
AGENDA
OMAK CITY COUNCIL MEETING
Zoom Meeting
Monday, December 7, 2020 – 7:00 PM

A. CALL TO ORDER

B. GREETING

C. CITIZEN COMMENTS

D. CORRESPONDENCE AND MAYOR'S REPORT







E. CONSENT AGENDA:

1. Approval of minutes from November 16, 2020
2. Approval of Claims & Payroll

F. OLD BUSINESS:

1. Ord. 1897 – 2nd Read – Amending 2021 Budget – Garbage Fund 
2. Ord. 1898 – 2nd Read – Adopting the 2021 Budget 

G. NEW BUSINESS:

1. Ord. 1899 – Approving the 2021 Non-Union Salary Schedule 
2. Ord. 1900 – 1st Read – Amending the 2020 Budget – Library Fund
3. Res. 75-2020 – Approving the 2021 Fuel Bid 
4. Res. 76-2020 – Adopting the 2021 Fee Schedule 
5. Res. 77-2020 – Amending Cares Act Agreement with Economic Alliance 
6. Res. 78-2020 – Approving Change Order No. 1 - POW Contracting - Water Sewer Imprv. Project 
9. Res. 79-2020 – Approve Insurance Brokerage Agreement with Martin-Morris Agency 

H. OTHER BUSINESS:

1. Council Committee Reports
2. Staff Reports

 **Action by City Council**

In accordance with the "Stay Home, Stay Healthy" order from Governor Inslee, our Council Meeting will be conducted using Zoom Meetings (information on next page).
If you need support, contact the City Clerk in advance of the meeting by calling 509-826-1170 or e-mail clerk@omakcity.com for assistance.

The City of Omak is inviting you to a scheduled Zoom meeting, December 7th, 2020 @ 7:00pm

Join Zoom Meeting

<https://us02web.zoom.us/j/88342949065?pwd=cW9XSmxQVzhxMUZVNEI1UENkY0p6UT09>

Meeting ID: 883 4294 9065

Passcode: 644271

One tap mobile

+12532158782,,88342949065#,,,,,0#,,644271# US (Tacoma)

+16699006833,,88342949065#,,,,,0#,,644271# US (San Jose)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

Meeting ID: 883 4294 9065

Passcode: 644271

Find your local number: <https://us02web.zoom.us/j/88342949065?pwd=cW9XSmxQVzhxMUZVNEI1UENkY0p6UT09>

MEMORANDUM

To: Omak City Council
Cindy Gagnè, Mayor

From: Todd McDaniel

Date: December 7, 2020

Subject: Ordinance 1899- 2021 Non-Union Salary Schedule

The Attached Ordinance 1899- Establishing the Salary Schedule for All Non-Union Personnel for Fiscal Year 2021, is forwarded for your consideration.

This Ordinance establishes the 2021 wage and benefits for Non-Union Employee's. This Ordinance approves a 3% increase to wages across the board except for the Pool and Seasonal Employees. The medical benefits remain the same.

WSI Lifeguards are increased to the State Minimum Wage, \$13.69.

These increases are incorporated into the 2021 Budget.

I approve this Ordinance and urge it Adoption

ORDINANCE NO. 1899

**AN ORDINANCE ESTABLISHING THE SALARY SCHEDULE FOR
ALL NON-UNION PERSONNEL FOR FISCAL YEAR 2021**

THE CITY COUNCIL OF THE CITY OF OMAK DO ORDAIN AS FOLLOWS:

Section 1. The salaries of "non-union" personnel are established and effective as of January 1, 2021, and are outlined in the 2021 Salary Schedule, which is shown as Attachment "A".

Section 2. Effective January 1, 2021, the City of Omak shall provide 100% medical coverage through AWC Asuris Northwest Health, Healthfirst 250 Plan; 100% dental coverage through Washington Dental Service, Plan C; family vision coverage at a \$25 deductible through Vision Service Plan with a variable premium cost based upon the number of dependents covered, and \$10,000 worth of life insurance coverage through Standard Insurance Life Insurance, for all full-time "non-union" employees only. Premiums for the medical and dental coverage for enrolled and qualified family members will be paid at 30% premium cost from the employee, and 70% premium cost from the City.

Section 3. Effective January 1, 2021, the Salary Schedule for positions in the "non-union" employee group will increase by 3.0% from the 2020 rate, except for positions listed in Section 4 & 5.

Section 4. Effective January 1, 2021, the Pool Manager will be paid \$17.00; Pool Shift Supervisor will be paid \$14.00, Pool WSI will be paid the Washington State Minimum Wage Rate of \$13.69 per hour, and the Seasonal Public Works Employees will be paid \$15.00 per hour.

Section 5. Effective January 1, 2021, stipend for Volunteer Fire fighters will be paid \$15.00 per drill/Practice and \$20.00 per Fire Call.

Section 6. Any other ordinance or section thereof that may conflict with the above section is hereby repealed.

Section 7. This ordinance shall be in full force and effect on and after the date of its passage, approval by the Mayor and publication as required by law.

PASSED AND APPROVED BY THE CITY COUNCIL this _____ day of
_____ 2020.

APPROVED:

Cindy Gagné, Mayor

ATTEST:

Connie Thomas, City Clerk

APPROVED AS TO FORM:

Michael D. Howe, City Attorney

Filed with City Clerk: _____

Passed by City Council: _____

Date Effective: 1/1/2021

On the _____ day of _____, 2020, the City Council of the City of Omak passed Ordinance No. 1899.

DATED this _____ day of _____ 2020.

Connie Thomas, City Clerk

**2021 Non-Union Employees
Salary Schedule**

Attachment "A"

Department	Description	Annual Salary	Monthly Salary	Hourly Wage	
Elected Officials					
	Mayor	\$15,600	\$1,300	N/A	
	City Council-\$200 per meeting	N/A			
Full-Time Administrative					
	City Administrator	\$102,960		\$8,580 N/A	
Municipal Court					
	Municipal Court Judge	\$11,400	\$950	N/A	
Full-Time Department Heads					
	Police Chief	\$88,524	\$7,377	Exempt	
	Fire Chief	\$86,856	\$7,238	Exempt	
	City Clerk	\$79,488	\$6,624	Exempt	
	Public Works Director	\$84,780	\$7,065	Exempt	
	Probationary Dept. Head (88% of salary for position)			Exempt	
Full-Time Administrative Staff					
	Building Official	\$69,612	\$5,801	Exempt	
	Assistant Public Works Director	\$70,680	\$5,890	Exempt	
	Deputy Clerk	\$56,160	\$4,680	\$27.00	
	Probationary Admin. Staff (88% of salary for position)				
Full-Time Office Staff & Police					
Secretary					
	Grade 5	0-6 months employment	\$35,544	\$2,962	\$17.09
	Grade 4	After 6 months employment	\$41,868	\$3,489	\$20.13
	Grade 3	After 2 years employment	\$43,956	\$3,663	\$21.13
	Grade 2	After 3 years employment	\$46,080	\$3,840	\$22.15
	Grade 1	Upon supervisor's recommendation	\$48,156	\$4,013	\$23.15
		and City Council approval			
Full-Time Code Enforcement/Animal Control					
	Grade 5	0-6 months employment	\$36,828	\$3,069	\$17.71
	Grade 4	After 6 months employment	\$38,916	\$3,243	\$18.71
	Grade 3	After 2 years employment	\$43,524	\$3,627	\$20.93
	Grade 2	After 3 years employment	\$46,704	\$3,892	\$22.45
	Grade 1	Upon supervisor's recommendation	\$50,016	\$4,168	\$24.05
Part-time Temporary/Seasonal Employees					
				Hourly Wage	
		Pool Manager		\$17.00 ³	
		Pool Shift Supervisor		\$14.00	
		Pool WSI State Minimum Wage		\$13.69	
		Temporary Police Officer		\$25.87	
		Stampede Temporary Police		\$34.18	
		Seasonal or Part-time Public Works Employees		\$15.00 ³	
Volunteer Firefighters					
				Stipen	
		Drills-Per Practice		\$15.00	
		Fires-Per Call		\$20.00	
Police Dept. Permanent Part-Time R					
				Hourly Wage	
	Grade 5	0-6 months employment		\$16.02	
	Grade 4	After 6 months employment		\$17.63	
	Grade 3	After 2 years employment		\$19.91	
	Grade 2	After 3 years employment		\$20.95	
	Grade 1	Upon supervisor's recommendation and City Council Approval		\$22.05	
Longevity for the Part-Time Records Clerk will be calculated based on years in service, and added to the Employee's hourly rate per the following scale:					
				Added to Hourly Rate	
	5 years	\$35 per month		\$0.20	
	10 years	\$70 per month		\$0.40	
	15 years	\$105 per month		\$0.61	
	20 years	\$150 per month		\$0.87	

Monthly Longevity for Full-Time Employees with the exception of Department Heads:

5 years	\$35 per month
10 years	\$70 per month
15 years	\$105 per month
20 years	\$150 per month

MEMORANDUM

To: Omak City Council
Cindy Gagné, Mayor

From: Todd McDaniel

Date: December 7, 2020

Subject: Ordinance 1900 - Amending Budget- Library

The Attached Ordinance 1900 - Amending the 2020 Budget for the City of Omak, Appropriating Additional Expenditures in the Library Fund, is forwarded for your consideration.

