0000079100	580.00	MEMBERSHIP
		TOTAL:	580.00	
GRANT COUNTY TECHNOLOGY	00005535	0000079092	60.00	SERVICES
		TOTAL:	60.00	
GRANT COUNTY TREASURER	00000607	0000079111	540.76	2% LIQUOR EXCISE TAX
		TOTAL:	540.76	
HACH COMPANY	00000712	0000079012	827.86	MISC SUPPLIES
		0000079012	1,780.93	MISC SUPPLIES
		TOTAL:	2,608.79	
HEIMAN FIRE EQUIPMENT	00006634	0000079066	1,167.14	GLOVES & HELMETS
		0000079066	977.70	GLOVES & HELMETS
		TOTAL:	2,144.84	
HELENA CHEMICAL COMPANY	00006809	0000079033	127.65	WEED SPRAY FOR RETENTION PONDS
		TOTAL:	127.65	
IBS INC	00004860			

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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account		Purpose of Purchase
		P.O. Number	P.O. Amount	
		0000079014	127.22	MISC SUPPLIES
		0000079014	176.41	MISC SUPPLIES
		=====		
		TOTAL:	303.63	
ICMA RETIREMENT CORP	00006087			
		0000079118	850.00	TRUST AGREEMENT ANNUAL FEE
		=====		
		TOTAL:	850.00	
J P COOKE COMPANY	00002797			
		0000079103	121.50	SUPPLIES
		=====		
		TOTAL:	121.50	
JERRYS AUTO SUPPLY	00005835			
		0000079055	3.67	
		0000079055	6.14	
		0000079015	2.90	MISC SUPPLIES
		0000079015	625.99	MISC SUPPLIES
		=====		
		TOTAL:	638.70	
JONES TRAILER COMPANY	00004571			
		0000078211	9,984.52	CHASSIS MOUNT ANIMAL CTRL BODY
		=====		
		TOTAL:	9,984.52	
KAMAN FLUID POWER LLC	00001302			
		0000079047	47.30	MISC SUPPLIES
		=====		
		TOTAL:	47.30	
KONE INC	00006438			
		0000079016	65.35	ELEVATOR MAINTENANCE
		0000079016	371.47	ELEVATOR MAINTENANCE
		=====		
		TOTAL:	436.82	
LAKE BOWL	00001109			
		0000079045	8.63	NEW PR COMMISSIONER NAME PLATE
		=====		
		TOTAL:	8.63	
LINDSAY/CULLIGAN	00005289			
		0000079056	20.91	PR/MAC WATER
		0000079056	7.33	PR/MAC WATER
		=====		
		TOTAL:	28.24	
LOCALTEL COMMUNICATIONS	00004374			
		0000079123	909.00	INTERNET SERVICE

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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account P.O. Number	P.O. Amount	Purpose of Purchase
		TOTAL:	909.00	
LYNN PEAVEY COMPANY	00003799	0000079093	899.62	SUPPLIES
		TOTAL:	899.62	
MOON SECURITY SERVICES INC	00006510	0000079095	51.50	MONTHLY MONITORING
		TOTAL:	51.50	
MOSES LAKE BOOSTER CLUB	00007304	0000079052	1,637.83	CHEER CAMP PROGRAM INSTRUCTION
		TOTAL:	1,637.83	
MOSES LAKE STEEL SUPPLY	00001268	0000079057	37.30	MISC SUPPLIES
		0000079018	107.60	MISC SUPPLIES
		0000079018	61.22	MISC SUPPLIES
		TOTAL:	206.12	
MULTI AGENCY COMM CENTER E911	00006695	0000079096	41,197.94	USER FEE
		0000079068	1,014.20	NOVEMBER USER FEES
		0000079068	8,613.54	NOVEMBER USER FEES
		TOTAL:	50,825.68	
NORTH CENTRAL LABORATORIES	00005653	0000079036	2,184.38	LAB SUPPLIES
		TOTAL:	2,184.38	
NORTHSTAR CHEMICAL INC	00006113	0000079101	2,505.20	SODIUM HYPOCHLORITE
		TOTAL:	2,505.20	
OXARC INC	00001412	0000079021	13.90	MISC SUPPLIES
		0000079021	94.23	MISC SUPPLIES
		0000079021	49.28	MISC SUPPLIES
		0000079021	30.28	MISC SUPPLIES
		TOTAL:	187.69	
PROTECT YOUTH SPORTS	00004626			

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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account		Purpose of Purchase
		P.O. Number	P.O. Amount	
		0000079126	17.90	BACKGROUND CHECKS
		0000079080	59.70	BACKGROUND CHECKS
		0000079080	129.35	BACKGROUND CHECKS
		=====		
		TOTAL:	206.95	
PUBLIC SAFETY TESTING	00005085			
		0000079120	400.00	SUBSCR FEES
		0000079120	350.00	SUBSCR FEES
		=====		
		TOTAL:	750.00	
PUMPTECH INC	00007639			
		0000079023	1,389.75	GRUNDFOS PUMP MODEL CM3-6
		=====		
		TOTAL:	1,389.75	
QUILL CORPORATION	00004811			
		0000079110	48.52	BATTERIES, COFFEE
		0000079076	58.05	MISC SUPPLIES
		0000079076	1,589.26	MISC SUPPLIES
		0000079110	53.96	BATTERIES, COFFEE
		0000079076	18.88	MISC SUPPLIES
		=====		
		TOTAL:	1,768.67	
RICK WADSWORTH	00004620			
		0000078997	102.00	CDL REIMBURSEMENT-WADSWORTH
		=====		
		TOTAL:	102.00	
SARA HOFER	00007237			
		0000079041	40.62	MAC CONSIGNMENT SALES
		=====		
		TOTAL:	40.62	
SEA WESTERN INC	00001879			
		0000079072	5,852.76	BUNKER & MSA EQUIPMENT
		=====		
		TOTAL:	5,852.76	
SHERWIN-WILLIAMS	00006229			
		0000079059	333.58	MISC SUPPLIES
		=====		
		TOTAL:	333.58	
SHIRTBUILDERS INC	00004022			
		0000079046	892.71	CHEER CAMP T-SHIRTS
		0000079065	1,130.26	UNIFORM SWEATERS

CITY OF MOSES LAKE
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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account		Purpose of Purchase
		P.O. Number	P.O. Amount	
SHIRTBUILDERS INC	00004022	0000079065	1,130.26	UNIFORM SWEATERS
		TOTAL:	3,153.23	
SIGNS NOW	00007051	0000079051	222.70	PARKS VINYL SIGNAGE
		0000079024	890.18	GRAPHICS FOR POLICE VEHICLES
		0000079024	890.17	GRAPHICS FOR POLICE VEHICLES
		TOTAL:	2,003.05	
SIRENNET.COM	00007692	0000078712	5,685.36	WARNING LIGHTS & EMERG EQUIP
		TOTAL:	5,685.36	
SPECIALTY WELDING INC	00006084	0000079082	1,383.28	ROOF PANEL / LAUZIER GRANT
		TOTAL:	1,383.28	
SPECTRUM COMMUNICATIONS	00002691	0000079025	23.20	TECH TIME/MINI UHF CONNECTOR
		0000079025	1,553.88	TECH TIME/MINI UHF CONNECTOR
		TOTAL:	1,577.08	
STATE AUDITORS OFFICE	00003249	0000079117	21,190.38	GENERAL AUDIT CHARGES
		TOTAL:	21,190.38	
SUE INKS, GARDEN GLASS DESIGNS	00004742	0000079042	99.75	MAC CONSIGNMENT SALES
		TOTAL:	99.75	
SUPPLYWORKS	00003053	0000079026	1,553.94	MISC JANITORIAL SUPPLIES
		TOTAL:	1,553.94	
T O ENGINEERS	00005176	0000079119	662.05	PROF SERV/AIRPORT NEGOTIATION
		TOTAL:	662.05	
THE TACTICAL TAILOR INC	00006108	0000079094	952.96	
		TOTAL:	952.96	
THE WESLEY GROUP	00004986	0000079121	3,502.08	LABOR RELATIONS CONSULT

CITY OF MOSES LAKE
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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account		Purpose of Purchase
		P.O. Number	P.O. Amount	
		0000079121	2,127.08	LABOR RELATIONS CONSULT
		=====		
		TOTAL:	5,629.16	
TROPHIES BY LAKE BOWL	00005415	0000079122	15.11	NAME TAG
		=====		
		TOTAL:	15.11	
ULINE	00005555	0000079090	920.07	SUPPLIES
		=====		
		TOTAL:	920.07	
UNIVAR USA INC	00006346	0000079029	6,604.13	CALCIUM HYPOCHLORITE
		=====		
		TOTAL:	6,604.13	
UTILITY SERVICES ASSOCIATES	00006615	0000079037	5,817.90	2016 LEAK DETECTION SURVEY
		=====		
		TOTAL:	5,817.90	
VERIZON WIRELESS	00002107	0000079124	54.36	CELL PHONE SERVICE
		0000079124	36.35	CELL PHONE SERVICE
		0000079124	59.51	CELL PHONE SERVICE
		0000079124	13.20	CELL PHONE SERVICE
		0000079124	447.80	CELL PHONE SERVICE
		0000079124	127.75	CELL PHONE SERVICE
		0000079124	13.20	CELL PHONE SERVICE
		0000079124	38.84	CELL PHONE SERVICE
		0000079124	19.44	CELL PHONE SERVICE
		0000079124	58.24	CELL PHONE SERVICE
		0000079124	19.40	CELL PHONE SERVICE
		=====		
		TOTAL:	888.09	
WA CITIES INSURANCE AUTHORITY	00006720	0000079108	3,690.00	INSURANCE DEDUCTIBLE
		=====		
		TOTAL:	3,690.00	
WA ST ASSN OF FIRE CHIEFS	00004713	0000079067	1,000.00	WFC 2017 MEMBERSHIP

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NAME OF VENDOR Department	VENDOR NO Object Description	Expenditure Account		Purpose of Purchase
		P.O. Number	P.O. Amount	
=====				
		TOTAL:	1,000.00	
WA ST CRIMINAL JUSTICE TRNG	00003831	0000079089	100.00	REGISTRATION
=====				
		TOTAL:	100.00	
WEAVER EXTERMINATING SERVICE	00004290	0000079027	69.06	RODENT CONTROL-ROAD N
=====				
		TOTAL:	69.06	
=====				
		REPORT TOTAL:	266,344.06	

CITY OF MOSES LAKE
 TABULATION OF CLAIMS TO BE APPROVED
 COUNCIL MEETING OF 11/08/2016

TOTALS BY FUND

FUND NO	FUND NAME	AMOUNT
000	GENERAL FUND	97,449.24
103	GRANTS AND DONATIONS	2,343.57
116	STREET	5,230.80
275	EQUIPMENT LEASES	14,230.94
410	WATER/SEWER	30,327.11
483	W/S LEASES	16,310.71
490	SANITATION	47,436.99
493	STORM WATER	189.65
495	AIRPORT	1,269.66
498	AMBULANCE FUND	14,929.21
503	SELF-INSURANCE	3,690.00
517	CENTRAL SERVICES	7,096.38
519	EQUIPMENT RENTAL	22,751.77
528	BUILD MAINTENANCE	3,088.03
	TOTAL	266,344.06

CHANGES TO BE MADE SHOULD BE LISTED BELOW

VEND NO.	P.O. NO.	AMT LISTED	CORRECTED AMT	ACTION TO BE TAKEN
.....
.....
.....

CORRECT AMOUNT TO BE PAID

C L A I M S A P P R O V A L

WE, THE UNDERSIGNED COUNCILMEN OF THE CITY OF MOSES LAKE, WASHINGTON, DO HEREBY CERTIFY THAT THE MERCHANDISE OR SERVICES SPECIFIED HAVE BEEN RECEIVED AND THAT ABOVE CLAIMS ARE APPROVED, AS NOTED, FOR PAYMENT IN THE AMOUNT OF \$266,344.06 THIS 8TH DAY OF NOVEMBER, 2016

.....
 * COUNCIL MEMBER

.....
 * COUNCIL MEMBER

.....
 * COUNCIL MEMBER

.....
 * FINANCE DIRECTOR



**CITY OF MOSES LAKE
STAFF REPORT**

To: John Williams, City Manager
From: Gilbert Alvarado, Community Dev Dir / Deputy City Manager
Date: November 8, 2016
Proceeding Type: MOTION
Subject: Ray Louise Preliminary Major Plat – Findings of Fact

Legislative History:

• First Presentation:	November 8, 2016
• Second presentation:	
• Action:	Motion

Staff Report Summary

Attached is the Ray Louise Preliminary Major Plat, Findings of Fact as recommended by the Planning Commission. The Planning Commission considered the Preliminary Plat at their September 29, 2016 regular meeting and approved the preliminary plat as presented with conditions. See attached.

