

MOSES LAKE CITY COUNCIL

Brent Reese
Jason Avila
Jon Lane

Bill Ecret
Mayor



Joseph K. Gavinski
City Manager

David Curnel
Karen Liebrecht
Dick Deane

January 24, 2012

AGENDA

Sophia Guerrero, Executive Secretary

Civic Center - Council Chambers
7:00 p.m.

1. Roll Call
2. Pledge of Allegiance
3. IDENTIFICATION OF CITIZENS WANTING TO DISCUSS AGENDA ITEMS
IDENTIFICATION OF CITIZENS WANTING TO DISCUSS NON-AGENDA ITEMS
4. PRESENTATIONS AND AWARDS
 - A. Employee Presentations
5. CONSENT AGENDA
 - A. Approval of Minutes - January 10, 2012
 - B. Approval of Minutes - January 12, 2012
 - C. Approval of Bills and Checks Issued
 - D. Harrison K. Dano Park Final Major Plat and Findings of Fact
 - E. Resolution - Accept Easement - Maiers Industrial Park 2nd Major Plat
 - F. Resolution - Accept Water and Sewer Improvements - Maiers Industrial Park 2nd Major Plat
6. COMMISSION APPOINTMENTS - None
7. CONSIDERATION OF BIDS AND QUOTES - None
8. PETITIONS, COMMUNICATIONS, OR PUBLIC HEARINGS - None
9. ORDINANCES AND RESOLUTIONS
 - A. Ordinance - Amend MLMC Chapter 13.08 Water & Sewer Connections - 2nd Reading
 - B. Ordinance - Create MLMC Chapter 13.05 Wastewater Regulations - 1st Reading
 - C. Resolution - Lease Purchase Agreement
10. REQUEST TO CALL FOR BIDS
 - A. Crack Seal Project - 2012
11. REFERRALS FROM COMMISSIONS
 - A. Authorization for Amtgard Chapter of Stormhaven to hold their 12th Annual 1,000 Stars Campout in Blue Heron Park - Parks and Recreation Commission
12. OTHER ITEMS FOR COUNCIL CONSIDERATION
 - A. Authorization for City Manager to Execute Agreements with Burke Marketing/Promotions
13. NON-AGENDA ITEMS AND PUBLIC QUESTIONS AND COMMENTS
14. COUNCIL QUESTIONS AND COMMENTS

Finance
Ronald Cone

Municipal Services
Gary Harer

Police Chief
Dean Mitchell

Parks & Recreation
Spencer Grigg

Fire Chief
Tom Taylor

Community Development
Gilbert Alvarado

City Attorney
Katherine L.
Kenison

15. **CITY MANAGER REPORTS AND COMMENTS**
- A. **2011 Crime Statistics**
 - B. **Department Presentation Schedule**
 - C. **Questions for Finance Department Submitted**
 - D. **Staff Report**
 - 1. **Council Financial Report**
 - 2. **Gambling Tax Report**
 - 3. **Investment Report**
 - 4. **Sales Tax / Transient Rental Income Report**

Finance Ronald Cone	Municipal Services Gary Harer	Police Chief Dean Mitchell	Parks & Recreation Spencer Grigg	Fire Chief Tom Taylor	Community Development Gilbert Alvarado	City Attorney Katherine L. Kenison
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MOSES LAKE CITY COUNCIL
January 10, 2012

DRAFT

Council Present: Bill Ecret, Jon Lane, Dick Deane, Karen Liebrecht, David Curnel, Jason Avila, and Brent Reese

The meeting was called to order at 7 p.m. by Mayor Lane.

PLEDGE OF ALLEGIANCE: Mr. Avila led the Council in the pledge of allegiance.

ELECTION OF MAYOR/DEPUTY MAYOR

A process for the election of Mayor and Deputy Mayor was presented for Council consideration.

Action Taken: Mrs. Liebrecht moved that the process for election of Mayor and Deputy Mayor be adopted, seconded by Dr. Curnel, and passed unanimously.

Ron Cone, Finance Director, called for nominations for the position of Mayor.

Mrs. Liebrecht nominated Bill Ecret for Mayor.

Mr. Deane nominated Jon Lane for Mayor.

Nominations were closed and ballots were distributed.

Bill Ecret was elected Mayor.

Ron Cone, Finance Director, called for nominations for the position of Deputy Mayor.

Mr. Avila nominated Dick Deane for Deputy Mayor.

Mr. Ecret nominated Karen Liebrecht for Deputy Mayor.

Nominations were closed and ballots were distributed.

Dick Deane was elected Deputy Mayor.

PRESENTATIONS AND AWARDS - None

CONSENT AGENDA

Minutes: The minutes of the December 22, 2011 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 city hall. As of January 10, 2012 the Council does approve for payment claims in the amount \$915,956.64; prepaid claims in the amounts of \$16,587.74, \$97,960.64, and \$18,907.83; and claim checks in the amount of \$472,037.58, and payroll in the amount of \$5,255.76.

Resolution - Accept Alley and Utility Improvements - Northland Cable: A resolution was presented which accepts the alley and utility improvements constructed adjacent to 254 N. Fig Street by Northland Cable.

Action Taken: Mr. Lane moved that the Consent Agenda be approved, seconded by Mr. Reese, and passed unanimously.

COMMISSION APPOINTMENTS: None

CONSIDERATION OF BIDS AND QUOTES:

VHF NARROWBAND RADIO EQUIPMENT

The City received two bids for the VHF Narrowband Radio Equipment.

Action Taken: Mr. Reese moved that the bid be awarded to Day Wireless Systems, seconded by Dr. Curnel, and passed unanimously.

PETITIONS, COMMUNICATIONS, OR PUBLIC HEARINGS - None

ORDINANCES AND RESOLUTIONS

ORDINANCE - AMEND 13.08 - WATER AND SEWER CONNECTIONS - 1ST READING

An ordinance was presented which deletes the reimbursement requirement on the residential properties along Kinder Road between Miller Street and Stratford Road. These properties will be treated the same as the residents who were provided sewer service in the Longview Sewer Construction Project.

The ordinance amending Chapter 13.08 of the Moses Lake Municipal Code entitled "Water and Sewer Connections" was read by title only.

Action Taken: Dr. Curnel moved that the first reading of the ordinance be adopted, seconded by Mr. Lane, and passed unanimously.

REQUEST TO CALL FOR BIDS

DIVISION STREET LIFT STATION IMPROVEMENTS

Staff requested authorization to call for bids for the Division Street Lift Station Improvements. The project includes new hardware in the wetwell, new above ground electrical, new generator, bypass port, bypass chute, and a concrete pad for parking a maintenance vehicle.

Action Taken: Mrs. Liebrecht moved that staff be authorized to call for bids, seconded by Mr. Avila, and passed unanimously.

WATER MAIN PROJECT

Staff requested authorization to call for bids for the 2012 Water Main Project. This project includes replacing 1,300' of 8" steel water main along Alder Street and 3rd Avenue, installing 9,200' of 12" water main along Randolph Drive, and installing 2,600' of 12" water main along Beacon Road.

Action Taken: Mr. Lane moved that staff be authorized to call for bids, seconded by Dr. Curnel, and passed unanimously.

REFERRALS FROM COMMISSIONS - None

OTHER ITEMS FOR COUNCIL CONSIDERATIONAMBULANCE BILLING CONTRACT

Authorization was requested for the City Manager to sign a Business Association Agreement and an EMS Billing Services Agreement with EF Recovery, LLC for ambulance billing services.

Action Taken: Mr. Lane moved that this item be removed from the table, seconded by Mr. Reese, and passed unanimously.

Joseph K. Gavinski, City Manager, stated that the Council had requested additional information which was received and evaluated by staff.

Tom Taylor, Fire Chief, stated that the new information was evaluated and the references were checked and staff feels that EF Recovery will do the best job for the City. Because the City's ambulance billing clerk is retiring, staff researched the options available and found that there are a number of things that could be done better, even though the software being used by the City is used by many ambulance billing companies. He explained the billing operation for the Council.

Corbin Moberg, Omni Staffing Services, Inc., 704 W. Third, mentioned that they are familiar with the ambulance billing system being used by the City and that it is a state-of-the-art system used by 2600 ambulance providers in the nation. He went over each point raised in the memo provided to Council by staff.

Debbie Doran-Martinez, Chamber of Commerce, felt that the City should set the example of doing as much business locally as possible and to encourage jobs in this area.

There was considerable discussion by the Council.

Action Taken: Mrs. Liebrecht moved that the contract be awarded to Omni Staffing Services, seconded by Dr. Curnel, and failed with Mrs. Liebrecht, Dr. Curnel, and Mr. Avila in favor and Mr. Reese, Mr. Deane, Mr. Lane, and Mr. Ecret opposed.

Action Taken: Mr. Deane moved that the contract be awarded to EF Recovery, seconded by Mr. Lane, and failed with Mr. Deane, Mr. Lane, and Mr. Reese in favor and Mrs. Liebrecht, Dr. Curnel, Mr. Avila, and Mr. Ecret opposed.

Mr. Gavinski pointed out that since neither company was awarded the bid, the City may have to continue doing the ambulance billing in house with different software than is in current use by the City.

Mr. Cone stated that keeping the ambulance billing in house will result in increased costs to the City due to the fact that the City will have only one billing clerk, the fact that no billing takes place when that person is on vacation or sick, and the need for extensive training in this field.

COFFEE SHOP OPERATION

Authorization was requested for the City Manager to accept proposals for the operation of the coffee shop in the Civic Center building.

Joseph K. Gavinski, City Manager, stated that the proposals would be open ended in order to provide an opportunity to anyone interested in operating the coffee shop to submit their ideas on how to operate the facility.

Action Taken: Mr. Lane moved that the City Manager be authorized to accept proposals, seconded by Dr. Curnel, and passed unanimously.

GRANT TRANSIT AUTHORITY

The Grant Transit Authority requested the appointment of a representative and an alternate from the City Council to serve on their Board of Directors for the year 2012.

It was the consensus of the Council that Mr. Deane be re-appointed to serve on the Board and that an alternate be appointed at a later time.

GRANT COUNTY HEALTH DISTRICT

The Grant Transit Health District requested the appointment of a representative and an alternate from the City Council to serve on their Board of Directors for the year 2012.

It was the consensus of the Council that Dr. Curnel be re-appointed to serve on the Board and that an alternate be appointed at a later time.

NON-AGENDA ITEMS AND PUBLIC QUESTIONS AND COMMENTS - None

COUNCIL QUESTIONS AND COMMENTS - None

CITY MANAGER REPORTS AND COMMENTS

AMBULANCE REMOUNT - WAIVE BIDDING REQUIREMENTS

Joseph K. Gavinski, City Manager, reported that the City has purchased an ambulance remount on Vehicle #379. The ambulance box from Vehicle #379, a 2006 Ford E-450 cab and chassis, will be placed on a 2012 cab and chassis and the ambulance will be rehabilitated to function like a new ambulance. Using the City's Waiver of Competitive Bidding Requirements for Purchases Limited to a Single Source or Supply or Involved Special Facilities or Market Conditions Purchasing Policy, the work will be done by Hughes Fire Equipment in order to retain the existing warranty.

COUNCIL/STAFF RETREAT

Joseph K. Gavinski, City Manager, reminded the Council that Retreat is February 24 and 25 and requested the Council provide any items to be discussed.

DEPARTMENT PRESENTATIONS

Joseph K. Gavinski, City Manager, reported that the Parks and Recreation Director will not be available to make his department presentation at the next meeting. The report on the Finance Department will be done at the February 14 meeting so question should be submitted at the January 24 meeting.

LEGISLATIVE CONFERENCE

Joseph K. Gavinski, City Manager, stated that the Legislative Conference is January 25 - 27 and Council members interested in attending should notify the Executive Secretary.

CIVIC CENTER RENTAL AGREEMENT

Joseph K. Gavinski, City Manager, stated that the use of the auditorium will be without cost unless staff is needed to open the facility after normal office hours or if technical assistance is needed. The use of the facility is mainly for governmental agencies and non-profit organizations.

Action Taken: Dr. Curnel moved that the Facilities Request and Agreement be approved, seconded by Mrs. Liebrecht, and passed unanimously.

The regular meeting was adjourned at 8:30 p.m.

ATTEST

Bill Ecret, Mayor

Ron R. Cone, Finance Director

MOSES LAKE CITY COUNCIL
January 12, 2012

DRAFT

Council Present: Bill Ecret, Jon Lane, Dick Deane , Karen Liebrecht, David Curnel, Jason Avila, and Brent Reese

The meeting was called to order at 5 p.m. by Mayor Ecret.

AMBULANCE BILLING CONTRACT

Authorization was requested for the City Manager to sign an agreement for ambulance billing services.

Corbin Moberg, Omni Staffing Services, Inc., 704 W. Third, mentioned that they are affiliated with a national billing company which provides the ability to do all the electronic medical records whether software based or web based. He provided some additional information and once again explained the services that they can provide to the City.

There was considerable discussion.

Ron Covey, representing Grant County Economic Development Council, stated that they would encourage the Council to keep the business local.

Debbie Doran-Martinez, Chamber of Commerce, encouraged the City to do business locally.

Harlan Beagley, Chamber of Commerce, recommended that the local company be given the opportunity to serve the city.

There was additional discussion.

Action Taken: Mr. Reese moved that the contract be awarded to EF Recovery, seconded by Mr. Lane, and failed with Mr. Reese, Mr. Lane, and Mr. Ecret in favor, and Mr. Avila, Mrs. Liebrecht, Dr. Curnel, and Mr. Deane opposed.