We had unanticipated cost with the Library HVAC system, and have exceed the amount budgeted for the repair service.

This Ordinance appropriates an additional \$5,000 for these repairs and reduces the Ending Fund Balance by a like Amount.

I approve this Ordinance and urge it Adoption

ORDINANCE NO. 1900

**AN ORDINANCE AMENDING THE 2020 BUDGET FOR THE CITY OF OMAK
APPROPRIATING ADDITIONAL EXPENDITURES IN THE LIBRARY FUND**

WHEREAS, the City of Omak adopted the 2020 Budget by passage of Ordinance No. 1885 on December 2, 2019; and

WHEREAS, the Library's Heating Ventilation and Cooling (HVAC) System failed multiple time throughout the year; and

WHEREAS, an appropriation is needed to support the additional costs for the repair and maintenance of the HVAC system; and

WHEREAS, said expenditures are not one of the emergencies specifically enumerated in RCW 35A.33.080; and

WHEREAS, the City of Omak is desirous of amending its budget pursuant to RCW 35A.33.090.

THE CITY COUNCIL OF THE CITY OF OMAK DO ORDAIN AS FOLLOWS:

Section 1. Ordinance No. 1885 adopting the 2020 Budget, shall be amended to include changes to the budget as shown in Attachment "A" of this ordinance.

Section 2. This ordinance shall become effective from and after the date of its passage by Council by a vote of one more than the majority of all Councilmembers, approval by the Mayor and publication as required by law.

PASSED by the City Council of the City of Omak, this _____ day of _____, 2020.

APPROVED:

Cindy Gagné, Mayor

ATTEST:

Connie Thomas, City Clerk

APPROVED AS TO FORM:

Michael Howe, City Attorney

Ordinance No. 1900
December 7, 2020
Page 2 of 3

Filed with City Clerk: _____
Passed by City Council: 1ST Reading _____
2nd Reading _____
Date Published: _____
Date Effective: _____

On the _____ day of _____, 2020, the City Council of the City of Omak passed Ordinance No. 1900.

DATED this ___ day of _____ 2020

Connie Thomas, City Clerk

2020 BUDGET AMENDMENT ORDINANCE NO. 1900 ATTACHMENT "A"

Description	2020 Budget	Revenue	Expenditure	Revised Budget
<u>Library Fund (104)</u>				
<u>Ending Fund balance</u>				
104.508.80.00.00	\$ 55,639.78		\$ 5,000.00	\$ 50,639.78
<u>Repairs & Maintenance</u>				
104.572.50.48.00	\$ 2,500.00		\$ 5,000.00	\$ 7,500.00
104 Expenditure Total	\$ 140,897.00		\$ 5,000.00	\$ 145,897.00
104 Fund Total	\$ 196,536.78			\$ 196,536.78

Library Fund

This Ordinance Appropriates an additional \$5,000 to cover the unanticipated costs for the HVAC System and reduces the Ending Fund balance by a like amount.

MEMORANDUM

To: Omak City Council
Cindy Gagné, Mayor

From: Todd McDaniel
City Administrator

Date: December 7, 2020

Subject: Resolution 75-2020 Approving 2021 Fuel Bid

The attached Resolution No. 75-2020, Acceptance of Bid and Approval of Contract Between Whitley Fuel LLC and the City of Omak for 2021 Petroleum Product Needs, is forwarded for your consideration.

The City advertised for 2021 fuel bids on October 28, 2020 in the Omak Chronicle. Only one bid was received from Whitley Fuel.

The attached Resolution will award the contract to Whitley Fuel LLC for 2021 fuel purchased.

I support this Resolution and Urge its Adoption.

RESOLUTION NO. 75-2020

**ACCEPTANCE OF BID AND APPROVAL OF CONTRACT
BETWEEN WHITLEY FUEL LLC AND THE CITY OF OMAK
FOR 2021 PETROLEUM PRODUCT NEEDS**

THE CITY COUNCIL OF THE CITY OF OMAK, Washington do hereby resolve that the bid received from Whitley Fuel LLC for 2021 petroleum products, is hereby accepted. The bid tabulation sheet attached hereto as Exhibit "A", and the contract agreement, attached hereto as Exhibit "B", between the **CITY OF OMAK**, a municipal corporation, and **WHITLEY FUEL LLC** a private corporation, are hereby approved. The Mayor is hereby authorized and directed to execute the contract for and on behalf of the CITY; and the City Clerk is authorized and directed to attest her signature.

INTRODUCED and passed this _____ day of _____,
2020.

SIGNED:

Cindy Gagné, Mayor

ATTEST:

Connie Thomas, City Clerk

APPROVED AS TO FORM:

Michael Howe, City Attorney

A1

BID TABULATION

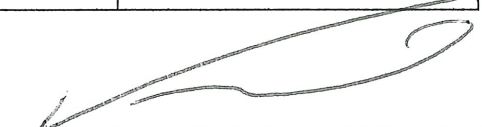
EXHIBIT A

PROJECT TITLE: 2021 Fuel Bids
DEPARTMENT: Public Works
DATE: November 19, 2020
TIME: 3:00 PM

Contractors:	Whitley Fuel	Coleman Oil	
Premium Unleaded	2.1225		
Mid-Level Unleaded	1.7027		
Regular Unleaded	1.4801		
Diesel #2:	1.6539		



Connie Thomas, City Clerk



Todd McDaniel, City Administrator

Date: 11.19.2020

Date: 11/19/20

ATTACHMENT "A"

Bidders are to specify on the Bid Price Schedule one Oil price Information Service (OPIS) reference city for each product, OPIS is published by United Communications Group, 9737 Washington BLVD. Suite 200 Gaithersburg, MD 208778. Bidders are to specify a firm fixed price also referred to as per Gallon Markup for each fuel listed. Per Gallon Markup shall include all costs for Overhead, profit, delivery.

Bids evaluation will consider total price*, contractor's qualifications, ability to deliver, capacity to deliver, proximity of fueling sites, and all other pertinent information that ensure safe reliable fueling operations.

CITY OF OMAK
2020 PETROLEUM PRODUCTS

	EST. Vol	Rack City	Branded or non-branded	OPIS Price as Published 11/5/2020	Mark up	Price
Premium Ethanol Free	500	Spokane	XOM u	1.6179	.5046	2.1225
Regular Unleaded	9000	Spokane	XOM u	1.2955	.1846	1.4801
Mid Range Unleaded	7500	Spokane	XOM u	1.5181	.1846	1.7027
Diesel No. 2	6000	Spokane	XOM u	1.4527	.2012	1.6539

VOLUMES ARE IN GALLONS AND PRICES IN DOLLARS PER GALLON.

ALL BIDS SHALL BE FOR A SELF SERVICE DELIVERY SYSTEM

THE FOLLOWING DEVIATIONS FROM BID SPECIFICATIONS ARE INCLUDED IN MY BID:

FIRM NAME: Whitley Fuel LLC

MAILING ADDRESS: PO Box 907

Okanogan, WA 98840

PHONE NUMBER: 509 422 3120

RESPONSIBLE OFFICER: Brian H. Whitley

(Please print)

[Signature] 11/19/20

Signature Date

Manager

Title

- 1) SUPPLIER QUESTIONNAIRE:

The following information is to be furnished and may be used in reviewing bidder's delivery and service capabilities and overall qualifications.

Indicate which one of the following best defines your company's activity and the number of years you have been in this business under the present name.

CHECK ONE: Refiner _____ Brand Jobber No. of Years 40+

Distributor _____ No. of Years _____

Other _____ No. of Years _____

2) Primary fueling location:

Omak Area Pacific Pride

Network POS Pacific Pride

CITY OF OMAK PETROLEUM CONTRACT - TERMS AND CONDITIONS

CONTRACT PERIOD - Initial contract shall commence on the 1st day of January, 2021 and be terminated on the 31st day of December, 2021.