Background

The proposed is a replat on an undeveloped subdivision recorded in 1945. Ten lots of the original plat will be replatted into 15 lots that will meet current standards. The property is being subdivided so that the street and utilities can be installed, houses can be built, and lots can be sold.

Fiscal and Policy Implications

n/a

Options

Option	Results
<ul style="list-style-type: none">• <i>Approve the Ray Louise Preliminary Major Plat as recommended by the Planning Commission.</i>	<i>The Ray Louise Major Plat can be proceed through the process in compliance with city regulations. Lots can be sold and developed.</i>
<ul style="list-style-type: none">• <i>Take no action.</i>	<i>The site would continue as-is, platted but undeveloped due to lack of street and utility infrastructure</i>

Staff Recommendation

Staff would recommend that the City Council approve the Ray Louise Preliminary Major Plat Findings of Fact as recommended by the Planning Commission.

Attachments

A.	Findings of Fact
B.	Map
C.	Aerial

Legal Review

The following documents are attached and subject to legal review: N/A

Type of Document	Title of Document	Date Reviewed by Legal Counsel
<ul style="list-style-type: none">•		

BEFORE THE PLANNING COMMISSION/CITY COUNCIL OF THE
CITY OF MOSES LAKE, WASHINGTON

IN THE MATTER OF THE RAY LOUISE MAJOR
PLAT AND DEVIATION REQUEST

FINDINGS OF FACT, CONCLUSIONS, AND
DECISION

1. HEARING BEFORE THE PLANNING COMMISSION.

1.1 Date. A public hearing was held upon proper notice before the Commission on September 29, 2016.

1.2 Proponent. John Taylor is the proponent of this plat.

1.3 Purpose. The proponent has submitted an application to replat an undeveloped subdivision recorded in 1945. Ten lots of the original plat will be replatted into 15 lots that meet current standards. Atlantic Street will be constructed and end in a cul-de-sac bulb approximately 100' from the northwesterly property line, and the existing right-of-way for the remaining portion will be vacated through the platting action. A deviation to allow a dead-end street was requested. The site is 4.2 acres located west of Peninsula Drive, between Pacific Street and Harborview Street. The property is legally described as Vance-Emery Subdivision, Block 2, Lots 7, 8, 10, & 11; and Block 3, Lots 1-6; Assessor Parcel #11-1442-000, 11-1443-000, 11-1445-000, 11-1446-000, 11-1448-000, 11-1449-000, 11-1450-000, 11-1451-000, 11-1452-000, & 11-1453-000. The property is more fully described on the face of the plat.

1.4 Evidence. The Commission considered the following materials in reaching its decision:

- A. The plat application submitted 8-8-16.
- B. Staff report dated 9-20-16, and attachments.
- C. A letter from Ryan Murray, 523 S. Harborview Street, received 9-28-16.
- D. Testimony from Anne Henning, staff; and Larry Angell, Columbia NW Engineering, representing the proponent.

2. FINDINGS OF FACT BY THE PLANNING COMMISSION.

Based upon the evidence presented to it, the Commission makes the following findings of fact:

- 2.1 The proponent is one of the owners of the property legally described above located within City limits.
- 2.2 The site is currently vacant and located in the R-1 Single Family Residential Zone. Two lots from the original plat are owned by other parties and are not included in the current replat.
- 2.3 The site is essentially flat. No wetlands or environmentally sensitive areas have been identified on the site. The Washington State Department of Archaeology and Historic Preservation has identified the site as having a high likelihood of archaeological resources. The MDNS requires an archaeological survey before site disturbance.

- 2.4 In the original plat, the street was dedicated to the edge of the plat. Since that time, the abutting property has been developed with a manufactured home park, so the street can no longer extend through. Therefore, the proponent has requested a deviation to allow a dead-end street. The proposal also includes vacating the short portion of street that would no longer be needed.
- 2.5 MLMC 17.21.020.C states that dead-end streets may be allowed where the proposed dead-end street will not adversely affect the traffic flow and circulation within the area. Atlantic Street is proposed to be a dead-end street. This street would serve only 16 houses.
- 2.6 Lots in the plat range in size from 7,626 to 11,721 square feet, with only two lots less than 9,000 square feet. The lots are almost identical in width to the abutting lots that front on Harborview Street, but are deeper, so that the lots in the Ray Louise Major Plat are larger than those in the abutting Glenmoor Reach 1 Major Plat.
- 2.7 The site and the area to the south and east are zoned R-1, Single Family Residential. The area to the north and west are zoned R-2, Single and Two Family Residential. Surrounding land uses are existing houses to the north and south, a manufactured home park to the west, and vacant land to the east across Peninsula Drive that is being platted as the Poth II Major Plat. Peninsula Drive is classified as a tertiary street. The new Atlantic Street will be classified as a residential street. All utilities are available to serve the site.
- 2.8 MLMC 18.57 establishes landscaping provisions to provide a smooth transition between adjacent properties, buffer different intensities of land uses, enhance the character and appearance of the city, soften the visual impact of paved surfaces, reduce the effects of light, noise, glare, exhaust fumes, heat, wind, erosion, and other adverse effects; and provide shade. MLMC 18.57.040 requires street frontage landscaping for one- and two-family subdivisions, consisting of a 5'-wide buffer of groundcover and a mix of trees along the street; and a 10'-wide buffer consisting of evergreen and deciduous trees and shrubs abutting the manufactured home park. The landscaping for each lot must be installed before a Certificate of Occupancy can be issued for that lot.
- 2.9 To offset the impacts on the park system created by this new development, MLMC 17.27 requires dedication of land for open space and parks, or a fee in lieu of dedication, or a combination of both.
- 2.10 The Development Engineer provided a list of comments and corrections that must be addressed before the final plat is submitted for review, and reimbursements that must be paid.
- 2.11 The Municipal Services Director reviewed the projected traffic impacts for this project and concluded that the applicable level of service standard set in the Comprehensive Plan will not be lowered as a result of this development. Atlantic Street will be required to be constructed to Community Standards, including a 46' radius (to curb) cul-de-sac bulb. Lots must be accessed from Atlantic Street.
- 2.12 The Department of Archaeology & Historic Preservation (DAHP) and the Confederated Tribes of the Colville Reservation both commented on the need for an archaeological survey before site disturbance, due to the high probability for archaeological resources in

the project area. This requirement was included in the MDNS.

- 2.13 The City Stormwater Program Manager commented on soil conditions in the area and potential stormwater drainage issues.
- 2.14 The Bureau of Reclamation commented that the proposal does not involve any Columbia Basin Project facilities, so they have no comments on facilities. They also provided information on groundwater withdrawal.
- 2.15 The East Columbia Basin Irrigation District commented that the plat is outside ECBID boundaries and has no Project facilities. Therefore, they have no comment.
- 2.16 The Washington State Department of Ecology commented on erosion control, sediment control, and airborne dust.
- 2.17 The Grant County Assessor's office commented that it was unusual to have a plat exclude lots as this one does, but that it does not create an issue.
- 2.18 Washington State Department of Transportation commented that the developer should be made aware of the proposed tribal fueling station, since it was a concern of the residents of the area.
- 2.19 Ryan Murray, 523 S. Harborview Street, abutting property owner, submitted a letter opposed to the project due to declining property values and requesting a row of evergreen trees.
- 2.20 A Mitigated Determination of Non-Significance (MDNS) was issued on September 14, 2016, under the State Environmental Policy Act Rules (WAC 197-11). There were 11 conditions, related to archaeological survey, deleterious materials spills, stormwater, sediment control, site stabilization, fill, street improvements, park mitigation, water rights, track out, and informing contractors of conditions. The conditions of the MDNS automatically become conditions of the project approval.
- 2.21 The Comprehensive Plan does not set a transportation level of service (LOS) for any specific streets in this area. When no LOS is set for specific streets, the LOS is set at D.
- 2.22 Comprehensive Plan Land Use Policy 1.4 encourages infill developments that are scaled and designed to fit their surroundings on properties suited to urban development.
- 2.23 Residential Policy 4.3 is that residential neighborhoods should provide for appropriately-scaled schools, churches, home occupations, small-scale neighborhood commercial uses, parks, opens spaces, day care facilities, and other appropriate uses.
- 2.24 Residential Policy 4.4 is that the City shall assure that each neighborhood has safe and reasonable access to schools, shopping facilities, and recreational areas without mandatory dependence on the use of the automobile by providing pedestrian and bike paths and by allowing corner stores in suitable locations to serve everyday needs of the neighborhood.
- 2.25 Community Image and Design Policy 16.3 is for new developments to be designed to incorporate features to encourage alternative travel modes, such as transit, biking, and walking.

- 2.26 Housing Goal 1 and Policies 1.1 and 1.4 provide for diversity in the type, density, and location of housing within the city in order to provide an adequate supply of safe and sanitary housing at price and rent levels appropriate to the varied financial capabilities of City residents.
- 2.27 Transportation Framework Goal 1 is for the City's transportation system to promote mobility for Moses Lake's citizens and workers by providing a range of transportation alternatives. The transportation system should emphasize facilities and services which support and encourage transit, ride sharing, bicycling, and walking as alternatives to the use of the automobile.
- 2.28 Transportation and Land Use Policy 4.1 is that new development and redevelopment shall encourage transit and be required to incorporate pedestrian supportive measures where appropriate, such as:
 - A. Providing pedestrian spaces
 - B. Providing adequate sidewalks, bikeways, pathways, and crosswalks
 - C. Preserving the connectivity of the pedestrian, bicycle, and street system
- 2.29 Bicycle and Pedestrian Transportation Policy 9.3 is to provide for adequate roadway, pedestrian, and bicycling connections in newly developing and redeveloping areas of the city, promoting both internal access and linkages with the rest of the city.
- 2.30 Circulation System Management Goal 10 says that the City should develop and maintain a functional circulation system that serves the existing and future population, considers vehicle and pedestrian safety, traffic movement, and impacts to neighborhoods and adjacent property. Policy 10.1 is to develop and maintain a cost effective street system that serves the existing and future population, minimizes traffic delays and impacts to neighborhoods, and minimizes the disruption of the natural environment. Policy 10.3 is to assure the provision of street and walkways as land is developed by requiring property owners to install street improvements based on a minimum standard for the street classification.
- 2.31 Capital Facilities–Parks and Recreation Goal 2 states that the City will provide an integrated system of parks, recreation facilities, trails, greenbelts, and open space as community assets, both in form and function.
- 2.32 Capital Facilities–Parks and Recreation Goal 8 is to develop a high quality system of multi-purpose park trails and corridors that access significant environmental features, public facilities, and developed local neighborhoods and business districts.
- 2.33 Capital Facilities–Parks and Recreation Policy 8.3 is to link residential neighborhoods to community facilities like McCosh Park and Paul Lauzier Athletic Fields, among others.

3. CONCLUSIONS BY THE PLANNING COMMISSION.

From the foregoing findings of fact, the Planning Commission makes the following conclusions:

- 3.1 The decision of the Planning Commission must be supported by the evidence presented and must be consistent with the standards and criteria for review specified in state statutes and city ordinances. The standards and criteria for review of preliminary plat applications are found in Chapter 58.17 of the Revised Code of Washington (RCW), Title

17 of the Moses Lake Municipal Code (MLMC), and Title 20 MLMC.

