

1. 01.12.2026 Agenda Only

Documents:

[01.12.2026 AGENDA ONLY.PDF](#)

2. 01.12.2026 Agenda Packet

Documents:

[01.12.26 AGENDA PACKET.PDF](#)



# AGENDA

## REGULAR MEETING

### ENUMCLAW CITY COUNCIL

**January 12, 2026 ~ 7:00 p.m. ~ Enumclaw City Hall**

**1. CALL TO ORDER, FLAG SALUTE, AND ATTENDANCE:**

**2. ADJUSTMENTS TO THE AGENDA:**

**3. SWEARING IN CEREMONY MAYOR, COUNCILMEMBERS & JUDGE:**

- A. Anthony Wright, Mayor
- B. Sabrina Solmonsens-Waterhouse, Council Position 3
- C. Brodie Smith, Council Position 5
- D. Ed Storton, Council Position 7
- E. Samantha Johnson, Municipal Court Judge

**4. RECEPTION (APPROXIMATELY 10 MINUTES):**

**5. MOTION TO APPROVE MINUTES AS PUBLISHED:**

- A. Council Minutes 12/8/25

**6. ANNOUNCEMENTS AND PRESENTATIONS:**

A. ANNOUNCEMENTS

- 1. City Offices will be closed on Monday, January 19, 2026, to commemorate Martin Luther King Jr. Day.

B. PUBLIC HEARING AND MEETING ANNOUNCEMENTS

- 1. Public Hearing, Ordinance No. 2832, Co-Living Interim Development Regulations, Monday, January 26, 7:00 p.m., City Hall Council Chambers

**7. ACTION ITEMS:**

A. 2026-2027 Mayor Pro Tem.....Motion to Designate Mayor Pro Tem

- 1. Council Comments:
- 2. Council Action:

B. 2026-2027 Council Committees.....Motion to Establish Committee Assignments

- 1. Committee on Committees Report:
- 2. Council Comments:
- 3. Council Action:

**8. COMMENTS FROM THE AUDIENCE: (Please Limit Comments to Three Minutes)**

**9. PUBLIC HEARING:**

**10. TABLED BUSINESS:**

**11. COUNCIL COMMITTEE REPORTS:**

- A. Community & Economic Development -
- B. Community Services -
- C. Finance & Technology -
- D. Public Safety -
- E. Public Works -
- F. Chamber of Commerce -
- G. Sound Cities Association (SCA) -
- H. Enumclaw Expo and Events Association (EEEE) Advisory Board -

**12. CONSENT AGENDA.....Motion to Approve**

**A. VOUCHER AND PAYROLL CERTIFICATION**

1. Accounts Payable Vouchers # 242152-242337 - \$1,323,697.37; Void Check #s 199486, 200043, 200900, 242095, 242113 (\$1,257.36)
2. November 2025 Payroll Voucher # 29136-29137 - \$4,222.38; Payroll Direct Deposits - \$758,554.04; Payroll Tax and Benefits - \$678,773.62
3. ACH & Wire Transactions - \$832,838.76

**B. APPOINTMENT**

1. Human Services Advisory Board Position No. 2, Robert Horn; Term expires December 31, 2029
2. Park Board Position No. 7, Jerry Metcalf; Term expires December 31, 2027

**C. PROFESSIONAL SERVICE AGREEMENT**

1. BHC - 248th Lift Station Contract Amendment No. 7

**13. GENERAL BUSINESS:**

**A. ORDINANCES**

1. Ordinance No. 2828 - 2025 Comprehensive Plan Amendments
  - a. City Clerk Reads Ordinance by Title Only for the 2nd Reading
  - b. Staff Report: Chris Pasinetti, Community Development Director
  - c. Council Committee Report:
  - d. Council Comments:
  - e. Council Action:

**B. RESOLUTIONS**

1. Resolution No. 1862 - Outside Agency Lease Agreements
  - a. City Clerk Reads Resolution by Title Only
  - b. Staff Report: Chris Searcy, City Administrator
  - c. Council Comments:
  - d. Council Action:
2. Resolution No. 1863 - Outside Agency Provisional Agreements
  - a. City Clerk Reads Resolution by Title Only
  - b. Staff Report: Chris Searcy, City Administrator
  - c. Council Comments:
  - d. Council Action:
3. Resolution No. 1865 - Fee Schedule Amendment
  - a. City Clerk Reads Resolution by Title Only
  - b. Staff Report: Brian Spindor, Public Works Director  
Chris Pasinetti, Community Development Director  
Tim Floyd, Police Chief
  - c. Council Committee Report:
  - d. Council Comments:
  - e. Council Action:

**C. GENERAL ITEMS**

1. Routine Reports
  - a. Finance: Sales Tax Report
  - b. Community Development: Building Permits; City Planning

**14. UNFINISHED BUSINESS:**

**15. NEW BUSINESS:**

A. Council Vacancy Interview Process

**16. EXECUTIVE SESSION:**

**17. ADJOURNMENT:**

***THIS MEETING BROADCAST AND STREAMED LIVE VIA ECTV CHANNEL 21***

*City Council meetings are wheelchair accessible; parking area available by north door of City Hall. Public comment may be submitted in writing by emailing the City Clerk at [jrose@ci.enumclaw.wa.us](mailto:jrose@ci.enumclaw.wa.us) by 4:00 p.m. on the day of the meeting. If accommodations are needed, including virtual access to provide public comment, please contact the City Clerk by the same deadline listed above at 360-615-5608 or by the email provided.*

CITY COUNCIL MEETING NOTES:  
Meeting Date: January 12, 2026



**AGENDA**  
**REGULAR MEETING**  
**ENUMCLAW CITY COUNCIL**

**January 12, 2026 ~ 7:00 p.m. ~ Enumclaw City Hall**

**1. CALL TO ORDER, FLAG SALUTE, AND ATTENDANCE:**

**2. ADJUSTMENTS TO THE AGENDA:**

**3. SWEARING IN CEREMONY MAYOR, COUNCILMEMBERS & JUDGE:**

- A. Anthony Wright, Mayor
- B. Sabrina Solmonsens-Waterhouse, Council Position 3
- C. Brodie Smith, Council Position 5
- D. Ed Storton, Council Position 7
- E. Samantha Johnson, Municipal Court Judge

**4. RECEPTION (APPROXIMATELY 10 MINUTES):**

**5. MOTION TO APPROVE MINUTES AS PUBLISHED:**

- A. Council Minutes 12/8/25 (page 5)

**6. ANNOUNCEMENTS AND PRESENTATIONS:**

**A. ANNOUNCEMENTS**

- 1. City Offices will be closed on Monday, January 19, 2026, to commemorate Martin Luther King Jr. Day.

**B. PUBLIC HEARING AND MEETING ANNOUNCEMENTS**

- 1. Public Hearing, Ordinance No. 2832, Co-Living Interim Development Regulations, Monday, January 26, 7:00 p.m., City Hall Council Chambers

**7. ACTION ITEMS:**

**A. 2026-2027 Mayor Pro Tem.....Motion to Designate Mayor Pro Tem**

- 1. Council Comments:
- 2. Council Action:

**B. 2026-2027 Council Committees.....Motion to Establish Committee Assignments**

- 1. Committee on Committees Report:
- 2. Council Comments:
- 3. Council Action:

**8. COMMENTS FROM THE AUDIENCE: (Please Limit Comments to Three Minutes)**

**9. PUBLIC HEARING:**

**10. TABLED BUSINESS:**

**11. COUNCIL COMMITTEE REPORTS:**

- A. Community & Economic Development -
- B. Community Services -
- C. Finance & Technology -
- D. Public Safety -
- E. Public Works -
- F. Chamber of Commerce -
- G. Sound Cities Association (SCA) -
- H. Enumclaw Expo and Events Association (EEEE) Advisory Board -

**12. CONSENT AGENDA.....Motion to Approve**

**A. VOUCHER AND PAYROLL CERTIFICATION**

- 1. Accounts Payable Vouchers # 242152-242337 - \$1,323,697.37; Void Check #s 199486, 200043, 200900, 242095, 242113 (\$1,257.36)
- 2. November 2025 Payroll Voucher # 29136-29137 - \$4,222.38; Payroll Direct Deposits - \$758,554.04; Payroll Tax and Benefits - \$678,773.62
- 3. ACH & Wire Transactions - \$832,838.76

**B. APPOINTMENT**

- 1. Human Services Advisory Board Position No. 2, Robert Horn; Term expires December 31, 2029
- 2. Park Board Position No. 7, Jerry Metcalf; Term expires December 31, 2027

**C. PROFESSIONAL SERVICE AGREEMENT**

- 1. BHC - 248th Lift Station Contract Amendment No. 7 (page 13)

**13. GENERAL BUSINESS:**

**A. ORDINANCES**

- 1. Ordinance No. 2828 - 2025 Comprehensive Plan Amendments (page 37)
  - a. City Clerk Reads Ordinance by Title Only for the 2nd Reading
  - b. Staff Report: Chris Pasinetti, Community Development Director
  - c. Council Committee Report:
  - d. Council Comments:
  - e. Council Action:

**B. RESOLUTIONS**

- 1. Resolution No. 1862 - Outside Agency Lease Agreements (page 89)
  - a. City Clerk Reads Resolution by Title Only
  - b. Staff Report: Chris Searcy, City Administrator
  - c. Council Comments:
  - d. Council Action:
- 2. Resolution No. 1863 - Outside Agency Provisional Agreements (page 119)
  - a. City Clerk Reads Resolution by Title Only
  - b. Staff Report: Chris Searcy, City Administrator
  - c. Council Comments:
  - d. Council Action:
- 3. Resolution No. 1865 - Fee Schedule Amendment (page 175)
  - a. City Clerk Reads Resolution by Title Only
  - b. Staff Report: Brian Spindor, Public Works Director  
Chris Pasinetti, Community Development Director  
Tim Floyd, Police Chief
  - c. Council Committee Report:
  - d. Council Comments:
  - e. Council Action:

**C. GENERAL ITEMS**

- 1. Routine Reports
  - a. Finance: (page 201) Sales Tax Report
  - b. Community Development: (page 204) Building Permits; City Planning

**14. UNFINISHED BUSINESS:**

**15. NEW BUSINESS:**

A. Council Vacancy Interview Process

**16. EXECUTIVE SESSION:****17. ADJOURNMENT:*****THIS MEETING BROADCAST AND STREAMED LIVE VIA ECTV CHANNEL 21***

*City Council meetings are wheelchair accessible; parking area available by north door of City Hall. Public comment may be submitted in writing by emailing the City Clerk at [jrose@ci.enumclaw.wa.us](mailto:jrose@ci.enumclaw.wa.us) by 4:00 p.m. on the day of the meeting. If accommodations are needed, including virtual access to provide public comment, please contact the City Clerk by the same deadline listed above at 360-615-5608 or by the email provided.*

CITY COUNCIL MEETING NOTES:  
Meeting Date: January 12, 2026

**City of Enumclaw  
1339 Griffin Avenue  
Enumclaw, Washington 98022**

**City Council Regular Session  
City Hall Council Chambers  
December 8, 2025, 7:00 p.m.**

**1. CALL TO ORDER AND FLAG SALUTE:**

Mayor Molinaro called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance. Mayor Pro Tem Wright announced that Councilmember Sauvageau was absent.

**WRIGHT MOVED TO EXCUSE SAUVAGEAU FROM THE MEETING. LAFLEUR SECONDED. MOTION CARRIED 6-0.**

**ATTENDANCE:**

Councilmembers Anthony Wright, Chance LaFleur, Corrie Koopman Frazier, Bobby Martinez, Chris Gruner, and Jan Martinell were present. Also, present were Mayor Jan Molinaro, City Administrator Chris Searcy, City Attorney Brett Vinson, City Clerk Jessica Rose, Police Chief Tim Floyd, Finance Director Kristan Reed, Parks and Recreation Director Alina Hibbs (via Teams), Community Development Director Chris Pasinetti, Public Works Director Brian Spindor, Information Services Director Joe Nanavich, Media Services Technician Zoie Raum, and Students on Council Avi Almassi, Cooper Brossart, and Gwen Jack.

**2. ADJUSTMENTS TO THE AGENDA:**

Mayor made the following adjustments to the agenda:

- 10.A.4 Ordinance No. 2831, Repeal Ordinance No. 16,
- Moved New Business to section 13 of the agenda and rearranged the order to A. Bobby Martinez, B. Chris Gruner, and C. Jan Molinaro.
- Moved Executive Session to section 11 of the agenda and added A. Employee Performance Review per RCW 42.30.110(1)(g), estimated time 5 minutes with possible action to follow.

Council consensus to approve agenda as amended.

**3. MOTION TO APPROVE MINUTES AS PUBLISHED:**

- Council Minutes 11/24/25

**WRIGHT MOVED TO APPROVE THE NOVEMBER 24, 2025, COUNCIL MEETING MINUTES AS PUBLISHED. GRUNER SECONDED. MOTION CARRIED 6-0.**

**4. ANNOUNCEMENTS AND PRESENTATIONS:**

- ANNOUNCEMENTS

1. Spirit of Enumclaw Award - Grant McCall
2. City offices will be closed Thursday, December 25, to commemorate Christmas, and Thursday, January 1, 2026, to commemorate New Year's Day

Mayor presented McCall with the Enumclaw Spirit Award and noted the announcement.

- PUBLIC HEARING AND MEETING ANNOUNCEMENTS

1. The regularly scheduled December 22, 2025, Council meeting has been cancelled.

Mayor noted the announcement.

**5. COMMENTS FROM THE AUDIENCE: (Please Limit Comments to Three Minutes)**

Rose stated the City Clerk's office received various comments regarding Ordinance No. 2815 and No. 2830 that was distributed to Council and will be included in the minutes.

Elbert Reed, who lives within the city limits, stated his opposition to Ordinance No. 2815.

Julie Holbrook, who lives within city limits, stated her opposition to Ordinance No. 2830.  
 Tim O'Brien, who lives outside the city limits, stated his opposition to Ordinance No. 2815.  
 David Grampa, who lives within the city limits, stated his opposition to Ordinance No. 2815.  
 Toby Una, who lives within the city limits, stated her opposition to Ordinance No. 2815.  
 Lynn Saboe, who lives within the city limits, stated her opposition to Ordinance No. 2815.  
 David Barber, who lives within the city limits, stated his opposition to Ordinance No. 2815.  
 Brian Derdowski, who lives outside the city limits, stated his opposition to Ordinance No. 2815.  
 Helen Countryman, who lives within the city limits, stated her opposition to Ordinance No. 2815.  
 Jeff Potter, who lives outside the city limits,

**6. PUBLIC HEARING:**

A. 2025 Comprehensive Plan Amendments, Ordinance No. 2828

**MAYOR OPENED THE PUBLIC HEARING AT 7:37 P.M.**

Rose confirmed that the City Clerk's office received one email from Kyle Fletcher on behalf of the Enumclaw School District on December 8<sup>th</sup> that was distributed to Council and will be included in the minutes.