SCOPE - This bid is for the purchase of fuels utilizing a self-service fuel dispensing system. The following shall be included in this bid as mandatory items:

- 1) Regular Unleaded gasoline
- 2) Mid-Grade Unleaded gasoline
- 3) Premium Unleaded Ethanol Free gasoline
- 4) Diesel Fuel No. 2

BID PRICES - Bidders shall bid their fuel prices on Attachment A. **BID PRICES ARE TO BE EXCLUSIVE OF ALL SALES TAX AND EXCISE TAXES THAT ARE THE RESPONSIBILITY OF THE BIDDER. BID PRICES ARE TO BE BASED ON THE OPIS PRICES THAT ARE PUBLISHED IN THE WEEKLY OPIS PRICE PUBLICATION WITH CONFIRMED MOVES THROUGH NOVEMBER 5, 2020 AND DATED NOVEMBER 9.**

PRICE ESCALATION - Contract prices will be allowed to increase or decrease after bid opening and during the terms of the contract. All contract price adjustments shall be based solely on the change in the Vendor's certified supplier's listed price for ONE of the following cities: Seattle, Spokane or Pasco, as reported in the weekly publication, Oil Price Information Service (OPIS). No other price changes method (such as referencing your own posted price list or your supplier's price list) or other publication shall be considered. Bidder refusal to accept OPIS for contract price adjustments as specified may be reason to find their bid non-responsive.

Bidder shall specify his certified supplier and the price adjustment reference city (Seattle, Spokane, or Pasco) to be used for contract price adjustment on Attachment A. One supplier and one reference city may be specified by each bidder for each product bid. If OPIS does not list the supplier, or one or more supplier product prices for a reference city, the listed average price for that city shall be issued.

Any upward or downward change in the certified supplier's prices from one OPIS publication to the next will be added to or subtracted from the previous contract price. The effective date of the price change will be on the Monday of the date of the OPIS publication which reflects the price change.

The first price adjustment shall be based on the difference in the prices from the OPIS prices established on **December 28, 2020**. Any upward or downward change in the comparison of prices will be added to or subtracted from bid prices with the effective date of such change to be January 1, 2021. The successful bidder will be required to document his monthly invoices from the OPIS statements used in calculating said invoices, to the satisfaction of the City of Omak. If it appears that an error has occurred on any OPIS issue, the publisher shall be contacted for clarification.

Approved price changes or other amendments to the contract shall be documented through the use of a "Contract Change Notice."

All contract fuel price changes shall be on a cents per gallon basis.

Requests for price increases to compensate for other increases in the cost of doing business, other than OPIS price changes will not be considered.

Notwithstanding the above, should the price structure become unworkable, detrimental or injurious to the city or result in prices, which are not truly reflective of current market conditions, and no adjustment in price is mutually agreeable, the cities reserve the sole right to cancel this

contract upon giving the Vendor ten (10) days notice. The City shall not be responsible for any costs or lost profits resulting from such contract cancellation.

QUALIFICATIONS OF THE BIDDER: At the time of the bid opening, bidder must be an established refiner, distributor or dealer with facilities, personnel and equipment to perform all requirements herein.

CERTIFICATION OF SUPPLIER: Bidders, other than refiners of the products bid, shall submit with their bid a letter from their supplier or copy of current supply contract certifying that the volumes and products offered are available to the bidder.

NON-EXCLUSIVE CONTRACT: This is a non-exclusive contract whereby Omak may, in case of emergency or special circumstances purchase from any service station.

KEY CARD OR OTHER SELF-DELIVERY METHODS: Bidders shall select to bid as a self delivery system. Bidders shall provide for a secure single card system with a monthly computer printout of products purchased during the past month; and ability to provide petroleum products at other locations outside of the Omak area.

DEVIATIONS: Deviations from any part of the "Invitation to Bid" must be clearly noted and explained in compliance detail on bidder's return bid documents.

METHOD OF AWARD: Bidders are to bid a single per gallon price for each category listed. Bid prices shall be evaluated as being in effect on the date of bid opening.

CONTRACTOR:

CITY OF OMAK, a municipal corporation

Whitley Fuel LLC
Company Name

Cindy Gagne, Mayor

R. A., manager
Signed

Date

11/19/20
Date

INVITATION TO BID
CITY OF OMAK
PETROLEUM BID FOR 2021

The City of Omak is seeking bids for supplying the 2021 FUEL REQUIREMENTS for the City.

Sealed bids will be received by the City Clerk of the City of Omak, P. O. Box 72, 2 North Ash, Omak, WA 98841, until 3:00 p.m., November 19, 2020.

Bid specifications and bid forms can be obtained from the City Clerk's Office, at the above address or by calling (509) 826-1170.

City of Omak

Connie Thomas
City Clerk

INFORMATION TO BIDDERS

Estimated requirements for the petroleum products for 2021 are as follows:

UNLEADED FUEL	10,000 GALLONS
MID-GRADE UNLEADED FUEL	3,500 GALLONS
SUPER UNLEADED – Ethanol Free	250 GALLONS
DIESEL FUEL	6,000 GALLONS

All bids shall be on the first grade petroleum products of major companies such as Chevron, Shell, Arco, Texaco, Mobile, Exxon, or equal, and shall be named in the "Oil Price Information Service." The successful bidder will be required to document his monthly statements and invoices to the satisfaction of the City of Omak with the OPIS prices used in calculating his invoice prices. All bids shall contain:

- 1) Provision for a secure single card system with a monthly computer printout of products purchased during the past month; and
- 2) Ability to purchase petroleum products at other locations outside of the Omak area.

All bids shall be in conformance with bidding specifications, which are available at the office of the Omak City Clerk.

The contract shall be let under the terms of RCW 35A.40.210, to the lowest responsible bidder; taking into consideration, in addition to the price, the ability, capacity and skill to perform the contract; the character, integrity, experience and efficiency of the bidder; previous and existing compliance with laws relating; and such other information as may be secured having a bearing on the decision to award the contract.

The City of Omak reserves the right to accept any portions of the items bid excluding others, whenever such is in the best interest of the city, to accept or reject any or all bids, and to waive minor informalities.

MEMORANDUM

To: Omak City Council
Cindy Gagné, Mayor

From: Todd, McDaniel
Administrator

Date: December 7, 2020

Subject: **Resolution 76-2020** Adopting 2021 Fee Schedule

The Attached Resolution 76-2020, a Resolution Setting Various Fees or Charges for Services for Fiscal Year 2021, is forwarded for your consideration.

The 2021 Fee Schedule proposes no increases for utilities. Clarifications and inclusions were made to land use fees, to align with permitting processes. RV fees corrected, to be void of state taxes.

I support this Resolution and urge its Adoption.

RESOLUTION NO. 76-2020

**A RESOLUTION FOR THE CITY OF OMAK SETTING VARIOUS FEES
OR CHARGES FOR SERVICES FOR FISCAL YEAR 2021**

WHEREAS, the City Council of the City of Omak sets the fees for permits and/or services; and,

WHEREAS, the City Council annually reviews all fees and charges for services during the annual budget process and have reviewed the fees for fiscal year 2021.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF OMAK, WASHINGTON, do hereby adopt the City of Omak Fee Schedule for fees and/or permits, sewer, storm drain, water, and solid waste fees; attached to this Resolution as Exhibit "A":

Section 1. The City water rates, as attached to this Resolution, are effective March 16, 2021. The current water rates will remain in effect until March 15, 2022.

Section 2. The City solid waste rates, as attached to this Resolution, will be effective March 16, 2021. The current solid waste rates will remain in effect until March 15, 2022.

Section 3. The City sewer rates, as attached to this Resolution, are effective March 16, 2021. The current sewer rates will remain in effect until March 15, 2022.

Section 4. The City storm drain rates, as attached to this Resolution, are effective March 16, 2021. The current storm drain rates will remain in effect until March 15, 2022.

Section 5. Other rates have been revised as highlighted in Exhibit "A".

Section 6. The other rates found in the City of Omak Fee Schedule will remain the same.

Section 7. Resolution No. 78-2019 is hereby repealed as of January 1, 2021.

PASSED BY THE CITY COUNCIL OF THE CITY OF OMAK, WASHINGTON, this _____ day
of _____, 2020.