- 3.2 The requirements of MLMC 20.09.020 are met:
1. **Comprehensive Plan/Municipal Code:** The development is consistent with Comprehensive Plan goals and policies on infill and housing by redeveloping land that can be served by public services and by providing more housing. This project includes a street to City standards, which is consistent with the goals and policies on transportation. With conditions for parks mitigation, it is consistent with Comprehensive Plan goals and policies on parks. With a deviation for a dead-end street, the development meets the requirements and intent of Titles 17 and 18 of the Municipal Code.
 2. **Adequate provisions for necessary improvements:** With the improvement of Atlantic Street, the development makes adequate provisions for streets and other public ways, water supply, and sanitary wastes through the dedication and improvement of right-of-way. With conditions for park development, it makes adequate provision for parks and recreation facilities.
 3. **Impacts:** Through the conditions of the MDNS, an archaeological survey will be required before site disturbance. No other impacts have been identified under Chapters 14 through 19 that will not be mitigated through existing regulations and conditions.
 4. **Public health, safety, welfare, and interest:** As conditioned, the development is beneficial to the public health, safety and welfare and is in the public interest because it promotes orderly and efficient division of undeveloped land in compliance with state law and makes it suitable for residential development consistent with the intent of the R-1 Zone.
 5. **Transportation Level of Service:** The development does not add enough traffic to lower the level of service of transportation facilities below the minimum standards established in the Comprehensive Plan.
 6. **Parks Level of Service:** The development does not lower the level of service of neighborhood park facilities below the minimum standards established in the Comprehensive Plan because it will contribute its fair share to the cost of development of a neighborhood or mini park to serve the area.
 7. **Dedications:** The street right-of-way proposed for dedication is a direct result of the development proposal, is needed to serve the development, and is the standard width required for all residential streets.
- 3.3 The required street frontage landscaping softens the impact of the paved surfaces, provides shade for pedestrians and structures, and enhances the right-of-way for pedestrian use. As the trees mature, the canopies will narrow the driver's perception of the road width, slowing traffic and improving safety.
- 3.4 The deviation to allow Atlantic Street as a dead-end street is justified since the next property to the west is already developed with a manufactured home park, leaving no place for the street to go.

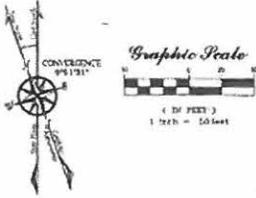
- 3.5 The vacation of Atlantic Street from the end of the cul-de-sac bulb to the property line is appropriate since the street cannot be continued.
 - 3.6 MLMC 18.57, Landscaping, requires a buffer between dissimilar uses, but does not require a buffer between similar uses such as two single family neighborhoods. The Planning Commission would need justification to require the developer to install landscaping beyond what is required by the code.
 - 3.7 Lots in this proposed development are larger than the lots to the south, since they are the same width but are deeper. All lots exceed the minimum standards for the R-1 Zone.
4. DECISION OF THE PLANNING COMMISSION. On the basis of the foregoing findings of fact and conclusions, it is the decision of the Planning Commission of the City of Moses Lake that the request for a preliminary major plat as submitted on the property designated above be approved with the following conditions:
- 4.1 The comments of the Development Engineer shall be addressed before final plat submittal.
 - 4.2 The deviation to allow Atlantic Street to be a dead-end street shall be granted.
 - 4.3 All lots shall have access on Atlantic Street.

Approved by the Planning Commission on October 13, 2016.

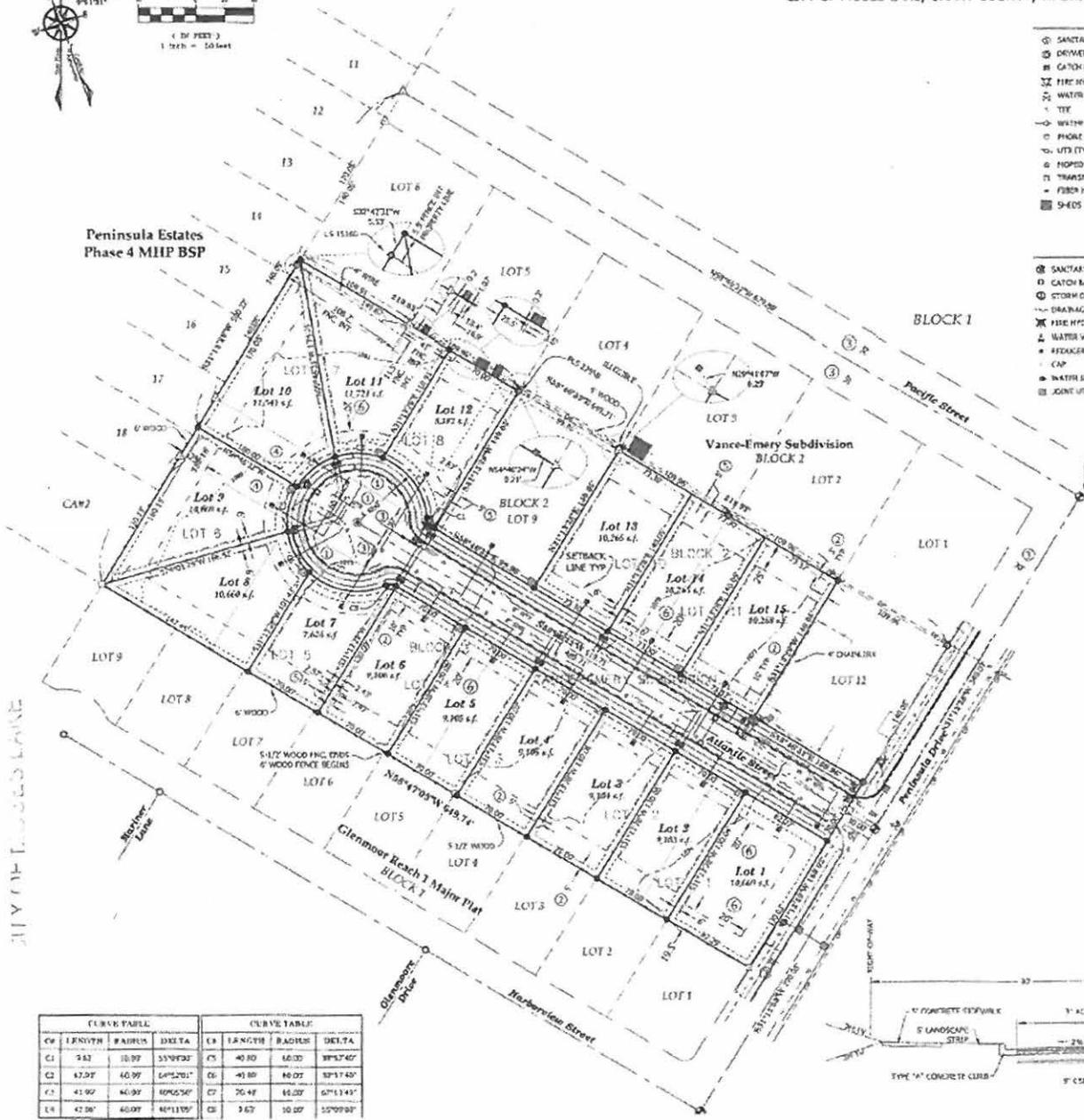

Chair

RAY LOUISE MAJOR PLAT SITE PLAN

A REPLAT OF LOTS 7, 8, 10 & 11, BLOCK 2 AND LOTS 1-6, BLOCK 3, VANCE-EMERY SUBDIVISION
LYING IN A PORTION OF THE NORTH HALF OF SECTION 33,
TOWNSHIP 19 NORTH, RANGE 28 EAST, W.M.,
CITY OF MOSES LAKE, GRANT COUNTY, WASHINGTON



Peninsula Estates
Phase 4 MHP BSP



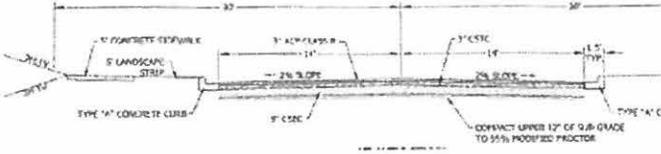
- EXISTING ADJACENT FEATURES**
- ⊕ SANITARY SEWER MANHOLE
 - ⊙ DEWELL
 - ⊖ CATCH BASIN
 - ⊕ FIRE HYDRANT
 - ⊕ WATER VALVE
 - ⊕ TIE
 - ⊕ WATER SERVICE
 - ⊕ PHONE FEEDER
 - ⊕ UTILITY POLE
 - ⊕ FENCED
 - ⊕ TRANSFORMER
 - ⊕ FIBER PATCH/POLE
 - ⊕ SHEDS
 - ⊕ 6" CONTOUR MARKER
 - ⊕ 1" CONTOUR MARKER
 - ⊕ 8" PVC WATER PIPE
 - ⊕ SANITARY SEWER LINE
 - ⊕ OVERHEAD POWER LINE
 - ⊕ STORM PIPE
 - ⊕ GAS LINE
 - ⊕ BUILDING STRUCTURES
 - ⊕ EDGE OF ASPHALT
 - ⊕ BACK OF CURB & FLOW LINE
 - ⊕ SIDEWALK/CONCRETE SURFACE

- PROPOSED SITE FEATURES**
- ⊕ SANITARY SEWER MANHOLE
 - ⊖ CATCH BASIN
 - ⊕ STORM DRAINAGE MH
 - ⊕ DRAINAGE DIRECTION
 - ⊕ FIRE HYDRANT
 - ⊕ WATER VALVE
 - ⊕ FEEDER
 - ⊕ CAP
 - ⊕ WATER SERVICE
 - ⊕ JOINT UTILITY BOX
 - ⊕ 8" PVC WATER PIPE
 - ⊕ SANITARY SEWER LINE
 - ⊕ UTILITY LINE
 - ⊕ EDGE OF ASPHALT
 - ⊕ SIDEWALK/CONCRETE SURFACE
 - ⊕ LANDSCAPE STRIP

- NOTES**
- ① ROAD RIGHT-OF-WAY DECREASED TO THE CITY OF MOSES LAKE ON THIS PLAT
 - ② PUBLIC UTILITY EASEMENTS GRANTED ON THIS PLAT, WIDTHS AS SHOWN
 - ③ PREVIOUSLY DESIGNATED RIGHT-OF-WAY
 - ④ ROAD RIGHT-OF-WAY VACATED ON THIS PLAT
 - ⑤ EXISTING UTILITY EASEMENT PER THE RECORD REFERENCED PLAT
 - ⑥ FRONT & EXTERIOR YARD SETBACKS: 15' MINIMUM, COVERED ENTRY & SIMILAR AREAS TO BE 25' MINIMUM PROJECTIONS 25' SETBACKS 25' GARAGES

- LEGEND**
- ◆ FOUND 2" BRASS CAP MONUMENT IN CASE, I.L.S. 2546, DATE: FEB. 2016
 - FOUND 2 1/2" BRASS CAP MONUMENT IN CASE, I.L.S. 3417, DATE: FEB. 2016
 - ◆ FOUND 5/8" REBAR & CAP, P.L.S. 4932, EXCPT AS NOTED, DATE: FEB. 2016
 - FOUND 5/8" REBAR & CAP, P.L.S. 3417, DATE: FEB. 2016
 - SET 3 1/4" BRASS CAP MONUMENT, P.L.S. 2185, DATE
 - SET 5/8" REBAR & CAP, P.L.S. 2144, DATE
 - ▲ CALCULATED POINT ON Y

- PROPERTY BOUNDARY (30")
- LOT LINE
- UNDERLYING PLATTED LOT LINE
- EXISTING LOT LINE
- CENTERLINE
- RIGHT OF WAY
- EXISTING EASEMENT, AS NOTED
- EASEMENT LINE, AS NOTED
- EXISTING FENCE, AS NOTED
- BUILDING SETBACKS, AS NOTED



CURVE TABLE			CURVE TABLE				
CV	LENGTH	RADIUS	DELTA	CV	LENGTH	RADIUS	DELTA
C1	242	10.99	55°09'23"	C5	40.80	16.00	89°57'40"
C2	47.97	46.99	64°52'01"	C6	43.80	80.07	82°57'40"
C3	41.90	86.99	104°02'50"	C7	20.44	85.07	67°13'43"
C4	42.98	60.99	80°11'59"	C8	3.67	10.00	50°09'04"



**CITY OF MOSES LAKE
STAFF REPORT**

To: John Williams, City Manager
From: W. Robert Taylor, Finance Director
Date: November 8, 2016
Proceeding Type: Public Hearing - Motion
Subject: Ordinances - Property Tax Levy

Legislative History:

• First Presentation:	October 26, 2016
• Public Hearing Required:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
• Second presentation:	November 8, 2016
• Action:	Motion

Staff Report Summary

Council has an opportunity to consider the estimated amount to be received by the City from taxes on assessed valuations for property located within the City of Moses Lake.