Action Taken: Mrs. Liebrecht moved that the contract be awarded to Omni Services, seconded by Mr. Deane, and passed with Mrs. Liebrecht, Mr. Deane, Mr. Avila, and Dr. Curnel in favor and Mr. Reese, Mr. Lane, and Mr. Ecret opposed.

The special meeting was adjourned at 6:05 p.m.

ATTEST

Bill Ecret, Mayor

Ron R. Cone, Finance Director

January 19, 2012

TO: City Manager for Council Consideration

FROM: Community Development Director

SUBJECT: Harrison K. Dano Park Final Major Plat and Findings of Fact

The City of Moses Lake Municipal Services Department submitted a final plat for 4.48 acres located adjacent to Virginia Street, east of Paxson Drive, and north of Park Orchard Elementary. The site is zoned R-1, Single Family Residential. The zoning corresponds with the underlying Comprehensive Plan Land Use Designation of Low Density Residential. The final plat is consistent with the preliminary plat. The Planning Commission recommended that the final plat be approved with conditions.

The Planning Commission recommended that the final plat be approved with conditions. Attached are the Findings, Conclusions and Decision of the Planning Commission. The Council's approval of this decision incorporates and adopts the Findings, Conclusion and Decision of the Planning Commission.

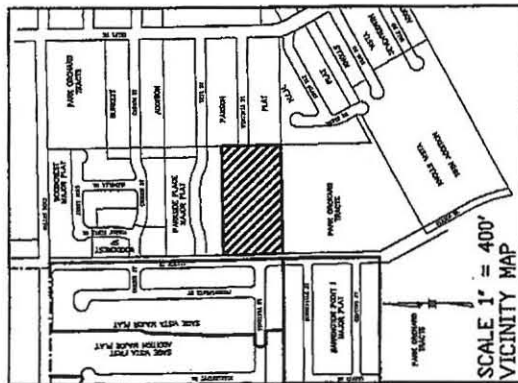
Respectfully submitted

A handwritten signature in black ink, appearing to read 'GA', with a long horizontal stroke extending to the right.

Gilbert Alvarado
Community Development Director

GA:jt

A REPLAT OF A PORTION OF TRACT 37, PARK ORCHARD TRACT, IN THE NORTHWEST 1/4, SOUTHWEST 1/4, SECTION 15, TOWNSHIP 19 NORTH, RANGE 28 EAST W.M., CITY OF MOSES LAKE, GRANT COUNTY, WASHINGTON.



LINE	BEARING	DISTANCE
1	N 89°45'00" E	30.00'
2	S 89°45'00" E	27.00'
3	S 89°14'53" W	85.73'
4	S 89°14'53" W	85.76'
5	S 89°45'00" E	89.91'
6	S 89°45'00" E	30.00'
7	S 89°14'53" W	>300.00'
8	S 89°14'53" W	>300.00'
9	S 89°14'53" W	178.31'
10	S 89°14'53" W	>178.14'
11	S 89°14'53" W	653.67'
12	S 89°14'53" W	89.91'

AUDITOR'S CERTIFICATION
 Filed for record at the request of the City of _____
 Moses Lake this _____ day of _____ at _____
 _____ (Black) _____, and recorded in Volume _____
 _____ of Plats, on Page(s) _____ records of Grant County,
 Washington.

Grand County Auditor

COVENANTS
COVENANTS, AS APPROVED BY THE CITY COUNCIL, ARE FILED AS A SEPARATE INSTRUMENT UNDER AUDITOR'S FILE NUMBER _____
RECORDS OF GRANT COUNTY, WASHINGTON.

C	DELTA	RADIUS	ARC LENGTH	CHORD DIRECTION	CHORD LENGTH	TANGENT
C-1	256.48' 43"	57.00'	257.48'	N 38°38' 14" E	69.08'	-3.35
C-2	784.43'	10.00'	13.78'	S 51°00' 15" E	12.20'	R 22

SURVEYOR'S CERTIFICATION AND DECLARATION

herby certify that this plot is a true and correct representation of the bonds actually surveyed

① PUBLIC UTILITY EASEMENT DEDICATED ON THIS PLAT.
② RIGHT-OF-WAY DEDICATED TO THE CITY OF MOSES LAKE ON THIS PLAT

EQUIPMENT USED

SODAK SET 3RD TOTAL STATION
1" VERTICAL SCALING
3" ALTIMETER
TAPCON GDS GPS

DATE OF SURVEY: OCTOBER 28, 2017

HARRISON K. DAND PARK
MAJOR PLAT

MUNICIPAL SERVICES DEPARTMENT - ENGINEERING DIVISION		SHEET 1 OF 2	FILE NO.
CITY OF MOSES LAKE		WASHINGTON	
GRANT COUNTY			
PROJECT NO.	DATE	NOTED	
BY	DATE		

Unwashed Load Survivor

Dean A. Turner, PLS
Washington Land Surveyor No. 353950
303 S. Nelson St.
Winchester, VA 22607

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

IN THE MATTER OF THE HARRISON K. DANO
PARK FINAL PLAT

FINDINGS OF FACT, CONCLUSIONS, AND
DECISION

1. HEARING BEFORE THE PLANNING COMMISSION.

- 1.1 Date. A public meeting was held upon proper notice before the Commission on January 12, 2012.
- 1.2 Proponent. The City of Moses Lake is the proponent of this plat.
- 1.3 Purpose. The proponent has submitted a final plat application to create one platted lot of 4.48 acres for property which is legally described upon the plat. City staff has confirmed the property described on the plat is the property submitted for platting.
- 1.4 Evidence. The Commission considered the following materials in reaching its decision:
 - A. The final plat submitted January 26, 2010.
 - B. Staff report and attachments.

2. FINDINGS OF FACT BY THE PLANNING COMMISSION.

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

- 2.1 The proponent is the owner of the property.
- 2.2 The property is zoned R-1, Single Family Residential.
- 2.3 There were no significant changes between the preliminary plat and final plat.

3. CONCLUSIONS BY THE PLANNING COMMISSION.

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

- 3.1 The Planning Commission of the City of Moses Lake is vested with the authority to determine approval of plats.
- 3.2 It is in the best interests and welfare of the city's citizens to plat the property as proposed.
- 3.3 With conditions, the final plat is consistent with the preliminary plat approval.

4. DECISION OF THE PLANNING COMMISSION.

On the basis of the foregoing findings of fact and conclusions, it is the recommendation of the Planning Commission that the plat be approved with the following conditions:

- 4.1 The comments of the Development Engineer shall be addressed.

Approved by the Planning Commission on January 12, 2012.

Planning Commission Chairperson

January 20th , 2012

TO: City Manager
For City Council Consideration

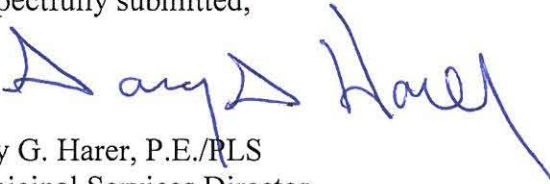
FROM: Municipal Services Director

**SUBJECT: ACCEPT EASEMENT
MAIERS INDUSTRIAL PARK 2ND MAJOR PLAT**

The attached resolution is to accept an easement from Maiers Enterprises, LLC for the extension of water main to serve Maiers Industrial Park 2nd Major Plat.

A copy of the resolution, easement and site map are enclosed for council consideration.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Gary G. Harer", is written over the typed name.

Gary G. Harer, P.E./PLS
Municipal Services Director

encl.

RESOLUTION NO. 3272

A RESOLUTION ACCEPTING AN EASEMENT TO THE CITY OF MOSES LAKE FROM MAIERS INDUSTRIAL PARK INC

Recitals:

1. Resolution No. 238 provides all grants of real estate, or any interest therein, to the City of Moses Lake, shall not be accepted until a resolution has been duly passed by the City Council.
2. Maiers Industrial Park Inc has presented an easement to the City of Moses Lake.

Resolved:

1. Easement for the extension of a water main to serve Maiers Industrial Park 2nd Major Plat on the following described property is hereby accepted by the City of Moses Lake:

A municipal easement for the construction, operation, and maintenance of municipal street and utilities for the improvement of Wheeler Road, in Moses Lake Washington.

City of Moses Lake municipal easement across a portion of Auditor's Parcel Number (APN) 110069428, said municipal easement situated in the Southwest Quarter of the Southwest Quarter of Section 17, Township 19 North, Range 29 East, W.M. and more particularly described as follows:

A PARCEL OF LAND IN THE SOUTHWEST QUARTER OF SECTION 17, TOWNSHIP 19 NORTH, RANGE 29 EAST, W.M., A PORTION OF FARM UNIT 77, TO FIFTH REVISION IRRIGATION BLOCK 41, COLUMBIA BASIN PROJECT, PER THE PLAT THEREOF FILED JULY 27, 1956, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 17 (THE SOUTHWEST CORNER OF SAID FARM UNIT 77), A U.S.B.R. BRASS CAP IN MONUMENT CASE FROM WHICH POINT THE SOUTH QUARTER CORNER OF SAID SECTION 17, A U.S.B.R. BRASS CAP IN MONUMENT CASE, BEARS S89°25'58"E, A DISTANCE OF 2664.09 FEET; THENCE N00°32'38"E, ALONG THE WEST LINE OF SAID SECTION 17 AND THE WEST BOUNDARY OF SAID FARM UNIT 77, A DISTANCE OF 40.00 FEET; THENCE S89°25'58"E, PARALLEL WITH THE SOUTH LINE OF SAID SECTION 17, A DISTANCE OF 978.43 FEET TO THE **TRUE POINT OF BEGINNING**; THENCE N00°27'41"E, A DISTANCE OF 10.00 FEET; THENCE S89°25'58"E PARALLEL WITH THE SOUTH LINE OF SAID SECTION 17, A DISTANCE OF 69.77 FEET TO THE SOUTHWEST CORNER OF LOT 1, BLOCK 1, MAIERS INDUSTRIAL PARK 2ND MAJOR PLAT PER THE PLAT THEREOF FILED IN BOOK 29 OF MAJOR PLATS PAGES 1 THROUGH 4 UNDER AFN 1286533 RECORDS OF SAID GRANT COUNTY; THENCE S01°15'51"W ALONG THE WEST LINE OF SAID MAIERS INDUSTRIAL PARK 2ND MAJOR PLAT, 10.00 FEET; THENCE N89°25'58"W, PARALLEL WITH THE SOUTH LINE OF SAID SECTION 17, A DISTANCE OF 69.63 FEET; TO THE **TRUE POINT OF BEGINNING**.

Accepted by the City Council on January 24th, 2012.

Bill J Ecret, Mayor


ATTEST:

Ronald R. Cone, Finance Director

MEMORANDUM

CITY OF MOSES LAKE
DEVELOPMENT ENGINEERING DIVISION
January 19, 2012

TO: Municipal Services Director

FROM: Development Engineer, Russell L. Brown 

RE: **MAIERS INDUSTRIAL PARK 2ND MAJOR PLAT
13222 EAST WHEELER ROAD
MUNICIPAL EASEMENT (Water)
WATER AND SEWER IMPROVEMENTS**

The executed Municipal Easement (water) and Exhibits, granted to the City of Moses Lake by Maiers Industrial Park, Inc for the extension of a water main to serve Maiers Industrial Park 2nd Major Plat, is attached. The Municipal Easement for the water main can be presented to Council for acceptance and if accepted recorded at Grant County.

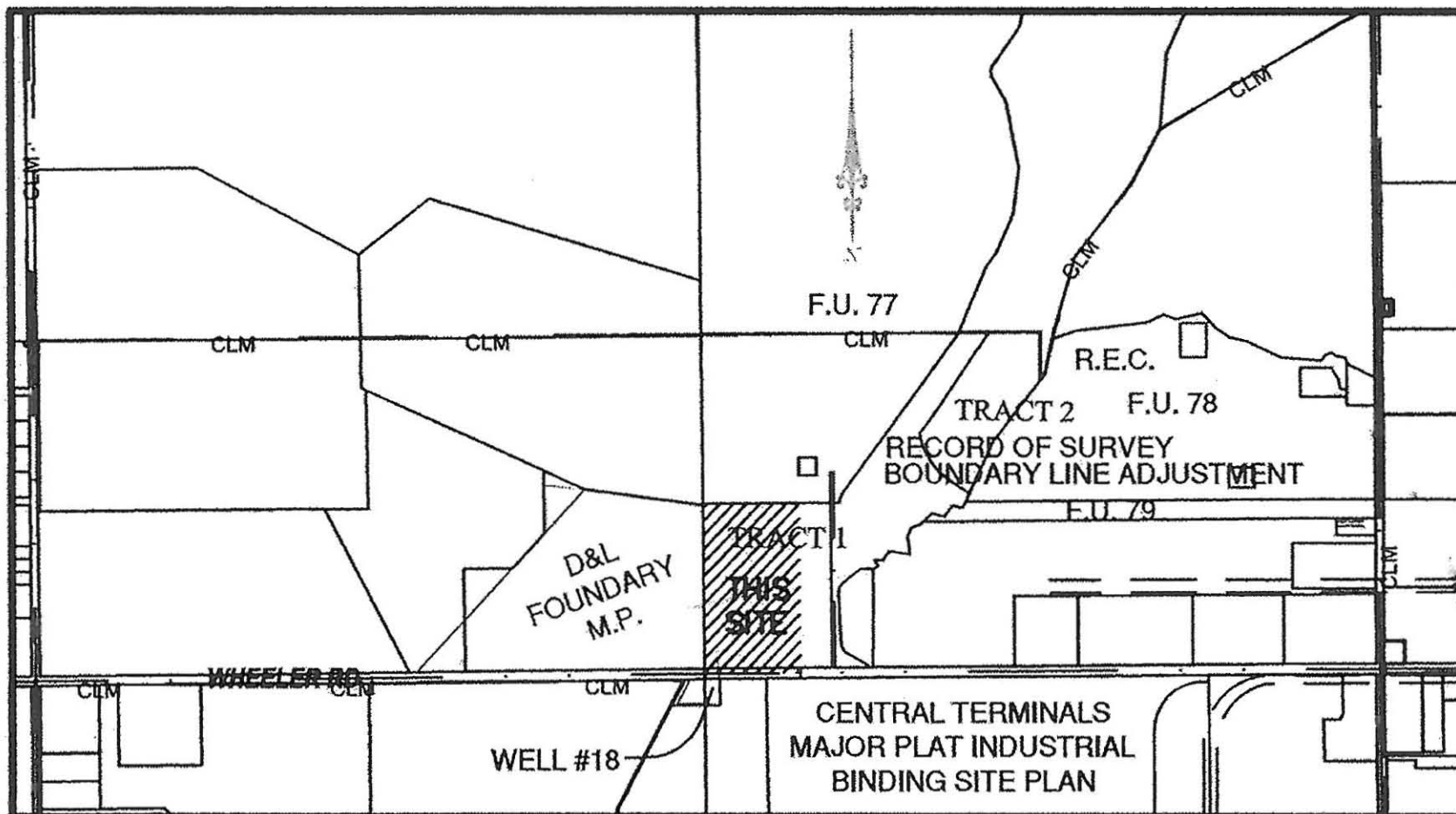
A check in the amount of \$64.00 made out to the Grant County Auditor to pay the filing fees for the easement, Exhibit "A", and Exhibit "B" has been provided by Columbia Northwest Engineering and is attached.