APPROVED:

Cindy Gagné, Mayor

ATTEST:

Connie Thomas, City Clerk

APPROVED AS TO FORM:

Michael D. Howe, City Attorney

EXHIBIT A

Final
CITY OF OMAHA FEE SCHEDULE 2021

CATEGORY	FEE
ADULT ENTERTAINMENT BUSINESS LICENSES	
1) Application fee	100.00
2) Adult cabaret – annual license	500.00
3) All other - annual license	250.00
AIRPORT FEES	
1) Tie down fees -	
Non-Comercial, Light single and twin, Based Aircraft Monthly	\$15.00 per month
Commercial - Standard tiedown space Weekly	\$20 per Week
Non-uniform space Weekly	\$0.01 per Square foot
<i>(landing fees included in tie down rates)</i>	
2) Hangar lease rate	\$0.10 per sq. ft. per year minimum of \$20.00 per month
3) Fuel	Wholesale price including taxes plus \$.50 per gallon
100LL	Wholesale price including taxes plus \$ 1.00 per gallon
JETA	
Fuel Flowage FEE	\$0.10 per gallon
4) Commercial scheduled carriers landing fee	\$100.00 per month
ANIMAL ABUSE	
a. Inflicts unnecessary suffering or pain upon an animal	\$500.00
b. Fails to provide the animal with necessary food, water, shelter, rest, sanitation, ventilation, space or medical attention and the animal suffers unnecessary or unjustifiable physical pain as a result of the failure.	\$500.00
c. Abandons the animal	\$500.00
ANIMAL FEES	
1) Impound fees	\$50.00
2) Boarding fee per day	\$25.00
3) Redemption fee for animals other than dogs	Actual cost of impound plus \$60.00/day
4) Animal Licenses-Neutered/Spayed	\$10.00
5) Animal Licenses – Unneutered/Unspayed	\$150.00
6) Animal Licenses – Neutered/Spayed-owner 60 years of age or older	\$5.00
7) “Animal Fancier Permit” Non-refundable Application Fee	\$25.00
8) “Animal Fancier Permit” Issuance Fee	\$100.00 per year
9) Late animal license fee (purchased after Jan. 31 st)	\$25.00
10) Replacement license	\$5.00
ANIMAL VIOLATIONS	
1) Failure to license animal 1st offense	\$250.00
2) Failure to license animal 2nd offense	\$500.00
3) Failure to license animal - All subsequent violations	\$500.00
4) Misuse of license tag	\$250.00
5) Animal at large 1st offense	\$250.00
6) Animal at large 2nd offense	\$500.00
7) Animal at large - All subsequent violations	\$500.00
8) Dog charging	\$250.00

9) Dog chasing vehicles	\$250.00
10) Animal destroying private property	\$250.00
11) Animal scattering refuse	\$250.00

CATEGORY	FEE
ANIMAL VIOLATIONS (cont'd)	
12) Animal depositing fecal matter	\$50.00
13) Dog biting 1st offense	\$500.00
14) Dog biting --All subsequent violations	\$500.00
15) More than two dogs at residence w/out "Animal Fancier Permit"	\$150.00 per excess dog
16) More than three dogs at residence with "Animal Fancier Permit"	\$150.00 per excess dog
17) More than three cats at residence (per cat)	\$100.00
20) Public nuisance (bark/whine)	\$500.00
21) Allowing vicious dog/animal at large	\$500.00

AUDITOR FILING FEES	Actual costs as set by Okanogan County
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BANK FEES - NSF check fees	\$35.00
<p>In addition, if two (2) NSF checks from the same party are received for payment of any City service within a 6 month period, the customer will not be allowed to pay for any City services by check for a period of three (3) years.</p>	

Invoice Cloud E-Check Rejection Fee	\$15.00
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BICYCLE REGISTRATION (For lifetime of bicycle)	\$ 10.00 *
<p>*If bicycle is impounded, registration must be purchased before it is returned.</p>	

CATEGORY	
BUILDING PERMIT AND PLAN REVIEW FEE SCHEDULE	
Total Valuation	Permit Fee
\$1.00 to \$500.00	\$23.50
\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00 or fraction thereof
Inspections outside of normal business hours (minimum charge – two hours)	\$50.00 per hour
Re-inspection fees assessed for work required to be corrected by prior correction notice and not completed	\$50.00 per hour
Inspections for which no fee is specifically indicated (minimum charge – one half hour)	\$50.00 per hour
Additional Plan review required by changes, additions or revisions to plans (minimum charge – one-half hour)	\$50.00 per hour
Plan Review Fee – Commercial Building Permit: A plan review fee of 65% of the above building permit fee shall be added to the cost of each commercial building permit	65% of building permit fee
Plan Review Fee – Residential Building Permit: A plan review fee of 25% of the above building permit fee shall be added to the cost of each residential building permit	25% of building permit fee
Third Party Review Fee (i.e., sprinkler/alarm systems, utilities)	Actual Costs

CATEGORY	
BUSINESS REGISTRATION FEE	
New License Registration	\$10.00
Annual Renewal	\$10.00
CEMETERY FEES	
<u>Grave Fee</u>	
Adult Grave	\$850.00
Infant Grave	\$800.00
Cremaains Grave	\$500.00
<u>Opening & Closing Fees:</u>	
Adult Grave	\$850.00
Infant Grave	\$800.00
Cremaains Grave	\$500.00
1) Opening/closing fees for burials on Saturday, Sunday, or holiday or with less than 48 hours notice	
Adults	\$1,000.00
Infants	\$950.00
Cremaains	\$650.00
Extra charge for winter burial	\$100.00
<u>Headstone setting fees</u>	
16" x 36"	\$250.00
12" x 24"	\$250.00
8" x 16"	\$200.00
Metal receptacle for flowers	\$20.00 plus sales tax

CATEGORY	
COPIES OF CITY RECORDS	
1) Audio tape	Actual cost & postage
2) Comprehensive plans (includes park, water, sewer, shoreline, capital fac	Actual cost & postage
3) Disk – copy to disk	Actual cost & postage
4) Ordinance & resolutions - first copy	No charge
5) Copies (all Departments)	First 30 pages free-31 pages or more at \$.15 for each page
6) Photographs	Actual cost & postage

DANCE PERMIT	\$25.00
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DEMOLITION PERMIT FEE	\$100.00
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FILL AIR BOTTLES BY FIRE DEPARTMENT	FEE
1) 30 minute low air pressure bottle	\$3.00
2) 45 to 60 minutes high air pressure bottle	\$5.00
3) SCUBA Bottles	\$5.00

4) Large bottles for Cascade Systems	\$10.00
FIRE PERMITS	FEE
Aerosol products	\$25.00
Aircraft refueling vehicles	\$25.00
Aircraft repair hangar	\$25.00
Asbestos removal	\$25.00
Automobile wrecking yard	\$25.00
Battery sys – install/operate stationary lead-acid battery system	\$25.00
Bowling pin or alley refinishing	\$25.00
Burn Permits	\$10.00
Carnivals & fairs	\$25.00
Cellulose nitrate film storage	\$25.00
Cellulose nitrate storage (more than 25 pounds)	\$25.00
Combustible fiber storage	\$25.00
Combustible material storage	\$25.00
Commercial rubbish handling operation	\$25.00
Compressed gases	\$25.00
Cryogenes	\$25.00
Dry cleaning plants	\$25.00
Dust producing operations	\$25.00
Explosives or blasting agents	\$25.00
Fireworks	\$100.00
Flammable liquid pipeline operation or excavation	\$50.00
Flammable or combustible liquid/tank	\$25.00
Fumigation or thermal insecticide	\$25.00
Garages – repair motor vehicles	\$25.00
Hazardous materials	\$25.00
High-piled combustible storage	\$25.00
Junkyards	\$25.00
Liquefied petroleum gases	\$25.00
Lumberyards	\$25.00
Magnesium working	\$25.00
Matches – manufacture/storage	\$25.00
Open-flame device for maintenance	\$25.00
Organic coats	\$25.00
Ovens, industrial baking or drying	\$25.00
Parade floats	\$10.00
Radioactive materials	\$25.00
Refrigeration equipment	\$25.00
Spraying or dipping	\$25.00
Tank vehicles	\$25.00
Tents/canopies & temporary membrane	\$25.00
Tire recapping	\$25.00
Tire storage (excess of 1,000 cu ft)	\$25.00
Waste material handling plant	\$25.00
Welding & cutting operations	\$25.00
Wood products	\$25.00
Floor dry - Per 25 lb. Bag	\$5.00
Containment boom - 3" x 20'	\$20.00
Absorbent pads - 18" x 18"	\$1.00