City Clerk Reads Ordinance by Title Only for the 1st Reading

ORDINANCE NO. 2828

AN ORDINANCE OF THE CITY OF ENUMCLAW, KING COUNTY, WASHINGTON  
 UPDATING AND AMENDING THE ENUMCLAW COMPREHENSIVE PLAN, PROVIDING  
 FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

***Staff Report:***

Pasinetti stated that the Ordinance would adopt by reference the School District Capital plan, the Parks and Recreation Capital Improvement Plan and the Six-Year Transportation Improvement Plan. These are routine amendments done as part of the city's comprehensive plan amendments cycle.

***Council Comments:***

None

***Public Input:***

Brian Derdowski, who lives outside the city limits, stated his concerns regarding Ordinance No. 2828.

David Grampa, who lives within city limits, stated his concerns regarding Ordinance No. 2828.

**MAYOR CLOSED THE PUBLIC HEARING AT 7:49 P.M.**

**7. TABLED BUSINESS:**

None

**8. COUNCIL COMMITTEE REPORTS:**

A. Community & Economic Development - LaFleur, Chair; Gruner, Sauvageau  
 LaFleur stated the Committee last met on December 8. They discussed Ordinance No. 2828 and 2830. The next meeting is scheduled for Monday, January 12, at 4:30 p.m. at Stevenson Yerxa.

B. Community Services - Wright, Chair; Koopman-Frazier, Martinez  
Wright stated the Committee has not met since the last meeting. The next meeting is scheduled for Tuesday, January 20, at 5:00 p.m. at Stevenson Yerxa.

C. Finance & Technology - Koopman Frazier, Chair; Martinell, Sauvageau  
Koopman Frazier stated the Committee last met on December 8. They discussed Ordinance No. 2829, donation request, technology update, and Ordinance No. 2815. The next meeting is scheduled for Monday, January 12, at 6:30 p.m. in the Finance Department.

D. Public Safety - Gruner, Chair; Martinell, Martinez  
Gruner stated the Committee has not met since the last meeting. The next meeting is scheduled for Tuesday, January 20, at 6:00 p.m. at the Police Department.

E. Public Works - Wright, Chair; Gruner, LaFleur  
Wright stated the Committee last met on December 8. They discussed the two project acceptances on consent, fuel tax grant, and gas hedging. The next meeting is scheduled for Monday, January 24, at 5:00 p.m. at Stevenson-Yerxa.

F. Chamber of Commerce - Sauvageau, Liaison  
Martinell stated the Chamber has not met since the last meeting. The next meeting is scheduled for Wednesday, December 10, at 8:00 a.m. at the school district office.

G. Sound Cities Association - LaFleur, Liaison; Koopman Frazier, Alternate  
LaFleur stated SCA has not met since the last meeting. The next meeting is scheduled for Wednesday, December 10, at 7:00 p.m. via Zoom.

H. Enumclaw Expo and Events Association (EEEE) Advisory Board - Wright, Liaison  
Wright stated that the EEEA has not met since the last meeting. The next meeting is scheduled for January 20, at 6:00 p.m. at the Expo Center.

I. Students on Council - Almassi, Brossart, Gwen  
Almassi, Brossart, and Gwen all provided updates with their schools and thanked Council for the opportunity to be part of the program.

**9. CONSENT AGENDA.....Motion to Approve**

**A. PROJECT ACCEPTANCE**

- 1. Hoffman Construction - Boise Spring Main Replacement Project Phase 1
- 2. R.L. Alia - 248th Lift Station Conveyance Project

**B. GRANT ACCEPTANCE**

- 1. Washington State Transportation Improvement Board - Fuel Tax Grant Agreement

**WRIGHT MOVED TO APPROVE THE CONSENT AGENDA. LAFLEUR SECONDED. MOTION CARRIED 6-0.**

**10. GENERAL BUSINESS:**

**A. ORDINANCES**

- 1. Ordinance No. 2815 - EMC Amendment on Townhomes Design Standards and Design Review Process

City Clerk Reads Ordinance by Title Only for the 2nd Reading

**ORDINANCE NO. 2815**

**AN ORDINANCE OF THE CITY OF ENUMCLAW, KING COUNTY, WASHINGTON AMENDING DEVELOPMENT REGULATIONS EMC CHAPTER 2.29, 15.06, 15.10, 15.18, 15.20,**

15.22, 15.24, 15.27, 15.30, 19.06, 19.10, 19.12, 19.13, 19.38, AND 19.40, PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

***Staff Report:***

Pasinetti stated gave an overview of the Ordinance and stated that there were some changes to the Ordinance since it was referred back to the Planning Commission for further review. Those changes include the Areawide Median Income (AMI) level from 30% AMI back to the original 80% AMI, 300-foot mailing for type II permits, and change the setback from 9 feet and 14 feet back to 15 feet, but clarified that the distance between the buildings would be 5 feet.

***Council Committee Report:***

LaFleur stated the Community and Economic Development Committee has reviewed and will make a motion to amend the Ordinance to strike Section 19.38.330, Part D.

***Council Comments:***

In response to a question by Martinell, Pasinetti stated there was some discussion on how the Design Review Board would function with only one meeting per year.

Council discussion regarding whether there could be other use of the Design Review Board and the potential issues that it could cause if the Design Review Board recommendation goes against a permit that meets all qualifications.

***Council Action:***

**GRUNER MOVED TO AMEND ORDINANCE NO. 2815, EMC AMENDMENT ON TOWNHOMES DESIGN STANDARDS AND DESIGN REVIEW PROCESS, BY STRIKING 19.38.330, SECTION D, IMPACT FEE EXEMPTION. MOTION CARRIED 5-1, MARTINELL OPPOSED.**

**GRUNER MOVED TO APPROVE ORDINANCE NO. 2815, EMC AMENDMENT ON TOWNHOMES DESIGN STANDARDS AND DESIGN REVIEW PROCESS AS AMENDED. MARTINEZ SECONDED. MOTION CARRIED 4-2, MARTINELL AND KOOPMAN FRAZIER OPPOSED.**

2. Ordinance No. 2829 - Amend 2.38.010 Municipal Judges  
City Clerk Reads Ordinance by Title Only for the 2nd Reading  
ORDINANCE NO. 2829

AN ORDINANCE OF THE CITY OF ENUMCLAW, KING COUNTY, WASHINGTON AMENDING ENUMCLAW MUNICIPAL CODE SECTION 2.38.010 RELATED TO THE APPOINTMENT OF MUNICIPAL COURT JUDGES PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

***Staff Report:***

Vinson stated he has nothing further to add to his report provided at the previous meeting.

***Council Committee Comments:***

Koopman Frazier stated the Finance Committee has reviewed and is in approval.

***Council Comments:***

None

***Council Action:***

**KOOPMAN FRAZIER MOVED TO APPROVE ORDINANCE NO. 2829, AMEND 2.38.010 MUNICIPAL JUDGES. MARTINEZ SECONDED. MOTION CARRIED 6-0.**

3. Ordinance No. 2830 - Co-Living Housing IDR  
City Clerk Reads Ordinance by Title Only for the 1st Reading

ORDINANCE NO. 2830

AN ORDINANCE OF THE CITY OF ENUMCLAW, KING COUNTY, WASHINGTON, ADOPTING INTERIM ZONING AND DEVELOPMENT REGULATIONS TO IMPLEMENT THE STATE'S CO-LIVING HOUSING REQUIREMENTS UNDER ENGROSSED SUBSTITUTE HOUSE BILL 1998 (2024), AMENDING THE CITY'S LAND USE MATRIX AND RELATED PROVISIONS TO ALLOW CO-LIVING HOUSING ON LOTS WHERE MULTIFAMILY DEVELOPMENT OF SIX UNITS OR MORE IS PERMITTED; DECLARING AN EMERGENCY; ESTABLISHING AN IMMEDIATE EFFECTIVE DATE OF DECEMBER 8, 2025; PROVIDING FOR A PUBLIC HEARING CONSISTENT WITH RCW 36.70A.390; AND PROVIDING FOR SEVERABILITY.

**Staff Report:**

Larsen stated the Ordinance establishes co-living housing interim development regulations. The regulations would allow co-living housing in accordance with RCW 36.70A.535 (HB 1998) which require cities planning under the Growth Management Act to adopt development regulations allowing co-living as a permitted use on any lot located within an urban growth area that allows at least six multifamily residential units, including on a lot zoned for mixed-use development. HB 1998 requires jurisdictions to adopt co-living regulations no later than December 31, 2025.

**Council Committee Report:**

LaFleur stated the Community and Economic Development Committee has reviewed and is in approval for the interim to meet the deadlines.

**Council Comments:**

None

**Council Action:**

**WRIGHT MOVED TO SUSPEND THE RULES AND APPROVE ON FIRST READING, ORDINANCE NO. 2830, CO-LIVING HOUSING IDR. LAFLEUR SECONDED. MOTION CARRIED 6-0.**

**LAFLEUR MOVED TO APPROVE ORDINANCE NO. 2830, CO-LIVING HOUSING IDR. GRUNER SECONDED. MOTION CARRIED 6-0.**

**ADDED:** 4. Ordinance No. 2831 - Repeal Ordinance No. 16  
City Clerk Reads Ordinance by Title Only for the 1st Reading

ORDINANCE NO. 16

ORDINANCE NO. 16, ADOPTED JULY 1, 1913, AND ENTITLED "AN ORDINANCE RELATING TO DANCING IN PUBLIC HALLS AND PUBLIC PLACES WITHIN THE INCORPORATED LIMITS OF THE TOWN OF ENUMCLAW," IS HEREBY REPEALED IN ITS ENTIRETY. ALL FINES, PROHIBITIONS, AND JUDGMENTS AGAINST THE TURKEY TROT, RAGGING, TEXAS TOMMY, BUNNY HUG, OR ANY OTHER DANCE MOVE SHALL HENCEFORTH BE FOREVER FORGIVEN.

**Staff Report:**

Mayor explained that in 1913, the City Council of that time had passed an Ordinance that prohibited dancing certain dance moves within the public. As one of his final acts as Mayor, he would like to repeal this ordinance.

***Council Comments:***

None

***Council Action:***

**WRIGHT MOVED TO SUSPEND THE RULES AND PASS ON FIRST READING FOR ORDINANCE NO. 2831, REPEAL ORDINANCE NO. 16. MARTINEZ SECONDED. MOTION CARRIED 6-2, LAFLEUR AND GRUNER OPPOSED.**

**WRIGHT MOVED TO APPROVE ORDINANCE NO. 2831, REPEAL ORDINANCE NO. 16. MARTINEZ SECONDED. MOTION CARRIED 6-2, LAFLEUR AND GRUNER OPPOSED.**

B. RESOLUTIONS

1. Resolution No. 1860 - Support for Wilkeson

City Clerk Reads Resolution by Title Only

RESOLUTION NO. 1860

A RESOLUTION OF THE CITY OF ENUMCLAW, KING COUNTY, WASHINGTON, IN SUPPORT OF THE TOWN OF WILKESON'S DECLARATION OF THE FAIRFAX BRIDGE CLOSURE AS A PUBLIC INFRASTRUCTURE EMERGENCY AND REQUEST FOR STATE AND FEDERAL ASSISTANCE.

***Staff Report:***

Wright stated he wrote this Resolution to provide support to Wilkeson as they declare the Fairfax Bridge closure as a public infrastructure emergency and their request for State and Federal Assistance.

***Council Comments:***

None

***Council Action:***

**WRIGHT MOVED TO APPROVE RESOLUTION NO. 1860, SUPPORT FOR WILKESON. MARTINEZ SECONDED. MOTION CARRIED 6-0.**

2. Resolution No. 1861 - Municipal Judge Contract

City Clerk Reads Resolution by Title Only

RESOLUTION NO. 1861

A RESOLUTION OF THE CITY OF ENUMCLAW, KING COUNTY, WASHINGTON APPOINTING SAMANTHA JOHNSON AS MUNICIPAL COURT JUDGE FOR THE TERM OF JANUARY 1, 2026, THROUGH DECEMBER 31, 2029.

***Staff Report:***

Searcy stated the current municipal court judge term ends on December 31, 2025, and the incumbent Judge Robert Hamilton is not seeking another term. EMC 2.38.010 requires the Mayor to appoint, and the City Council to confirm, the next municipal court judge for the term of January 1, 2026, through December 31, 2029.

***Council Comments:***

None

***Council Action:***

**WRIGHT MOVED TO APPROVE RESOLUTION NO. 1861, MUNICIPAL JUDGE CONTRACT. MARTINEZ SECONDED. MOTION CARRIED 6-0.**

C. GENERAL ITEMS

1. Routine Reports
  - a. Finance: Sales Tax Report

**11. EXECUTIVE SESSION:**

**ADDED:** A. Employee Performance Review per RCW 42.30.110(1)(g) - Estimated Time 10 Minutes

**MAYOR RECESSED THE MEETING AT 8:41 P.M.**

**COUNCIL EXITED THE CHAMBER CONFERENCE ROOM AT 8:51 P.M.**

**MAYOR RECONVENED THE MEETING AT 8:52 P.M.**

1. Resolution No. 1864 - City Administrator Employment Agreement  
City Clerk Reads Resolution by Title Only

RESOLUTION NO. 1864

A RESOLUTION OF THE CITY OF ENUMCLAW, KING COUNTY, WASHINGTON AUTHORIZING THE MAYOR TO EXECUTE AN EMPLOYMENT AGREEMENT WITH CHRIS SEARCY TO SERVE AS CITY ADMINISTRATOR.

Staff Report:

Vinson stated that Chris Searcy has been working for the City since 1997 and as City Administrator since 2013. It is common for city administrators to have an employment agreement.

**WRIGHT MOVED TO APPROVE RESOLUTION NO. 1864, CITY ADMINISTRATOR EMPLOYEMENT AGREEMENT. LAFLEUR SECONDED. MOTION CARRIED 6-0.**

**12. UNFINISHED BUSINESS:**

None

**13. NEW BUSINESS:**

- A. Bobby Martinez, Council Position 3
- B. Chris Gruner, Council Position 7

**MOVED:** C. Jan Molinaro, Mayor

Mayor presented Martinez and Gruner with plaques and tapestry. He thanked them both for their services as Councilmembers.