The new public water and sanitary sewer improvements, constructed in the Municipal Easement (water) described above or within existing dedicated East Wheeler Road ROW, can also be accepted at this time. The applicable bonds are in place.

A site plan showing the location of the utility improvements is attached.

If you have any questions or require any additional information please contact me at your earliest convenience.

cc: Senior Planner, Anne Henning
Building Official
Public Works Superintendent
Wastewater Supervisor
Water Supervisor



VICINITY MAP

SCALE: NTS

January 20th, 2012

TO: City Manager
For City Council Consideration

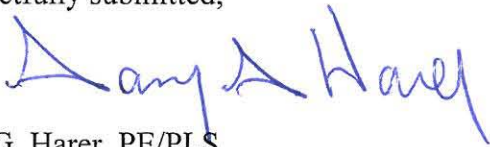
FROM: Municipal Services Director

**SUBJECT: ACCEPT WATER AND SEWER IMPROVEMENTS
MAIERS INDUSTRIAL PARK 2ND MAJOR PLAT**

The attached resolution is presented to the City Council for acceptance of water and sewer improvements, lying in dedicated right-of-way or easements, as part of Maiers Industrial Park 2nd Major Plat. These improvements have been constructed in accordance with the City of Moses Lake's Street and Utility Standards.

The attached resolution and site plan is attached for council consideration.

Respectfully submitted,



Gary G. Harer, PE/PLS
Municipal Services Director

GH:MM;tv

encl.

cc: Development Engineer - Russell Brown

RESOLUTION NO. 3273

**A RESOLUTION ACCEPTING WATER AND SEWER IMPROVEMENTS FOR
MUNICIPAL USE AS PART OF MAIERS INDUSTRIAL PARK 2ND MAJOR PLAT.**

Recitals:

1. Water and Sewer improvements, lying in dedicated right-of-way or easements, are in place and connected to the City of Moses Lake's street and utility systems as part of Maiers Industrial Park 2nd Major Plat.
2. Said water and sewer improvements have been installed in accordance with the City of Moses Lake's Community Standards, such facilities being completed in January 2012.
3. RCW 35.91.030 indicates that public street and utility facilities, which are developer installed should be accepted by the City of Moses Lake upon completion if the facilities are built to city standards.

Resolved:

1. The City Council of the City of Moses Lake accepts the water and sewer improvements as facilities of the City of Moses Lake and as such will charge for use of facilities as authorized by ordinance.
2. After January 24, 2014, all further maintenance and operation cost of said water and sewer mains, shall be borne by the City of Moses Lake, as provided by city ordinance.

ACCEPTED by the City Council on January 24th, 2012.

Bill J Ecret, Mayor


ATTEST:

Ronald R. Cone, Finance Director

MEMORANDUM

CITY OF MOSES LAKE
DEVELOPMENT ENGINEERING DIVISION
January 19, 2012

TO: Municipal Services Director

FROM: Development Engineer, Russell L. Brown 

RE: **MAIERS INDUSTRIAL PARK 2ND MAJOR PLAT
13222 EAST WHEELER ROAD
MUNICIPAL EASEMENT (Water)
WATER AND SEWER IMPROVEMENTS**

The executed Municipal Easement (water) and Exhibits, granted to the City of Moses Lake by Maiers Industrial Park, Inc for the extension of a water main to serve Maiers Industrial Park 2nd Major Plat, is attached. The Municipal Easement for the water main can be presented to Council for acceptance and if accepted recorded at Grant County.

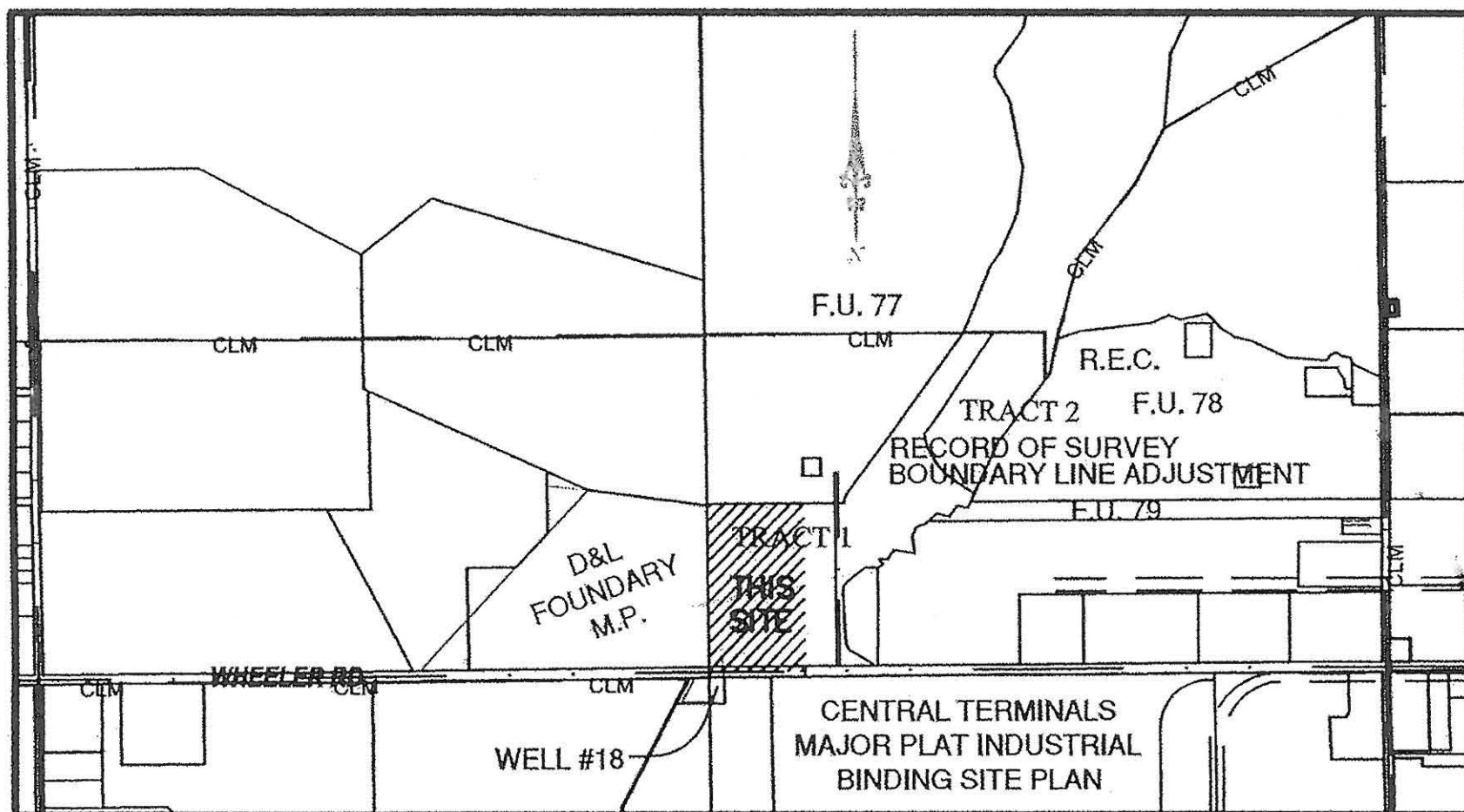
A check in the amount of \$64.00 made out to the Grant County Auditor to pay the filing fees for the easement, Exhibit "A", and Exhibit "B" has been provided by Columbia Northwest Engineering and is attached.

The new public water and sanitary sewer improvements, constructed in the Municipal Easement (water) described above or within existing dedicated East Wheeler Road ROW, can also be accepted at this time. The applicable bonds are in place.

A site plan showing the location of the utility improvements is attached.

If you have any questions or require any additional information please contact me at your earliest convenience.

cc: Senior Planner, Anne Henning
Building Official
Public Works Superintendent
Wastewater Supervisor
Water Supervisor



VICINITY MAP

SCALE: NTS

January 19, 2012

TO: City Manager for Council Consideration
FROM: Gary G. Harer, Municipal Services Director
SUBJECT: Ordinance - Amend Chapter 13.08 - 2nd Reading

Attached is an ordinance which amends Chapter 13.08, Water and Sewer Connections. The ordinance deletes the reimbursement for the residential properties along Kinder Road between Miller and Stratford Road. This area will be treated the same as the residents who were provided sewer service under the Longview Sewer Construction Project.

The ordinance is presented for Council consideration. This is the second reading of the ordinance.

Respectfully submitted



Gary G. Harer
Municipal Services Director

GGH:jt

ORDINANCE NO. 2641

AN ORDINANCE AMENDING CHAPTER 13.08 OF THE MOSES LAKE MUNICIPAL CODE
ENTITLED "WATER AND SEWER CONNECTIONS"

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

Section 1. Chapter 13.08 of the Moses Lake Municipal Code entitled "Water and Sewer Connections" is amended as follows:

13.08.168 Sewer Connection Charges - Central Drive, Kinder Road, and Stratford Road: Sewer service connection charges in Sections 10, 14, and 15, Township 19 North, Range 28 East Willamette Meridian installed by the City of Moses Lake under the Stratford Road Sewer Contract, shall be reimbursed by the property owner upon property subdivision or upon request to connect to city sewer. The reimbursement shall be a portion of the regular permit fee for sewer services as required by ordinance.

A. The square foot permit fee shall be deposited to the 477 fund and the remaining portion of the permit fee shall be placed in the City of Moses Lake sewer revenue fund. The connection charge shall be assessed against the following properties at a rate of \$0.1168 per square foot.

Section 15, Township 19 North, Range 28 East, Willamette Meridian:

Tax #4108 - a portion of Tract 5, Park Orchard Tracts, Grant County, Washington, according to the plat thereof filed December 7, 1914, described as follows: commencing at the northeast corner of Tract 5, thence north 89°19'30" west along the north line of Tract 5 a distance of 260.01 feet to the true point of beginning; thence south 00°14'36" west a distance of 110.00 feet; thence south 14°28'47" east a distance of 95.21 feet; thence south 00°56'08" west a distance of 166.72 more or less to the northerly right of way line of Secondary State Highway No. 11-G which point shall be known in the description as Point "A". Beginning again at the true point of beginning and running north 89°19'30" west a distance of 300.00 feet; thence south 00°14'36" west a distance of 238.72 feet more or less to the northerly right of way line of Secondary State Highway 11-G; thence southeasterly along the northerly right of way line of Secondary State Highway 11-G to Point "A" herein above referred to. Less the following described parcel:

Beginning at the northeast corner of said Tract 5, Park Orchard Tracts; thence north 89°19'30" west along the north line of said Tract 5 a distance 560.01 feet; thence south 00°14'36" west a distance of 100.00 feet to the true point of beginning; thence south 89°19'30" east a distance of 30.00 feet; thence south 00°14'36" west a distance of 10.00 feet; thence north 89°19'30" west a distance of 30.00 feet; thence north 00°14'36" east a distance of 10.00 feet to the true point of beginning.

Tax #10506 - a portion of Tract 5, Park Orchard Tracts, Grant County, Washington, according to the plat thereof filed December 7, 1914, described as follows: commencing at the northeast corner of Tract 5, thence north 89°19'30" west along the north line of Tract 5 a distance of 260.01 feet; thence south 00°14'36" west a distance of 110.00 feet to the true point of beginning; thence south 89°19'30" east a distance of 120.00 feet; thence south 00°14'36" west a distance of 91.90 feet; thence north 89°19'30" west a distance of 95.80 feet; thence north 14°28'47" west a distance of 95.21 feet to the true point of beginning.