Background

State law under RCW 84.52.020 and 84.52.070 require the governing board of the City of Moses Lake to fix the estimated amount to be raised by taxation on assessed valuation on the property within the City of Moses Lake. Property taxes are a substantial revenue source for the City. The City is allowed to increase its levy by the lesser of one percent (1%) or the percentage increase in the implicit price deflator (IPD) index on its highest levy since 1985. The IPD for 2015-2016 is .953% which limits the city to an increase less than 1% unless a substantial need is requested to raise it to the maximum allowed. The legislative body is required by RCW35A.33.135 to adopt an ordinance establishing the amount to be raised by property taxes for the ensuing fiscal year.

Fiscal and Policy Implications

Fixing the amount that can be raised by taxation assures the city that they will collect on assessed values greater than in 2016 and allows the City to collect the maximum allowed under state statute in supporting the general fund. Due to software issues the County is not able to give us the new construction figures at this time in determining the estimated property taxes to be received in 2017. City estimated new construction at \$64 million.

The original Property taxes were set at \$6,797,813 for 2016. The City could receive a maximum of additional \$102,229 for 2017 based on the 1% of the highest regular tax levy. These amounts are preliminary and does not reflect amounts from New Construction. The City has available a refund levy of \$227,315.59.

Options

<i>Option</i>	<i>Results</i>
<ul style="list-style-type: none"><i>Adopt the recommended changes to the property tax ordinances</i>	<i>Follow State requirements set by RCW to set tax levy amount for 2017 allowing for 1% increase</i>
<ul style="list-style-type: none"><i>Take no action</i>	<i>Be in conflict with state statute thus limiting the city to prior year levy amount with no increase</i>

Staff Recommendation

Staff recommends Council to review, discuss and adopt the ordinances as presented.

Attachments

A.	Ordinances
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Legal Review

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
<ul style="list-style-type: none">Ordinance		<i>Standard property tax ordinance to be reviewed prior to adoption</i>

ORDINANCE NO. 2828

AN ORDINANCE FIXING THE AMOUNT TO BE RECEIVED FOR MUNICIPAL PURPOSES FROM TAXATIONS ON ASSESSED VALUATIONS ON PROPERTY WITHIN THE CITY OF MOSES LAKE, WASHINGTON FOR 2017

THE CITY COUNCIL OF THE CITY OF MOSES LAKE, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. Preamble:

- A. RCW 84.52 requires the governing body of the City of Moses Lake to fix the estimated amount to be raised by taxation on assessed valuation on property within the City of Moses Lake
- B. The City of Moses Lake's highest actual levy amount occurred in 2011 and was \$10,222,955.
- C. The City is allowed by law to increase its tax levy by 1% over the highest levy amount it has ever received since 1985, which for the City of Moses Lake was \$10,222,955 in 2011.
- D. The City of Moses Lake's actual levy amount from the previous year, 2016, was \$6,754,885, which was reduced from the anticipated levy in 2016, because of an appeal of a taxpayer's assessment before the Grant County Board of Equalization (BOE). The BOE's decision has been appealed to the State of Washington's Board of Tax Appeals. The reduction in levy amount will probably remain in place until a resolution of the appeal.
- E. The City of Moses Lake has a population of more than 10,000.
- F. Public hearings were held, with notice duly provided, to consider the city's current expense budget for the 2017 calendar year pursuant to RCW 84.55.120.
- G. The City Council of the City of Moses Lake, after hearing and duly considering all relevant evidence and testimony presented, determine that the City of Moses Lake requires an increase in property tax revenue from the previous year, in addition to that resulting from the addition of new construction and improvements to property, any increase in the value of state assessed utility property, and any increase due to the annexation of new territory and refunds made, in order to discharge the expected expenses and obligations of the city.

Section 2: Regular Levy: The following taxes for general municipal purposes for the City of Moses Lake for the year 2016 be and the same are hereby levied upon all taxable property within the City of Moses Lake. An increase in the regular property tax levy of \$3,527,371, in addition to the increase resulting from the addition of new construction and improvements to property as authorized by RCW 84.55.010, and any increase in the value of state assessed utility property, is hereby authorized for the 2017 levy in the amount of \$15,000,000 which is a percentage increase of 51.88979% from the previous year, and any increase due to the annexation of new territory, new construction, and refunds made. Included in the levy increase is a 1% percentage increase in the highest levy amount the City has received since 1985 which was \$10,222,955 in 2011, in the dollar amount of \$102,230.

Section 3: Refund Levy: The City has available a refund levy of \$227,315.59.

Section 4. This ordinance shall take effect and be in force five (5) days after its passage and publication of its summary as provided by law.

Adopted by the City Council and signed by its Mayor on November 8, 2016.

ATTEST:

Todd Voth, Mayor

W. Robert Taylor, Finance Director

APPROVED AS TO FORM:

Katherine L. Kenison, City Attorney

ORDINANCE NO. 2829

AN ORDINANCE PROVIDING FOR SUBSTANTIAL NEED TO INCREASE THE REGULAR PROPERTY TAX LIMIT FACTOR ABOVE THE RATE OF INFLATION PURSUANT TO RCW 84.55.010

THE CITY COUNCIL OF THE CITY OF MOSES LAKE, WASHINGTON ORDAINS AS FOLLOWS:

Recitals:

1. The City Council of the City of Moses Lake, Washington, has determined that the level of service, public safety, and providing for government project, the City Council finds that there is a need to increase the regular property tax limit factor above the rate of inflation.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MOSES LAKE AS FOLLOWS:

Section 1. That the limit factor for the tax year 2017 shall be one percent (1%) , which is a .047% increase above the rate of inflation.

Section 2. This ordinance shall take effect and be in force five (5) days after its passage and publication of its summary as provided by law.

Adopted by the City Council and signed by its Mayor on November 8, 2016.

Todd Voth, Mayor

ATTEST:

W. Robert Taylor, Finance Director

APPROVED AS TO FORM:

Katherine L. Kenison, City Attorney



CITY OF MOSES LAKE
STAFF REPORT

To: John Williams, City Manager
From: Gilbert Alvarado, Community Dev Dir / Deputy City Manager
Date: November 8, 2016
Proceeding Type: Motion
Subject: Shoreline Master Program Update – Conditional Approval

Legislative History:

• First Presentation:	July 12, 2016
• Second Presentation:	September 13, 2016
• Third Presentation:	November 8, 2016
• Action:	Motion

Staff Report Summary

The Washington State Department of Ecology (DOE) gave notice to the City of Moses Lake on July 12, 2016 via letter of their intent to conditionally adopt the Moses Lake Shoreline Master Program (SMP). This letter detailed two options: 1) agree to the DOE changes as drafted or; 2) submit and alternate proposal. The City Council directed staff to notify the DOE of their intent to submit an alternate proposal.

To date there has been no alternate proposal submitted to DOE. It was the Council's direction to meet with DOE staff prior to taking any further action. Since the July 12th City Council meeting, there have been two (2) meetings with DOE. The first meeting was with the Mayor, Councilmember Leonard and city staff to go over the recommendations of their conditional approval. The second meeting was with the Mayor and city staff to field test the draft language as proposed by DOE.

At the October 25, 2016 regular City Council meeting, the City Council approved the Final SMP with conditions included by DOE. An Ordinance memorializing the Council's action will not be necessary based on further discussion with DOE and legal counsel. What will meet the statutory requirements is a letter to DOE detailing the language agreed upon between the City Council and DOE. This is also where we would insert our agreed understanding of the vested plats as well.

Background:

The City of Moses Lake is obligated under State statute to adopt a SMP that is compliant with amended Shoreline Management Act. The City Council has reviewed the Draft SMP and made recommendation to DOE. The DOE did not fully accept the recommendations as presented and offered changes that they felt are compliant with the Shoreline Management Act.

Fiscal and Policy Implications

If the City Council is to consider an alternate SMP proposal as provided by the process of SMP adoption, the Council will need to consider an outside source for assistance. Staff is not in a position to address DOE’s concerns given the complexity of the issues.

Options

<i>Option</i>	<i>Results</i>
<ul style="list-style-type: none"> Accept the DOE proposed changes to the Moses Lake SMP 	Adoption of the SMP moves forward to DOE for signature and codification.
<ul style="list-style-type: none"> Provide DOE with alternate SMP proposal for their review 	Continued SMP adoption and fiscal impacts to the General Fund

Staff Recommendation

The City Council has approved the Final SMP and should send the DOE a letter confirming the conditional approval. A draft letter for Council’s consideration will be made available at the City Council meeting.

Attachments

A.	DOE Letter
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Legal Review

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
N/A		



STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY

PO Box 47600 • Olympia, WA 98504-7600 • 360-407-6000
711 for Washington Relay Service • Persons with a speech disability can call 877-833-6341

June 7, 2016

RECEIVED
COMMUNITY DEVELOPMENT

The Honorable Todd Voth
City of Moses Lake
401 South Balsam Street
PO Box 1579
Moses Lake, WA 98837

JUN 13 2016
PLANNING AND BUILDING
CITY OF MOSES LAKE

**Re: City of Moses Lake Comprehensive Shoreline Master Program Update –
Conditional Approval, Ordinance Number 2732**

Dear Mayor Voth:

I would like to take this opportunity to commend the City of Moses Lake (City) for its efforts in developing the proposed comprehensive Shoreline Master Program (SMP) update. The SMP will provide a framework to guide development and habitat restoration along the City's shorelines.

As we have already discussed with your staff and the city council, the Washington State Department of Ecology (Ecology) has identified specific changes necessary to make the proposal approvable. These changes, along with recommended changes and detailed rationale for each change are detailed in Attachment B. The findings and conclusions that support Ecology's decision are contained in Attachment A. Attachment C constitutes Ecology's response to public comments received during the state comment period, as well as a discussion of outstanding issues from the City comment period.

Pursuant to RCW 90.58.090 (2)(e), at this point, the City may:

- Agree to the proposed changes (required and/or recommended changes), or
- Submit an alternative proposal. Ecology will then review the alternative(s) submitted for consistency with the purpose and intent of the changes originally developed by Ecology and with the Shoreline Management Act.

Final Ecology approval will occur when the City and Ecology agree on language that meets statutory and Guideline requirements.



The Honorable Todd Voth
June 7, 2016
Page 2

Please provide your written response within 30 days to the Director's Office at the following address:

WA State Department of Ecology
Attention: Director's Office
PO Box 47600
Olympia, WA 98504-6700

Ecology appreciates the dedicated work that the City Council, City staff (Rob White), the Planning Commission and the community have put into the Shoreline Master Program update.

We look forward to concluding the SMP update process in the near future. If you have any questions or would like to discuss the changes identified by Ecology, please contact our Regional Planner, Jeremy Sikes, at Jeremy.Sikes@ecy.wa.gov/(509) 329-3426.

Sincerely,



Maia D. Bellon
Director

Enclosures

By Certified Mail [7012 1010 0003 3028 4406]

cc: Gil Alvarado, City of Moses Lake
Sara Hunt, Ecology
Jeremy Sikes, Ecology



**CITY OF MOSES LAKE
STAFF REPORT**

To: John Williams, City Manager
From: Brett Bastian, Fire Chief
Date: November 8, 2016
Proceeding Type: Consideration
Subject: Ambulance Cost of Service Study

Legislative History:

• First Presentation:	October 25, 2016
• Second presentation:	November 8, 2016
• Action:	Consideration

Staff Report Summary

Attached is a proposal from FCS Group outlining the Scope of Work and Task Plan for a cost of service study for the ambulance utility.

Background

Council has directed staff to look into a cost of service study for the ambulance utility. After examining the various approaches presented, staff is presenting the scope of work and task plan submitted by FCS Group for Council consideration.

Fiscal and Policy Implications

Costs associated with the cost of service study are outlined on page 4 of the attached document.