Various – Foam per gal		\$15.00
CATEGORY		
LAND USE FEES (Plus Actual Cost for Hearing Examiner Publication/Filing Fees and all Fees are non-refundable)		
1) Annexation petition		\$200.00
2) Appeal Fee Processing (in addition to all incurred actual costs)	\$300.00 + Actual Cost	
3) Binding site plan		\$500.00
4) Boundary line adjustment		\$75.00
5) Comprehensive plan amendment – Application Fee		\$500.00
6) Conditional Use Permit – Application Fee		\$400.00
7) Deviations		\$200.00
8) Large Lot Segregation Process Fee (non-refundable)		\$100.00
9) Large Lot Segregation Completed Application Fee		\$100.00
10) Parcel Consolidation		\$75.00
11) Planned Development		\$500.00
12) SEPA checklist – DNS - Processing		\$175.00
13) Shoreline Plan conditional use permit		\$600.00
14) Shoreline Plan – Statement of exemption		\$25.00
15) Shoreline Plan - substantial development permit		\$500.00
16) Shoreline Plan - variance permit		\$600.00
17) Short Plat Subdivision Process fee (non-refundable)		\$100.00
18) Short Plat Subdivision completed application fee		\$200.00
19) Short Plat Subdivision per lot		\$25.00
20) Street Petition to Vacate Right-of-Way/Easement		\$125.00
21) Regular subdivision Process fee (non-refundable)		\$100.00
22) Regular Subdivision completed application fee		\$600.00
23) Regular Subdivision per lot fee		\$75.00
24) Vacations for Planned Developments, Binding Site Plans & Plats		\$400.00
25) Variance to Zoning Code		\$300.00

26) Zoning Amendment or rezone - Application	\$500.00
CATEGORY	FEE
LIBRARY ROOM RENTAL RATE	\$ 10.00/hour

MECHANICAL PERMIT FEES	
Permit Issuance and Heaters	
1. For the issuance of each mechanical permit	\$23.50
2. For issuing each supplemental permit for which the original permit has not expired, been cancelled or finalized.	\$7.25
Unit Fee Schedule	
(Note: The following do not include permit-issuing fee)	
1. Furnaces. For the installation or relocation of each of forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h (29.3 kW)	\$14.80
<ul style="list-style-type: none"> ▪ For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 Btu/h (29.3 kW) ▪ For the installation or relocation of each floor furnace, including vent ▪ For the installation or relocation of each 	\$18.20

2. Appliance Vents. For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit	\$7.25
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CATEGORY	FEE
MECHANICAL PERMIT FEES (continued)	
Unit Fee Schedule (Note: The following do not include permit-issuing fee)	
3. Repairs or Additions. For the repair of alteration of , or addition to each heating appliance, refrigeration unit, cooling unit absorption unit, or each heating, cooling, absorption or evaporative cooling system, including installation of controls regulated by the Mechanical Code	\$13.70
4. Boilers, compressors and absorption systems	
▪ For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000Btu/h (29.3 kW)	\$14.70
▪ For the installation or relocation of each boiler or compressor over three horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW)	\$27.15
▪ For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5kW), or each absorption system over 500,000 Btu/h (146.6kW) to and including 1,000,000 Btu/h(293.1kW)	\$37.25
▪ For the installation or relocation of each boiler or compressor over 30 horsepower (105.5kW) to and including 50 horsepower (176kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 Kw)	\$55.45
▪ For the installation or relocation of each boiler or compressor over 50 horsepower (176kW), or each absorption system over 1,750,000 Btu/h (512.9 kW)	\$92.65
5. Air handlers. For each air handling unit to and including 10,000 cubic feet per minute (cfm) (4719 L/s), including ducts attached thereto Note: This fee does not apply to an air-handing unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code.	\$10.65
▪ For each air-handling unit over 10,000 cfm (4719 L/s)	\$18.10
6. Evaporative Coolers. For each evaporative cooler other than portable type	\$10.65

CATEGORY	FEE
MECHANICAL PERMIT FEES (continued)	
7. Ventilation and Exhaust.	
▪ For each ventilation fan connected to a single duct	\$7.25
▪ For each ventilation system which is not a portion of any heating or air-condition system authorized by a permit	
▪ For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood	\$10.65
8. Incinerators.	
▪ For the installation or relocation of each domestic-type incinerator	\$18.20
▪ For the installation or relocation of each commercial or industrial-type incinerator	\$14.50
9. Miscellaneous	
For each appliance or piece of equipment regulated by the Mechanical Code but classed in other appliance categories, or for which no other fee is listed in the table	\$10.65
When Chapter 13 is applicable, permit fees for fuel gas piping shall be:	
Gas Piping System;	
• For each gas piping system of one to four outlets	\$4.75
• For each additional outlet exceeding four, each	\$1.10
When Chapter 14 is applicable, permit fees for process piping shall be as follows:	
▪ For each hazardous process piping system (HPP) of one to four outlets	\$5.00
▪ For each hazardous process piping system of five or more outlets, per outlet	\$1.00
▪ For each non-hazardous process piping system (NPP) of one to four outlets	\$2.00
▪ For each non-hazardous piping system of five or more outlets, per outlet	\$0.50
10. Other Inspections and Fees	
▪ Inspections outside of normal business hours, per hour (minimum charge – two hours)	\$50.00
▪ Re-inspection fees assessed under provision of Section 116.6, per inspection	\$50.00
▪ Inspections for which no fee is specifically indicated, per hour (minimum charge – one half hour)	\$50.00

<ul style="list-style-type: none"> ▪ Additional plan review required by changes, additions or revisions to plan or to plans for which an initial review has been completed (minimum charge – one-half hour) or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wage and fringe benefits of the employees involved. 	\$50.00
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CATEGORY	FEE
MOBILE HOME PERMITS	
1. Single Wide in Mobile Home Park	\$210.00
2. Double Wide in Mobile Home Park	\$235.00
3. Triple Wide in Mobile Home Park	\$260.00
4. Single Wide on individual lot	\$300.00
5. Double Wide on individual lot	\$335.00
6. Triple Wide on individual lot	\$370.00

CATEGORY	FEE
NOTARY FEE Per Document	\$10.00

OUTDOOR MOBILE VENDOR APPLICATION	\$100.00
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PAWNBROKER LICENSE	
1. Initial fee	\$25.00
2. Annual fee	\$10.00
3. Per employee	\$10.00

PEDDLER LICENSE – per year	\$25.00
CATEGORY	FEE
PLUMBING PERMIT FEES	
Permit Issuance	
1) For issuing each permit	\$20.00
2) For issuing each supplemental permit	\$10.00
Unit Fee Schedule (in addition to items 1 & 2 above):	
1) For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping and backflow protection therefore)	\$7.00
2) For each building sewer and each trailer park sewer	\$20.00
3) Rainwater systems – per drain (inside building)	\$7.00
4) For each cesspool (where permitted)	\$25.00
5) For each private sewage disposal system	\$40.00
6) For 3ach water heat and/or vent	\$7.00
7) For each gas-piping system of one to five outlets	\$5.00
8) For each additional gas piping system outlet, per outlet	\$1.00
9) For each industrial waste pretreatment interceptor including its trap and vent, except kitchen-type grease interceptors functioning as fixture traps	\$7.00
10) For each installation, alteration or repair of water piping and/or water treating equipment, each	\$20.00
11) For each repair or alteration of drainage or vent piping, each fixture	\$7.00
12) For each lawn sprinkler system on any on meter including backflow protection devices therefore	\$7.00
13) For atmospheric-type vacuum breakers not including in item 12. 1 - 5	\$5.00
For atmospheric-type vacuum breakers not including in item 12. over 5, each	\$1.00
14) For each backflow protective device other than atmospheric type vacuum breakers: 2 inch (51mm) diameter and smaller	\$7.00
Over 2 inch (51 mm) diameter	\$15.00
15) For each gray water system	\$40.00
16) For initial installation and testing for a reclaimed water system	\$30.00
17) For each medical gas piping system serving one to five inlet(s) (outlet(s) for a specific gas	\$50.00
Other inspections and Fees:	
1) Inspections outside of normal business hours	\$50.00 per hr.
2) Re-inspection fee	\$50.00 per hr.
3) Inspections for which no fee is specifically indicated	\$50.00 per hr.

4) Additional plan review required by changes, additions, or revisions to approved plans (minimum charge – one half hour)	\$50.00 per hr.
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CATEGORY	FEE
POLICE DEPT FEES	
1) Background check letter	\$20.00
2) Fingerprints 2 card maximum	\$10.00
3) Each additional fingerprint card	\$5.00
4) School employee background check (includes postage)	\$11.00
5) Paper process service	\$20.00
6) Specialized training by state certified instructor	\$ 50.00 per hour
7) Polygraph examinations	\$200.00
8) Vehicle Impounds	\$100.00 per vehicle

PUBLIC SWIMMING POOL FEES	
1) Swimming Pool Daily Admission	
▪ Child under 18 yrs of age	\$2.00
▪ Adult	\$3.00
2) Swimming Pool Season Pass	
▪ Child	\$50.00
▪ Adult	\$75.00
▪ Family	\$175.00
3) Swimming Lessons	
▪ Child or Adult	\$20.00
▪ Without Season Swim Pass	\$40.00
4) Pool Rental	
▪ One hours (After Hours Monday - Saturday Only)	\$75.00
▪ Two hours (Minimum)	\$150.00
▪ Four hours	\$220.00

RV PARK FEES	
1) Full hookup- per night All RV Sites	29.82/night
All RV Sites with Current Good Sam Membership	23.86/night
2) Tents per night	18.12/night
3) Showers – each	\$0.75
4) Winter Rates – Electrical Connection Only	25.30/night
Winter Rates-Electric Only with current Good Sam Membership	22.77/night
5) RV Reservation Cancellation Fee	\$10.00
* Customer will receive a full refund less cancelation fee if the cancelation is received at least 1 day before the arrival date.	
* No refunds if cancelation is less than 7 days prior to the 1st day of the Stampede Event. A cancelation fee will apply.	