Tax #9406 - a portion of Tract 5, Park Orchard Tracts, Grant County, Washington, according to the plat thereof filed December 7, 1914, described as follows: commencing at the northeast corner of Tract 5, thence north 89°19'30" west along the north line of Tract 5 a distance of 260.01 feet; thence south 00°14'36" west a distance of 110.00 feet; thence south 89°19'30" east a distance of 120.00 feet; thence south 00°14'36" west a distance of 91.90 feet to the true point of beginning; thence south 00°14'36" west a distance of 206.17 feet more or less to the northerly right of way line of Secondary State Highway No. 11-G; thence northwesterly along the northerly right of way line of said highway north 67°25'31" west a

distance of 105.74 feet; thence north 00°56'08" east a distance of 166.72 feet; thence south 89°19'30" east a distance of 95.80 feet to the true point of beginning.

- B. The front foot permit fee shall be deposited to the 477 fund and the remaining portion of the permit fee shall be placed in the City of Moses Lake sewer revenue fund. The connection charge shall be assessed against the following properties at a rate of \$27.026 per front foot of the property as it fronts on the sewer line:

1. Section 15, Township 19 North, Range 28 East Willamette Meridian:

Tax #3596 - that portions of Tracts 4, 5, and 6 of Park Orchard Tracts, as per plat filed December 7, 1914, records of Grant County, Washington, described as follows: beginning at the southeast corner of Tract 4, thence north 89°08'55" west, along the south line of Tract 4, a distance of 327.00 feet to the true point of beginning; thence continuing north 89°08'55" west, along said south line, a distance of 803.40 feet to the westerly line of Tract 4; thence north 8°49'36" east, along the westerly line of Tract 4, and said westerly line extended, a distance of 1076.90 feet to the southerly line of Secondary State Highway No. 11-G, as conveyed to the State of Washington, by deed dated February 9, 1954, filed March 26, 1954 as File No. 219201; thence south 67°25'31" east, along said southerly line, a distance of 837.66 feet; thence south 22°34'29" west, along said highway, a distance of 100.00 feet; thence south 67°25'31" east, along said highway, a distance of 100.27 feet, to a point 140 feet west of the east line of Tract 4, measured at right angles thereto; thence south 0°14'29" west, along a line drawn parallel to and 140 feet west of the east line of Tract 4, a distance of 489.80 feet; thence north 89°45'31" west 187.00 feet; thence south 0°14'01" west 134.67 feet to the true point of beginning; together with an easement for ingress and egress over that portion of Tract 4 of Park Orchard Tracts described as follows: beginning at the southeast corner of Tract 4, thence north 0°14'29" east, 138.16 feet, to the true point of beginning; thence continuing north 0°14'29" east 60.00 feet; thence north 89°45'31" west 140.00 feet; thence south 0°14'29" west 60.00 feet; thence south 89°45'31" east 140.00 feet to the true point of beginning.

Tax #3683 - a portion of the northeast 1/4 of Section 15, Township 19 North, Range 28 East Willamette Meridian, described as follows: beginning at the northeast corner of Section 15, thence 1362.35 feet south 00°14'29" west along said section line; thence 1160.40 feet north 89°08'55" west along the southerly line of Tract 4, Park Orchards Tracts to the true point of beginning; thence 1076.90 feet north 08°49'36" east to the southerly line of the state highway; thence 476.97 feet south 33°21'24" west; thence 747.62 feet south 28°10'09" west; thence 450.00 feet south 89°08'55" east to the true point of beginning, containing 5.879 acres, more or less, subject to easements and reservations of record.

Tax #4330 - those portions of Tract 5 and 6 of Park Orchard Tracts as per plat recorded on page 36 of Acreage Plat Book, records of Grant County, Washington, described as follows: beginning at the northeast corner of Tract 5; thence north 89°19'18" west along the north line of Tract 5, a distance of 560 feet to the true point of beginning; thence south 0°14'29" west, a distance of 245 feet, more or less, to a point on the north boundary line of Secondary State Highway No. 11-G, this point being hereby designated point "A", beginning again at the true point of beginning; thence north 89°19'18" west, a distance of 278.99 feet; thence south 0°14'29" west to the northerly boundary line of Secondary State Highway No. 11-G; thence southeasterly along said right-of-way line a distance of 320 feet, more or less, to said point "A".

~~Tax #3810 - a parcel of land in Tract 5 of Park Orchards Tracts as recorded on Page 36 of the Acreage Plat Book, Grant County, Washington Records, described as follows: beginning at the northeast corner of Tract 5; thence north 89°19'18" west along the north line of Tract 5 a distance of 260.01 feet to the true point of beginning; thence south 0°14'29" west 110.00 feet, thence north 89°19'18" west 60.00 feet;~~

thence north $0^{\circ}14'29''$ east 110.00 feet; thence south $89^{\circ}19'18''$ east along the north line of Tract 5 a distance of 60.00 feet to the true point of beginning.

~~Tax #3539 - a parcel of land in Tract 5 of Park Orchards Tracts as recorded on Page 36 of the Acreage Plat Book, Grant County, Washington Records, described as follows: beginning at the northeast corner of Tract 5; thence north $89^{\circ}19'18''$ west along the north line of Tract 5 a distance of 140.01 feet to the true point of beginning; thence south $0^{\circ}14'29''$ west 110.00 feet; thence north $89^{\circ}19'18''$ west 60.00 feet; thence north $0^{\circ}14'29''$ east 110.00 feet; thence south $89^{\circ}19'18''$ east along the north line of Tract 5 a distance of 60.00 feet to the true point of beginning.~~

Tax #1896 - beginning at the northeast corner of Tract 5, Park Orchard Tracts as per plat thereof filed December 17, 1914, records of Grant County, Washington; thence a distance of 175.46 feet, south $00^{\circ}14'29''$ west, along the east line of Tract 5; thence a distance of 140.00 feet, north $89^{\circ}45'31''$ west, thence a distance of 176.50 feet, north $00^{\circ}14'29''$ east to the north boundary line of Tract 5; thence a distance of 140 feet, south $89^{\circ}20'00''$ east, along the north line of Tract 5 to the point of beginning.

Tax # 1220D - a portion of Tract 5, Park Orchard Tracts, Grant County, Washington, according to the recorded plat thereof described as follows: commencing at the northeasterly corner of Tract 5 and running thence 175.46 feet south $00^{\circ}14'29''$ west to the point of beginning; thence running 140 feet north $89^{\circ}45'31''$ west; thence running south 155.57 feet south $00^{\circ}14'29''$ west; thence running 40 feet south $89^{\circ}45'31''$ east; thence running 50 feet north $00^{\circ}14'29''$ east; thence running 100 feet south $89^{\circ}45'31''$ east; thence running 105.57 feet north $00^{\circ}14'29''$ east to the point of beginning.

Tax #1220G - a portion of Tract 5, Park Orchard Tracts, according to the plat thereof recorded in Acreage Plats, page 36, records of Grant County, Washington, lying northerly of the right-of-way of Secondary State Highway No. 11-G as conveyed to the State of Washington by deed dated January 27, 1954, recorded March 26, 1954, under Auditor's File No. 219203, described as follows: beginning at the northeast corner of Tract 5 of Park Orchard Tracts, according to the plat thereof recorded in Acreage Plats, page 36, records of Grant County, Washington; thence south $00^{\circ}14'29''$ west a distance of 281.03 feet along the east line of Tract 5 to the true point of beginning; thence north $89^{\circ}45'31''$ west a distance of 100 feet; thence south $00^{\circ}14'29''$ west a distance of 50 feet; thence north $89^{\circ}45'31''$ west a distance of 40 feet; thence south $00^{\circ}14'29''$ west a distance of 76.98 feet, more or less to a point on the northerly right-of-way line of State Highway No. 11-G, as conveyed to the State of Washington by deed dated January 27, 1954, recorded March 26, 1954, under Auditor's File No. 219203; thence south $67^{\circ}25'31''$ east along said right-of-way line a distance of 87.70 feet to a point 75 feet northeasterly, when measured at right angles from Highway Engineers Station 165+25; thence north $67^{\circ}34'29''$ east a distance of 63.79 feet to an intersection with the east line of Tract 5; thence north $00^{\circ}14'29''$ east along the east line of Tract 5 to the true point of beginning.

2. Section 10, Township 19 North, Range 28 East Willamette Meridian

Longview Tracts, Block 1, Lot 10

Longview Tracts, Block 1, Lot 11

~~Tax #1899 - a portion of the southeast 1/4 of Section 10, Township 19 North, Range 28 East Willamette Meridian, Grant County, Washington, described as follows: beginning at the southeast corner of Section 10, thence 380 feet westerly along the south boundary line of Section 10 to the true point of beginning; thence continuing 60 feet westerly along said boundary line; thence 130 feet northerly on a line parallel with the east boundary line of Section 10; thence 60 feet easterly on a line parallel with the south boundary line of Section 10; thence 130 feet southerly on a line parallel with the east boundary line of Section 10 to the point of beginning, except right-of-way for county roads.~~

Tax #1389 - that portion of the southeast 1/4 of the southeast 1/4 of Section 10, Township 19 North, Range 28 East Willamette Meridian, Grant County, Washington, described as follows: beginning at the southeast corner of Section 10; thence a distance of 320.00 feet, north 89°20'00" west along the south line of Section 10; thence a distance of 30.00 feet, north 00°28'20" east, to the true point of beginning; thence continuing a distance of 100.00 feet north 00°28'20" east; thence a distance of 60.00 feet, north 89°20'00" west, parallel to the south line of the southeast quarter of Section 10; thence a distance of 100.00 feet south 00°28'20" west; thence a distance of 60.00 feet, south 89°20'00" east, parallel to the south line to the southeast quarter of Section 10 to the true point of beginning.

— Tax #1624 - a tract of land in the southeast 1/4 of the southeast 1/4 of Section 10, Township 19 North, Range 28 East Willamette Meridian, Grant County, Washington, described as follows: beginning at the southeast corner of Section 10; thence running north 89°20'00" west, a distance of 260 feet; thence running north 00°28'20" east a distance of 30 feet to the true point of beginning; thence north 00°28'20" east, a distance of 100 feet; thence north 89°20'00" west, a distance of 60 feet; thence south 00°28'20" west, a distance of 100 feet; thence south 89°20'00" east, a distance of 60 feet to the true point of beginning.

Tax #1625 - in the southeast 1/4 of the southeast 1/4 in Section 10, Township 19, Range 28, East Willamette Meridian, more particularly described as follows: beginning at the southeast corner of Section 10; thence north 89°20'00" west a distance of 200 feet; thence north 00°28'20" east a distance of 30 feet to the true point of beginning; thence north 00°28'20" east 100 feet; thence north 89°20'00" west a distance of 60 feet; thence south 00°28'20" west a distance of 100 feet; thence south 89°20'00" east a distance of 60 feet to the true point of beginning.

Tax #1900 and #1901 - a portion of the southeast 1/4 of Section 10, Township 19 North, Range 28 East Willamette Meridian, Grant County, Washington, described as follows: beginning at the southeast corner of Section 10; thence 80 feet westerly along the south boundary line of said section to the true point of beginning; thence continuing 120 feet westerly along said boundary line; thence 130 feet northerly to a line parallel with the east boundary line of Section 10; thence 120 feet easterly on a line parallel with the south boundary line of Section 10; thence 130 feet southerly on a line parallel with the east boundary line of said section to the true point of beginning.

Tax #1262 - a tract of land in the southeast 1/4, of the southeast 1/4, of the southeast 1/4 of Section 10, Township 19 North, Range 28, East Willamette Meridian, described by metes and bounds as follows: commencing at the southeast corner of Section 10; thence northerly on the east line of Section 10 a distance of 30 feet to the westerly line of the county road; thence west parallel to the south line 30 feet along the east line of said section; thence northerly parallel with the east line of said section a distance of 100 feet; thence westerly parallel with the south line of Section 10 a distance of 50 feet; thence southerly parallel with the east line of Section 10 a distance of 100 feet; thence on the north line of the county road running along the south line of Section 10; thence easterly parallel with the south line a distance of 50 feet to the true point of beginning.

3. Section 14, Township 19 North, Range 28 East Willamette Meridian,

Tax #6579 - that portion of the northwest 1/4 of Section 14, Township 19 North, Range 28 East Willamette Meridian, Grant County, Washington, described as follows: beginning at the northwest corner of Section 14; thence south 0°14'10" west, along the west line of said section, 30 feet; thence south 89°47'50" east parallel to the north line of said section, 30 feet to the true point of beginning; thence south 89°47'50" east 397 feet; thence south 0°14'10" west 180 feet; thence north 89°47'50" west 127 feet; thence north 0°14'10" east 30 feet; thence north 89°47'50" west 270 feet; thence north 0°14'10" east 150 feet to the true point of beginning.

Tax #7745, Parcel 1 - that portion of the northwest 1/4 of the northwest 1/4 of Section 14, Township 19 North, Range 28 East Willamette Meridian, Grant County, Washington, described as follows: beginning at the northwest corner of Section 14; thence south along said section line, a distance of 180 feet to the true point of beginning; thence east, a distance of 300 feet parallel to the north line of said section; thence south, a distance of 200 feet parallel to the west line of said section; thence west, a distance of 300 feet parallel to the north line of said section; thence north, a distance of 200 feet along the west line of said section to the true point of beginning.