Options

<i>Option</i>	<i>Results</i>
<ul style="list-style-type: none">• <i>Direct staff to move forward with contract preparation</i>	Staff would move forward establishing a contract to have the study completed.
<ul style="list-style-type: none">• <i>Take no action.</i>	Contract preparation will not occur.

Staff Recommendation

Authorize City Manager to seek a contract agreement with FCS Group to include Task 1 – 9 in the agreement. Also, direct staff to include any additional tasks (option 10 – 13) to the agreement.

Attachments

A.	Cost of Service and Ambulance Rate Study, Scope of Work and Task Plan. FCS Group
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Legal Review

The following documents are attached and subject to legal review: N/A

Type of Document	Title of Document	Date Reviewed by Legal Counsel
<ul style="list-style-type: none">•		

SCOPE OF WORK AND TASK PLAN

Task1 – Conduct Kick-off Meeting

The consultant team will conduct a project kick-off meeting with staff from the Finance and Fire Departments, who will serve as the primary contacts with FCS GROUP for assisting and providing information for the cost of service and rate study. The agenda for this meeting will include basic data collection, a discussion of project goals and parameters, formulation of the project schedule, and discussion of other coordination issues. A written data request will be provided to appropriate City staff members in advance of this meeting. After the initial kick-off meeting, we will also conduct interviews with various stakeholders and staff and will be on-site for tours and information gathering for about two days.

Task 2 – Review and Analyze Fire Department and Ambulance Cost and Workload Data

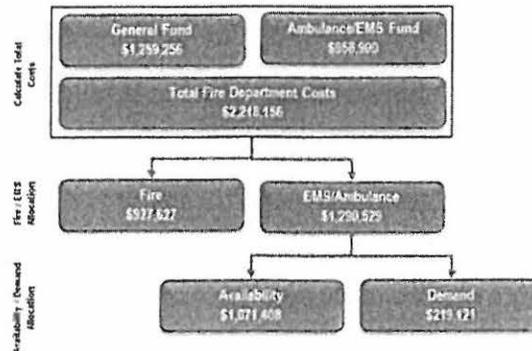
To determine the cost of service, we will collect and review information on the City's costs to provide its emergency medical services and ambulance services. The review will include the 2015 actual revenues and costs, the 2016 budgeted revenues and costs, and 2017 proposed budgeted revenues and costs. Specific 2013, 2014, 2015, and 2016 to date revenue data will be reviewed as well as call and response data for these same years. Because of our methodology for determining availability and demand costs, we will also need to know the total service time spent responding separately to fire/other and EMS incidents by unit, station, and jurisdiction. For all the data needs including the customer billing data, the City will provide the information in a format specified by FCS GROUP. In addition, the City will provide the data on the impacts that a third station will have on the fire and EMS responses for the City's other two stations.

Task 3 - Develop a Cost of Service Framework

After reviewing the City's fire department and ambulance costs, we will develop a cost of service framework consistent with the provision in RCW 35.21.766. We will first review the City's current framework and methodology and where applicable, we will identify any differences in methodologies and discuss them with the City staff. We will identify the costs associated with the basic infrastructure needed to respond to both fire and EMS calls for service and the operating costs associated with responding to fire and EMS calls for service. We will review the framework with the City staff and discuss differences in the methodologies and will also determine if the City has data to support the framework and allocation factors used to distribute the various costs.

Task 4 – Determine the Cost of Service

Based on the framework, we will develop a cost of service model that can be used to allocate all the costs, including administrative and facility costs, for each station between fire and EMS/ambulance services as well as between availability and demand cost categories. Availability costs include dispatch, labor, training, equipment, patient care supplies and maintenance of equipment. Demand costs include costs related to the frequency of calls, distances from hospitals, and other costs related to responding to a call. The example below shows how costs are allocated and what often happens when a study is done compared to the budget.



As part of the cost of service analysis we will do the following as identified by the City:

- ◆ Allocate administrative and facility costs to each station,
- ◆ Allocate each station’s costs between fire and EMS/ambulance services including equipment operating, maintenance, and replacement costs, and
- ◆ Classify and allocate EMS/ambulance costs between availability and demand costs.

Task 5 - Identify Potential Customer Classes and Cost Allocation Methods

To develop the ambulance utility rates, customer classes and the use of the ambulance service must be determined. We will use the City’s existing service and customer data that it already has for its ambulance utility. Potential allocation methods will be identified as well as alternative rate structures. In analyzing customer classes, allocation methods, and rate structures, we will identify any potential issues that might affect the number of billing units or customer classifications.

Task 6 - Calculate Availability and Demand Rates for Each Customer Class

Once customer classes, allocation methods, and rate structures have been identified, the City’s revenue requirements for the availability and demand services will be calculated for the potential customer classes. After identifying the costs associated with these services, rates consistent with RCW 35.21.766 will be developed. The rates will be based on the full cost of service, but the City should address whether a General Fund subsidy should continue or whether rates should recover the full cost of service after subtracting fees and other miscellaneous revenues. If services are provided outside of the City, we will also discuss with the City staff how they want to address any subsidy for incidents outside the City limits. Based on the City’s policy choice, we will then calculate alternative rates. If costs are not anticipated to change (i.e. no additional staff will be hired) in the near future, rates can be adjusted by the percentage change in the budgets related specifically to EMS and ambulance services.

Task 7 – Develop a Five Year Forecast

Once the initial rates have been established for the base year such as 2015 or 2016, and if the City plans to make station changes such as adding a third station or EMS staffing and/or medic unit changes, a five year forecast will be developed to identify the ambulance rate impacts. We will forecast revenues and costs over the next five years to determine the necessary rate increases needed to support any changes in the future. If changes are anticipated, we will need the Fire Department to

analyze and forecast EMS incidents and any impacts that additional staffing or added units might have on the fire and EMS workload of the existing units. If a new unit takes incidents away from the existing units, additional transport revenues might not occur, but existing units might be more available to respond sooner to multiple EMS calls. Once the preliminary rates and forecast are completed, we will review the results with the City staff. If Optional Tasks 11 and 12 are included we might incorporate different scenarios showing how such changes will impact ambulance utility rates.

Task 8 - Prepare a Report

To document the assumptions, methodology, analysis, and alternatives for establishing customer classes and rates, FCS GROUP will prepare a draft report. We will review the report with the City staff to gather comments and will make changes, as appropriate, before issuing a final report. We will provide five copies of a bound final report and an electronic version of the report.

Task 9 – Make City Council Presentation

FCS GROUP will prepare and make one presentation for the City that could include City staff, a City Council Committee, and/or the full City Council.

Optional Task 10 – Evaluate Response Time Based on Council Adopted Performance Standards

We will review the City Council adopted performance standards and evaluate how well the Department met the standards. Depending on the data available, we will show the Department's actual performance compared to the adopted performance standards and will identify areas where improvements might be needed.

Optional Task 11 – Evaluate the Effectiveness of the Medical Services Officer Position

Based on a review of the data, we will evaluate whether a full or part time medical services officer position is justified. We will also consider whether there are cost effective alternatives such as a nurse or the potential for regional sharing. We will also identify standards to meet Quality Assurance Requirements, whether they are being followed, and what a Medical Director's involvement and cost might be.

Optional Task 12 – Evaluate the Effectiveness of Utilizing an EMS First Response System instead of a Front Line Fire Fighting Apparatus Response

We will review and evaluate the effectiveness of the dispatch protocol. (Particularly to minimize the use of ALS resources to respond to BLS response) and will evaluate how well BLS and ALS responses are identified and dispatched by communications. In addition, we will evaluate the appropriateness of using a two-person Patrol System vs use of a First Response Apparatus system to medical calls. (i.e. cross staffed or fully staffed two-person squad for BLS demand).

Optional Task 13 – Analyze the Third Fire Station Impacts

As part of the base cost of service analysis, we are relying on the City to provide the necessary data about the impacts of the third station on the other two stations. If the City wants more of an

independent analysis of the third fire station, we will conduct additional work using GIS information and data, analyzing each unit's incidents and responses, and analyzing additional cost factors. We will evaluate the number of responses by type and by area as well as analyze the impacts on concurrent calls for service. It appears that the City has already used GIS to analyze its incidents, we have, however, included time for some GIS support if necessary for this optional task.

Project Budget

The following are the project hours and budget for the cost of service and EMS operational analyses. The first 9 tasks involve the scope of work and analyses needed for the ambulance utility cost of service and rate study. For those nine tasks, it is assumed that the City will provide the information concerning the impacts of a third station on incident responses and will provide the forecasted incidents for the five year forecast. Tasks 10-13 are related more to the operational analyses that Mr. Montenero will be working on if the City decides to include those tasks in the study. In addition, Mr. Montenero's rate includes a 10% markup.

Tasks	Consultant Hours					Total Labor Hours	Budget
	Principal Moy	Analyst Elting	GIS Analyst Wood	Consultant Montenero	Admin. Support		
<i>Effective Hourly Billing Rates:</i>	\$235	\$125	\$125	\$110	\$80		
Task 1 – Conduct Kick-off Meeting	8	-			2	10	\$2,040
Task 2 – Review and Analyze Fire Department and Ambulance Costs and Workload Data	4	24			1	29	\$4,020
Task 3 - Develop a Cost of Service Framework	4	8			-	12	\$1,940
Task 4 – Determine the Cost of Service	16	48			1	65	\$9,840
Task 5 - Identify Potential Customer Classes and Cost Allocation Methods	2	8				10	\$1,470
Task 6 - Calculate Availability and Demand Rates for Each Customer Class	2	8				10	\$1,470
Task 7 – Develop a Five Year Forecast	2	12				14	\$1,970
Task 8 - Prepare a Report	8	24			2	34	\$5,040
Task 9 – Make City Council Presentation	8				1	9	\$1,960
Travel							\$1,200
Project Budget	54	132	0	0	7	193	\$30,950
Optional Task 10 – Evaluate Response Time Based on Council Adopted Performance Standards	2	16	-	4		22	\$2,910
Optional Task 11 – Evaluate the Effectiveness of the Medical Services Officer Position	4	-	-	60		64	\$7,540
Optional Task 12 – Evaluate the Effectiveness of Utilizing an EMS First Response System instead of a Front Line Fire Fighting Apparatus Response	4	8	-	60		72	\$8,540
Optional Task 13 – Analyze the Third Fire Station Impacts	8	20	16	40		84	\$10,780
Travel							\$1,500
Total Project Budget With Optional Task	72	176	16	164	7	435	\$ 62,220

John Montenero, Senior Fire Services Consultant

Chief Montenero has 50 years of fire service experience, including 18 years as a chief fire officer in California for the cities of Santa Monica, Corte Madera, Monterey, Glendale. After retiring he served as interim fire chief for the cities of Hollister, Redwood City, Monterey, and San Rafael, CA.

Throughout his career, Chief Montenero has gained significant experience in the design and deployment of emergency services for fire, rescue, hazardous materials, medical and open space risks. This includes: the management of logistics, labor relations, personnel management, negotiation, productivity, team function, conflict resolution, employee sensitivity to public policy issues, policy development, major emergency planning and highly effective communication. He has participated in town hall meetings, held public surveys, and headed public focus and labor groups to identify issues or concerns with services provided. He is experienced with wildland/urban interface fire mitigation and loss reduction, including communicating with residents and understanding the impact of weather.

This experience has provided him the expertise to analyze emergency response systems and how to effectively manage them, including, the type of services delivered and the design of the organization to deliver them. He has demonstrated the ability to lead groups and seek out concerns, resolve issues and gain advice. Of great importance is his cost/benefit perspective and significant insight in regards to the quality and impact of leadership and the human relations status of an organization. This experience has given him an acute eye for an effective balance between loss management and emergency response.

Chief Montenero has contributed to many TriData Inc. fire department studies, including: Alameda County, Oceanside, San Carlos, Palo Alto, Riverside County, San Pasqual Tribal Reservation and the Coastside Fire Protection District, CA.; Tacoma, WA; Detroit, MI; Seattle, WA; Juneau AK. He has also provided advise to fire departments in regards to confidential problem solving.