SIGN PERMIT FEES	Fee based upon Valuation and Permit Fee from Building Permit & Plan Review Schedule
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STREET CLOSURE FEES	\$75.00
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TAXI CAB LICENSE	
1) Annual license	\$30.00
2) 1/2 year after July 1st per cab	\$15.00
3) Chauffeur Fee-(per vehicle)	\$15.00

CATEGORY		FEE
UTILITY SERVICES:		NO PROPOSED INCREASE
Garbage Collection Rates		
Residential Service Description Per Month		Amount
One 20 gallon mini can **Customer 65 years of age or older only		\$10.75
One (1) can – low income seniors		\$11.11
One (1) Can		\$13.41
65 Gallon Cart –maximum weight of 95 lbs.		\$18.81
95 gallon cart – maximum weight of 130 lbs.		\$23.57
Occasional extra (per unit)		\$3.83
15' to 50' carryout charge		\$5.09
50' to 100' carryout charge		\$8.45
Commercial Service Description Pickup One (1) time Per Week		Amount
One (1) Can		\$14.42
65 gallon cart - maximum weight of 95 lbs.		\$18.97
95 gallon cart- maximum weight of 130 lbs.		\$23.74
Occasional extra		\$3.83
15' to 50' carryout charge		\$5.09
50' to 100' carryout charge		\$8.45
Commercial Service Description Pickup Two (2) times Per Week		Amount
65 gallon cart - maximum weight of 95 lbs.		\$36.47
95 gallon cart- maximum weight of 130 lbs.		\$45.76
Occasional extra		\$3.83
15' to 50' carryout charge		\$10.16
50' to 100' carryout charge		\$16.90
Commercial Service Description Pickup Three (3) times Per Week		Amount
65 gallon cart - maximum weight of 95 lbs.		\$53.82
95 gallon cart - maximum weight of 130 lbs.		\$67.91
Occasional extra		\$3.83
15' to 50' carryout charge		\$15.24
50' to 100' carryout charge		\$25.35

CONTAINER SERVICE

		AMOUNT
Pickup One Time Per Week		Monthly Rate
1 yard		\$82.13
1 ½ yard		\$99.57
2 yard		\$117.05
3 yard		\$178.84
4 yard		\$214.69
6 yard		\$277.39
20 yard plus Disposal Fee		\$606.71
30 yard plus Disposal Fee		\$692.72
Pickup Two Times Per Week		Monthly Rate
1 yard		\$129.41
1 ½ yard		\$164.71

2 yard		\$200.02
3 yard		\$300.27

4 yard		\$343.24
6 yard		\$515.33
20 yard plus Disposal Fee		\$918.38
30 yard plus Disposal Fee		\$1,065.86

CONTAINER SERVICE (Continued) AMOUNT

Pickup Three Times Per Week		Monthly Rate
1 yard		\$168.85
1 ½ yard		\$222.59
2 yard		\$276.30
3 yard		\$421.61
4 yard		\$474.65
6 yard		\$688.72

Pickup Four Times Per Week		Monthly Rate
1 yard		\$234.16
1 ½ yard		\$293.35
2 yard		\$352.53
3 yard		\$543.27
4 yard		\$604.79
6 yard		\$862.12

Pickup Five Times Per Week		Monthly Rate
1 yard		\$306.21
1 ½ yard		\$367.57
2 yard		\$428.90
3 yard		\$664.42
4 yard		\$721.83
6 yard		\$1,210.28

Pickup Six Times Per Week		Monthly Rate
1 yard		\$385.08
1 ½ yard		\$445.12
2 yard		\$505.12
3 yard		\$785.64
4 yard		\$864.79
6 yard		\$1,322.03

Commercial Drop Box Collections			
Size	Delivery Fee	Haul Rate	Daily Rental
10 yard	\$32.24	\$111.35	\$2.15
20 yard	\$32.24	\$133.64	\$2.15
30 yard	\$32.24	\$155.93	\$2.15
40 yard	\$32.24	\$178.20	\$3.22

Temporary Collection Pickup One Time Per Week		Per Week Rate
1 yard		\$19.11
1 ½ yard		\$23.16

2 yard		\$27.22
3 yard		\$41.60
4 yard		\$49.94
6 yard		\$64.52
Compactor Collection		Collection Rate
2 yard – once per week		\$368.31
2 yard – two times per week		\$736.63
2 yard - three times per week		\$1,104.95
20 yard -once per week	Disposal Fees Additional	\$262.33
20 yard -two times per week	Disposal Fees Additional	\$524.69
30 yard- per pickup	Disposal Fees Additional	\$293.04
Dual Pick-up System Compactors		Per Pick-up Rate
20 yard	Disposal Fees Additional	\$332.35
30 yard	Disposal Fees Additional	\$371.34
Pick-up and Delivery Charges		Per Pick-up Rate
Cart system pickup and delivery charge		\$3.21
Container Service pick up and delivery for dumpsters		\$5.36

CATEGORY	FEE
UTILITY SERVICES:	NO PROPOSED INCREASE
Sewer Collection Rates	

Service Description Per Month	Amount
Single-family residential	\$81.24
Multi-residential (occupied or not)	69.06 per unit
Commercial/Business – Oct 16-April 15	Based on actual monthly water use. Greater of \$81.24 Minimum or \$7.18 per 100 cubic
Commercial/Business – April 16-Oct 15	Based on monthly average water use Oct 16 through April 15th. Greater of \$81.24 Minimum or \$7.18 per 100 cubic feet
Food Service Establishments	Charged same as Commercial/Business Rates
Motels	Charged same as Commercial/Business Rates
Schools – Oct 16-April 15	Charged same as Commercial/Business Rates
Schools – April 16-Oct 15	Charged same as Commercial/Business Rates
Industrial Rates	\$7.27 per 1000 gallons of discharge plus \$.77 per lb. of BOD plus \$.79 per lb. of TSS - Minimum charge of \$81.24 (\$5.61/100 cubic feet or converted as shown to gallons)

NO PROPOSED INCREASE

Storm Drain Rates

Development Classification (Defined in OMC 9.12.030)	Monthly Charge

Undeveloped		NO Charge
Medium Development		\$4.37
Heavy Development		\$11.08
Very Heavy Development		\$16.64
CATEGORY		FEE

UTILITY SERVICES: **NO PROPOSED INCREASE**
Water Rates

Residential Service (within the City)	Cubic Feet Minimum	Minimum Charge
Over Minimum 1,000cf		\$.71/100 Cubit Feet Over Minimum
5/8 x 3/4 inch	1,000	\$33.34
3/4 inch straight	1,000	\$36.77
1 inch	1,000	\$39.07
1 1/2 inch	1,000	\$54.51
2 inch	1,000	\$77.49
3 inch	1,000	\$84.26
4 inch	1,000	\$91.20
6 inch or larger	1,000	\$123.77
Commercial Service (within the City)	Cubic Feet Minimum	Minimum Charge
Over Minimum 1,000cf		\$.71/100 Cubit Feet Over Minimum
5/8 x 3/4 inch	1,000	\$33.34
3/4 inch straight	1,000	\$36.77
1 inch	1,000	\$39.07
1 1/2 inch	1,000	\$54.51
2 inch	1,000	\$77.49
3 inch	1,000	\$84.26
4 inch	1,000	\$91.20
6 inch or larger	1,000	\$123.77
Miscellaneous Services (within the City)	Minimum Charge	Cubic Feet Minimum
Over Minimum 1,000cf		\$.71/100 Cubit Feet Over Minimum
Multiple Dwellings	Meter size minimum plus \$13.34 for each additional unit	1,000 + 400 for each additional unit
Multiple Businesses in one Building	Meter size minimum plus \$13.34 for each additional business	1,000 + 400 for each additional business
Motels (units occupied or not)	Meter size minimum plus \$10.01 per unit	1,000 + 300 for each additional unit

After Hours Call Out **\$80.00**

Shut off fee-Delinquent Accts **\$40.00**

Hydrant Meter Permit (non-refundable)	\$50.00
Hydrant Meter Damage Deposit (Refundable upon return of meter device, complete and in good condition, and payment received for all water and meter rental charges)	\$150.00
Hydrant Meter Rental Charge	\$5.00 per day

Deposit Required for Meter Testing	Charge
5/8 x 3/4 inch	\$30.00
1 inch	\$50.00
1 1/2 inch	\$60.00
2 inch	\$70.00

MEMORANDUM

To: Omak City Council
Cindy Gagné, Mayor

From: Todd McDaniel, Administrator

Date: December 7, 2020

Subject: Resolution 77-2020 Amending Economic Alliance Cares Act Agreement

The Attached Resolution 77-2020 Approving an Amendment to the Agreement Between the City of Omak and the Economic Alliance, is forwarded for your consideration.