Tax #7745, Parcel 2 - that portion of the northwest 1/4 of Section 14, Township 19 North, Range 28 EWM, Grant County, Washington, being and lying north of Washington State Highway No. 17, formerly known as Highway 11-G and lying southwesterly of the 100 foot wide railroad spur line right-of-way as described in instrument recorded February 15, 1972, under Auditor's File No. 573624; except, beginning at the northwest corner of Section 14; thence south along said section line, 180 feet to the true point of beginning; thence east, a distance of 300 feet, parallel to the north line of said section; thence south, a distance of 200 feet parallel to the west line of said section; thence west, a distance of 300 feet parallel to the north line of said section; thence north, a distance of 200 feet, along the west line of said section to the true point of beginning; except, beginning at the northwest corner of Section 14; thence south 0°14'10" west along the west line of said section, a distance of 30 feet; thence south 89°47'50" east, parallel to the north line of said section, 30 feet to the true point of beginning; thence south 89°47'50" east, a distance of 397 feet; thence south 0°14'10" west, a distance of 180 feet; thence north 89°47'50" west, a distance of 127 feet; thence north 0°14'10" east, a distance of 30 feet; thence north 89°47'50" west, a distance of 270 feet; thence north 0°14'10" east, a distance of 150 feet to the true point of beginning; except those portions conveyed to the State of Washington by deeds recorded August 12, 1954, July 14, 1954, August 19, 1954, July 8, 1958, March 25, 1965, and March 25, 1965, under Auditors' File Nos. 227531, 225670, 228100, 320800, 473390, and 473400.

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 January 24, 2012

Bill Ecret, Mayor

ATTEST:

Ronald R. Cone, Finance Director

APPROVED AS TO FORM:

Katherine L. Kenison, City Attorney

January 17, 2012

TO: City Manager
For Council Information

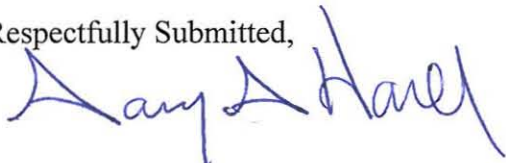
FROM: Municipal Services Director

SUBJECT: **Ordinance - Create MLMC 13.05 - Wastewater Regulations - First Reading**

Attached is an ordinance that creates Moses Lake Municipal Code 13.05, entitled "Wastewater Regulations", and deletes Moses Lake Municipal Code 13.04, entitled "Sewer Regulations". Staff proposes to re-codify chapter 13.04 since a large portion has been reorganized. The purpose of the changes is to update the nomenclature, and streamline the verbiage to make this chapter more efficient for the public and staff.

This ordinance is presented for Council consideration. This is the first reading of the ordinance.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Gary Harer", written over a horizontal line.

Gary Harer, PE/PLS
Municipal Services Director

ORDINANCE NO.

AN ORDINANCE CREATING CHAPTER 13.05 OF THE MOSES LAKE MUNICIPAL CODE ENTITLED "WASTEWATER REGULATIONS"

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

Section 1. Chapter 13.04 of the Moses Lake Municipal Code entitled "Sewer Regulations" is deleted in its entirety.

Section 2. Chapter 13.05 of the Moses Lake Municipal Code entitled "Wastewater Regulations" is created as follows:

13.05.010 Purpose: The purpose of this chapter is to set forth uniform requirements for discharges into the City of Moses Lake's POTW and to enable the City to protect public health in conformity with all applicable local, state and federal laws.

13.05.020 Abbreviations: The following abbreviations, when used in this Chapter, shall have the designated meaning:

- A. BOD Biochemical Oxygen Demand.
- B. FOG Fats, Oil, and Grease.
- C. mg/L Milligrams per liter, generally interchangeable with parts per million in water treatment calculations.
- D. POTW Publicly Owned Treatment Works.
- E. TDS Total Dissolved Solids.
- F. TSS Total Suspended Solids.

13.05.030 Definitions: Unless the context specifically indicates otherwise, the meaning of terms used in the chapter shall be as provided in this section:

- A. "BOD" means the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures during five (5) days at 20° Celsius, usually expressed as a concentration of mg/L.
- B. "Building Sewer" means the sewer service line beginning two feet from the edge of the building and ending at the POTW's sewer main.
- C. "Dangerous Waste" is defined in WAC 173-303-040.
- D. "Domestic Wastewater" means water that carries human wastes, including toilet, kitchen, bath, and laundry wastes.
- E. "FOG" means polar and non-polar fats, oil, and grease that originate from animals, vegetables, petroleum, nonbiodegradable cutting oil, and mineral oil.
- F. "Forcemain" means a sanitary sewer main that is pressurized by a POTW lift station, or a sanitary sewer main that is pressurized by commercial or industrial users.
- G. "Garbage" means solid wastes from the preparation, cooking, and dispensing of food, and from the handling, storage, and sale of produce.

- H. "Industrial User" means a person that discharges industrial wastewater to the POTW.
- I. "Industrial Wastewater" means water or liquid that carries waste from industrial or commercial businesses. Apartment buildings containing three or more dwellings are considered a commercial business.
- J. "Interference" means a discharge alone or in conjunction with discharges by other sources that inhibits or disrupts the POTW, or the POTW's treatment operation, or biosolids processes, or that causes a violation of any requirement of the City's state waste discharge permit.
- K. "May" means permissive as allowed by the City Manager, City Council, Municipal Services Director, or the Department of Ecology.
- L. "Medical Waste" means isolation wastes, infectious agents, blood, blood products, pathological wastes, sharps, body parts, contaminated bedding, surgical wastes, potentially contaminated laboratory wastes, and dialysis wastes.
- M. "Municipal Services Director" is the director who is responsible to the City Manager for management of the Public Works and Engineering Divisions, the supervision of departmental employees, and for the effective administration, construction, and development of public works, engineering, and related public facilities. The Municipal Services Director may designate representatives to assist in the performance of these duties.
- N. "Natural Outlet" means any outlet into a watercourse, pond, ditch, lake, or other body of surface water or groundwater.
- O. "Owner" means any part owner, joint owner, tenant in common, joint tenant, tenant by the entirety, of the whole, or a part of such building or land.
- P. "Pass Through" means a discharge that exits the POTW into waters of the United States in quantities or concentrations, alone or in conjunction with a discharge or discharges from other sources that creates a violation of any requirement of the City's state waste discharge permit.
- Q. "Person" means any individual, firm, company, association, society, corporation, or group.
- R. "pH" means a measurement of the acidity or alkalinity of a solution, expressed in standard units.
- S. "POTW" means the city owned system of gravity mains, force mains, pump stations, and wastewater treatment plants that convey and treat wastewater.
- T. "Pretreatment Standards" means general discharge prohibitions, City's specific limitations on discharge, State standards, or the National Categorical Pretreatment Standards for any specific pollutant, whichever standard is most stringent.
- U. "Pretreatment" means the reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in industrial wastewater prior to or in lieu of introducing such pollutants into the POTW. This reduction, elimination, or alteration can be obtained by physical, chemical, or biological processes; by process changes; or by other means. Diluting the concentration of the pollutants is only allowed by an applicable pretreatment standard.
- V. "Stormwater" means precipitation, groundwater, surface water, roof runoff, or subsurface drainage.
- W. "Shall" means a mandatory requirement.

- X. "Significant Industrial User" means an industrial or commercial user that meets one or more of the following criteria:
1. Subject to Categorical Pretreatment Standards under 40 CFR 403.6 and 40 CFR chapter I, subchapter N.
 2. Discharges an average of 25,000 gallons per day or more of industrial wastewater to the POTW.
 3. Discharges industrial wastewater that exceeds 5 percent of the average dry weather hydraulic or organic capacity of the POTW treatment plant.
 4. The Department of Ecology determines that the industrial user has a reasonable potential for adversely affecting the POTW's operation or for violating pretreatment standards or requirements in accordance with 40 CFR.8(f)(6).
- Y. "Slug Discharge" means any discharge at a flow rate or concentration that could cause a violation of this chapter, and any discharge not of a routine, regular, or episodic nature.
- Z. "Total Dissolved Solids" means the portion of total solids in water or wastewater that passes through a specific filter.
- AA. "Total Suspended Solids" means the portion of total solids that are floating or suspended in water, or wastewater; and that are removable by laboratory filtering.
- BB. "User" means a person that is responsible for discharging wastewater to the POTW.
- CC. "Wastewater" means domestic wastewater or industrial wastewater.
- DD. "Waste Discharge Permit" means a permit required for every significant industrial user granting the privilege of discharging their industrial wastewater into the POTW.

13.05.040 Discharge of Wastewater into Natural Outlets: It is unlawful to discharge wastewater into any natural outlet.

13.05.050 Use of Privies and Septic Tanks: Except as permitted by the Grant County Health District, it is unlawful to construct any privy, privy vault, septic tank, cesspool, or other facility intended to be used for the disposal of wastewater.

13.05.060 Private Wastewater Systems:

- A. Septic tanks and alternative onsite disposal systems are prohibited for new subdivisions, except in heavy industrial zones where sewer treatment systems and onsite disposal systems may be allowed by City Council.
- B. Wastewater systems including mains, manholes, lift stations and their appurtenances located in private streets, binding site plans and on private property shall be privately owned.
- C. The construction plans for the installation of privately owned wastewater systems that discharge to the POTW shall be in compliance with the requirements of the Street and Utility Construction Standards, and shall be approved by the Municipal Services Director prior to construction. Furthermore, the Municipal Services Director will observe the installation of the wastewater system. The engineer of record shall inspect and direct the contractor to assure that the installation complies with the approved plans and specifications.

13.05.070 Prohibited Wastes: Except as provided in this chapter, no person shall discharge wastewater to the POTW that contains the following characteristics:

- A. A Temperature greater than 104°F.
- B. A FOG concentration greater than 100 mg/L.
- C. Substances that can solidify or become discernibly viscous at temperatures greater than 32°F.
- D. Pollutants that could create a fire or explosive hazard in the POTW, alone or by interaction, including waste streams with a closed-cup flashpoint of less than 140°F using the test methods specified in 40 CFR 261.21, 40 CFR 403.5(b)(1), or are capable of creating a public nuisance per WAC 173-216-060(2)(b)(ii).
- E. Solids or viscous substances that could cause an obstruction, pass through, or any other interference with the operation of the POTW.
- F. A pH less than 6.0 or greater than 11.0.
- G. Corrosive properties capable of causing damage or that are hazardous to POTW structures, equipment, or maintenance personnel.
- H. Dangerous wastes.
- I. Toxic or poisonous substances in sufficient quantity to interfere with any POTW processes, or constitute a hazard to humans, animals or the receiving waters of the POTW.
- J. Noxious or malodorous gases or substances capable of creating a public nuisance.
- K. A five (5) day BOD concentration greater than three hundred (300) mg/L.
- L. A TSS concentration greater than three hundred and fifty (350) mg/L.
- M. Unacceptable amounts of TDS that could cause an interference with the normal operation of the POTW. Limitations for TDS will be set after the Department of Ecology and the City review the engineering reports from the prospective discharger, and investigate alternatives to reduce TDS in the wastewater.
- N. A greater color than 15 color units.
- O. Stormwater.
- P. High volumes of wastewater with a low BOD per volume ratio that could adversely affect the treatment plants' process capabilities.
- Q. Swimming pool water.

13.05.080 Dangerous Wastes: The owner shall notify the Municipal Services Director, and the Department of Ecology, Eastern Region Dangerous Waste Unit, upon discovery of a discharge of dangerous waste to the POTW. The notification shall include the following:

- A. The contact person with phone number.
- B. The location and time.
- C. The name of the dangerous waste as set forth in Chapter 173-303 WAC.

D. The dangerous waste number.

E. The type of discharge (continuous, batch, or other).

13.05.090 Significant Industrial Users: All significant industrial users shall obtain a waste discharge permit from the Department of Ecology and from the City prior to discharging industrial wastewater to the POTW.

13.05.100 Control Manholes: The Municipal Services Director may require an industrial user to install a suitable control manhole on the building sewer to facilitate observation, sampling, and measurement of the wastewater. Such manhole shall be accessible, safely located, and constructed in accordance with plans approved by the Municipal Services Director. The manhole shall be installed by the industrial user at the industrial user's expense, shall be maintained by the industrial user, and shall be safe and accessible at all times.

13.05.110 Tests and Analyses: All measurements, tests, and analyses of the characteristics of wastewater shall be performed in accordance with the Standard Methods for the Examination of Water and Wastewater by a Department of Ecology accredited laboratory. The samples shall be taken at the control manhole, when installed. When a specific control manhole is not required, the sample location shall be taken at the nearest downstream manhole in the POTW. When requested by the Municipal Services Director, a user shall submit information on the nature and characteristic of its wastewater to assure full compliance with this chapter. Samples taken to meet the requirements of this chapter shall be representative of the volume and nature of the test parameters, including representative sampling of any unusual discharge or discharge condition. All costs associated with testing and analyses shall be borne by the user.

13.05.120 Waste Discharge Permit: Statements contained in this chapter shall not be construed as preventing any waste discharge permit between the City Council, Department of Ecology, and an industrial user, whereby the wastewater of unusual strength or character may be approved by the City Council and the Department of Ecology for treatment, which may be subject to conditions.

13.05.130 Discharge to the POTW Without Physical Connection: Approval to discharge wastewater to the POTW without a physical connection to the POTW may be granted by the City Council provided the discharge shall not have any deleterious or damaging effects on the health and welfare of the City's residents, and that the discharge will be in the City's best interests. No wastewater shall be discharged in such a manner until the user receives a letter from the City stating that the City Council approved the request. Approval letters should include the following information:

A. The payment rate.

B. The limitations on the quantity and quality of the wastewater.

C. A statement that "the approval is terminable by the City Council within thirty (30) days of written notice by the City to the user."