Searcy presented Molinaro with a plaque and tapestry, as well as thanked him for his services as Mayor.

Wright presented Molinaro with a cheesehead signed by staff, a trophy, a jersey, and played a video. He thanked Molinaro for his services as Mayor.

**14. ADJOURNMENT:**

**WRIGHT MOVED TO ADJOURN THE MEETING. MARTINEZ SECONDED. MOTION CARRIED 6-1, LAFLEUR OPPOSED.**

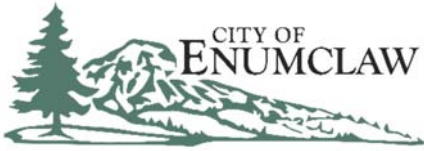
Meeting adjourned at 9:20 p.m.

Respectfully Submitted,

Jessica Rose  
City Clerk

Date Minutes Approved: \_\_\_\_\_





City Council
AGENDA BILL

Meeting Date: 01/12/2026

Subject: BHC 248th Lift Station Contract Amendment 7

Category: CONSENT

BUDGET IMPACT:

Expenditure Budget: \$

Revenue Budget: \$

Proposed Budget Amendment: \$

Related Ordinance or Resolution No.

Attachments: Staff Report

Staff Contact: Brian S. Spindor, P.E., Public Works Director

Summary/Background:

A total of \$3,500,000 was approved by council in the 2026 budget for construction of the 248th Ave Lift Station Project. Council awarded a contract to Pacific Civil & Infrastructure on November 24, 2025, in the amount of \$1,826,840 with a 15% contingency to construct the project. A contract amendment with the project consultant BHC for construction phase services has been negotiated in an amount not to exceed \$176,192.

Recommendations:

Date Sent to Committee: 01/12/2026 Date Returned: 01/12/2026

Council Committee: To be provided at the January 12th meeting

Staff: Approve

(BELOW TO BE COMPLETED BY CITY CLERKS OFFICE)

COUNCIL ACTION:

- APPROVED 1ST reading 1/12/26
DENIED Enactment reading
TABLED / DEFERRED / NO ACTION ORDINANCE # N/A
MOVED TO SECOND READING (Ordinances only) RESOLUTION # N/A



*Staff Report*

---

*Department of Public Works*

**TO:** Mayor / City Council  
**FROM:** Brian S. Spindor, P.E., Public Works Director  
**DATE:** January 6, 2026  
**SUBJECT:** BHC 248th Lift Station Contract Amendment 7  
Construction Phase Services

---

**Background:**

A total of \$3,500,000 was approved by council in the 2026 budget for construction of the 248th Ave Lift Station Project. Council awarded a contract to Pacific Civil & Infrastructure on November 24, 2025, in the amount of \$1,826,840 with a 15% contingency to construct the project. A contract amendment with the project consultant BHC has been negotiated in an amount not to exceed \$176,192 for services during construction.

**Analysis:**

Construction of the new lift station near the SE 433rd Street (McHugh Ave) and 248th Avenue SE intersection will replace the existing Willowgate, Takoba and McHugh lift stations. Construction management and inspection will be conducted by staff with assistance from the project consultant BHC as needed and defined in Amendment 7. The consulting firm of Fenagh Engineering will be providing special inspection services under a contract with the city.

A state Public Works Board loan contract for \$4.4M in funding the project was approved by Council on February 13, 2023, with costs reimbursed through the loan. The loan will also be used to purchase a natural gas generator and automatic transfer switch for the station from the city's sole source provider, Cummins, and to install replacement screens in the WWTP headworks building under a separate project currently in design. Costs of approximately \$900,000 have been incurred under the loan to date. Current projections indicate a final total cost of \$4.2M.

**Recommendation:**

Staff recommends Council authorize the Mayor to execute Amendment 7 to the consultant agreement with BHC for construction phase services for the 248th Ave Lift Station Project in an amount not to exceed \$176,192.

**EXHIBIT A**

**SCOPE OF SERVICES**  
**248<sup>TH</sup> AVENUE LIFT STATION PROJECT**  
**CITY OF ENUMCLAW**  
**AMENDMENT #7 – SERVICES DURING CONSTRUCTION**  
**January 5, 2026**

**Overview of Amendment**

The City of Enumclaw (City) contracted with BHC Consultants, LLC (BHC) to develop a design that would allow the City to remove three lift stations (Willowgate, Takoba, and McHugh) from service by constructing a new triplex lift station on an easement near the northeast corner of the intersection of SE 433<sup>rd</sup> Street and 248<sup>th</sup> Avenue and approximately 3,850 feet of new 10-inch force main and about 3,000 feet of gravity sewer main. The project is being constructed under two separate construction contracts. Contract #1 included the majority of the pipeline improvements and has been completed. Contract #2 addresses the new lift station and the abandonment of the three existing lift stations.

This amendment addresses out-of-scope design activities as well as engineering services during construction for Contract #2.

**Task 001: Project Management**

**\$19,725**

The amendment budget for this task will be used to track and monitor the progress of the project throughout the construction phase of the project, coordinate with the project team, including City staff, and closeout the project once construction is complete.

City Responsibilities:

- 1) Approve this Amendment.

Work Tasks:

- 1) Manage Contracts: Update BHC's accounting system to address this amendment. Prepare contract amendments with ESA, Terraphase, and FSI for environmental, geotechnical, and HVAC support services during construction.
- 2) Invoicing: Provide monthly invoices with status reports.
- 3) Project Team Coordination: Coordinate with project team as needed to review current and upcoming tasks, deliverables, and coordination efforts. Coordinate with City staff by phone or MS Teams approximately once per month.
- 4) Project Closeout: Following construction completion and delivery of record drawings, the Consultant will close out the project in the Consultants accounting system.

Deliverables:

- 1) Monthly invoices with status reports (Adobe pdf format).

Assumptions:

- 1) Because the schedule will be controlled by the Contractor, Earned Value Management tracking will not be used. Instead, the monthly status reports will summarize services provided as part of the current invoice, anticipated services to be provided in the following time period, and a budget status summary.
- 2) The construction phase will last approximately 16 months (2 months to complete King County permitting, 12 months for construction, and 2 months for record drawings and closeout).
- 3) Project team coordination will involve BHC's project manager checking in with appropriate team members an average of about 1 hour per month and coordinating with the City for 0.5 hours each month.

**Task 004: Contract #2 Lift Station Design Services \$8,827**

During the King County permitting process, the County placed the project permitting efforts on hold while the City coordinated with the County to gain approval of the City's General Sewer Plan. As a result, the City placed the project on hold as well. The resultant delay increased BHC's labor costs and required Terraphase to cancel and reschedule the soil bore on the lift station site.

The original project schedule had the design phase of the project being completed by December 31, 2024. While Amendment #4 extended the contract time to December 31, 2026, it did not address additional labor charges that will be incurred by BHC and its subconsultants associated with increased labor rates. This amendment addresses those additional costs as well as the additional costs incurred by Terraphase to reschedule the soil bore (See Exhibits A-1 and A-2).

**Task 009: Contract #2 – Engineering Services During Construction \$133,640**

This task will be used to provide routine engineering support services to the City during construction for this project.

City Responsibilities:

- 1) Provide a venue, agenda, and minutes for the preconstruction meeting and all subsequent construction meetings.
- 2) Conduct an initial review of shop drawings and submittals received from the Contractor to determine if Consultant review of the submittal is required. If it is required, then the City will forward the submittal to BHC for review.
- 3) Conduct an initial review of requests for information (RFI) received from the Contractor to determine if Consultant review of the RFI is required. If it is required, then the City will forward the RFI to BHC for review.
- 4) Provide any special inspections/material testing services needed for quality control/assurance during construction that are not specifically identified below.
- 5) Lead any and all discussions with the Contractor regarding potential change orders and then process and approve subsequently agreed upon construction change orders.
- 6) Provide all construction observations and construction management services.
- 7) Provide consolidated construction redlined drawings for use in preparing record drawings.

Work Tasks:

- 1) Review technical shop drawings and submittals from the Contractor that have been forwarded from the City.
- 2) Assist the City in addressing questions and requests for information from the Contractor. This may include providing written interpretations of the Contract Documents and/or drawings/sketches to the City to supplement or clarify the Contract Documents.
- 3) Attend the preconstruction meeting and construction progress meetings as noted below.
- 4) Visit the construction site to address issues that come up during construction that require input from the Consultant.
- 5) Assist the City with change orders between the City and the Contractor.
- 6) Provide geotechnical assistance during construction as described in Exhibit A-3.
- 7) Provide Building HVAC and plumbing submittal reviews as described in Exhibit A-4.
- 8) Provide environmental/cultural resource assistance during construction as described in Exhibit A-5.
- 9) Prepare construction record drawings based on markups received from the City.
- 10) Review the operations and maintenance (O&M) manuals from the Contractor and supplement the individual equipment O&M manuals provided by the Contractor and develop a Facility O&M Manual for the pump station in accordance with Department of Ecology's Criteria for Sewage Works Design (Orange Book August 2008) and WAC 173-240-080.

Meetings:

- 1) BHC will attend one (1) preconstruction meeting up to two hours in length via MS Teams.
- 2) BHC will attend up to fourteen (14) construction coordination meetings via MS Teams with each meeting lasting one hour.

Deliverables:

- 1) Written comments and recommendations on shop drawings/submittal reviews.
- 2) Written interpretations and responses to questions and requests for information.
- 3) Written documentation of field activities observed during site visits.
- 4) Construction correspondence as required.
- 5) Written responses on change order requests.
- 6) Copies of special inspections/compaction testing performed by Terraphase.
- 7) One set of construction record drawings (11x17 PDF).
- 8) One set of construction record drawings (22x34 PDF).
- 9) One (1) set of draft O&M manuals and one (1) set of final O&M Manuals

Assumptions:

- 1) The City will conduct an initial review of the submittals from the Contractor and will only forward those submittals that require engineering review. BHC's review will be for general conformance with the requirements of the contract documents. Review comments will be documented and returned to the City via email. The City will be responsible for forwarding/posting the final reviewed documents back to the Contractor. This scope assumes no more than twenty-five (25) shop drawings/submittals will need to be reviewed by the BHC during this phase of the project. FSI will review submittals forwarded to them as described in Exhibit A-4.
- 2) The City will be responsible for providing the construction management and field construction observation services, including the preparation of daily reports, requests for information (RFI) and work directives to the Contractor. This scope assumes BHC will need to provide written responses to no more than fifteen (15) RFI.
- 3) The City will be responsible for scheduling and coordinating the preconstruction meeting and all construction progress meetings and preparing the agenda and minutes for the meetings. BHC's project manager will attend the preconstruction meeting and up to fourteen (14) construction progress meetings, with each meeting lasting approximately 1 hour. BHC's attendance will be virtual via MS Teams.
- 4) This scope assumes two (2) site visits by BHC's Project Manager will be necessary to address construction related issues and/or questions. Each site visit will last approximately 4 hours, including travel time.
- 5) This scope assumes one (1) site visits by BHC's Structural Engineer will be necessary to address structural/building permit required observations. Each site visit will last approximately 4 hours, including travel time.
- 6) The City will be responsible for addressing all activities related to change orders. BHC will support the City by preparing revisions to the work or design for the purpose of allowing the City to solicit proposals from the Contractor for desired or necessary changes in the work or design. The City will then be responsible for preparing and issuing the subsequent change orders. For purposes of this scope, BHC assumes:
  - a) Assistance will be necessary to address one (1) change order related to modifications to the construction contract to address permitting related comments received from King County
  - b) BHC will assist the City with negotiations and the preparation of up to four (4) other change orders.
  - c) If BHC's assistance is needed beyond these assumptions, then such services will be treated as out-of-scope activities or compensated under the Management Reserve Task.
- 7) The Contractor shall be responsible for providing all construction surveying and staking necessary to install the improvements.

- 8) The City shall be responsible for all special inspections or testing services not specifically included in Exhibits A-3 through A-5.
- 9) The construction record drawings will be prepared based on redlined revisions provided by the Contractor and vetted by the City. The redlines will reflect modifications to the design that occurred during construction and are assumed to be relatively minor.
- 10) The specific requirements of WAC 173-240-080 will not be addressed. Rather, an O&M manual will be prepared by the Contractor that describes routine operations and maintenance requirements for the mechanical components of the pump station. BHC will supplement the manufacturer information provided by the Contractor with documentation of the significant components in the pump station. This will include a description of the purpose of those components, their operational requirements, and maintenance requirements.

**Task 999: Management Reserve**

**\$14,000**

This task is reserved as a contingency fund for minor changes in scope which may occur during the work and will be used to facilitate additional work without the need for a contract amendment.

City Responsibilities:

- 1) Provide written requests and authorization for additional services.

Work Tasks:

- 1) Develop scope/budget proposals for additional design services as requested and process contract amendment as necessary.

Meetings:

- 1) As defined in the additional design services scope/budget.

Deliverables:

- 1) As defined in the additional design services scope/budget.

Assumptions:

- 1) As defined in the additional design services scope/budget.

**Budget**

The budget for Amendment #7 is **\$176,192** and is attached as Exhibit B. The labor rates for this amendment have been adjusted to reflect 2026 rates with an escalation factor included for anticipated services that will be provided in 2027. The City agrees to allow BHC and its sub-consultants to adjust rates on an annual basis in January of each year, beginning in January 2027 provided there is no increase in the total budget unless provided otherwise via an amendment. The revised overall project budget (including preliminary design, design, and construction) is **\$947,719**.