The Cares Act Grant funding is available for expenditures incurred through November 30, 2020. To maximize the use of Cares Act funding, Economic Alliance has the ability to offer additional funding to business that participated in their Cares Act Business Support Initiative Grant Funding program.

This amendment provides an additional \$25,000.00 in funding. Economic Alliance will distribute up to an additional \$777.77, for qualified expenses, to the 36 business that applied for the initial grants.

Roni Holder Diefenbach and the Staff of Economic Alliance has been instrumental in getting needed relief out to the small businesses. A big **THANK YOU** goes out to them.

I approve this resolution and urge it Adoption

RESOLUTION No. 77-2020

**A RESOLUTION OF THE OMAK CITY COUNCIL APPROVING AN
AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF OMAK AND
ECONOMIC ALLIANCE**

WHEREAS, Resolution 43-2020 approved an agreement between the City of Omak and Economic Alliance for small business grant distribution of Cares Act funds; and

WHEREAS, restrictions, closures, and health protocols due to the COVID pandemic continue to cause hardships for Small Businesses within the City of Omak's jurisdiction; and

WHEREAS, the City desires to distribute additional Cares Act funding to the Small Businesses through the agreement with Economic; and

WHEREAS, this agreement increases the allocation of distribution through the Economic Alliance from \$75,000 to \$100,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Omak City Council, that the amendment to the Agreement between the City of Omak and the Economic Alliance, a copy of which is attached hereto as Exhibit "A", is approved. The Mayor is hereby authorized and directed to execute the same for and on behalf of the City.

INTRODUCED AND APPROVED by the City Council of the City of Omak this _____ day of _____, 2020.

APPROVED:

Cindy Gagné, Mayor

ATTEST:

Connie Thomas, City Clerk

APPROVED AS TO FORM:

Michael D. Howe, City Attorney

Exhibit "A"
Economic Alliance Amendment
November 18, 2020
Resolution 77-2020

The City of Omak and Economic Alliance desire to amend the agreement for Small Business Grant program, dated the 15th day of June 2020.

Article 2.1 shall become effective November 18, 2020 as follows:

2.1 Grant Funding. The City agrees to provide the sum of \$100,000.00 to the Alliance from the City's share of its local CRF allotment (the "Grant Funds"), to be used for costs incurred by the Coronavirus public health emergency during the period of March 1, 2020, through November 30, 2020, and not accounted for in the Alliance budget approved as of March 27, 2020.

Except otherwise expressly provided in this amendment, all other terms and Conditions of the Agreement remain unchanged and are in full force and effect.

_____ Date _____

Cindy Gagné
City of Omak, Mayor

_____ Date _____

Roni Holder-Deifenbach
Economic Alliance, Executive Director

MEMORANDUM

To: Omak City Council
Cindy Gagné, Mayor

From: Ken Mears, Public Works Director

Date: December 7th, 2020

Subject: **Resolution No. 78-2020** Approving Change Order No.1 with POW Contracting for 2020 Sewer and Water System Improvements Project.

The attached **Resolution 78-2020, A RESOLUTION OF THE OMAK CITY COUNCIL APPROVING CHANGE ORDER NO. 1 TO THE CONTRACT BETWEEN POW CONTRACTING AND THE CITY OF OMAK FOR THE 2020 SEWER AND WATER SYSTEM IMPROVEMENTS PROJECT**; is forwarded for your consideration.

Attached, please find Change Order No. 1 for the 2020 Sewer and Water Improvements Project. This change order is for rock excavation on S. Granite St. The contractor needed to furnish and supply all materials, labor, tools, equipment, and incidentals for the excavation and waste haul of rock encountered during construction to install a new PVC sewer main pipeline. There are more details under item 1 of the attached change order.

I support this Resolution and request Council approval.

RESOLUTION NO. 78-2020

A RESOLUTION OF THE OMAK CITY COUNCIL APPROVING CHANGE ORDER NO. 1 TO THE CONTRACT BETWEEN POW CONTRACTING AND THE CITY OF OMAK FOR THE 2020 SEWER AND WATER SYSTEM IMPROVEMENTS PROJECT

WHEREAS, the City of Omak awarded the contract for the 2020 Sewer and Water System Improvement Project G&O #19028 by Resolution 21-2020; and

WHEREAS, there was a change in site conditions resulting in the need for rock excavation on Granite St.; and

WHEREAS, representatives of the City of Omak, POW Contracting, and the City's consultants, Gray and Osborne, Inc., have negotiated this Change Order to resolve the issue encountered, reasonably.

NOW, THEREFORE, BE IT RESOLVED by the Omak City Council, that Change Order No.1 to the contract for 2020 Sewer and Water System Improvements Project, a copy of which is attached hereto as Exhibit "A", is now approved. The Mayor is authorized and directed to execute said Change Order for and on behalf of the City.

PASSED BY THE CITY COUNCIL this ____ day of _____, 2020.

APPROVED:

Cindy Gagné, Mayor

ATTEST:

Connie Thomas, City Clerk

APPROVED AS TO FORM:

Michael D. Howe, City Attorney

EXHIBIT A

November 18, 2020



Mr. Todd McDaniel
City Administrator
P.O. Box 72
Omak, Washington 98841

SUBJECT: CHANGE ORDER 1 TRANSMITTAL, 2020 SEWER AND WATER
SYSTEM IMPROVEMENTS
CITY OF OMAK, OKANOGAN COUNTY, WASHINGTON
G&O #19028.03

Dear Mr. McDaniel:

Four copies of Change Order 1 for the above-referenced project are enclosed, which have been signed by the Engineer and the Contractor. If the documents meet with the City's approval the City should sign each change order.

Upon executing the change order, retain one copy for your files, return two copies to POW Contracting, and one copy to Gray & Osborne, Inc., to my attention.

Sincerely,

GRAY & OSBORNE, INC.

A handwritten signature in blue ink that reads "David G. Ellis".

David G. Ellis, P.E.

Encl.

cc: Mr. Ken Mears, Public Works Director, City of Omak, w/encl.

CHANGE ORDER

Project Title	2020 Sewer and Water System Improvements	Contractor Name	POW Contracting
Owner	City of Omak	Contractor Address	P.O. Box 4772
Change Order No.	1		Pasco, WA 99302
Change Order Date	November 17, 2020		
G&O No.	19028.03		

The following changes are hereby made to the Contract Documents:

SCHEDULE A – SEWER SYSTEM IMPROVEMENTS

ITEM 1: Rock Excavation on S. Granite St. STA 602+30 to STA 603+77

Furnish and supply all materials, labor, tools, equipment, and incidentals for the excavation and wastehaul of rock encountered during construction to install new PVC sewer main pipeline on S. Granite St. from STA 602+30 to and including new manhole MH W-182A at STA 603+77.

The lump sum cost for this work is:.....\$7,666.33

Justification: The additional work is the result of changed site conditions.

Working Days: Two working days are added to the Substantial and Physical Completion Contract Times.

CHANGE TO CONTRACT PRICE

Original Contract Amount (without tax):	\$1,873,730.00
Current Contract Amount, as adjusted by previous change orders:	\$1,873,730.00
The Contract Amount due to this Change Order will be increased by:	\$7,666.33
The new Contract Amount (without tax) due to this Change Order will be:	\$1,881,396.33

CHANGE TO CONTRACT TIME

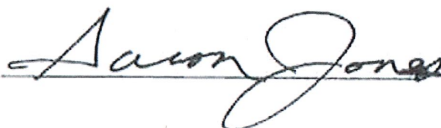
The Substantial Completion Contract Time will be increased by 2 working days, for a total of 137 working days. the Physical Completion Contract Time will be increased by 2 working days, for a total of 142 working days.