D. The location and method that the wastewater is allowed to be discharged to the POTW.

E. The periodic testing requirements of the wastewater.

13.05.140 Connection to the POTW Outside of the Corporate Limits: No connection shall be allowed unless authorized by the City Council. The authorization to discharge wastewater to the POTW shall include the requirement of the property owner to execute an extraterritorial utility extension agreement upon forms prepared by the City, unless the City Council enters into the record a finding that the property owner is incapable of executing such an agreement, as distinguished from the property owner's reluctance to execute the agreement. As a condition of approval, all building sewers and mains are subject to review and approval by the Municipal Services Director.

13.05.150 Requirement to Connect to the POTW: The owner of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purpose, situated within two hundred feet (200') of the POTW, is required at the owner's expense to connect such facilities 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. The owner can appeal the decision to the City Council within ten (10) days of the decision of the Municipal Services Director. The decision of the City Council shall be final. 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.

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.

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.

13.05.180 Discharge to the POTW: The following items are required to be completed, when applicable, prior to discharging to the POTW:

A. Application forms:

- 1. Utility Service Request – Engineering Division.
- 2. Request for Utility Service – Finance Department.

B. Fees are paid:

- 1. Utility service charge – Finance Department.
- 2. System development charges listed in MLMC 3.62 – Engineering Division.
- 3. Private reimbursement fees – Engineering Division.
- 4. Reimbursement fees listed in MLMC 13.08 – Engineering Division.
- 5. Waste Discharge Permit fees listed in MLMC 3.54 – Operations Division.

C. The wastewater improvements that are being dedicated to the City have been completed and accepted by the City.

D. An extraterritorial agreement is recorded at the Grant County Auditor's Office.

E. The waste discharge permits are approved by the City and the Department of Ecology.

F. A Wastewater Industrial User Survey has been submitted to the Wastewater Division Supervisor that is deemed to be complete.

13.05.190 Building Sewers: All costs and expenses incident to the installation and connection to the POTW shall be borne by the owner. The property owner shall indemnify the City from loss or damage that is directly or indirectly occasioned by the connection of the building sewer to the POTW.

New buildings may only connect to existing building sewers when the building sewer meets all requirements of this chapter and the Washington State adopted International Building Code.

13.05.200 Separate Building Sewers: A separate and independent building sewer shall be provided for every building and subdivided lot, each with separate connection to the POTW, with the following exceptions:

- A. When separate buildings are an integral part of a single business or industry and are located on the same lot.
- B. When separate buildings are under the same ownership and located on the same lot.
- C. When buildings are located within a binding site plan and the buildings are connected to a private sewer main.
- D. When buildings are located within a planned development district zone and the buildings are connected to a private sewer main.

13.05.210 Connection to Force Mains: The Municipal Service Director may allow property owners to connect to a POTW force main. A valve shall be installed on the property owner's service line at the tee on the city-owned main. Furthermore, all wastewater that contains solids must pass through a septic tank prior to being pumped into the POTW's force main.

13.05.220 Sewer Main Grades: All new sewer mains shall be installed at the minimum grade per the current edition of the Department of Ecology's publication Criteria for Sewage Design (Orange Book). The Municipal Services Director may approve a steeper grade if the gravity sewer service to future developments will not be impacted.

13.05.230 Community Street and Utility Standards: Construction for the installation and repairs of municipal and privately owned wastewater systems that discharge to the POTW shall meet the requirements of the Community Street and Utility Standards.

13.05.240 Ownership: The limits of ownership for mains and building sewers that are located within the City's right-of-way and municipal easements are defined below.

- A. City-Owned Mains: The City shall have ownership of the sewer mains and appurtenances, provided that they have been accepted by the City Council.
- B. Privately Owned Mains: Property owners shall retain ownership for sewer mains and appurtenances that only serve their property. The property owner's sewer main shall include all its pipe and appurtenances up to the point of connection to a city-owned sewer main, including the wye, tee, or other connecting device to a city-owned sewer main, but does not include the manhole that is installed on a city-owned sewer main; and where a valve is installed to a tee on a city-owned pressure sewer main, the City shall own the tee and valve, and the owner shall retain ownership of all pipe and appurtenances upstream of the city-owned valve.
- C. Gravity Building Sewers: Property owners shall retain ownership for gravity building sewers, up to and including the wye, tee, or other connecting appurtenance on a city-owned sewer main.

D. Pressurized Building Sewers: Property owners shall retain ownership for pressurized building sewers up to and including the wye, tee, or other connecting device to a city-owned sewer main; except that, if a valve is installed to a tee on a city-owned sewer main, the City shall own the tee and valve and the owner shall retain ownership of all pipe and appurtenances upstream of the city-owned valve.

13.05.250 Notice to Cease Violation: Any person found to be violating any provision of this chapter shall be served by the City with a Notice of Violation and Order to Correct or Cease Activity as provided in Chapter 1.20 issued by the Municipal Services Director. The offender shall permanently cease all violations within the period of time stated in such notice.

13.05.260 Penalties for Continued Violation: Failure or refusal to comply with the Notice and Order provided in this chapter shall constitute grounds for discontinuing water and sewer service to the premises until the Municipal Services Director determines that such requirements have been satisfactorily met.

13.05.270 Liability for Expense or Damage:

A. Damage resulting from an accident or from unauthorized or improper use of the POTW shall become an obligation against the person causing such damage.

B. Additionally, any person violating any of the provisions of this chapter shall become liable to the City for any expense, loss, or damage occasioned to the City by reason of such violation. The City shall be compensated for such loss within thirty (30) days of notification to the violator of the costs. If not satisfied by that time, the costs shall be filed as a lien against the property.

Section 3. 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 February 14, 2012.

Bill Ecret, Mayor

ATTEST:

Ronald R. Cone, Finance Director

APPROVED AS TO FORM:

Katherine L. Kenison, City Attorney

January 17, 2012

TO: City Manager for Council Consideration
FROM: Finance Director 
SUBJECT: Resolution - Lease Purchase Agreement

Proposals were received for the city's lease/purchase program for 2012. Staff is recommending that the bid be awarded to CalFirst National Bank for 1.95% on \$875,000.

Attached is a resolution which authorizes the City Manager to sign the lease/purchase documents with CalFirst National Bank.

jt

RESOLUTION NO. 3274

A RESOLUTION AUTHORIZING THE EXECUTION AND DELIVERY OF A MASTER EQUIPMENT LEASE/PURCHASE AGREEMENT, AND RELATED INSTRUMENTS, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH

Recitals:

1. The governing body of the City of Moses Lake has determined that a true and very real need exists for the equipment described in the proposed Master Equipment Lease/Purchase Agreement with CalFirst National Bank presented at this meeting.
2. Lessee has taken the necessary steps, including those relating to any applicable legal bidding requirements, to arrange for the acquisition of the equipment.
3. Lessee proposes to enter into the agreement with CalFirst National Bank substantially in the form presented at this meeting.
4. Lessee reasonably anticipates that it and its subordinate entities will not issue tax-exempt obligations in the face amount of more than \$10,000,000 during the current calendar year.

Resolved:

1. It is hereby found and determined that the terms of the agreement in the form presented at this meeting and incorporated in this resolution are in the best interests of the City of Moses Lake for the acquisition of the equipment.
2. The Financing Documents and the acquisition and financing of the equipment under the terms and conditions as described in the Financing Documents are hereby approved. The City Manager of the City of Moses Lake and any other officer of the City of Moses Lake who shall have power to execute contracts on behalf of the City of Moses Lake be, and each of them hereby is, authorized to execute, acknowledge and deliver the agreement with any changes, insertions and omissions therein as may be approved by the officers who execute the agreement, such approval to be conclusively evidenced by such execution and delivery of the agreement. The City Manager of the City of Moses Lake and any other officer of the City of Moses Lake who shall have power to do so be, and each of them hereby is, authorized to affix the official seal of the City of Moses Lake to the agreement and attest the same.
3. The proper officers of the City of Moses Lake be, and each of them hereby is, authorized and directed to execute and deliver any and all papers, instruments, opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out this resolution and the agreement.
4. Pursuant to Section 265(b) of the Internal Revenue Code of 1986, as amended, the City of Moses Lake hereby specifically designates the Lease as a "qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended."
5. The undersigned further certifies that the above resolution has not been repealed or amended and remains in full force and effect and further certifies that the within Master Equipment Lease/Purchase Agreement is the same as presented at said meeting of the City Council of the City of Moses Lake.

6. The City declares its intent to be reimbursed for any temporary advances from the appropriate debt service fund to pay for any part of the equipment from proceeds of the lease financing.

Adopted by the City Council on January 24, 2012.

Bill Ecret, Mayor

ATTEST:

Ronald R. Cone, Finance Director

LEASE PURCHASE PROPOSALS - 2012

Amount to be financed - \$875,000.00

Leasing Institution	Interest Rate	Non Refundable Fees	Interest	Principal	Total Cost Prin + Interest + Fees	Payment Schedule
CalFirst National Bank	1.950	0.00	34,118.60	875,000.00	909,118.60	Annual
CalFirst National Bank	1.950	0.00	42,568.60	875,000.00	917,568.60	Monthly
U.S. Bancorp	1.990	0.00	43,480.00	875,000.00	918,480.00	Monthly
PNC Equipment Finance	1.994	250.00	43,540.00	875,000.00	918,790.00	Monthly
Sun Trust Equip & Leasing	1.935	350.00	43,715.80	875,000.00	919,065.80	Monthly
Sovereign Santander	2.247	0.00	49,160.94	875,000.00	924,160.94	Monthly
Municipal Services Group	1.970	8,750.00	43,206.40	875,000.00	926,956.40	Monthly
First Municipal Leasing Corp.	2.190	4,375.24	48,132.96	875,000.00	927,508.20	Monthly
Pinnacle Public Finance	2.400	0.00	52,568.27	875,000.00	927,568.27	Monthly

January 19, 2012

TO: City Manager
For Council Consideration

FROM: Municipal Services Director

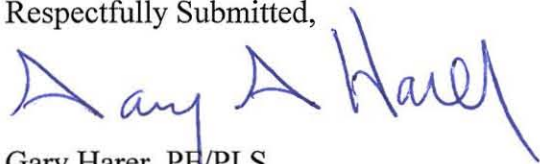
RE: **Request To Call For Bids**
Crack Seal Project - 2012

Staff is nearing completion of the plans and specifications for the 2012 Crack Seal Project. This project includes sealing approximately 430,000 feet of cracks on streets, bike paths, and parking lots throughout the City.

The estimated construction cost for this project is \$160,000. Plans and specifications are available at the Engineering office for review.

Staff requests authorization to advertise this contract for bids.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Gary A. Harer". The signature is fluid and cursive, with the first name "Gary" and last name "Harer" clearly legible, and a middle initial "A." in between.

Gary Harer, PE/PLS
Municipal Services Director

January 17, 2012

TO: City Manager for Council Consideration

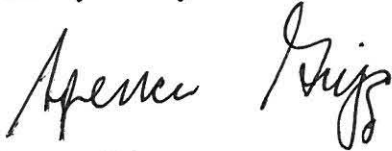
FROM: Parks & Recreation Director

SUBJECT: Moses Lake Parks & Recreation Commission Recommendation

At their regular January meeting, the Moses Lake Parks & Recreation Commission made a unanimous recommendation that the City Council authorize the Amtgard Chapter of Stormhaven (*A Medieval Reenactment Society*) to hold their 12th Annual 1,000 Stars Campout in Blue Heron Park. The event would include various planned activities including "ditching", "Juggling", "Main Battle" "Mario Quest" "Bardic Competition" and "Feasting". (see attached schedule and other information).

The group understands that Moses Lake Municipal Code Chapter 9.18 prohibits camping on city property without the express advance authorization of the City Council. They are hopeful that the council will grant them such an authorization for this event.

Thank you for your consideration.

A handwritten signature in black ink, appearing to read "Spencer Grigg". The signature is written in a cursive, flowing style.

Spencer Grigg
Parks & Recreation Director

PARKS AND RECREATION COMMISSION MINUTES

JANUARY 11, 2012

Members present: Charles Maynard, Larry Dennis, Hilda Grant, Bette Lang, Jonathon Brooks, Brian Dano, Char Rios and Kim Ries-Ashley
Members absent: Brent Kirwan
Staff present: Spencer Grigg, Lori Moholt-Phillips and Diana McKinsey
Guest present: Jeffrey McKinsey, Amtgard Chapter of Stonehaven

2012 MEETING ATTENDANCE RECORD

Name	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Dano, B	X											
Brooks, J	X											
Dennis, L	X											
Grant, H	X											
Kirwan, B	E											
Lang, B	X											
Maynard, C	X											
Ries-Ashley, K	X											
Rios, C	X											

C=meeting canceled X=present O=absent E=excused R=resigned

Call Meeting to Order

The regular meeting was called to order by Chair Larry Dennis at 7:03 p.m.

Introduction of Guests/Visitors

Mr. Dennis gave an quick overview of the night's agenda for those in attendance.

Approval of Minutes of Prior Meeting

Mrs. Grant moved the minutes of November 8, 2011 be approved as submitted. Seconded by Mrs. Lang and passed unanimously.

Plat Reviews/Dedication, or Fee in Lieu of Land - Monthly Update

None



Event Request – Jeffrey McKinsey (Amtgard Chapter of Stormhaven)

Commissioners received a letter from Jeffrey McKinsey, Amtgard Chapter of Stormhaven Representative, requesting permission to hold their 12th Annual 1,000 Stars Campout at Blue Heron Park the weekend of May 17-20, 2012. The request included permission to camp in the park, utilize the restrooms and showers and for the responsible use of alcohol. Additional information on planned events during the campout and equipment construction were attached.