**Attachments**

- Exhibit A-1: BHC Increased Labor Costs
- Exhibit A-2: TEI Change Order-Enumclaw Lift Station
- Exhibit A-3: TEI Budget-Enumclaw Lift Station Construction Phase Support
- Exhibit A-4: FSi Fee Proposal
- Exhibit A-5: ESA Construction Scope and Budget
- Exhibit B: Project Budget

City of Enumclaw  
 248th Avenue Lift Station Project  
 BHC Increase Labor Costs

## Exhibit A-1

Employee	Original Rates	2025 Rates	Change in Rates	2025 Hours Charged	Increased Costs
Cariaso, Arman	\$148.80	\$170.50	\$21.70	6.00	\$130.20
Castillo, Glenn	\$148.80	\$161.20	\$12.40	22.00	\$272.80
Coughlin, Patty	\$130.20	\$136.40	\$6.20	2.00	\$12.40
Fisher, Tony	\$268.15	\$279.00	\$10.85	270.25	\$2,932.21
Franco, Gustavo	\$258.85	\$278.23	\$19.38	11.00	\$213.18
Fritchman, Sarah	\$139.50	\$161.21	\$21.71	3.75	\$81.41
Matile, Camille	\$122.45	\$170.50	\$48.05	12.00	\$576.60
McElwain, Kim	\$120.90	\$133.31	\$12.41	11.25	\$139.61
Nicolas, Romain	\$124.00	\$137.95	\$13.95	33.00	\$460.35
Olsoe, Svetlana	\$161.20	\$182.90	\$21.70	0.50	\$10.85
Talich, Carla	\$201.50	\$294.51	\$93.01	6.75	\$627.82
Thim, Leanne	\$148.80	\$158.11	\$9.31	0.75	\$6.98
Zier, Jordan	\$241.80	\$254.20	\$12.40	1.50	\$18.60
<b>Totals</b>				<b>380.75</b>	<b>\$5,483.02</b>

October 28, 2025

Mr. Tony Fisher, PE  
BHC Consultants  
1601 Fifth Avenue, Suite 500  
Seattle, Washington 98101

*sent via email to [tony.fisher@bhccconsultants.com](mailto:tony.fisher@bhccconsultants.com)*

**Subject: Geotechnical Engineering Services Change Order #1 for the 248<sup>th</sup> Avenue Lift Station**

Dear Mr. Fisher:

Terraphase Engineering Inc. (Terraphase) has been proud to provide geotechnical engineering services for the Enumclaw 248<sup>th</sup> Avenue SE Lift Station project. Terraphase (as Robinson Noble) initially produced a geotechnical report dated November 28, 2022. Following the issuance of this report an additional geotechnical exploration at the location of the lift station was requested. As such, Terraphase prepared a scope of services and estimated budget to provide the requested additional geotechnical engineering services. This budget was dated March 5, 2024, and was authorized on August 1, 2024. The scope of services outlined an additional subsurface boring and associated reporting.

The estimated budget of the requested services was \$12,100 to complete the field work and subsequent reporting. After receiving authorization, we proceeded to complete our scope of services, and a subcontracted drill rig was scheduled for October 17, 2024 to complete the additional boring. On October 8, 2024, we received notice from a representative of the City of Enumclaw that the field work needed to be postponed. On April 11, 2025 we received notification to proceed with the subsurface exploration, which was completed on May 8, 2025. The memorandum summarizing our additional work was completed on August 5, 2025.

Due to the postponement of the field work, additional costs were incurred in the form of Terraphase labor to reschedule and coordinate with the subcontracted drilling company, and additional visits to the site to remark and resubmit the required public utility request. Additionally, increased costs associated with the subcontracted services were incurred due to the postponement.

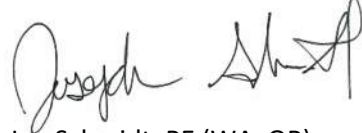
The additional costs associated with the postponement of the drill date totaled \$3,040 (\$1,450 in Terraphase labor and \$1,590 additional subcontractor costs). As such, we are requesting an additional budget of \$3,040 for a total of \$15,140. If additional consultation and/or project meetings are needed to support the project, Terraphase can provide a separate scope of services at that time.

## Closing

Terraphase is grateful for the opportunity to offer our services on this important project. If you have any questions or comments regarding this submittal, please contact Joe Schmidt at (253) 475-7711 ext. 242 or [Joseph.Schmidt@terrphase.com](mailto:Joseph.Schmidt@terrphase.com).

Sincerely,

for Terraphase Engineering Inc.



Joe Schmidt, PE (WA, OR)  
Associate Geotechnical Engineer

JS:JA:am

## Acceptance of Proposal

The cost, specifications, and conditions outlined herein are satisfactory and are hereby accepted. Terraphase is authorized to proceed with the work, as specified.

*This proposal is hereby accepted by a duly authorized representative of the Client to whom it is addressed:*

*Signature:* \_\_\_\_\_ *Date:* \_\_\_\_\_

*Printed Name:* \_\_\_\_\_

*Title:* \_\_\_\_\_

January 5, 2026

Mr. Tony Fisher, PE  
BHC Consultants  
1601 Fifth Avenue, Suite 500  
Seattle, Washington 98101

*sent via email to [tony.fisher@bhccconsultants.com](mailto:tony.fisher@bhccconsultants.com)*

**Subject: Revised Scope of Work and Budget for Geotechnical Construction Phase Support Services for 248<sup>th</sup> Ave Lift Station, Enumclaw, WA**

Dear Mr. Fisher:

Terraphase Engineering Inc. (Terraphase) is pleased to present our scope of work and cost estimate to provide geotechnical observation and testing during construction of the new lift station located near the intersection of 248<sup>th</sup> Avenue SE and McHugh Avenue in Enumclaw, Washington.

## Objectives

We have previously prepared a geotechnical engineering evaluation and supplemental report for the project dated November 28, 2022, and August 5, 2025, respectively. We have been requested to provide geotechnical construction phase support for the project, which will likely include subgrade observation, laboratory testing, compaction testing of soil and asphalt, retaining wall observation, and onsite meeting attendance. In support of the project we have been provided with project plans dated September 19, 2025, and the specifications for the project. Below is the summary of our anticipated services to be provided during the construction phase with the associated budget.

## Scope of Work

The scope of services to be provided by Terraphase is for geotechnical evaluation services, including the following tasks:

### Task 1: Phase Setup; Health and Safety Plan

- Review our previously prepared geotechnical report and provided project documents.
- Complete internal phase setup tasks.
- Prepare a health and safety plan for field activities.

### Task 2: Laboratory Testing

- Complete modified proctor laboratory testing in accordance with ASTM D1557 of proposed material to be used as structural fill<sup>1</sup>. Terraphase has budgeted for three modified proctor tests.

---

<sup>1</sup> <https://store.astm.org/d1557-12r21.html>

- Proctor samples will need to be obtained at least 2 business days in advance of compaction testing in order to provide test results onsite during our compaction testing.
- Complete grain size analysis to verify materials meet the appropriate specifications referenced in the project documents. Grain size analysis will be conducted in accordance with ASTM D6913<sup>2</sup>. We have included provisions for 3 grain size tests within this scope.
- Subcontract a testing laboratory to perform rice density, oil extraction and gradation testing on 1 sample of Hot-Mix Asphalt.
- Our budget includes travel time to the site to collect each lab sample. To maximize budget efficiencies, Terraphase, when feasible, will collect multiple samples during our site visits and/or collect lab samples while onsite to perform other services outlined below.

### Task 3: Subgrade Observation Visits

- Perform a site visit to observe prepared subgrade conditions for areas to be occupied by new structures and/or pavements.
- Prepared a field report documenting the results of our subgrade observations.
  - We have budgeted 2 trips to observe subgrade conditions.
  - We have budgeted a total of 4 hours for each site visit. This includes travel to the site, time on-site, and preliminary report drafting time.

### Task 4: Soil Compaction Visits

- Provide compaction testing of structural fill placed as trench backfill, pavement subgrade, and general fill to raise site grades. Testing will be based on modified proctors performed by Terraphase.
  - If proctor test samples have not been obtained in time (see above) test results may not be provided on-site during our testing. The test results will be provided upon completion of the laboratory testing.
- Prepare field reports documenting the results of the compaction testing.
  - We have budgeted 8 trips to provide soil compaction testing.
  - A total of 6 hours is budgeted for each site visit. This includes travel to the site, time on-site, and preliminary report drafting time.

### Task 5: Retaining Wall Observation Visits

- Perform a site visit to document aspects of retaining wall construction. We will observe and document block placement, embedment, batter, installation of drainage features, and geogrid placement.
- Prepare a field report documenting the observations of the retaining wall aspects defined above.
  - Compaction testing provisions for the retaining wall backfill are incorporated into Task 4 above.

---

<sup>2</sup> <https://store.astm.org/d6913-04r09e01.html>

- We have budgeted 2 site visits to observe retaining wall construction.
- A total of 6 hours is budgeted for each site visit. This includes travel to the site, time on-site, and preliminary report drafting time.

### Task 6: Asphalt Compaction

- Provide compaction testing on newly constructed asphalt pavements.
- Prepare a field report documenting the results of the compaction testing.
  - We have budgeted 2 site visits to complete asphalt compaction testing.
  - A total of 6 hours is budgeted for each site visit. This includes travel to the site, time on-site, and preliminary report drafting time.

### Task 7: Project Meetings and Final Letter

- Preparation of a final letter summarizing the results of our construction phase testing and observations.
- Attend onsite project meetings and provide review of RFIs during the construction phase.
  - We have budgeted 8 hours to attend onsite and/or virtual project meetings and provide review of geotechnical RFIs.

### Budget

Our services will be provided on a time-and-expense basis in accordance with the attached 2025 Rate Schedule. Our work will be produced in accordance with the professional services agreement between Terraphase and BHC Consultants, dated August 2, 2023. We propose to complete this work for an estimated cost as indicated in the table below. **It should be understood that the number of site visits will be largely based on the contractor’s schedule and may deviate from our estimates.** When feasible we will work to perform multiple services during the same site visit for budget efficiency. Only upon the client’s authorization will Terraphase conduct work outside of the proposed scope of services, which will be completed on a time-and-expense basis (outside of the enclosed budget) in accordance with our 2025 Rate Schedule.

**Table 1: Cost Estimate**

Task	Estimated Cost
1 – Project Setup; Health and Safety Plan	\$1,000
2 – Laboratory Testing (Proctors & Grain Size)	\$4,500*
3 – Subgrade Observation	\$1,400
4 – Soil Compaction	\$8,000
5 – Retaining Wall Observation	\$1,800
6 – Asphalt Compaction	\$2,000
7 – Project Meetings and Final Letter	\$2,500
<b>Total Cost (Estimated)</b>	<b>\$21,200</b>
*Includes 15% Mark Up for Subcontracted Asphalt Laboratory Testing.	

## Closing

Terraphase is grateful for the opportunity to offer our services on this important project. If you have any questions or comments regarding this submittal, please contact Joseph Schmidt at (253) 475-7711, ext. 242 or at [joseph.schmidt@terrphase.com](mailto:joseph.schmidt@terrphase.com).

Sincerely,

For Terraphase Engineering Inc.



Joseph Schmidt, PE  
Associate Engineer

JS:RP:am

Attachments: 2025 Fee Schedule

## Acceptance of Proposal

The cost, specifications, and conditions outlined herein are satisfactory and are hereby accepted. Terraphase is authorized to proceed with the work, as specified.

<i>This proposal is hereby accepted by a duly authorized representative of the Client to whom it is addressed:</i>	
<i>Signature:</i> _____	<i>Date:</i> _____
<i>Printed Name:</i> _____	
<i>Title:</i> _____	



## 2025 Standard Schedule of Charges with 10% Discount/10% ODC

Labor Classification	Standard Hourly Rate	Hourly Rate with 10% Discount
Senior Principal	\$320	\$288.00
Principal Engineer/Scientist	\$301	\$270.90
Senior Associate Engineer/Scientist	\$282	\$253.80
Associate Engineer/Scientist	\$264	\$237.60
Senior Project Engineer/Scientist	\$247	\$222.30
Project Engineer/Scientist	\$230	\$207.00
Senior Staff 2 Engineer/Scientist	\$213	\$191.70
Senior Staff 1 Engineer/Scientist	\$193	\$173.70
Staff 2 Engineer/Scientist	\$171	\$153.90
Staff 1 Engineer/Scientist	\$149	\$134.10
Senior Technician	\$156	\$140.40
Technician 3	\$136	\$122.40
Technician 2	\$114	\$102.60
Technician 1	\$96	\$86.40
Senior Editor/Senior Project Coordinator	\$166	\$149.40
Editor 2/Project Coordinator 2/Accountant 2	\$147	\$132.30
Editor 1/Project Coordinator 1/Accountant 1	\$122	\$109.80
Administrator/Project Assistant/Billing Specialist	\$103	\$92.70

### Labor Charges

Client acknowledges that labor is provided for design professional services only. All time will be recorded and charged to nearest 0.1 hour. Expert testimony at trials, hearings and depositions will be billed at 150% of the standard hourly rate. For each day when testimony is provided, a minimum of 8 hours will be billed. Preparatory time will be billed at standard rates.

### Expenses

Subcontractor fees and other direct costs, such as air travel, project supplies and rental equipment, etc. will be itemized and billed at our cost plus a ten percent handling charge. Vehicle mileage when itemized is billed at the standard government rate in effect at the time of travel ([www.gsa.gov/mileage](http://www.gsa.gov/mileage)).

### Payment

Payment is to be made to Terraphase Engineering Inc. as follows:

Check Payments:	Wire/ACH Payments:
Terraphase Engineering Inc. P.O. Box 660 Rocklin, CA 95677	Terraphase Engineering Inc. <b>Bank Name:</b> Five Star Bank Account Number: 010517332 Routing Number: 121143037

Payment is due within 30 days of receipt of invoice. A service charge of 1.5% per month or the allowable legal rate may be charged on amounts that are past due for more than 30 days.

### Annual Escalation

Rates are subject to revision by annual calendar year escalation in January. Rates on invoices will reflect rates in effect at time of invoicing.



## EXHIBIT A-4

*Seattle*  
1001 Alaskan Way Suite 200  
Seattle, Washington 98104  
206.622.3321

*Baltimore*  
4709 Harford Road  
Baltimore, Maryland 21214  
410.929.6894

*Spokane*  
505 West Riverside Ave. Suite 440  
Spokane, Washington 99201  
509.215.1500

December 22, 2025

Tony Fisher, PE, PMP  
Senior Project Manager  
BHC Consultants  
1601 5<sup>th</sup> Ave, Suite 500  
Seattle, WA 98101

Subject: City of Enumclaw 248<sup>th</sup> St Lift Station (LS), Professional Services Proposal –  
Construction Administration

Thank you for the opportunity to provide City of Enumclaw and BHC with our proposal for the referenced project I have summarized our understanding of the scope and our proposed fee below.

## Project Description

### Project Owner

City of Enumclaw

### Project Location

City of Enumclaw 248<sup>th</sup> St Lift Station  
Located in the City of Enumclaw on 248<sup>th</sup> St.