BA. in Public Administration, St. Mary's College, Moraga, CA

B.S. in Fire Science, College of San Mateo, CA



**CITY OF MOSES LAKE
STAFF REPORT**

To: John Williams, City Manager
From: Gary Harer, Municipal Services Director
Date: November 8, 2016
Proceeding Type: MOTION
Subject: Appeal - Connect to City Sewer System – 730 Grape Drive

Legislative History:

• First Presentation:	November 8, 2016
• Second presentation:	
• Action:	Motion

Staff Report Summary

April Aynes, 730 Grape Drive, is appealing Moses Lake Municipal Code (MLMC) 13.05.150(B) that requires existing buildings to connect to the City’s sewer system as such time as the septic system fails.

Background

The residence at 730 Grape Drive was built in the County around 1950 and prior to a sewer system being in the area. A City sewer main was installed along this section of Grape Drive in 1985, but the homes along the West side of Grape Drive were not required to connect at the time.

Earlier this year Ms. Aynes began having problems with the septic system that serves her home and contacted the Grant County Health District about repairing it. The City was contacted to determine if sewer service was available. Since the City has a sewer line along Grape Drive, the Municipal Services Director sent a letter via certified mail on October 11th to inform the property owner that sewer was available. The letter stated that the property would be required to connect or the decision could be appealed within 10 days of receiving the notice. On October 20th the City received Ms. Aynes appeal.

Ms. Aynes has provided quotes of \$11,405 to install a new septic system and \$44,671 for connecting to the City's sewer system. Even though septic systems contribute to the pollution of groundwater, City staff doesn't believe this septic system a public health or environmental problem.

A system to serve this property has been designed, but an application has not been submitted to the Grant County Health District at this time.

Fiscal and Policy Implications

Section 13.05.150 of the Moses Lake Municipal Code provides an appeal process in accordance with RCW 35A.21.390.

Options

<i>Option</i>	<i>Results</i>
<ul style="list-style-type: none"> • <i>Approve the appeal.</i> 	The property owner will apply with the Grant County Health District to install a new septic system.
<ul style="list-style-type: none"> • <i>Deny the appeal.</i> 	The property owner will be required to connect to the City's sewer system in accordance with MLMC 13.05.150 (B).

Staff Recommendation

Staff recommends approving the appeal in accordance with MLMC 13.05.150(B).1.

Attachments

A.	City notice that was sent on October 11 th , 2016
B.	Appeal package submitted by April Aynes.

Legal Review

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
<ul style="list-style-type: none"> • None 		

October 11, 2016



April Aynes,
730 North Grape Drive,
Moses Lake, WA 98837

Re: **Official Notice to Connect to the City Sewer System**

Dear Ms. Aynes:

The septic system that serves your residence at 730 Grape Drive has failed, and your residence is within 200 feet from a city sewer main. In accordance with Moses Lake Municipal Code 13.05.150 B, you are required to connect to the city sewer main within six months of receiving this notice.

In accordance with Moses Lake Municipal Code 13.05.150 B.1., you can appeal the requirement to connect to the city sewer system for a single family residence within ten days of receiving this notice. A copy of the code is attached. Please carefully read the code and fully address each item. You may want to obtain the assistance of your on-site designer.

Upon receipt of you appeal, I will schedule your appeal for the next available City Council meeting and will send you a notice. Your failure to appear and prosecute the appeal shall constitute a waiver of the right to appeal the requirement to connect to the city sewer.

Please contact me at 764-3777 if you have any questions or need additional information.

Gary Harer, PE, PLS

A handwritten signature in black ink that reads "Gary Harer". The signature is written in a cursive style with a large, prominent "G" and "H".

Municipal Services Director
City of Moses Lake

13.05.150 Requirement to Connect to the POTW:

- A. New Buildings: Newly constructed buildings having human occupancy, as defined in the International Building Code, shall be connected to the POTW.
- B. Existing Buildings: The owner of an existing building having human occupancy, as defined the International Building Code, that is situated within two hundred feet (200') of the POTW, is required at the owner's expense to connect such building directly to the POTW within six (6) months after the date of official notice to do so. Provided that, the connection shall not be required if the cost of making the connection, including system development charges, exceeds ten thousand dollars (\$10,000). The owner shall submit a detailed cost estimate to the Municipal Services Director for review. The determination of the cost of making the connection shall be made by the Municipal Services Director. Furthermore, if the owner is not required to make a connection because of cost, at such time as the septic system fails, either the tank or the drain field, the connection to the City's sewer system shall be required and made.
 - 1. In accordance with RCW 35A.21.390, the owner of a single-family residence can appeal the requirement to connect to the POTW to the City Council within ten (10) days after notice of the Municipal Services Director's decision is mailed via certified mail to the owner. The appeal shall be in writing and shall be signed by the owner by declaration under penalty of perjury as to the truth of the matters stated in the appeal, pursuant to RCW 9A.72.085. The written appeal notice shall contain or be accompanied by the following information:
 - a. Specific basis on which the owner contests the Municipal Services Director's decision.
 - b. All documentation or other evidence supporting the owner's appeal, including any expert testimony.
 - c. The current address of the owner.
 - d. A brief statement of the relief sought and the reasons why the Municipal Services Director's decision should be reversed, modified or otherwise set aside.
 - 2. The appeal hearing before the City Council shall be scheduled for the next available City Council meeting, and notice of the appeal hearing date shall be mailed via certified mail to the owner at the address listed in the notice of appeal. Failure of the owner to appear and prosecute the appeal shall constitute a waiver of the right to appeal granted under this section. The decision of the City Council shall be final. (Ord. 2810, 5/10/16; Ord. 2642, 2/14/12)

13.05.160 Wastewater Industrial User Survey: When requested by the City, owners of all commercial and industrial facilities that discharge or plan to discharge wastewater to the POTW shall complete a Wastewater Industrial User Survey on forms supplied by the City. The Wastewater Supervisor shall determine if the Industrial User Survey form is complete. (Ord. 2642, 2/14/12)

13.05.170 Permit Requirements:

- A. A Street and Utility Construction Permit is required and shall be obtained before uncovering, connecting to, opening into, altering, or disturbing any municipal improvement.
- B. A waste discharge permit is required and shall be obtained from the City and the Department of Ecology before a significant industrial user discharges wastewater into the POTW.
- C. A plumbing permit is required and shall be obtained before a building sewer is installed, except for building sewers that are installed outside of the City's corporate limits. (Ord. 2642, 2/14/12)

RCW 35A.21.390**Failing septic systems—Connection to public sewer systems—Appeals process.**

(1) A city with an ordinance or resolution requiring, upon the failure of an on-site septic system, connection to a public sewer system must, in accordance with this section, provide an administrative appeals process to consider denials of permit applications to repair or replace the septic system. The administrative appeals process required by this section applies only to requests to repair or replace existing, failing on-site septic systems that:

- (a) Were made for a single-family residence by its owner or owners;
- (b) Were denied solely because of a law, regulation, or ordinance requiring connection to a public sewer system; and
- (c) Absent the applicable law, regulation, or ordinance requiring connection to a public sewer system upon which the denial was based, would be approved.

(2) If the city has an administrative appeals process, the city may, subject to the requirements of this section, use that process. The administrative appeals process required by this section, however, must be presided over by the legislative body of the city or by an administrative hearings officer.

(3) The administrative appeals process required by this section must, at a minimum, consider whether:

- (a) It is cost-prohibitive to require the property owner to connect to the public sewer system. In complying with this subsection (3)(a), the city must consider the estimated cost to repair or replace the on-site septic system compared to the estimated cost to connect to the public sewer system;
- (b) There are public health or environmental considerations related to allowing the property owner to repair or replace the on-site septic system. In complying with this subsection (3)(b), the city must consider whether the repaired or replaced on-site septic system contributes to the pollution of surface waters or groundwater;
- (c) There are public sewer system performance or financing considerations related to allowing the property owner to repair or replace the on-site septic system; and
- (d) There are financial assistance programs or latecomer agreements offered by the city or state that may impact a decision of the property owner to repair or replace the on-site septic system.

(4) If the city, following the appeals process required by this section, determines that the property owner must connect the residence to the public sewer system, the property owner may, in complying with the determination and subject to approval of appropriate permits, select and hire contractors at his or her own expense to perform the work necessary to connect the residence to the public sewer system.

(5) Unless otherwise required by law, a city determination requiring the owner of a single-family residence with a failing on-site septic system to connect a residence to a public sewer system is not subject to appeal.

(6) For purposes of this section, "city" means a "code city" as defined in RCW 35A.01.035.

[2015 c 297 § 2.]

APPEAL

APRIL AYNES
730 N. GRAPE DR
MA WA 98837

Municipal Services Director

I am writing this Letter
to appeal your letter to Hook
up to City Sewer.

We are seniors & disabled
on a fixed income and can
not afford to pay 44,670.60
to Hook up to City.

We got a designer to put
together a system in our
yard that will work at the
cost of \$11,405.03 and can get a
Loan from USDA Hopefully
to do that. My septic system
has not totally failed yet
its on its way out so its
a good time to get the city
approval to do a new system
in writing. for Loan purpose
Both a note and design
Plans are with this Letter
its a two bedroom house with
two adults that's all it will ever
be until we die or have to
move to lack of sewer.

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CITY OF MOSES LAKE

Thank you
April Aynes
&
Mike Peck



**CENTRAL
WASHINGTON
EXCAVATING**

220 S. Hamilton Rd • Moses Lake, WA 98837
509-760-3688

QUOTE

~~INVOICE~~

002440

DATE: 10/20/16

SOLD TO	Mike Peck / April Ayers 730 N. Grape Dr Moses Lake, WA 98837	SHIP TO	New septic system and drainfield installation
----------------	--	----------------	--

CUST. ORDER NO.	DATE SHIPPED	SHIPPED VIA	TERMS	SALESMAN	F.O.B.	OUR ORDER NO.
-----------------	--------------	-------------	-------	----------	--------	---------------

QTY ORDERED	B/O	QTY. SHIPPED	DESCRIPTION	UNIT PRICE	AMOUNT
			Septic Tank		1,150 00
			Pump Tank		1,100 00
			Pump / Panel / Floats		900 00
			Risers		550 00
			Filter		90 00
			Misc. Parts		450 00
			Sand / Gravel		600 00
			Haul Off		600 00
			Pump Out Tank		300 00
			Electrical		1,500 00
			Machine & Labor		3,330 00

	Quote Subtotal	10,570 00
	7.9% Tax	835 03
	Quote Total	11,405 03

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CITY OF MOSES LAKE

QUOTE

APRIL AYRES
730 N. GRAPE DR
M.L. WA 98837

Central WA Excavating, Inc
220 S. Hamilton Rd.
Moses Lake, WA 98837
Ph: 509.760.3688 Fax: 509.765.7384

Date:

September 30, 2016

To: Mike Peck

Salesperson	Job
Jake Yager & Jared Cox	Connect to City Sewer on Grape Dr.

Description	Line Total
Set-Up	\$ 2,500.00
Concrete & Asphalt Cutting	\$ 1,800.00
Bedding Sand	\$ 600.00
5/8 Gravel	\$ 900.00
Shoring & Traffic Plates	\$ 3,500.00
Asphalt Repair	\$ 4,500.00
Concrete Repair	\$ 5,500.00
Sod Repair	\$ 1,000.00
Machine & Labor	\$ 14,000.00
Parts	\$ 2,100.00
Traffic Control	\$ 5,000.00
Estimated Subtotal	\$ 41,400.00
Estimated Tax	\$ 3,270.60
Estimated Total	\$ 44,670.60

Call Jake if you have any questions 509.765.4002. Thank you.

Thank you for your business!

220 S Hamilton Rd, Moses Lake, WA 98837 Ph: 509.760.3688

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70'

← N

1" = 10'

PECK/Aynes
11-0643-500

LAWN.

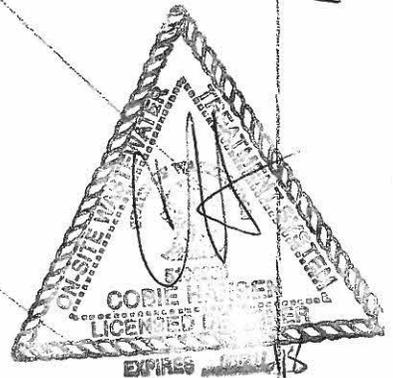
* DO NOT INSTALL
NEW FIELD ON
TOP OF OLD.