This document will become a supplement to the Contract and all provisions in the Contract will apply hereto. The Contractor acknowledges and agrees that by executing this change order he foregoes all rights and privileges of acquiring any additional compensation for any known or unknown claims of any type or nature, to include but not be limited to, any additional work, delays, extended office overhead, design omissions, changed site conditions, or any oral directions as of the date of the execution of this change order.

GRAY & OSBORNE, INC.
(RECOMMENDED)

 _____ Date 11-18-20

POW CONTRACTING
(ACCEPTED)

 _____ Date 11/17/20

CITY OF OMAK
(ACCEPTED)

_____ Date _____

MEMORANDUM

To: Omak City Council
Cindy Gagné, Mayor

From: Todd McDaniel
City Administrator

Date: December 7, 2020

Subject: Resolution 79-2020 Martin Morris Insurance Agreement

The attached Resolution No. 79-2020, Approving Professional Service Agreement Between Martin-Morris Agency, Inc. and the City of Omak to Provide Insurance Broker Services, is forwarded for your consideration.

This Resolution renews an agreement with Martin-Morris Agency, Inc. to provide Insurance Brokerage Services. This agreement for the 2020-2021 insurance period will renew annually on December 1st of each year, unless terminated 60 days prior to the renewal date.

We continue to be happy with the services that Martin-Morris and CIAW provide. Scott and Denise at Martin Morris have been very responsive to our needs.

The attached Resolution will continue our relationship with Martin-Morris for the foreseeable future.

I support this Resolution and Urge its Adoption.

RESOLUTION NO. 79-2020

**PROFESSIONAL SERVICES AGREEMENT BETWEEN
MARTIN-MORRIS AGENCY, INC. AND THE CITY OF OMAK TO
PROVIDE INSURANCE BROKER SERVICES**

THE CITY COUNCIL OF THE CITY OF OMAK, Washington, do hereby resolve that the **Professional Services Agreement** attached hereto between the **CITY OF OMAK**, a municipal corporation and **Martin Morris Agency**, a private corporation, is hereby approved and the Mayor is hereby authorized and directed to execute the same for and on behalf of the CITY; and that the City Clerk is authorized and directed to attest his signature.

INTRODUCED and passed this _____ day of _____, 2020.

SIGNED:

Cindy Gagné, Mayor

ATTEST:

Connie Thomas, City Clerk

APPROVED AS TO FORM:

Michael Howe, City Attorney

PROFESSIONAL SERVICE AGREEMENT

Policy Term 2020-2021

I. The Parties. This Service Contract ("Agreement") made December 1, 2020 ("Effective Date"), is by and between:

Service Provider: Martin-Morris Agency Inc, with an address of 105 Basin St NW, PO Box 1000, Ephrata, Washington, 98823 ("Service Provider"),

AND

Client: City of Omak, with a mailing address of PO Box 72, Omak, Washington, 98841 ("Client").

Service Provider and Client are each referred to herein as a "Party" and, collectively, as the "Parties."

NOW, THEREFORE, FOR AND IN CONSIDERATION of the mutual promises and agreements contained herein, the Client hires the Service Provider to work under the terms and conditions hereby agreed upon by the Parties:

II. Term. The term of this Agreement shall commence on December 1, 2020. This contract will automatically renew every December 1st unless notice is sent to our office 60 days prior to renewal.

III. The Service. The Service Provider agrees to provide the following:

- On-site completion of insurance applications
- Assistance with placing appropriate property valuations
- Annual claims review with the city
- Annual renewal negotiations on the city's behalf with vendors such as CIAW and Clear Risk
- Assistance on claims. Obtaining information and reporting to CIAW. Provide liaison between claims adjusters and the city.
- Represent the city at various CIAW member meetings
- Assist in the placement of any coverage not provided by CIAW. Example: Underground Storage Tank marketplaces
- Be available to the city for questions and assistance
- Serve in the best interest of the city

Hereinafter known as the "Service".

Service Provider shall provide, while providing the Service, that he shall comply with the policies, standards, and regulations of the Client, including local, State, and Federal laws and to the best of their abilities.

IV. Payment Amount. The Client agrees to pay the Service Provider:

- \$12,000 per year for the 2020-2021 term for performing the Service to the Client. This amount may change from year to year and will be outlined in the annual compensation disclosure form.
- Mileage/Travel costs (if applicable): N/A

Hereinafter known as the "Payment Amount".

Attachment "A"
79-2020
December 7, 2020

V. Payment Method. The Client shall pay the Payment Amount when invoiced.

Hereinafter known as the "Payment Method". The Payment Amount and Payment Method collectively shall be referred to as "Compensation".

VI. Retainer. The Client is not required to pay a retainer as part of this Agreement. The Compensation shall be paid in accordance with the terms of this Agreement.

VII. Responsibility of the Client. To assist the Service Provider in providing services, the Client shall perform the following responsibilities: Communicate promptly regarding insurance related matters.

VIII. Confidentiality. Service Provider acknowledges and agrees that all financial and accounting records, lists of property owned by Client, including amounts paid, therefore, client and customer lists, and any other data and information related to the Client's business is confidential ("Confidential Information"). Therefore, except for disclosures required to be made to advance the business of the Client and information which is a matter of public record, Service Provider shall not, during the term of this Agreement or after its termination, disclose any Confidential Information for the benefit of the Service Provider or any other person, except with the prior written consent of the Client.

IX. Governing Law. This Agreement shall be governed by and shall be construed in accordance with the laws in the State of Washington.

X. Severability. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

XI. Entire Agreement. This Agreement constitutes the entire agreement between the Parties to its subject matter and supersedes all prior contemporaneous agreements, representations, and understandings of the Parties. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing by all Parties.

IN WITNESS WHEREOF, the Parties hereto agree to the above terms and have caused this Agreement to be executed in their names by their duly authorized officers.

Client's Signature _____ **Date** _____

Print Name: Cindy Gagné
City of Omak, Mayor

Service Provider's Signature _____ **Date** _____

Print Name _____

MEMORANDUM

To: Cindy Gagne, Mayor
Omak City Council

From: Kevin Bowling, Omak Fire Chief

Date: November 30, 2020

Subject: Departmental Report

- The Fire Chiefs office continues to be closed to the general public due to COVID-19.
- Attended a fire district 3 commissioners meeting.
- Another fire dept. truck committee meeting this time with Mark from Cascade Fire writing specs for the new fire truck.
- Attended another Okanogan County Hazard Mitigation planning meeting via zoom.
- Plan review on Meadowlark Senior Housing project.
- Attended a pre-design meeting with staff and WSDOT reference the Central Street Bridge upgrade.
- Attended a pre-con meeting for the Meadow Point project.
- Used some vacation time.

Below is a breakdown of addresses, type of calls, equipment responding, time on scene, number of firefighters responding and total man-hours per call.

Location of Call (inside City)	Type of Incident	Equipment responding	Time on Call	# of firefighters responding	Man Hours
Ash & 3rd	2 car accident	C51, R51	9 min	6	.9
122 North Main	Structure fire	C51, E51, L51, R51	90 min	16	24
509 Okoma Drive space #4	EMS assist	C51, R51	35 min	7	4
6 th & Ivy	Dumpster fire	C51, B352	14 min	10	2.3
224 West Apple	Vehicle accident	C51	9 min	8	1.2
600 Omache Drive	Vehicle fire	C51, E51	21 min	12	4.2
20 South Cedar	Fire alarm	C51, E51	7 min	9	1
			Average 26.4	Average 9.7	Total man hrs city 37.6
Outside city includes other cities or fire districts					
61 Duck Lake Rd	Vehicle fire	C51, E351	8 min	12	1.6
285 Omak River Rd	Control burn	C51	4 min	10	.6
101 Main Street Riverside	Structure fire	C51, E351	34 min	7	3.9

85 Rodeo Trail Rd	Structure fire	C51, E351, T351, R51	90 min	13	19.5
102 Shumway Road	Control burn	C51, E351	8 min	12	1.6
Highway 155 mile post 58	Vehicle accident	C51, B352, R51	15 min	9	2.2
63 Kernal Road	Structure fire	E351, T351, R51	70 min	11	12.8
			Average 32.7 min.	Average 10.5	Total man hrs dist.42.2

Explanation of equipment numbers and ownership:

- C 51 – Chiefs rig - city
- E 51 – Engine 51 – city
- L51 – Ladder 51 – city
- R51 – Rescue 51 – city
- E351 – Engine 351 – district 3
- T351 – Tender 351 – district 3
- T352 – Tender 352 – district 3
- B351 – Brush 351 – district 3
- B352 – Brush 352 – district 3
- B353 – Brush 353 – district 3

11 burn permits issued
170 man hours training
Dollar loss inside city \$103,000.00
Dollar loss outside city \$125,000.00