### Building/Project Description

The City of Enumclaw's 248<sup>th</sup> LS project includes a new lift station with a small control building and an on-site backup generator located near the intersection of 248<sup>th</sup> Avenue SE and SE 433<sup>rd</sup> Street as well as force main and gravity sewer improvements to connect the new LS to the City's conveyance system.

FSi's scope of work is limited to HVAC and Plumbing for control building serving the new 248<sup>th</sup> St. lift station.

### Sustainable Design Goals and Requirements

We understand the project will not pursue any sustainability certifications.

## Information Source

Proposal is based on the following correspondence.

Email from Tony Fisher with attachments dated November 24<sup>th</sup>, 2025.



## Document Formats

It is our understanding that BHC Consultant will provide backgrounds in AutoCAD. FSi will provide drawings using AutoCAD.

## Project Schedule

The project schedule is not determined at this time.

## Construction Administration

The following identifies our baseline services. We consider any services not listed below to be optional services.

- Two reviews each of the mechanical and plumbing system submittals are included; additional reviews will be billed at our hourly rates with prior written approval.
- Answer RFIs and construction questions.
- Preparation of construction record drawings from contractor's field drawings.

## Exclusions and Clarifications

- Preconstruction meetings are excluded.
- Construction observation site visits are excluded.
- ASIs, change orders, plan revisions generated by others are excluded.
- Review of change order costs initiated by others are excluded.

## Fee

Phased Fixed Fee

<i>Phase</i>	<i>Mechanical Engineering</i>
Design	\$3,030
Total Fee	\$3,030

## Standard Reimbursable Expenses

Project reimbursable costs are included in the amount above.



## Additional Services

Services requested beyond those included in this proposal will be considered additional services and will be billed either at hourly rates listed below on a lump sum basis. FSi will not proceed with services we consider to be in addition to the contract without first notifying you and obtaining your authorization.

Additional services will be billed at our standard hourly rates at the time the work is performed. Our current standard hourly rates are below.

Position	Hourly rate
Principal	\$325
Mechanical/Electrical Principal Engineer	\$275
Fire Protection Engineer	\$305
Project Manager A	\$215
Project Manager B	\$190
Mechanical/Electrical Engineer Level 7	\$210
Mechanical/Electrical Engineer Level 6	\$190
Mechanical/Electrical Engineer Level 5	\$185
Mechanical/Electrical Engineer Level 4	\$165
Mechanical/Electrical Engineer Level 3	\$150
Mechanical/Electrical Engineer Level 2	\$135
Mechanical/Electrical Engineer Level 1	\$125
Engineering Intern	\$105
CAD Manager	\$190
CAD Drafter A	\$140
CAD Drafter B	\$125
Project Accountant	\$155
Project Administration	\$125
Project Coordinator	\$130
Commissioning Lead	\$185
Commissioning	\$160

If you have any questions, or need additional information, please feel free to contact me.



Sincerely,

FSi Engineers

A handwritten signature in black ink, appearing to read 'Ola Jarvegren'. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Ola Jarvegren

Principal



Proposal for Professional Services

<b>Project:</b> Standard Rates 2025	<b>Date:</b> 12/22/2025
<b>Scope:</b>	<b>FSi Job Number:</b> 22065
	<b>Client Job Number:</b>

	Mechanical Principal Engineer	Mechanical Project Manager A	Electrical Project Manager A	Mechanical Engineer Level 6	Electrical Engineer Level 6	Mechanical Engineer Level 5	Electrical Engineer Level 5	Mechanical Engineer Level 4	Electrical Engineer Level 4	Mechanical Engineer Level 2	Electrical Engineer Level 2	CAD A	Project Coord.	
<b>Construction Services</b>	\$275	\$215	\$215	\$190	\$190	\$185	\$185	\$165	\$165	\$135	\$135	\$140	\$130	Task total
Respond to RFIs						3								\$555
Review Submittals						6								\$1,110
Review Change Orders		1				2								\$585
Review Markups, Update Dwgs to As-built						2						2	1	\$780
<b>Construction Subtotal</b>		1				13						2	1	\$3,030
<b>FSi Labor Total</b>	2	3				13						6	1	\$3,030

<b>Subconsultant Costs</b>				
Electrical				
Architectural				
Structural				
<b>Subconsultant Subtotal</b>			With 10.0% markup >	

<b>FSi Reimbursable Costs</b>				
Outside Plotting, Deliveries				
Mileage/Parking				
<b>Reimbursable Subtotal</b>			With 10.0% markup >	

<b>Grand Total</b>	<b>\$3,030</b>
--------------------	----------------



2801 Alaskan Way  
Suite 200  
Seattle, WA 98121  
206.789.9658 phone  
206.789.9684 fax

Mr. Tony Fisher  
BHC Consultants  
1601 Fifth Avenue, Suite 500  
Seattle, Washington 98101

**RE: Proposed Scope of Work: Work during Construction  
Enumclaw 248<sup>th</sup> Ave Lift Station  
24818 SE 433<sup>rd</sup> St, Enumclaw, Washington**

## Project Description

The City of Enumclaw (City) is contracting with BHC Consultants, LLC (BHC) to develop a design that allows the City to replace three lift stations (Willowgate, Takoba, and McHugh) by constructing one new lift station near the intersection of SE 433rd Street and 248th Avenue in Enumclaw, Washington. Environmental Science Associates (ESA) is a subconsultant to BHC Consultants LLC and will provide as needed environmental services during construction.

## Scope of Work

This scope of work describes ESA's environmental support tasks and activities during construction. The work will be conducted according to the terms of the Subconsultant Services Agreement between ESA and BHC dated January 22, 2023.

## Task 01 — Project Management and Meetings

### Activities:

- Invoicing and progress reports.

### Assumptions:

- This phase will last approximately 3 months.
- Project coordination with the design team and City staff will be done by phone or video conference (MS Teams).

### Deliverables:

- Monthly status reports with invoices for 3 months.
- Meeting notes, upon request.

## Task 02 — Permitting Services

### Activities:

#### *Permitting coordination*

ESA will assist with permitting tasks, as needed, during construction up to the limit of the contract.

### Assumptions:

- The hours spent on this task will not exceed 44 hours or the contract value.
- All trade permits will be acquired by the contractors.
- ESA assumes there will be no major/substantial changes to the project design. If the project requires substantial re-design with permitting consequences, a scope and budget amendment will be required.

### Deliverables:

- To be determined, as needed.

**Attachments**      **ESA Labor Detail, dated December 24, 2025.**

**Labor Category**

		Principal Consultant 4	Associate Consultant 1	Principal Consultant 3	Managing Consultant 1	Project Technician 3	Consultant 3
<b>Task #</b>	<b>Task Name/Description</b>	<b>\$282</b>	<b>\$128</b>	<b>\$255</b>	<b>\$180</b>	<b>\$119</b>	<b>\$122</b>
1	Project Management and Meetings	1.5	3			3	
2	Permitting Services	5	15	2	20		2
Total Hours		7	18	2	20	3	2
<b>Total Labor Costs</b>		<b>\$ 1,833</b>	<b>\$ 2,304</b>	<b>\$ 510</b>	<b>\$ 3,600</b>	<b>\$ 357</b>	<b>\$ 244</b>
Percent of Effort - Labor Hours Only		12.6%	35.0%	3.9%	38.8%	5.8%	3.9%
Percent of Effort - Total Project Cost		20.1%	25.3%	5.6%	39.5%	3.9%	2.7%

**PROJECT COST ESTIMATE SUMMARY TABLE**

<b>ESA Labor Cost</b>		<b>\$ 8,848</b>
<b>ESA Labor Technology and Data Management Fee</b> ----->	<b>3%</b>	<b>\$ 265</b>
<b>PROJECT TOTAL</b>		<b>\$ 9,113</b>

EXHIBIT B - AMENDMENT #7 BUDGET

City of Enumclaw  
 248th Avenue Lift Station Project  
 22-10830.01  
 Date: January 5, 2026

Task #	Task Name	Proj. Mgr	Proj. Engr.	Proj. Engr.	Struc. Engr.	CAD	Clerical	Acctg	BHC			Subconsultants					Non-Adjusted Budget	2026	2027	Total Budget
		Tony F.	Jordan Z.	Leanne T.	Gustavo F.	Arman C.	Sarah F.	Patty C.	Hours	Expenses	Cost	ESA	FSI	TerraPhase	BHC Markup	Sub. Total		% Services in Year 1	% Services in Year 2	
Billing Rate		\$299.00	\$276.00	\$174.00	\$288.00	\$177.00	\$177.00	\$148.00												
Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	
<b>001</b>	<b>Project Management</b>																	75%	25%	
001.1	Contract Management	0.75					2.00	0.75	3.50	\$0	\$689				\$0	\$0	\$689	\$517	\$179	\$696
001.2	Invoicing	12.00					4.00	12.00	28.00	\$0	\$6,072				\$0	\$0	\$6,072	\$4,554	\$1,579	\$6,133
001.3	Project Team Coordination	24.00	4.00	12.00	4.00				44.00	\$0	\$11,520				\$0	\$0	\$11,520	\$8,640	\$2,995	\$11,636
001.4	Closeout Project	2.00					2.00	2.00	6.00	\$0	\$1,248				\$0	\$0	\$1,248	\$936	\$324	\$1,260
<b>Subtotal</b>		<b>38.75</b>	<b>4.00</b>	<b>12.00</b>	<b>4.00</b>	<b>0.00</b>	<b>8.00</b>	<b>14.75</b>	<b>81.50</b>	<b>\$0</b>	<b>\$19,529</b>	<b>0.0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$19,529</b>	<b>\$14,647</b>	<b>\$5,078</b>	<b>\$19,725</b>
<b>004</b>	<b>Contract #2 - LS Design</b>																	100%	0%	
004.1	Additional labor costs due to project delay (See Exhibit A-1)								380.75		\$5,483				\$0	\$0	\$5,483	\$5,483	\$0	\$5,483
004.2	Additional geotechnical costs (See Exhibit A-2)								0.00	\$0	\$0		\$3,040	\$304	\$3,344	\$3,344	\$3,344	\$3,344	\$0	\$3,344
<b>Subtotal</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>380.75</b>	<b>\$0</b>	<b>\$5,483</b>	<b>0.0</b>	<b>\$0</b>	<b>\$3,040</b>	<b>\$304</b>	<b>\$3,344</b>	<b>\$8,827</b>	<b>\$8,827</b>	<b>\$0</b>	<b>\$8,827</b>
<b>009</b>	<b>Contract 2 - Services During Construction</b>																	75%	25%	
009.1	Review Submittals	12.00	16.00	50.00	10.00		12.00		100.00	\$0	\$21,708				\$0	\$0	\$21,708	\$16,281	\$5,644	\$21,925
009.2	Review/Assist with RFI	12.00	8.00	16.00	8.00		8.00		52.00	\$0	\$12,300				\$0	\$0	\$12,300	\$9,225	\$3,198	\$12,423
009.3	Attend Construction Meetings	16.00							16.00	\$0	\$4,784				\$0	\$0	\$4,784	\$3,588	\$1,244	\$4,832
009.4	Visit Construction Site	8.00			4.00		4.00		16.00	\$210	\$4,462				\$0	\$0	\$4,462	\$3,346	\$1,160	\$4,506
009.5	Assist with Change Orders	24.00		24.00	8.00	24.00	8.00		88.00	\$0	\$19,320				\$0	\$0	\$19,320	\$14,490	\$5,023	\$19,513
009.6	Provide HVAC/Plumbing Assistance	2.00							2.00	\$0	\$598		\$3,030	\$303	\$3,333	\$3,931	\$2,948	\$1,022	\$3,970	
009.7	Environmental Assistance	6.00							6.00	\$0	\$1,794	\$9,403		\$940	\$10,343	\$12,137	\$9,103	\$3,156	\$12,259	
009.8	Geotechnical Assistance	12.00							12.00	\$0	\$3,588		\$21,200	\$2,120	\$23,320	\$26,908	\$20,181	\$6,996	\$27,177	
009.9	Construction Record Drawings	0.00	8.50	11.50	3.50	64.00	0.00	0.00	87.50	\$0	\$16,683			\$0	\$0	\$16,683	\$12,512	\$4,338	\$16,850	
009.10	O&M Manuals	8.00		32.00		8.00	4.00		52.00	\$0	\$10,084			\$0	\$0	\$10,084	\$7,563	\$2,622	\$10,185	
<b>Subtotal</b>		<b>100.00</b>	<b>32.50</b>	<b>133.50</b>	<b>33.50</b>	<b>96.00</b>	<b>36.00</b>	<b>0.00</b>	<b>431.50</b>	<b>\$210</b>	<b>\$95,321</b>	<b>9,403.0</b>	<b>\$3,030</b>	<b>\$21,200</b>	<b>\$3,363</b>	<b>\$36,996</b>	<b>\$132,317</b>	<b>\$99,238</b>	<b>\$34,402</b>	<b>\$133,640</b>
<b>999</b>	<b>Management Reserve</b>										\$10,000						\$14,000	\$14,000	\$0	\$14,000
<b>Total Budget</b>		<b>138.75</b>	<b>36.50</b>	<b>145.50</b>	<b>37.50</b>	<b>96.00</b>	<b>44.00</b>	<b>14.75</b>	<b>893.75</b>	<b>\$210</b>	<b>\$130,333</b>	<b>\$9,403</b>	<b>\$3,030</b>	<b>\$24,240</b>	<b>\$3,667</b>	<b>\$40,340</b>	<b>\$174,673</b>	<b>\$136,712</b>	<b>\$39,480</b>	<b>\$176,192</b>



**City Council  
AGENDA BILL**

**Meeting Date:** 01/12/26

**Subject:** Ordinance No. 2828

**Category:** ORDINANCE

**BUDGET IMPACT:**

**Expenditure Budget:** \$

**Revenue Budget:** \$

**Proposed Budget Amendment:** \$

**Related Ordinance or Resolution No.** 2828

**Attachments:** Staff report and Draft Ordinance No. 2828 with Exhibits A and B

**Staff Contact:** Chris Pasinetti, Community Development Director

***Summary/Background:***

Ordinance No. 2828 would adopt by reference the School District Capital plan, the Parks and Recreation Capital Improvement Plan and the Six-year Transportation Improvement Plan. These are routine amendments done as part of the city’s comprehensive plan amendments cycle.

***Recommendations:***

**Date Sent to Committee:** 12/08/2025 **Date Returned:** 12/08/2025

**Council Committee:** **To be provided at the December 8th meeting.**

**Staff:** Recommends opening the public hearing and after all of the testimony has been received, close the public hearing.