Jeff McKinsey addressed the commission on behalf of the Spokane Stormhaven Chapter of Amtgard, and explained that Amtgard is a Medieval Reenactment Society. The group would like to hold their 12th Annual 1,000 Stars Campout at Blue Heron Park because of Moses Lake's unique location between Seattle, Spokane and Portland which allows more people to travel and participate in the event. Mr. McKinsey stated he came to answer any questions commissioners may have regarding the event.

Mr. Dennis inquired if there was joisting. Mr. McKinsey responded that there was no joisting. A padded weapon system is used. The entire idea is to have fun on the weekends and still be able to go to work Monday. The weapon system and rules are set around safety.

PARKS AND RECREATION COMMISSION MINUTES

JANUARY 11, 2012

Mr. Maynard and Mrs. Lang asked for an explanation of the terms ditching, jugging, bardic and feast. Mr. McKinsey explained that ditching is when individuals go to a set location to fight between events. Jugging is an organized sport, much like football. Bardic is held in the evening and consists of medieval instruments and songs. And the feast is when the group comes together the last night and has a meal together and winners are announced.

Mrs. Rios stated that the event sounded good and asked if there were any conflicts at the park.

Mr. Grigg responded that the challenge is that Municipal Code Chapter 9.18 prohibits camping on city property without expressed, advanced authorization of the City Council. If the commission chooses to forward a recommendation to council, council would still have to approve the request.

Mrs. Lang asked Mr. McKinsey how many people typically attend this type of event. He replied that they are estimating 120 participants. There are currently commitments from members in Portland, Seattle, Spokane, Edmonton, and Arizona. The majority of attendees will be tent camping, but some will stay in nearby hotels.

Discussion centered around the need for the group to work with staff prior to the event, if council grants them permission to camp in Blue Heron Park.

Mr. Dennis commented that with the acquisition of Blue Heron Park, it might be time to revisit the decision to prohibit camping at Blue Heron due to the size of the park. The park lends itself nicely to tent camping in either the lower or upper tier. Mr. Grigg noted that there is a 30% completed set of blue prints for a campground adjacent to the developed day use park, so the idea of camping in that general area is not such a strange thought.

Action Taken

Mr. Dano moved to recommend City Council approve Amtgard Chapter of Stormhaven's request to hold their 12th Annual 1,000 Stars Campout at Blue Heron Park (with the condition that the group comply with all reasonable requirements of the City of Moses Lake in regards to alcohol and other expenses incurred in hosting the event), and that they receive a favorable response regarding their request to camp. Seconded by Mrs. Ries-Ashley, motion passed unanimously.

Director's Report

Surf 'n Slide 2011 Year End Report – Mr. Grigg distributed an information packet entitled, *Aquatics in Moses Lake, A Journey from 1961 to Today*, put together by Tom Los, Recreation Supervisor. The report gives the history and an explanation of our facility, with a revenue and expenditure timeline dating from 1993 to 2011. The Surf 'n Slide Water Park netted \$94,916 in 2011, which was a pleasant surprise considering the weather and additional maintenance costs trying to detect and fix leaks.

Commissioners reviewed the report noting various changes due to the inclusion of electricity in 2009, periodic price adjustments, change from liquid chlorine to pulsar chlorine briquettes, the expansion, etc.

Commissioners discussed the ongoing costs to maintain the flowrider, the impact of the recent minimum wage increase and the possibility of Red Cross raising their rates in the near future.

Mrs. Grant praised the staff at the Surf 'n Slide stating they did a good job keeping the grounds and facility clean.

New Restrooms - 2012 Plans – The city has approved the purchase of two additional CXT restrooms for our park system. The first will replace the restroom and showers at Cascade Campground with the second replacing the middle restroom at Blue Heron Park. Originally a third

Amtgard Chapter of Stormhaven
Spokane, WA
January 1, 2012

Moses Lake Parks and Recreation Commission
411 South Balsam Street
Moses Lake, WA 98837

Dear Larry Dennis:

I am writing on behalf of Amtgard Chapter of Stormhaven. We would like to hold our 12th Annual 1,000 Stars Campout the weekend of May 17 through 20 at Moses Lake's Blue Heron Park. We are requesting permission to camp in the park, to have the restrooms and showers available and the responsible use of alcohol.

The Stormhaven Campout is one of the largest events in the Pacific Northwest bringing guests from Seattle, Portland, Spokane and many of the surrounding towns to enjoy the 1,000 Stars Campout. This year's event already has confirmed guests coming from as far away as Edmonton, Canada and Tucson, Arizona.

Moses Lake is uniquely situated to make this one of the largest events in our history. With the close proximity of motels, restaurants, grocery store, gas stations and the beautifully manicured site, this promises to be one of our best years ever. All of these amenities make it much easier for those who fly in or drive from far away. This alleviates the extra concern of getting camping equipment or food, knowing they have access to accommodations close to the event site.

1,000 Stars has gotten bids and has budgeted to have a million dollar insurance policy in place for the protection of Moses Lake and Amtgard Chapter of Stormhaven for this event. We have also placed in the budget necessary money to pay for garbage collection and other cost associated with the use of this site.

Your approval of our request to use the Blue Heron Park is greatly appreciated and we look forward to working with your parks department and coming to your town.

Sincerely,

Jeffrey McKinsey
Thousand Stars 2012 Autocrat

Planned Events

Thursday Evening:

Ditching: You all know ditching no class no armor just one long fight that never ends

Early Bird Tournament:

Bardic: Thursday night shall be spent around the campfire sharing tales, songs and poetry.

Friday:

Ditching: You all know ditching no class no armor just one long fight that never ends

Juggling: Get your Teams ready we will have a double elimination Juggling Tournament

Mario Quest: For those who grew up on Mario Brothers you will love this evening quest

Bardic: Thursday night shall be spent around the campfire sharing tales, songs and poetry.

Saturday:

Dragon Master: Come one, come all ye arts and sciences extraordinaire and enter your creations in this Kingdom Level tournament!

Main Battle: The orc and goblin hordes have reassembled these last five years and are invading Storm haven's Western border through the outpost at the Lake of Moses. A lone castle is all that stands in the way of our total destruction. We're calling our banners! To any and all who have ties to Stormhaven and to those who wish to assist, please help us!

Feast: Come enjoy and see who won and give a haza to those recognized for their achievements

Bardic Competition: Saturday night shall be spent around the campfire sharing tales, songs and poetry. This is what you have been practicing for all event may be best performer win!

Sunday:

Clean up head out and get ready to do it all again at the next event

Equipment Construction:

(Visit the Arts and Sciences forum at www.ElectricSamurai.com for more construction ideas and tutorials.)

Weapon Construction Notes:

A safe weapon is one that will not break bones, teeth, or regularly leave bruises when it strikes a person. The entire surface of a weapon must be padded as per the weapon descriptions in Weapon Types. Cross-guards must be padded. For a core the best things to use are carbon/graphite rods (such as from non-metallic golf clubs), kite spar, bamboo, PVC tubing or fiberglass. Other materials will be checked for safety on a case-by-case basis. Metal and wooden cores are not acceptable and will never be considered legal.

Use good, stiff foam to pad your weapon. "Open cell" foams, such as those found in couch cushions, have limited value in weapon construction. Various types of flat "closed cell" foam, such as camp pads, are readily available and good for creating a variety of durable weapons. Cylindrical foam water toys are a quick and easy alternative to camp pad, however they wear out much faster. Foam choice should be guided by how well the foam will work in a high impact application, so brittle foams or glues that become rigid when dry should never be used.

Weapon tips (points, guards, pommels, etc.) and striking surfaces must be at least 2.5 inches in diameter and must not protrude more than 1.5 inches through any 2.5 inch ring, nor end in an angle less than 90 degrees. The ends of all weapon cores must be blunted by capping them with a layer of foam and tape. Stabbing weapons should include extra padding on the tip to ensure safety.

Shield Construction

Shields should be made from light, firm materials, should be well padded, and require an opaque durable cover such as cloth. Exposed tape is unacceptable as a covering material. Hard edges may not be exposed. Good materials to use include substances with some give, such as plywood and high impact plastics. An interesting alternative is to use a plastic snow toboggan, which will produce a light shield that requires less padding. Another popular shield design uses only a thick foam disc, thus negating the need for additional padding (just a cloth cover). Be careful with these however, as not all foam materials are the same. Plank foam is a particularly durable and safe variety that makes for an excellent shield; while foam such as what 'boogie boards' are made of is effectively a rigid material and requires padding. Thick strips of leather make good arm straps. When using a non-foam shield, bolts should be attached with the head affixed to the exterior of the shield with washers, and then heavily padded with foam. All rigid-core shields must either have foam folded over the edges or have the shield edges recessed into the foam. All rigid-core shields must be covered with a layer of foam that is at least 1 inch thick on the face,

and 1 inch on the edge. Shields must be at least as safe as the weapons we use. Official Rules of Play 7th Edition.

C9

Sword Construction

1. Use a length of Fiberglass, Kite spar, PVC, or a golf shaft for the core. Remove all sharp edges and points from both ends of the core.
2. Cap both ends of the core with alternating layers of tape and foam until the cap is secure and decidedly dull.

Cover the pommel with enough closed cell foam to ensure that it is at least 2.5 inches in diameter. Note that all pommels must meet this minimum size requirement regardless of your specific fighting style.

3. If you are making a ...

- 3.1. ... flat blade, sandwich the core between several layers of camp-pad foam.

- 3.2. ... round blade, you can use a piece of cylindrical foam water toy that has a factory hole in the center, and cut it to be the length of the blade. If your core moves back and forth within the hole, you can tape a long strip of camp pad foam to the shaft to reduce the noise and prolong the life of the blade. Tape the base of the water toy to the shaft very well. Fiberglass strapping tape is recommended for strength and weight.

4. Tape several pieces of closed cell foam over the top of the sword with fiberglass strapping tape. You should have at least 3 layers of closed cell foam (1.5 inches) on your stabbing tip (and even more for a two handed stabbing weapon, such as a spear).

5. For the cover choose a light, durable, opaque, fabric. Cut it to length plus three inches, and outside diameter plus one inch.

6. Fold the fabric across and sew the side and top.

7. Roll the cover like a stocking, and then roll it down the sword.

8. Secure the cover to the hilt with tape.



January 18, 2012

Honorable Mayor and
Moses Lake City Council

Dear Council Members

Attached are proposed letter agreements between the City of Moses Lake and Burke Marketing/Promotions with regard to promoting tourism in the City of Moses Lake.

Burke will produce and promote the same expanded summer event schedule that was first initiated in 2007. The contract includes the production of 8 show days in the Centennial Amphitheater. Additionally, the budget includes the old fashioned 4th of July picnic, two day Moses Lake Blues Festival, Grant County Wine Festival, and the MAC holiday show.

The total budget for the expanded summer event schedule is \$191,000.

If the City Council finds the agreements acceptable, authorization is requested for the City Manager to execute the agreements on behalf of the City of Moses Lake.

Respectfully submitted



Joseph K. Gavinski
City Manager

JKG:jt



January 18, 2012

Mr. Joe Gavinski
City Manager
City of Moses Lake
321 S. Balsam
Moses Lake, WA 98837

RE: 2012 Moses Lake Summer Concert Series

This letter will confirm arrangements made between the City of Moses Lake and Burke Marketing regarding Burke Marketing producing eight (8) Moses Lake Centennial Amphitheater entertainment events/show days during the summer of 2012. These concerts/events are to feature family-style entertainment and event dates begin on July 4, 2012, with all shows completed by the Labor Day holiday weekend.

Burke's Responsibilities

Talent Contracting

With your approval, Burke will contract with specific entertainment for each show. Burke will handle equipment riders/requested production specifics and supply you with entertainer information for event promotion, hospitality needs (hot meals for talent and backstage food/drink requests) and local accommodations. It is understood that the City of Moses Lake will be responsible to provide these accommodations and hospitality/meals in addition to this contract. The final series entertainment scheduling and contracting will be completed by April 15, 2012.

Stage Sound, Lighting and Backline Equipment

Burke will contract for and provide all stage production (sound systems, lights and backline equipment) and provide sound/lighting technicians for each event. (Stage to be available to crew by 8 am each concert day.)

2012 Concert Series Budget

Production Costs- Eight (8) show days (based upon equipment riders)

Talent Costs- Talent for eight (8) show days

Management Fee- Contracting, show management, talent management

Total 2012 Concert Series Budget is \$78,000.

Billing and Fees

Burke Marketing will invoice series expenses to the City of Moses Lake in three (3) equal payments. Payments are due by the following dates.

Aril 15, 2012-	Show Deposits and Contracting Expenses
July 1, 2012-	All July Shows
August 1, 2012-	All August and September Shows

In the event that the Concerts Series is cancelled, prior to or during the scheduled season, the City of Moses Lake will pay Burke Marketing an \$8,500 fee for work completed and pay any and all other entertainment contractual financial commitments the City of Moses Lake has agreed to prior to that date.

Liability Insurance

During the term of this contract, in addition to the City of Moses Lake's liability insurance coverage, the contractor shall maintain in force a commercial general liability insurance policy of \$1,000,000. There shall be no cancellation, material change, reduction of limits or intent not to renew this coverage without thirty (30) days written notice from Burke Marketing.

Proposal Summary

We will work hard to make the 2012 Moses Lake Concert Series even better. We will organize closely with city staff, create entertainment alternatives for you to chose from, and we will always negotiate the best possible price to maximize your series budget. To make the most of promotional opportunities, we will have your 2012 series schedule completed by April 15, 2012. It is agreed that the City of Moses Lake will provide local meals and accommodations, a motor

home dressing room near the stage and all concert security. Concert security levels to be established by the talent needs and local law enforcement recommendations.