* NO TEST HOLE:
SOIL INFO FROM
NRCS: TYPE 1, SOILS @
+23" App RATE
1.0
Z BR
HOUSE

PARKING

WATER LINE

100'



PANEL

CLEAN OUT

WATER SHUT OFF

STEP

TREATMENT LEVEL "C"

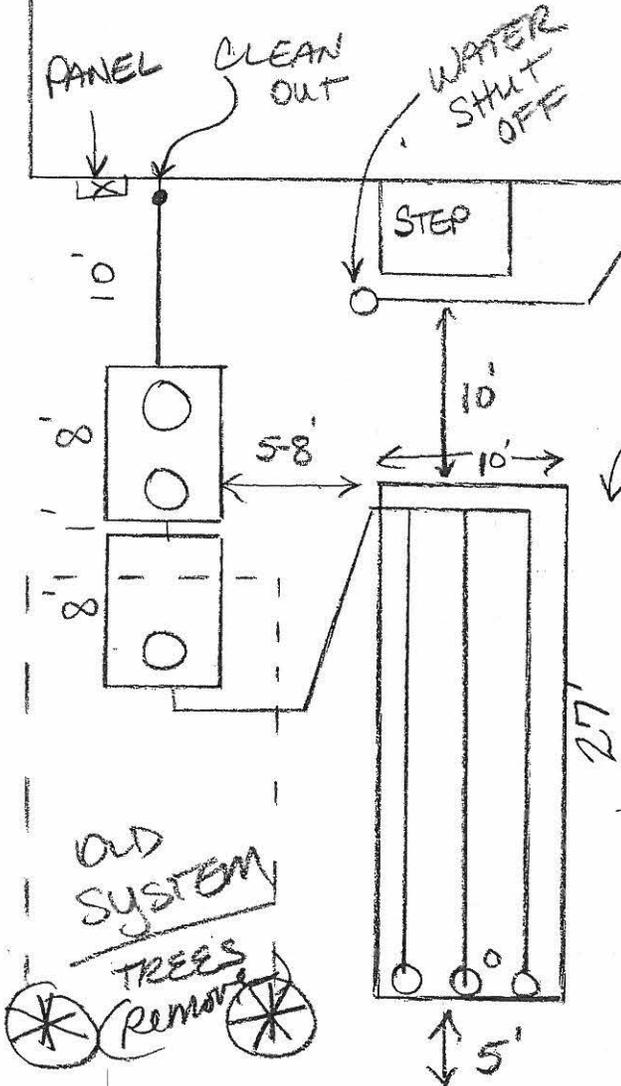
GARAGE

THIS AREA
AVAILABLE
TO "L" FIELD
IF NECESSARY

OLD SYSTEM

TREES
REMOVED

BARN/
SHED



Pump Selection for a Pressurized System - Single Family Residence Project

11-0643-000, Peck/Ayres

Parameters

Discharge Assembly Size	1.25	inches
Transport Length	15	feet
Transport Pipe Class	40	
Transport Line Size	1.25	inches
Distributing Valve Model	None	
Max Elevation Lift	5	feet
Manifold Length	6	feet
Manifold Pipe Class	40	
Manifold Pipe Size	1.00	inches
Number of Laterals per Cell	3	
Lateral Length	25	feet
Lateral Pipe Class	40	
Lateral Pipe Size	1.00	inches
Orifice Size	3/16	inches
Orifice Spacing	2	feet
Residual Head	2	feet
Flow Meter	None	inches
'Add-on' Friction Losses	0	feet

Calculations

Minimum Flow Rate per Orifice	0.62	gpm
Number of Orifices per Zone	39	
Total Flow Rate per Zone	24.5	gpm
Number of Laterals per Zone	3	
% Flow Differential 1st/Last Orifice	7.3	%
Transport Velocity	5.3	fps

Frictional Head Losses

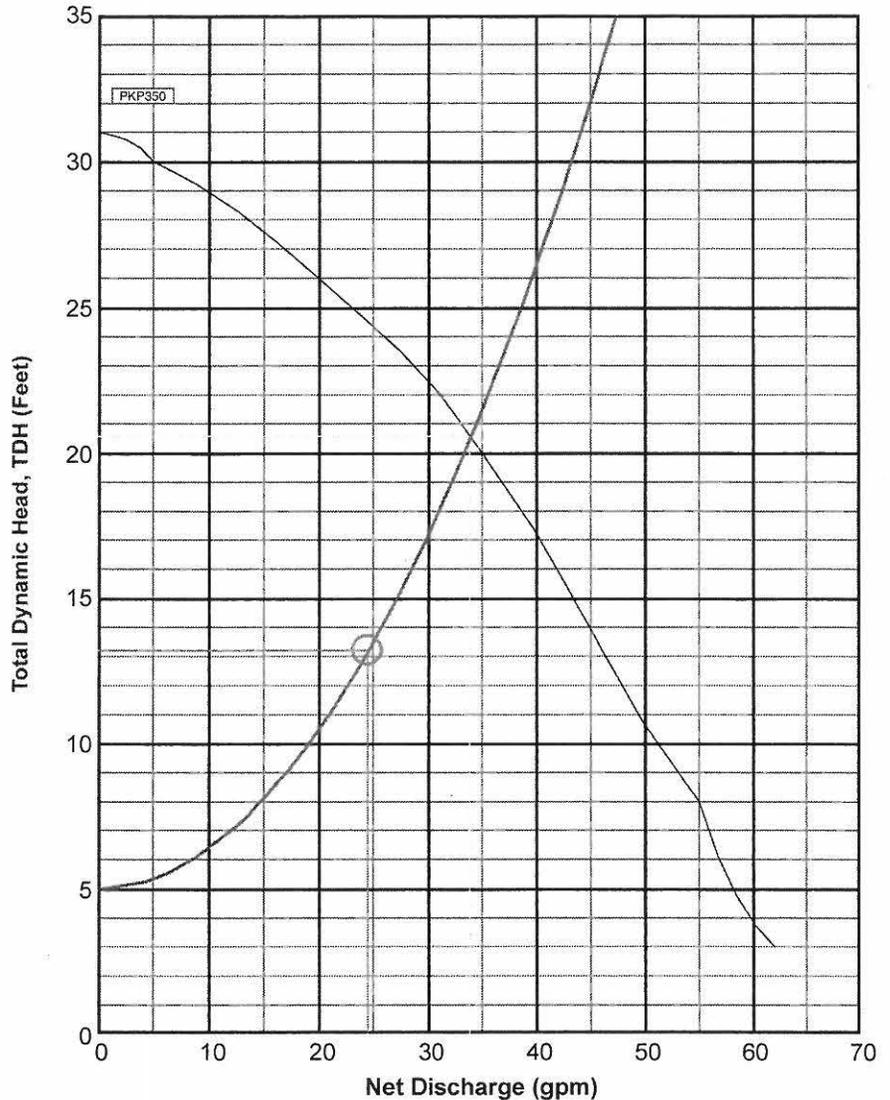
Loss through Discharge	4.2	feet
Loss in Transport	1.1	feet
Loss through Valve	0.0	feet
Loss in Manifold	0.5	feet
Loss in Laterals	0.4	feet
Loss through Flowmeter	0.0	feet
'Add-on' Friction Losses	0.0	feet

Pipe Volumes

Vol of Transport Line	1.2	gals
Vol of Manifold	0.3	gals
Vol of Laterals per Zone	3.4	gals
Total Volume	4.8	gals

Minimum Pump Requirements

Design Flow Rate	24.5	gpm
Total Dynamic Head	13.2	feet



PumpData

PKP350 Effluent Pump
1/2HP, 115V 1Ø

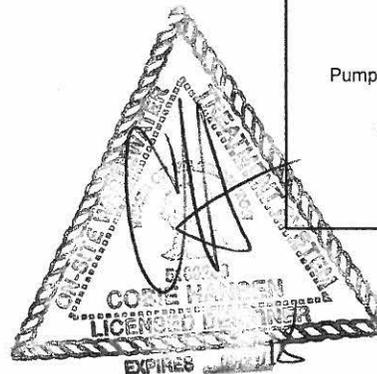
Legend

System Curve:	—
Pump Curve:	—
Pump Optimal Range:	—
Operating Point:	○
Design Point:	○

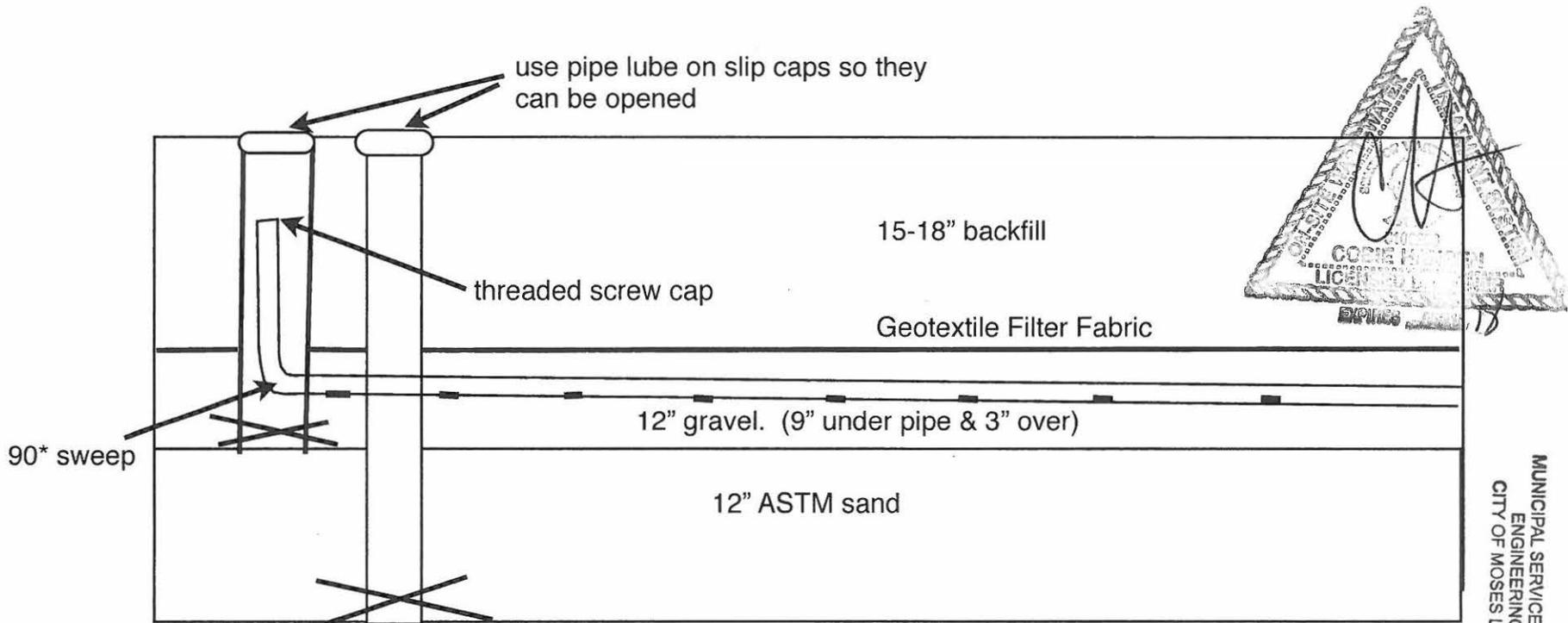
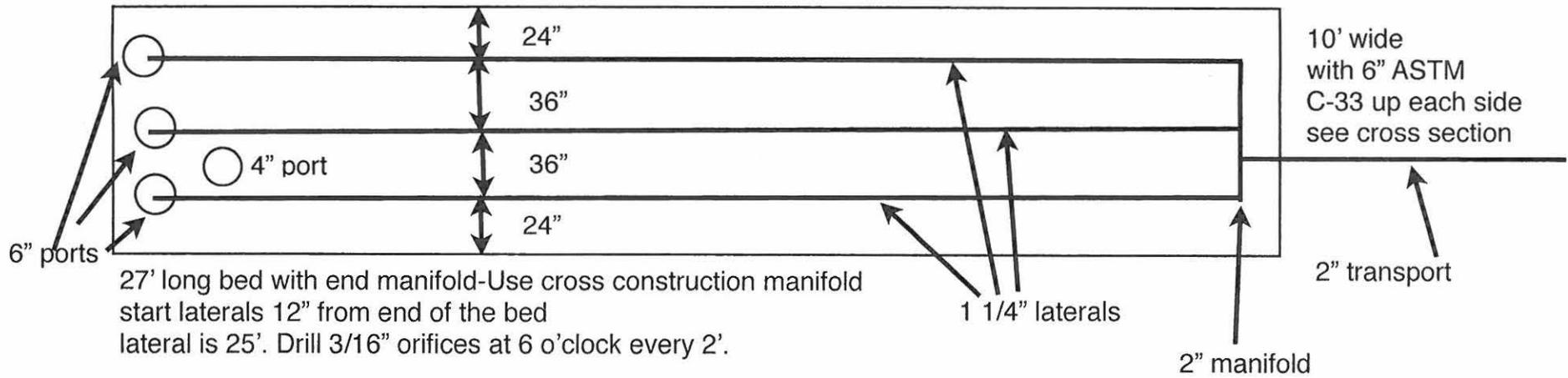
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Oronco Systems®
Incorporated
Changing the Way the
World Does Wastewater®