(BELOW TO BE COMPLETED BY CITY CLERKS OFFICE)

COUNCIL ACTION:

- |  |                   |                |
|--|-------------------|----------------|
| <input type="checkbox"/> APPROVED                                  | 1ST reading       | <u>12/8/25</u> |
| <input type="checkbox"/> DENIED                                    | Enactment reading | _____          |
| <input type="checkbox"/> TABLED / DEFERRED / NO ACTION             | ORDINANCE #       | <u>2828</u>    |
| <input type="checkbox"/> MOVED TO SECOND READING (Ordinances only) | RESOLUTION #      | _____          |





## *Staff Report*

---

### *Department of Community Development*

**TO:** Mayor / City Council  
**FROM:** Chris Pasinetti, Community Development Director  
**DATE:** December 8, 2025  
**SUBJECT:** Public Hearing for Ordinance No. 2828, 2025 Comprehensive Plan Amendments

---

#### **Background:**

The Planning Commission held a public hearing on November 20, 2025, regarding the 2025 Comprehensive Plan Amendments. The commission made a recommendation to the city council to pass the 2025 Comprehensive Plan Amendments. The commission also recommended that the city council also amend the school impact fee to the maximum amount allowed.

There are (3) Comprehensive Plan Amendments for 2025. The amendments are as follows (see Draft Ordinance):

1. Six-Year TIP – This is a routine amendment done every year. The amendment would include the six-year Transportation Improvement Plan which outlines roadway, pedestrian and maintenance projects for the city’s transportation system.
2. School District Capital Facilities Plan – Routine adoption of the School District’s Capital Plan.
3. Parks and Recreation Capital Plan Updates – Routine amendments to the Parks Plan Capital Plan.

The plans are attached as Exhibit “A” to Ordinance No. 2828.

The amendments include DRAFT Findings and Conclusions, attached to the Draft Ordinance. City Staff issued a SEPA DNS on November 12, 2025, no comments were received at the time of drafting this staff report.

#### **Analysis:**

These amendments are routinely done. The city adopts these documents by reference into the Comprehensive Plan nearly every year. The six-year transportation improvement plan includes an updated schedule that removes projects that are complete and adds new ones. This TIP was adopted by the city council earlier in the year via Resolution No. 1846. The parks capital plan identifies and prioritizes investments in parks, open spaces, and recreation facilities. The CIP supports the City’s Parks and Recreation, and Open Spaces Plan goals by maintaining existing assets, enhancing park amenities, and expanding recreational opportunities for residents.

Each year, staff reviews park conditions, evaluates community needs, and considers public input to develop a prioritized list of capital projects. The school district capital plan outlines the district’s future needs for school facilities along with estimated costs and an estimate school impact fee calculation. The capital plan was adopted by the school district board on June 30, 2025.

**Planning Commission Recommendation:**

The Planning Commission on November 20<sup>th</sup> recommended to the city council to pass the 2025 Comprehensive Plan Amendments in addition to recommending that the full school impact fee be adopted and that the Enumclaw School District complete their own study regarding student generation rates and not relying on the King County Information. See minutes in **Attachment 1**.

**Recommendation:**

Staff recommends that the City Council open the public hearing for the 2025 Comprehensive Plan Amendments and after all of the testimony has been received close the public hearing.

**Attachments:**

1. **DRAFT Planning Commission minutes from November 20<sup>th</sup>**

November 20, 2025

---

**I. CALL TO ORDER:** The Planning Commission met in a special session November 20, 2025, in person in the Council Chambers. Chairperson Sears called the meeting to order at 7:00 p.m.

**ATTENDANCE:**

Planning Commission Members in attendance: Paul Adams, Lee Blechschmidt, Paul Carter, Julie Holbrook Shelby Matlock, Fred Sears and Leandra Usborne. Members Absent: None. Staff members present were Chris Pasinetti (Community Development Director), Wynstan Larsen on Teams, (Senior Planner), and Cathy Burbank, (Permit Specialist/Planning Commission Clerk).

**II. APPROVAL OF MINUTES:** (7:01)

7:01 Holbrook moved to approve minutes from October 23, 2025. Adams seconded the motion and the motion carried unanimously.

**III. PUBLIC COMMENTS**

7:04-7:08 Pat Traub-unincorporated King County–Enumclaw Plateau Community Associates–Community. Commented that the community depends on the government to provide safe and healthy community and is concerned with a battery energy storage unit. Mentioned thermal runaways and lithium battery fires. Concerned with amount of water it takes to put out a fire. Can our small town manage that type of usage. Don't rush your decision.

7:09-7:12 Bonnie Helms-currently Yelm but born in Enumclaw. Mentioned the goal within the comprehensive plan speaks of maintaining the power grid for the city. Stated energy storage versus battery energy storage are different. Battery energy storage facilities (BESS) have a high rate of failure. She is against BESS.

7:12-7:16 Tim O'Brien-lives in unincorporated area near Cumberland, Enumclaw Plateau Community Association (EPCA) tracking the BESS situation for years. Spoke of fires unrelated to BESS that the small fire departments had a hard time putting out and this type of storage is worse. Not in favor.

7:17-7:19 Kristin Millard-lives near Krain Corner. When she heard of the possible project, she looked for site location and could not find an address listed. Heard it is close to Thunder Mountain Middle School, which was concerning. EPA speaks of difficulties of these types of facilities such as fires and harmful gas because of dangerous chemicals. She spoke of extreme amounts of water needed if there is a fire, expense of equipment and personnel within the fire department needed, and harmful to farm animals. Enumclaw is known for high winds, does anyone know how far the pollutants will go. She opposes BESS.

7:20-7:21 Allyson Radliff – near Westwood school. It is a surprise to her that this would be placed onto farmland. Issues talked about were toxic chemicals, water issues, fire suppression, and another issue is noise. Constant noise up to 80 decibels or more. This is an inappropriate service for Enumclaw. With our winds – what about wind turbines.

7:22-7:25 James Delay-Covington. Sent in several emails and has been working on this topic of BESS for over 3 years. Mentioned a meeting in Covington where the proposal was presented to City Council and the developer was not prepared for the Covington council to be as knowledgeable

November 20, 2025

(Delay continued) as they were or were they able to answer any questions they had. The developers say it is safe and has no issues, there are scientific studies that show it is not safe. Enumclaw is not the right location for BESS. Enumclaw's ordinance looked like it was based off PSE's words and doesn't provide any safety precautions to protect the citizens. Suggested extending the moratorium.

7:25-7:26 David Grampa-Enumclaw city limits. Global grid scale BESS deployment failure statistics are PSE's own statistics. They are not zero, but they say it is safe, how.

7:27-7:27 Allison Alderman-Enumclaw. If something was to happen, such as run-off into the ground water or a fire and extra help and /or hazmat equipment is needed, who is going to pay for those extra costs the city, taxpayers, or the company. Is it part of the plan.

7:28-7:29 Paul Garifalon-longtime resident in Enumclaw. Questioned if the Fire Department's budget had funds to cover extra cost that BESS might acquire. His comment: Don't want it, and we don't need it. Planning Commission should not consider BESS as a plan.

7:29-7:30 Jackson Mosley-lives in Enumclaw and is a Pierce County fire fighter. Has had the misfortune of fighting a fire at a data storage center that used big batteries, it is shocking to see and was a mess. Their gear was sent off to Colorado to get decontaminated or thrown away, and that cost adds up.

7:30-7:31 Ameer Smith- lives in city limits of Enumclaw. Recommending an extension to continue the moratorium until additional information can be gathered and work is completed by knowledgeable organization and local groups before deciding to end the moratorium.

7:32-7:32 Anthony Wright-Enumclaw City Council/Mayor Elect. Advised the Planning Commission to listen to the comments tonight and take as long as they need and encourage City Council to continue the moratorium on the BESS facility. We don't need it; and we don't want it. The State has regulations all the time that say we need to adopt, however we can take as long as we need and as long as we want until they get the message to find somewhere else. It does not belong here.

#### **IV. PUBLIC HEARING**

##### **A. 2025 COMPREHENSIVE PLAN AMENDMENTS. (7:02-7:04 & 7:33-8:07)**

7:02-7:04 Chairperson Sears read public hearing procedure. Then went back to public comments.

7:33-7:36 Chairperson Sears opened public hearing and requested staff report. Pasinetti reviewed report. Items being considered.

- \* Six-year Transportation Improvement Plan
- \* School District Capital Facilities Plan (CFP)
- \* Park and Recreation Capital Plan Updates.

7:36 Chairperson Sears called for correspondence staff received.

Staff received email from David Grampa referencing the School District Capital Facilities Plan that was distributed to Commissioners at meeting.

November 20, 2025

---

7:36 Chairperson Sears called for correspondence that Commissioner's received. There was none

7:37-7:48 Chairperson Sears called for clarification questions of staff

- Each year The Six-Year Transportation Plan can be reprioritized for next year by Planning Commission.
- School District prepares their CFP for the City to adopt as part of Comp Plan. Comments can be sent to them for consideration.
- The Park Board works on the Park CFP. Comments could be sent to them for consideration.
- These documents are adopted by reference as part of the Comprehensive Plan annually to help assist the city in implementing the impact fee programs.
- This is not a new process; it is completed annually.
- Asked about holding School CFP to discuss why impact fee discount is 50%

7:48-8:03 Chairperson Sears opened the hearing to public input

7:48-7:51 David Grampa—reside in the city. Board reviewed School CFP on June 30, 2025, and passed unanimously. He seen a problem with student generation rates, gave examples and stated that it needs to be reviewed. The Quarterra project is already vested, but the numbers need to be reviewed for future development, so costs don't come from taxpayers.

7:51-7:57 Commissioner Blechschmidt commented as a large community something needs to be figured out between Enumclaw and Black Diamond. The capital funds are short and are bigger than what we are talking about tonight.

7:57-8:00 James Delay. Commented that developers make changes often get tax exemptions and other incentives. He has heard Black Diamond talked about being their own district, but their budget does not allow that. Education is one of the most fundamental items that communities need and there is never enough money. Because Enumclaw School District is carrying two cities, he supports raising school impact fees.

8:00-8:03 David Grampa. Mentioned school impact fees as one component of CFP. He also looked at OSPI stats as to where money comes from. It was mentioned that the Ten Trails development in Black Diamond is adopting the same impact fees, that may not be enough. He looked at the different district studies, and the numbers are the same, why. He is recommending extending School CFP to next Planning Commission to give Enumclaw residents a chance to speak at Black Diamond's meeting.

Chairperson Sears closed the public hearing at 8:03 p.m.

8:04-8:06 Discussion on how the Planning Commission moves forward. It was stated that the student generated numbers are coming from the King County Countywide Student Generation Rate Average. Recommending that the Enumclaw School District completes their own study as to what those rates are.

8:07 Chairperson Sears made a motion to adopt the findings and conclusion of the staff report and recommends that City Council pass an ordinance adopting the 2025 Comprehensive Plan Amendments in addition to a recommendation that the full impact fee be adopted for the Schools

November 20, 2025

as well as have the Enumclaw School District complete their own study regarding the student generation rates, and not relying on the information from the County. Matlock seconded the motion, and motion carried unanimously.

### **V. NEW BUSINESS**

#### **BATTERY ENERGY STORAGE SYSTEM (BESS) REVIEW (8:09- 9:28)**

8:09-8:10 Staff gave review of BESS moratorium and the process that got the city to this review. Presented a model ordinance from Municipal Research Center. Staff invited Julian Lowe from PSE to give a presentation.

811-824 – Mr. Lowe stated this is the beginning of the conversations. Reviewed slide presentation. Stressed how safety is at the top of PSE's service and they want to provide clean and reliable energy. Comp Plan policy references are u13; u13.4, u13.5, and u13.6.

825-8:35 Items brought up:

- Who pays for cost of training for fire personnel and extra equipment needed. PSE wants to work as a partnership with developers, cities and other entities to pursue funding opportunities.
- Data Centers require a lot of power – developers should pay
- Washington Climate policies—not such a big deal—no hurry for implementation
- A BESS does not need to be close to any population.
- When asked, PSE is unaware of any proposals in Enumclaw
- Discussion on whether State legislation could keep the city from prohibiting these in the city limits.
- Discussed considering conditional use permit as a way for the city to keep control if an ordinance is adopted and not give control to the state.
- Fire Marshal was asked to comment. He stated it should be up to Fire Chief to make a recommendation but does believe it would impact our small community. After reaching out to colleagues on the issue, he now sits on a BESS committee. What resources would be needed. Water resource would be big if there were an event, equipment and manpower. House fire versus BESS events would have a significantly different impact on Enumclaw. They are equipped to handle hazmat situations and would have to rely on other agencies.
- More studies are needed to see what the impacts and costs would be
- Earthquakes and Mt. Rainier eruptions were brought up as concerns
- Risk to Fire Fighter's health

8:54-8:56 Mr. Lowe commented regarding Conditional Use Permit – section 3 of the draft ordinance has a blank table to be a starting place to talk through ideas and concepts and policies.

8:57-9:08 Commissioners agreed to keep the BESS moratorium in place. Staff will bring back two sets of regulations for review at the next meeting. If there is nothing in place by February 2026, moratorium will stay.

9:08-9:11 Gary Bachmeier-unincorporate king county and works for office of emergency management. We are not prepared. We have a great Fire Department, but a house fire takes 3 departments to put out. Mentioned an article on a BESS fire, and the cleanup was worse. The cleanup runoff will go in the water sources where the salmon are that we are trained to preserve. The tribes will not want this.

November 20, 2025

9:11-9:12 Pat Traub-unincorporated King County. Concerned with soil and aquifer contamination. If this is such a great deal, why doesn't PSE do it. An earthquake & volcano eruption will take down transmission lines.

9:13-9:16 Tim O'Brien-Cumberland. Mentioned school bus fleets sitting idle at night as an alternative to BESS. Microsoft has put an AI data center in using diesel power as back up. There are alternatives, it does not have to be just one way.

9:16 Chairperson Sears stated that there is an email on city website to make additional comments. Or use Chris Pasinetti's email from website.

9:17-9:19 Bonnie Helms- look at other ordinances for ideas such as Sumner, Thurstan County, King County, etc. PSE is a profit corporation. They are promoting BESS for the extra money. Don't feel safe. Ban lithium BESS.

9:21-9:26 James DeLay- BESS developers don't care and PSE don't care. They will go around any strict ordinance you create by saying it is a utility and it is a necessity, so the rules should not apply to them. The city has a better chance if the city flat out says no and not create an ordinance. Ban BESS with reason to uphold the ban. Mentioned that he would be happy to meet with any of the Commissioners to discuss the topic more.