If this letter correctly outlines our agreement, please indicate by signing and dating in the spaces provided below, please return one copy to Burke Marketing. The other copy is for your records. Thanks again, we appreciate your continued trust and support.

Cordially,



Bill Burke
Burke Marketing
Fed Tax ID # 91-1296852

(City of Moses Lake Representative)

(Date)

Proposed Moses Lake 2012 Concert/Event Dates

Wednesday, July 4, 2012	4 th of July Picnic, Concert and Fireworks
Friday, July 13, 2012	Pig Out/Grant County Wine Festival
Saturday, July 14, 2012	Pig Out/Grant County Wine Festival
Friday, July 27, 2012	Five Suns Bluegrass Festival
Saturday, July 28, 2012	Five Suns Bluegrass Festival
Saturday, August 11, 2012	McCosh Concert
Saturday, August 25, 2012	McCosh Concert
Saturday, September 1, 2012	McCosh Concert



January 18, 2012

Mr. Joe Gavinski
City Manager
City of Moses Lake
321 S. Balsam
Moses Lake, WA 98837

RE: 2012 Moses Lake Tourism/Parks Promotion

This letter will confirm arrangements made between the City of Moses Lake and Burke Marketing regarding Burke Marketing producing the 2012 Moses Lake Tourism Marketing Campaign.

Burke's Responsibilities

Advertising and Promotion

Working under the direction of the Director of Parks and Recreation and the Moses Lake Tourism Commission, Burke Marketing will produce Moses Lake's 2012 tourism-marketing materials and place all campaign media buys for the following Moses Lake tourism programs and attractions.

<u>Program/Attraction</u>	<u>Budgeted Amount</u>	
Summer Concert Series	\$12,500.00	
Surf n' Slide Water Park	\$25,000.00	
Museum and Art Center	\$7,500.00	
MAC/Larsen Rec. Center/Skating	\$1,000.00	
General Tourism Promotion	\$2,500.00	
Materials Ad Production	\$3,500.00	
Agency Fee	<u>\$12,000.00</u>	
Total Tourism Working Budget		\$64,000.00

Total Program/Attraction marketing budget not to exceed \$64,000. Burke Marketing will receive a monthly fee of \$1,000, plus 15% on all paid media and production.

Tourism Traffic-Building Events

Working under the direction of the Director of Parks and Recreation and the Moses Lake Tourism Commission, Burke Marketing will produce the following Moses Lake tourism traffic-building events.

<u>Traffic Building Events</u>	<u>Budgeted Amount</u>	
Fourth of July Community Picnic	\$9,500.00	
Moses Lake Bluegrass Festival	13,500.00	
Grant County Wine Festival	13,500.00	
MAC Holiday Show	<u>12,500.00</u>	
Total Traffic Building Event Budget		\$49,000.00

Burke will contract for and provide all event organization, production, talent and event staging equipment. The total tourism traffic-building event budget not to exceed \$49,000, this amount is to include all agency, event organization and event production fees and expenses. Burke will also organize with all City of Moses Lake and Grant County departments and offices (Parks, Police, Fire, Health District, Taxes and Licenses, etc.)

Billing and Fees

Burke Marketing will invoice the City of Moses Lake monthly for the fees and expenses incurred during that month.

In the event that this agreement is cancelled, prior to or during the promotional implementation, the City of Moses Lake will pay Burke Marketing a \$10,500 fee for work completed and pay any and all other financial commitments the City of Moses Lake has agreed to prior to that date.

Liability Insurance

During the term of this contract, in addition to the City of Moses Lake's liability insurance coverage, the contractor shall maintain in force a commercial general liability insurance policy of \$1,000,000. There shall be no cancellation, material change, reduction of limits or intent not to renew this coverage without thirty (30) days written notice from Burke Marketing.

Proposal Summary

If this letter correctly outlines our agreement, please indicate by signing and dating in the spaces provided below, please return one copy to Burke Marketing. The other copy is for your records. Thanks again, we appreciate your continued trust and support.

Cordially,

A handwritten signature in black ink that reads "Bill Burke". The signature is written in a cursive, slightly stylized font.

Bill Burke
Burke Marketing
Fed Tax ID # 91-1296852

(City of Moses Lake Representative)

(Date)

MOSES LAKE UNIFORM CRIME STATISTICS

	2009	2010
# of Months Reported	12	12
<i>Murder</i>	0	0
<i>Rape</i>	23	12
<i>Robbery</i>	21	18
<i>Aggravated Assault</i>	54	44
Total Violent Crime	98	74
<i>Burglary</i>	275	304
<i>Larceny</i>	1116	1134
<i>Motor Vehicle Theft</i>	99	87
<i>Arson</i>	6	4
Total Property Crime	1496	1529

COMPARABLES JANUARY TO DECEMBER

	2010	2011
# of Months Reported	12	12
<i>Murder</i>	0	1
<i>Rape</i>	12	8
<i>Robbery</i>	18	19
<i>Aggravated Assault</i>	44	31
Total Violent Crime	74	59
<i>Burglary</i>	304	261
<i>Larceny</i>	1134	1086
<i>Motor Vehicle Theft</i>	87	68
<i>Arson</i>	4	1
Total Property Crime	1,529	1,416



January 17, 2012

Honorable Mayor and
Moses Lake City Council

Dear Council Members

Following is a schedule of presentations by the department directors. On the date specified, the respective department director will make an approximate 15 to 20 minute presentation to the City Council with regard to department activity. The schedule is as follows but may be amended if circumstances warrant:

1. January 24 Submit questions for Finance
2. February 14 Finance Presentation
Submit questions for Community Development
3. February 28 Community Development Presentation
Submit questions for Fire
4. March 13 Fire Presentation
Submit questions for Municipal Services
5. March 27 Municipal Services Presentation
Submit questions for Police
6. April 10 Police Presentation
Submit questions for Parks and Recreation
7. April 24 Parks and Recreation Presentation

Respectfully submitted


Joseph K. Gavinski
City Manager

JKG:jt

January 16, 2012

To: City Manager
For Council Consideration

From: Finance Director

Subject: Council Financial Report

The Council Financial Report for the period ending December 31, 2011 has been posted, for Council and public review, on the City's web site, <http://www.ci.moses-lake.wa.us/230.html>.

Respectfully Submitted,



Ronald R. Cone, CPA, CGFM
Finance Director

January 17, 2012

TO: City Manager

FROM: Assistant Finance Director *DER*

SUBJECT: Gambling Tax Income Report

Attached is the Gambling Tax Report for the revenue received through the fourth quarter of 2011.

cc: Finance Director
Parks and Recreation Director

Gambling Tax Revenue - Quarterly

Quarter Received	2007	2008	2009	2010	2011	YTD Change
Jan-Mar 1st Quarter	95,708.00	101,444.93	110,776.46	80,780.01	87,819.69	8.71%
Apr-June 2nd Quarter	73,075.71	95,083.48	116,486.37	83,202.42	77,954.99	1.09%
July-Sept 3rd Quarter	74,518.33	104,549.97	92,109.39	76,570.12	70,340.10	-1.84%
Oct-Dec 4th Quarter	90,602.90	69,260.04	79,458.35	76,381.22	69,284.37	-3.64%
Totals	333,904.94	370,338.42	398,830.57	316,933.77	305,399.15	

January 9, 2012

TO: City Manager

FROM: Assistant Finance Director



SUBJECT: Investment Report

Attached is the Investment Report for the month of December, 2011.

cc: Finance Director
Accounting Division Manager

Investment Report
December, 2011

Investment With	Investment Type	Amount	Interest Rate	Purchase Date	Maturity Date	Interest Earned
Investments Outstanding						

Total Outstanding:	\$0.00
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Investment Maturities	
Due within 1 year	100%
Due after 1 year	0%
Due after 2 years	0%
Due after 3 years	0%
Due after 4 years	0%
Due after 5 years	0%
Due after 6 years	0%
Due after 7 years	0%
Due after 8 years	0%
Due after 9 years	0%
Due after 10 years	0%
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Due after 94 years	0%
Due after 95 years	0%
Due after 96 years	0%
Due after 97 years	0%
Due after 98 years	0%
Due after 99 years	0%
Due after 100 years	0%

Grant County Invest Pool	Invest Acct	9,078,885.91	2.30	11/01/11	11/30/11
Wa. State Invest Pool	Invest Acct	8,782,365.71	0.15	11/01/11	11/30/11

Total Maturities:	17,861,251.62
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Investment Purchases

Grant County Invest Pool	Invest Acct	9,098,364.46	2.50	12/01/11	12/301/11	19,478.55
Wa. State Invest Pool	Invest Acct	8,553,199.85	0.13	12/01/11	12/301/11	1,006.67

Total Purchases:	17,651,564.31
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Investment Totals	
Investment in Property, Plant, and Equipment	100
Investment in Intangible Assets	100
Investment in Financial Assets	100
Investment in Other Assets	100
Total Investment	400

Beginning Balance *	17,861,251.62
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Total Maturities	17,861,251.62
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Total Purchases	17,651,564.31
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Ending Balance *	17,651,564.31	Monthly Interest Earned	20,485.22
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* Beginning Balance = Total Outstanding +Total Maturities

*Ending Balance = Beginning Balance - Total Maturities +Total Purchases

CITY OF MOSES LAKE
W A S H I N G T O N



City Manager	766-9201	Municipal Serv	766-9217
City Attorney	766-9203	Municipal Court	766-9201
Community Dev	766-9235	Parks & Rec	766-9240
Finance Dept	766-9249	Police Dept	766-9230
Fire Dept	765-2204	Fax	766-9392

January 9, 2012

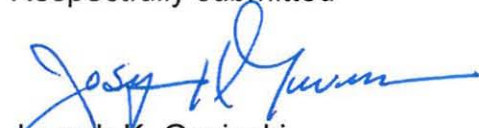
Honorable Mayor and
Moses Lake City Council

Dear Council Members

Attached is sales tax information for October 2011 sales which the City received on December 31, 2011. This report indicates the City received \$406,648.97. The \$406,648.97 in receipts for October compares with October 2010 receipts of \$394,167.42. For the year, the 2011 receipts are approximately 4% above the 2010 receipts for the same period.

Also provided is the transient rental income report for income the City received on December 30, 2011. This report indicates December 2011 income (for October sales) of \$37,670.80. This compares with \$30,765.44 for the same period in 2010. For the year, transient rental income receipts are approximately 10% higher than the 2010 receipts for the same period.

Respectfully submitted



Joseph K. Gavinski
City Manager

JKG:jt

January 5, 2012

TO: City Manager

FROM: Assistant Finance Director



SUBJECT: Sales Tax Receipts

Attached is the Sales Tax Receipts - Monthly Report for December, 2011.

cc: Finance Director
Parks & Recreation Director

Sales Tax Receipts - Monthly

Month Received	Sales Period	2007	2008	2009	2010	2011	YTD Change
Jan	Nov	366,649.98	408,717.83	423,485.93	373,688.80	367,830.83	-2%
Feb	Dec	453,335.99	469,332.60	575,401.82	560,731.77	488,453.72	-8%
Mar	Jan	311,510.31	367,342.57	363,518.70	276,352.86	324,247.20	-2%
Apr	Feb	337,783.87	385,196.04	346,570.37	330,932.86	368,305.65	0%
May	Mar	441,481.89	495,704.60	425,086.28	402,951.97	456,738.86	3%
June	Apr	440,364.61	432,257.32	428,915.48	384,565.04	439,396.45	5%
July	May	485,247.33	522,411.98	421,462.37	380,216.47	431,750.56	6%
Aug	June	544,934.95	564,229.35	470,623.43	456,372.87	453,961.67	5%
Sept	July	526,071.84	527,800.54	409,860.53	407,935.17	411,796.14	5%
Oct	Aug	462,833.37	506,697.78	406,419.10	390,800.44	446,905.90	6%
Nov	Sept	528,050.31	509,888.34	447,607.52	438,011.36	411,689.43	5%
Dec	Oct	411,922.14	475,693.08	378,139.72	394,167.42	406,648.97	4%
Totals		5,310,186.59	5,665,272.03	5,097,091.25	4,796,727.03	5,007,725.38	

January 5, 2012

TO: City Manager

FROM: Assistant Finance Director



SUBJECT: Transient Rental Income Report

Attached are the Transient Rental Income reports for December, 2011.

cc: Finance Director
Parks & Recreation Director

TRANSIENT RENTAL INCOME - MONTHLY TOTAL RECEIVED

MONTH RECEIVED	SALES PERIOD	2008	2009	2010	2011	YTD Change
JAN	NOV	25,439.96	48,677.30	24,816.04	39,728.66	60%
FEB	DEC	22,307.84	26,992.76	20,136.24	25,155.98	44%
MAR	JAN	23,765.62	31,765.70	27,491.94	30,274.86	31%
APRIL	FEB	29,127.16	29,104.60	27,550.16	35,015.70	30%
MAY	MAR	35,841.14	35,279.84	40,994.90	31,217.30	14%
JUNE	APRIL	36,360.40	57,063.10	37,657.72	43,150.52	14%
JULY	MAY	64,873.16	45,202.58	52,719.70	65,576.42	17%
AUGUST	JUNE	70,594.58	62,361.10	58,321.18	57,975.95	13%
SEPT	JULY	73,416.92	62,393.64	62,545.06	55,399.42	9%
OCT	AUGUST	72,705.52	58,102.10	61,950.36	62,457.58	8%
NOV	SEPT	58,096.10	48,046.92	46,504.36	56,261.04	9%
DEC	OCT	47,362.30	31,418.10	30,765.44	37,670.80	10%
TOTALS		559,890.70	536,407.74	491,453.10	539,884.23	