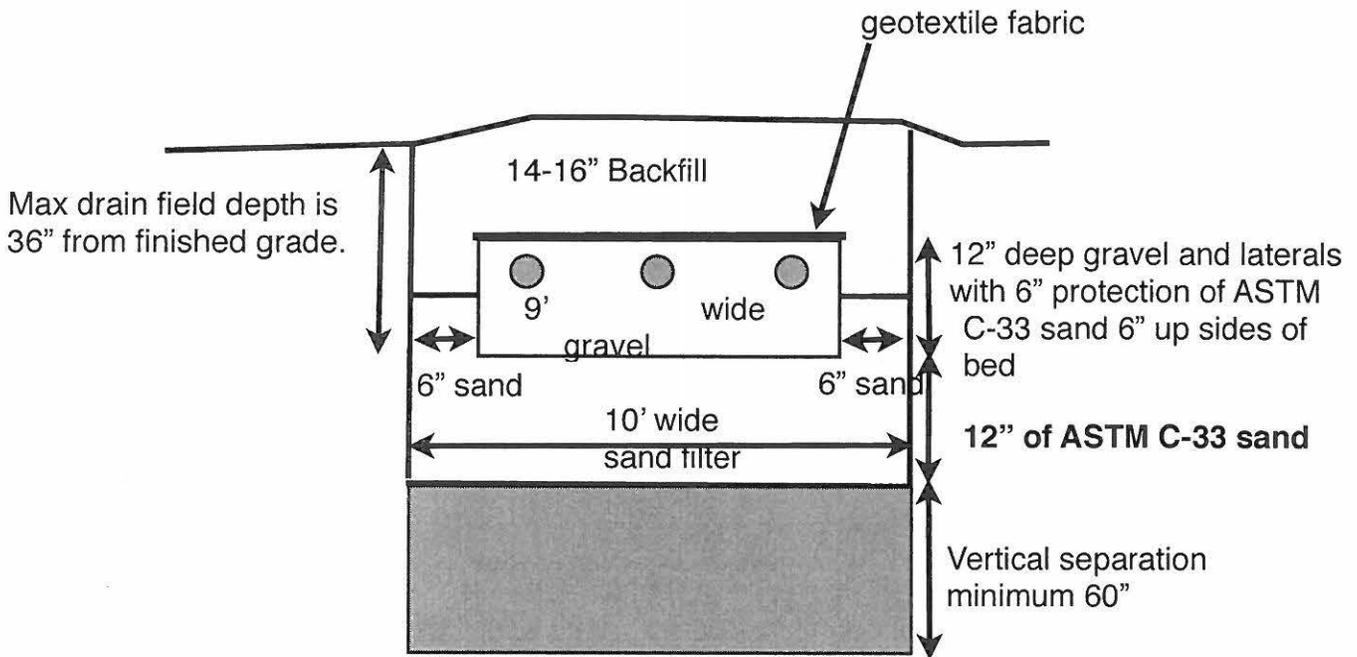
Turn laterals up at ends into 6" ports. Extend to within 6" of surface. The other observation port is 4". Use gasket slip caps. At bottom of ports, drill holes and slide 12" long rebar in cross pattern to keep anchored.

***BED ALL PIPE (TRANSPORT, OUTLET FROM BUILDING, ETC) WITH SAND OR SOIL THAT DOES NOT CONTAIN ROCKS GREATER THAT 1/4". BED 4" UNDER PIPE AND 6" OVER.**

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Commonly in type 1 soil, a sand filter is installed under the drain field. It is a requirement to have an orifice every 6 sq ft. Mathematically, this works when you have laterals in a 9' bed with orifices drilled every 2'. The effluent has to be contained with 6" of sand on each side of the drain field.

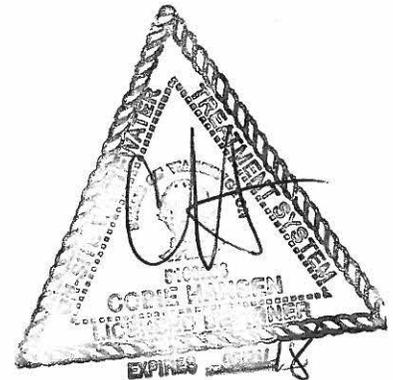
Please see cross section:



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2 Bedroom Pressure Bed:

1,000 gal two-compartment septic tank. Pump old tank & remove.

1,000 gal one-compartment pump tank

Stub out: Existing

No more than 20" cover over tanks (existing)

3 Access risers

Orenco 4" biotube filter with 1/8" mesh, extend handle to within 6" of riser lid.

15' of 1.25" PVC Sch. 40 transport pipe. Slope's toward drain field.

3 laterals 25' long 1" diameter. (start laterals 6" from end of the bed.)

6' manifold- 1" PVC Sch 40

Orenco Panel A1CT installed within line of sight of the pump chamber.

Wiring needs to be done by a licensed electrician.

3 float tree: on/off, high liquid, and low level/ redundant off

Set float to dose 80 gallons or 3 1/2" tether

pump: Orenco PKP350 effluent pump 1/2 HP 115 V. Pump may be substituted if meets curve. Install a pump disconnect within 24" of riser top.

Set pump on a 6" stand with an 18" shroud (measured from the bottom of the tank) to keep the sediment from the pump. Attach the tree to this shroud. M-1 Tanks has this pre-made.

Drain field: Dig a pit 10' X 27' X 42".

Layer 12" of ASTM C-33 sand in the bottom. Install drain field (gravel) no deeper than 36" from existing grade.

Install 9" of drain rock (3/4" to 2 1/2" screened washed gravel) and another 3" over top of laterals.

A 4" observation port needs to extend from the sand / soil interface to the finished grade.

90* sweep ends of laterals toward surface. Install 6" ports over the ends of laterals.

See diagrams of ports plus lateral layout.

Drill 3/16" orifices every 2' in the 6 o'clock position. Call the health department for an inspection. Leave the PVC fittings unglued in the drain field as the orifices need to be in the 12 o'clock position until after inspection.

After inspection turn orifices to 6 o'clock and glue fittings. Install the 3" of drain rock over the top. Cover with filter fabric and then backfill.

2BR X 120 = 240 / 1.0 app rate = 240 sqft / 3'= 80 Linear feet.

Maintain a 60" vertical separation

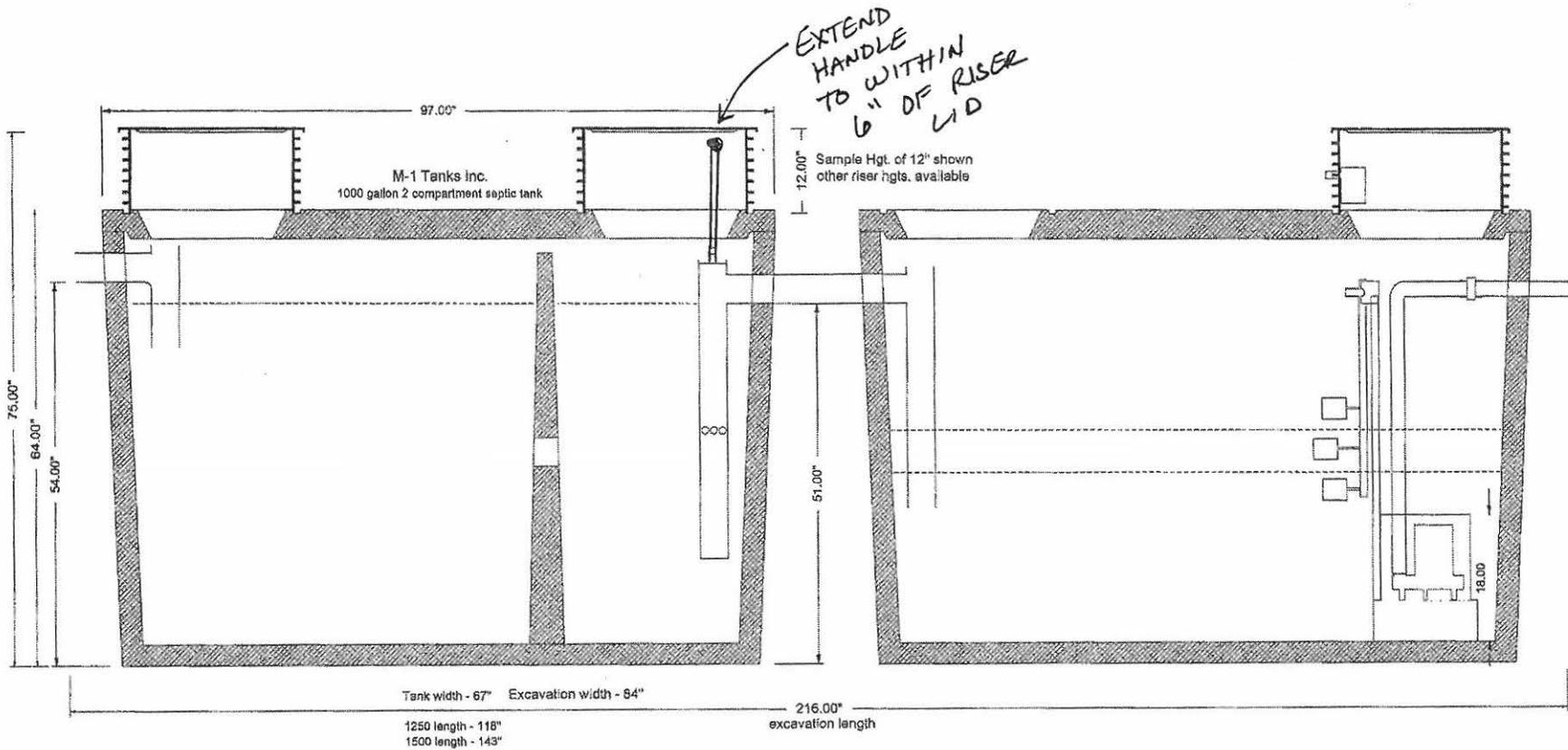
**Remove large trees in the back yard.

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M-1 TANKS, INC.
13058 N Frontage rd E
MOSES LAKE WA 98837
(509)766-2914, FAX 764-0905

2/6/07

originally listed size	Number of Chambers	inside dimensions	Gal. per in.	TRUE volumn	Suggested reference
670	1	56" x 58" x 48" liquid depth	14.1	674.90	675
1000	1	88" x 58" x 48" liquid depth	22.1	1060.57	1050
1250	1	109" x 58" x 48" liquid depth	27.4	1313.66	1300
1500	1	134" x 58" x 48" liquid depth	33.6	1614.96	1600
1000	2	Same as above less divider wall	21.2	1018.39	1000
1250	2	Same as above less divider wall	26.6	1274.49	1250
1500	2	Same as above less divider wall	32.7	1570.97	1550

outside tank dimensions

L x W x H

670	65" x 67" x 64"
1000	97" x 67" x 64"
1250	118" x 67" x 64"
1500	143" x 67" x 64"

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