#### **VI. COMMUNICATIONS:**

Minutes on City Website  
Monthly reports

#### **VII. COMMISSION COMMENTS:**

9:26-9:28 Osborne sees the Covington community group as a good resource to help with language and studies of the topic. One report from PSE was sourced by 4 foreign entities—one a Dutch Holding Co. and the other 3 were Canadian who are all profiting off this. It is not to help us get backup energy; it is all for profit. We think PSE is looking out for us, but they are not.

9:28 Matlock asked for City Attorney to be at the next Planning Commission meeting for questions on what is better legally for the city to give us a backbone on the BESS issue.

#### **VIII. STAFF COMMENTS:**

None.

#### **IX. AUDIENCE COMMENTS:**

None.

#### **X. ADJOURNMENT:**

Blechsmidt made a motion to adjourn the meeting at 9:30 p.m. Matlock seconded the motion, and the motion carried unanimously. The meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Cathy Burbank  
Planning Commission Clerk/ Permit Specialist

DRAFT

**ORDINANCE NO. 2828****AN ORDINANCE OF THE CITY OF ENUMCLAW, KING COUNTY, WASHINGTON UPDATING AND AMENDING THE ENUMCLAW COMPREHENSIVE PLAN, PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.**

**Whereas**, the City of Enumclaw has adopted a comprehensive plan for the purpose of guiding and informing future growth, development, and infrastructure planning pursuant to the Growth Management Act (GMA), RCW Chapter 36.70A which covers the incorporated city limits as well as adjacent unincorporated lands within the Urban Growth Area; and

**Whereas**, the Planning Commission and the City Council has received staff reports, took testimony from public hearing; and

**Whereas**, to promote the health, safety and welfare of the citizens, a revised comprehensive plan is necessary and would promote the desires of the citizenry; and

**Whereas**, the City's last major update of its comprehensive plan occurred in 2025; and

**Whereas**, the GMA requires that the comprehensive plan and development regulations be subject to continuing review and evaluation by the city; and

**Whereas**, an environmental review of the proposed Comprehensive Plan amendments has been conducted in accordance with the requirements of the State Environmental Policy Act (SEPA), and a SEPA threshold determination of nonsignificance (DNS) was issued on November 12, 2025 and sent to state agencies and interested parties; and

**Whereas**, after holding public hearings and considering public testimony on November 20, 2025, the Planning Commission issued a recommendation to the City Council to adopt the proposed Comprehensive Plan amendments and recommends to

increase the school impact fees to the maximum amount allowed; and

**Whereas**, the City Council held its own public hearing on December 9, 2025 and has considered all recommendations and reports submitted to it and all comments made at the public hearing; and

**Whereas**, the City Council has carefully considered, and the amendments set forth in this ordinance satisfy all applicable state laws and the City's review criteria as set forth in EMC 15.32.038, and

**Whereas**, the City Council incorporates by reference the Findings and Conclusions set forth in Exhibit "A".

**Now, therefore, the City Council of the City of Enumclaw, King County, Washington do ordain as follows:**

**Section 1:** Findings. The City Council hereby adopts the above recitals as findings in support of the Comprehensive Plan amendments set forth in this ordinance, together with the following:

A. The City is authorized by state law, including but not limited to Chapter 36.70A RCW and Chapter 35A.63 RCW, to adopt and periodically amend a local comprehensive plan.

B. The amendments set forth in this ordinance have been processed and considered by the City in material compliance with all applicable procedural requirements, including but not limited to requirements related to public notice and comment.

C. The amendments set forth in this ordinance will advance the public health, safety, and welfare.

D. The amendments set forth in this ordinance have been considered by the City Council concurrently to enable the cumulative effect of these enactments to be ascertained.

E. The amendments set forth have no adverse environmental affect.

**Section 2:** Amendment of the Comprehensive Plan. The document entitled “Enumclaw Comprehensive Plan” is hereby amended attached hereto by reference as if set out in full as “Exhibit B” by reference.

**Section 3:** Severability. If any section, sentence, clause or phrase of this ordinance should be held invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

**Section 4:** Effective Date. This ordinance shall take effect and be in force five (5) days from and after its passage, approval and publication as required by law.

\_\_\_\_\_  
Mayor Anthony Wright  
INTRODUCED \_\_\_\_\_  
PASSED \_\_\_\_\_  
APPROVED \_\_\_\_\_  
PUBLISHED \_\_\_\_\_

Attested:

Approved as to form:

\_\_\_\_\_  
Jessica Rose  
City Clerk

\_\_\_\_\_  
Michael J Reynolds  
Assistant City Attorney

## FINDINGS AND CONCLUSIONS - 2025 Comprehensive Plan Amendments

Title 15 outlines the findings required to approve comprehensive plan amendments/code amendments. EMC section 15.32.038 outlines three general requirements and six consistency statements to be used when evaluating the merits of the proposals.

The code states (in part) under EMC 15.32.038 that the planning commission may recommend, and the city council may approve, the proposed amendment[s] to the comprehensive plan only if the following general criteria are met:

**1. The amendment will not result in development that will adversely affect the public health, safety and general welfare.**

*Staff response: Staff and the Planning Commission find amendments to the city's capital plans will not adversely affect the public health, safety and general welfare. The plans maintain updated capital projects for the city to meet its obligations for future growth.*

**2. The amendment is based upon new information that was not available at the time of adoption of the comprehensive plan, or that circumstances have changed since the adoption of the plan that warrant an amendment to the plan.**

*Staff response: Staff and the Planning Commission find the revised capital plans are routine and are amended frequently as part of the adoption of the budget and the new Comprehensive Plan which warrants these amendments.*

**3. The amendment is consistent with other goals and policies of the comprehensive plan, and that the amendment will maintain concurrency between the land use, transportation, and capital facilities elements of the plan.**

*Staff response: Staff and the Planning Commission find that the proposed amendments are consistent with the following goals and policies within the Comprehensive Plan:*

- *Utilities Element*

*Goal U-1: Operate and maintain utilities at their adopted levels of service and ensure infrastructure can accommodate anticipated growth while maintaining these standards.*

*Goal U-2: Ensure that adequate utilities Infrastructure is placed and sized to meet long-term growth as anticipated and described in this Comprehensive Plan.*

- *Capital Facilities Element*

*Goal CF-1: Ensure that necessary public facilities and services can adequately serve development envisioned in the land use element when it is occupied and used without negatively impacting existing service levels.*

**B. The administrator, planning commission and council shall use the following detailed criteria in evaluating the merit of a proposal.**

**1. The amendment should address an existing, significant need for a public necessity or convenience.**

Staff response: *The amendment to the amendments gives the city the ability to collect impact fees on new developments impacts to the schools and mitigate those impacts through impact fees as well as other impact fees. The capital plans also outline future capital spending.*

**2. The amendment[s] should be in the public's best interest.**

Staff response: *Staff and the Planning Commission find that the will maintain a current capital plans which will also allow the city to maintain our impact fee program and maintaining updated capital plans and the city's impact fee program is in the public best interest.*

**3. The amendment should be compatible with all adjacent comprehensive plan and zoning map designations.**

Staff response: *Staff and the Planning Commission find that the amendments are not site specific or include any zoning or land use map amendments.*

**4. The amendment should be compatible with all elements of the comprehensive plan and zoning code.**

Staff response: *Staff and the Planning Commission find that the proposed amendments are compatible with all elements of the comprehensive plan and zoning code. The proposed amendments implement the goals and policies (as indicated above) of the Comprehensive Plan.*

**5. The amendment[s] should be compatible with and should not adversely impact related ordinances, regulations and development standards.**

Staff response: *Staff and the Planning Commission find that the proposed amendments are compatible and should not adversely impact related ordinance, regulations or development standards. The proposed amendments are not inconsistent with the existing goals and policies in the comprehensive plan and development regulations.*

**6. The amendment should not adversely impact the health, safety and general welfare of the public; the city design; development interests; neighborhoods; environmentally sensitive areas; and historic areas.**

Staff response: *Staff and the Planning Commission find that the amendments will not adversely impact the health, safety and general welfare of the public; city designs; development interests; neighborhoods; environmentally sensitive areas; or historic areas. The proposed amendments to the capital plans will allow the city to appropriate funding for projects as well as keeping the city's capital plans current and up to date.*

**7. If a comprehensive map/zoning map amendment is proposed, the criteria of EMC 15.32.010 must also be used in evaluating the proposal.**

Staff response: *Staff and the Planning Commission find that the proposal is not a comprehensive plan future land use or zoning map amendment and this criteria is not applicable.*



## **Capital Facilities Plan 2025-2030**

*2929 McDougall Avenue  
Enumclaw, Washington 98022  
(360) 802-7100*

*Board Adopted:  
June 30, 2025*

# Six-Year Capital Facilities Plan

## 2025-2030

### Board of Directors

**Julianne DeShayes**

**Ben Stouffer**

**Paul Fisher**

**Tyson Gamblin**

**Scott Mason**

### Administration

**Dr. Shaun Carey**

Superintendent

**Jill Burnes**

Deputy Superintendent

**Kyle Fletcher**

Director, Business & Finance

**Jessica McCartney**

Director, Communications

**Stephanie Berryhill**

Director, Human Relations

**Lindsey Marquardt**

Director, Teaching & Learning

**Phil Engebretsen**

Director, Facilities, Operations & Athletics

**Carolyn Zieske**

Director, Student Support Services

**Enumclaw School District No. 216**

Enumclaw, Washington 98022

## **CAPITAL FACILITIES PLAN**

Approved by Board of Directors

Resolution No. 1144

The Enumclaw School District No. 216 hereby provides to the King County Council, City of Enumclaw and City of Black Diamond, this Capital Facilities Plan documenting present and future school facility requirements of the District. The plan contains all elements required by the Growth Management Act and King Code 21A, including a six (6) year financing plan component.

## Table of Contents

Executive Summary	1
Section I: Six-Year Enrollment Projection	2
Section II: Current Enumclaw School District “Standard of Service”	4
Section III: Inventory and Projected Six-Year Enrollment Capacity of Schools	6
Section IV: The District’s Planning and Construction Plan	9
Section V: Capital Facilities Financing Plan	13
Section VI: Impact Fee Variables and Calculated Fees	17

## Executive Summary

In accordance with King County Code 21A.43, this update has been prepared by the Enumclaw School District No. 216 to reflect current conditions in facility usage and needs.

The District's service area includes areas of unincorporated King County, the City of Black Diamond, and the City of Enumclaw. Currently, the District serves a student population of 4,304 (October 2024 head count) students in Kindergarten through grade 12 (excluding our Transition to Kindergarten and full-time Running Start student populations). Enrollment projections presented herein, indicate that enrollment growth will occur over the next six years.

The District has experienced approximately .85% growth per year over the past two years. Enrollment was 4,295 students in October 2023 and 4,232 students in October 2022. The District has seen consistent post-pandemic enrollment growth over the past several years and anticipates continued enrollment gains moving forward because of comparably high birth rates, inward mobility, and continued new residential development projected within the six-year planning period (and anticipated to continue beyond the six-year planning period). The City of Black Diamond has two Master Planned Developments (the "MPDs"), Ten Trails and Lawson Hills, in the process of development with a projected buildout of up to 6,050 dwelling units. Construction of residential dwelling units in Phase IA of the Ten Trails MPD began in 2018 with the permitting of approximately 912 single-family units and 250 multi-family units through 2024. An additional 216 single-family units (plus 85 age-qualified units) and 22 multi-family units are anticipated to be permitted in 2025, with a rapid increase in residential unit construction expected to begin again in 2026. Over the next six years, it is anticipated that 2,448 single-family units and 253 multi-family units (plus 177 age-qualified units) will be permitted in the MPDs through 2030. See Appendix E for Map of MPDs and map of current project buildout. The City of Enumclaw also has several continuing residential construction projects within the city limits. Finally, there is ongoing, though limited, development in the unincorporated area of King County that is located within the District.

To accommodate cumulative projected new development, the District added capacity in 2017 at the new Black Diamond Elementary School and added permanent student capacity at Enumclaw High School. Temporary capacity at the elementary and middle school levels will be needed during the six-year planning period, and the District is planning for additional permanent capacity within the six-year planning period. Section IV of this Plan identifies the District's six-year and anticipated long-term planning for school facilities.

As noted above, the District will need substantial capacity additions in the long-term planning period in response to development activity throughout the District and particularly within the City of Black Diamond. Future updates to this Plan will reflect updated planning needs in response to growth.

## Section I: Six-Year Enrollment Projection

This plan update is based on the anticipated number of students expected to be enrolled through 2030. The six-year projection (2025-2030) will assist in determining short term needs and form the basis for assessing the need for impact fees.

Enrollment projections are most accurate for the initial years of the forecast period. Moving further into the future, more assumptions about economic conditions and demographic trends in the area affect the projection. In the event that enrollment growth slows, plans for new facilities will likely be delayed. It is much more difficult, however, to initiate new projects or speed projects up in the event enrollment growth exceeds projections. Regular updates of both the enrollment projections and the Capital Facilities Plan (CFP) are essential to good facility planning.

The District relies on two population forecasts for purposes of projecting student enrollment. The first is an estimate by the Superintendent of Public Instruction (OSPI). OSPI estimates future enrollment through 2030 using the cohort survival method. This method estimates how many students in one year will attend the next grade in the following year by relying on previous enrollment trends. Due to the fact that the cohort survival method does not incorporate changes in trends of in-migration, particularly from anticipated new development within the District, these projections are considered highly conservative. The pandemic's anomalous impact on enrollment counts makes the cohort survival projections more unreliable. See [Appendix A](#).

The second forecast is a modified cohort analysis, which uses the cohort projections as a base, incorporates King County live birth data and the District's historic percentage of those births to determine the number of kindergartners entering the system, and further incorporates assumptions based on known new residential development proposals within the District. These numbers are also confirmed by the District's multi-year, professionally conducted demographic study in 2024. See [Appendix B](#). Because this analysis incorporates the expected in-migration to the District from new development, the District uses this analysis for purposes of determining capacity needs throughout the six years of this planning period. Using the modified enrollment projections, the District's enrollment is expected to increase at all grade levels over the six years of this Plan. The District's actual 2024 enrollment was lower, however, than projected by the demographer. See Table 1. This variance likely resulted from slower than expected unit construction/completion in the MPDs. The District expects, based on recent information provided by the MPD developer, that unit construction will move forward similar to previous projections. While the District is continuing to use the 2024 demographer projections for this CFP update it has adjusted the first year of projections accordingly (see Table 1 and Appendix B) and it intends to obtain a new analysis for the next plan update.

The modified cohort analysis varies greatly from the cohort survival analysis mainly due to significant planned residential development in both Black Diamond and Enumclaw. Relatively strong live birth data and inward mobility rates also contribute to increased enrollment. In addition to the majority of the remaining MPD units in Black Diamond being completed in the next six years, The City of Enumclaw also has ten active or planned development projects

totaling 548 housing units to be completed over the next ten years, many of which affect this report's enrollment projections over the next six years.

With regard to the expected enrollment from the anticipated 6,050 dwelling units in Black Diamond, building of residential units did commence in summer 2018, with building and occupancy to continue for a sustained period over several years. As such, the enrollment impacts from the start of these developments are just beginning to show during the early years of this Plan period. Future updates to this Plan will provide additional and updated information regarding these projects and the impacts on District enrollment.

Using the modified cohort survival projections, a total enrollment of 5,311 (HC) is expected by 2030. The District expects the enrollment of 1,007 additional students between 2024 and 2030. See Table 1.

**Table 1: Projected K-12 Student Enrollment (2025-2030)**

<i>Projection Year</i>	<i>2024*</i>	<i>2025</i>	<i>2026</i>	<i>2027</i>	<i>2028</i>	<i>2029</i>	<i>2030</i>	<i>Projected Growth</i>	<i>Percent Change</i>
Modified Cohort (Headcount)	4,304	4,397	4,565	4,759	4,920	5,137	5,311	1,007	23.4%

\* Actual K-12 enrollment (October 1, 2024) excluding TTK and full-time RS

## Section II: Current Enumclaw School District “Standard of Service”

In order to determine the capacity of the District’s facilities, the King County Code 21A refers to a “standard of service” that each school district must establish in order to ascertain its overall capacity. The standard of service is based upon the number of classrooms available at each school and the desired average class load district-wide. A favorable class size is used to promote the standard and quality of educational programs the residents of the Enumclaw School District expect and support through the passage of levies and bonds.

Rooms designed for special use are not counted as classrooms. Portables used for classrooms are employed on an interim basis only. When additional permanent classrooms are available, portables are removed from service, transferred to other locations, or used for non-classroom purposes.

The District’s standard of service is based on current standards. The Capital Facilities Plan incorporates funded implementation of K-3 class size reduction.

### **Current Standards of Service for Elementary Students:**

We have reduced permanent capacity in several schools to allow for K-3 class size reduction. Average district wide class sizes for grades K-3 were reduced to 20 students per teacher beginning in the 2019-2021 school year to help meet the 1:17 ratio when specialist and intervention teachers are considered. Elementary school permanent capacity should be between 450 to 600 students. Goals with new construction would be to build permanent capacity to accommodate for growth while still allowing for special programming listed below. Average district wide class size for grades 4 and 5 should not exceed 26 students.

Class size may vary from building to building based upon different influencing factors at each school. Students may be provided music instruction, physical education, and lunch in a separate classroom or facility. Students may have scheduled time in a specialized instructional space such as a computer lab or art space. Special Education for students with disabilities may be provided in a dedicated resource room or a self-contained classroom with a maximum capacity of 10-12 depending on the program.

Identified students will also be provided other educational opportunities in classrooms and/or special spaces for programs designated as follows:

- Multilingual Learning Program (MLL)
- Integrated Programs & Resource Rooms (for special remedial assistance)
- Education for Disadvantage Students (Title 1)
- Highly Capable Program
- Other Remediation Programs
- Learning Assisted Program (LAP)
- Behavior Programs for severely behavior-challenged students
- Hearing Impaired
- Mild, Moderate and Severe Developmental Disabilities
- Developmental Preschool

Early Childhood Education Assistance Programs (ECEAP)  
Transition to Kindergarten (TTK)

All of the special programs referenced above require specialized classroom space; thus, the full-time student capacity of buildings housing these programs is reduced. Students leave their regular classroom for a period of time to receive instruction in several special programs. When programs change, program capacity fluctuates and the plan is updated annually to reflect the change in program and capacity.

**Current Standards of Service for Secondary Students:**

The standards of service outlined below reflect only those programs and educational opportunities provided to secondary students, which directly affect the capacity of the school buildings.

Average district-wide class size for grades 6-8 should not exceed 28 students. Middle school permanent capacity should be between 550 to 800 students.

Average district wide class size for grades 9-12 should not exceed 28 students.

Special Education for students with disabilities may be provided in a classroom with a capacity of 10-15 depending on program.

Identified students will also be provided other educational opportunities in classrooms and/or special spaces for programs designated as follows:

- Instrumental and Vocal Music
- Multicultural Learning and Support
- Integrated Programs & Resource Rooms (for special remedial assistance)
- Advanced Placement Programs
- Basic Skills Programs
- Career and Vocational Education Programs

Many of these programs require specialized classroom space and can reduce the permanent capacity of the school buildings.

Each school's available capacity will vary with the type of programs and space utilization in the building. When a large number of portables are added to a site to add student capacity, other support facilities, such as gymnasiums, lunch areas, halls, etc. may become inadequate.

### Section III: Inventory and Projected Six-Year Enrollment Capacity of Schools

Currently, the District has permanent program capacity to house 4,807 students based on the District's Standard of Service as set forth in Section II. Portable classroom capacity for 320 students brings the total capacity to 5,127 at the beginning of the 2024-2025 school year.<sup>1</sup> A summary of the current enrollment and capacity, and the breakdown at each grade span follows:

**Table 2: Summary of Capacity (2024-2025)**

<b>2024-2025 Current</b>	<b>Permanent Capacity</b>	<b>Portable Capacity</b>	<b>Total Capacity</b>	<b>Oct. 2024 Enrollment (HC)</b>	<b>Surplus Capacity w/o Portables</b>	<b>Surplus Capacity w/ Portables</b>
Elementary	2,210	96	2,306	2,009	201	297
Middle	1,100	0	1,100	1,030	70	70
High	1,497	224	1,721	1,265	232	456
<b>District Total</b>	<b>4,807</b>	<b>320</b>	<b>5,127</b>	<b>4,304</b>	<b>503</b>	<b>823</b>

Included in this Plan is an inventory of the District's schools by type, address and current capacity. See Table 3.

In the fall of 2005, the District closed J.J. Smith Elementary due to the age and condition of the building. The District performed facility upgrades in 2015 at J.J. Smith and it was used to temporarily house Black Diamond Elementary students during construction of the new elementary school. In the fall of 2017, J.J. Smith began to house the District's Birth-to-Five program, which houses special education pre-school, ECEAP and our Transition to Kindergarten programs. Students in these three programs at JJ Smith (Currently 194) are not included in the current and projected K-12 numbers within this report.

Black Diamond Elementary, as modernized and expanded, opened in August 2017. This school now has a permanent capacity of 430 students (an increase from the previous permanent capacity of 217). The Enumclaw High School modernization was completed in August of 2019. The updated facility increased permanent capacity by approximately 197 students.

Based on the enrollment forecasts, current inventory, program capacity, current standard of service, and portable capacity, the District has identified the need for additional student capacity in the short term. This reflects new development in the City of Black Diamond as well as new development in the City of Enumclaw and King County during the six-year planning period, as well as increasing birth rates and inward mobility.

<sup>1</sup> The District's intent is for all students to be served in permanent classroom facilities. As such, portables are intended to be a temporary capacity solution. The District currently has four classrooms in portables at Kibler Elementary and eight available portable classrooms at Enumclaw High School. There are seven portables at Kibler in total and three at Westwood. Portables are also used for book rooms, storage and for administrative purposes.

**Table 3: Inventory Summary**

An inventory of existing permanent school facilities including the locations and permanent capacities of those facilities is provided below.

<b><u>Existing Facility</u></b>	<b><u>Location</u></b>	<b><u>Permanent Capacity</u></b>
Black Diamond Elementary	25314 Baker Street Black Diamond, WA 98010	430
Byron Kibler Elementary	2057 Kibler Avenue Enumclaw, WA 98022	430
Southwood Elementary	3240 McDougall Avenue Enumclaw, WA 98022	450
Sunrise Elementary	899 Osceola Street Enumclaw, WA 98022	450
Westwood Elementary	21200 SE 416th Enumclaw, WA 98022	450
Enumclaw Middle School	550 Semanski Street S. Enumclaw, WA 98022	550
Thunder Mountain Middle School	42018 264th Avenue E. Enumclaw, WA. 98022	550
Enumclaw High School	226 Semanski Street S. Enumclaw, WA 98022	1497

**Table 4 – Projected Enrollment & Capacity**

<b>K-5 Elementary</b>							
	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>
Permanent Capacity	2,210	2,210	2,210	2,210	2,210	2,810	2,980
New Permanent Capacity					600 <sup>^</sup>	170 <sup>**</sup>	
Portable Capacity Available	96	96	96	192	192	192	192
Portable/Purchase, Relocate			96 <sup>^^</sup>				
<b>Total Capacity</b>	<b>2,306</b>	<b>2,306</b>	<b>2,402</b>	<b>2,402</b>	<b>3,002</b>	<b>3,172</b>	<b>3,172</b>
Projected Enrollment*	2,009	2,033	2,083	2,181	2,242	2,293	2,365
Surplus/(Deficit) of Perm. Capacity	201	177	127	29	568	687	615
Surplus/(Deficit) with Portables	297	273	319	221	760	879	807
<b>6-8 Middle School</b>							
	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>
Permanent Capacity	1,100	1,100	1,100	1,100	1,100	1,100	1,100
New Permanent Capacity							
Portable Capacity Available			112	112	112	224	224
Portable/Purchase, Relocate		112 <sup>***</sup>			112 <sup>^^^</sup>		
<b>Total Capacity</b>	<b>1,100</b>	<b>1,212</b>	<b>1,212</b>	<b>1,212</b>	<b>1,324</b>	<b>1,324</b>	<b>1,324</b>
Projected Enrollment*	1,030	1,039	1,102	1,143	1,206	1,275	1,314
Surplus/(Deficit) of Perm. Capacity	70	61	(2)	(43)	(106)	(175)	(214)
Surplus/(Deficit) with Portables		173	110	69	118	49	10
<b>9-12 High School</b>							
	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>
Permanent Capacity	1,497	1,497	1,497	1,497	1,497	1,497	1,497
New Permanent Capacity							
Portable Capacity Available	224	224	224	224	224	224	224
Portable/Purchase, Relocate							
<b>Total Capacity</b>	<b>1,721</b>	<b>1,721</b>	<b>1,721</b>	<b>1,721</b>	<b>1,721</b>	<b>1,721</b>	<b>1,721</b>
Projected Enrollment*	1,265	1,325	1,380	1,435	1,472	1,569	1,632
Surplus/(Deficit) of Perm. Capacity	232	172	117	62	25	(72)	(135)
Surplus/(Deficit) with Portables	456	396	341	286	249	152	89

\*Reflects actual October 2024 enrollment.

<sup>^</sup>Reflects construction of new elementary in Ten Trails neighborhood.

<sup>\*\*</sup>Added capacity at Kibler Elementary School (Kibler ES to be replaced on site with added capacity)

<sup>^^</sup>Addition of 4 portable classrooms at Westwood Elementary for temporary Ten Trails overflow

<sup>\*\*\*</sup>Addition of 2 portable classrooms at Thunder Mountain MS and 2 portable classrooms at Enumclaw MS during the 2025-2026 school year

<sup>^^^</sup>Addition of 4 portable classrooms at Thunder Mountain MS during the 2028-2029 school year

## Section IV: The District's Planning and Construction Plan

### Trigger of Construction

Planning for new schools and additions to existing schools are triggered by comparing the enrollment forecasts with District capacity. Projected available student capacity was derived by subtracting projected student enrollment from existing school capacity for each of the six years in the forecast period (2025-2030). Capacity needs are expressed in terms of "Surplus/(Deficit) of Permanent Capacity." A deficit in permanent capacity means there will be unhoused students who will likely be served in portable classrooms or in classrooms where class sizes exceed state standards, board expectations and/or contractually negotiated agreements within the local school district. The unhoused student levels are shown in Table 5.

Note: for purposes of assessing capacity, the District has included the capacity improvements that are planned over the six-year planning period. As previously discussed in this Plan, the District intends to monitor development and enrollment growth and will continue to assess the need for any capacity additions in future updates to this Plan.

### Facility Needs (2025-2030)

The voters in the District approved a Bond in April 2015 that included replacement and expansion of Black Diamond Elementary School and renovation/expansion of Enumclaw High School. Creating new capacity at Black Diamond Elementary helped to ensure that elementary schools in other areas of the District are not overcrowded and that capacity is available in those schools to serve new development. However, projected enrollment within the six year planning period demonstrates a need for additional permanent capacity. With the growth of the Ten Trails MPD, Black Diamond Elementary is now at capacity, necessitating the transportation of many current Ten Trails area students to Westwood Elementary, our northernmost Enumclaw elementary school. If the District continues to move more Ten Trails area students to Westwood as the MPD builds out (assuming no added elementary capacity in Ten Trails), students who may otherwise attend Westwood may need to be likewise moved to other elementary schools located in the City of Enumclaw.

The projects listed in Table 5 are anticipated based upon information available at the present time. Due to anticipated growth within the cities of Black Diamond and Enumclaw, the District will reallocate portables to both Thunder Mountain and Enumclaw Middle School and will need to purchase and/or relocate additional new portables based on the actual impact of growth. Implementation of the K-3 class size legislation has impacted permanent space at the elementary level. The District anticipates running one or more bonds by 2027 for several projects. These projects will likely include (i) the replacement and modernization (with added capacity) of Byron Kibler Elementary School; (ii) a new elementary school in Black Diamond in the Ten Trails neighborhood to address growth needs; and (iii) a replacement and modernization of the Birth to Five Center at JJ Smith Elementary. The District secured property from the developer for the planned new elementary school in Ten Trails through MPD mitigation.

The District will need to add portables at various facilities to serve interim capacity needs. A new agricultural sciences barn has been constructed at Enumclaw High School as part of our CTE program, which will provide a variety of learning opportunities for our growing CTE student population in the coming years. The District also anticipates upgrading the Performing Arts Center at EHS to allow for increased performing arts related classes and activities as well as productions and performances.

### **Facility Needs (Long Term)**

Based upon present information regarding the development activity within the City of Black Diamond, the District is planning for long-term needs in the Black Diamond area. The District anticipates that, based upon service standards and enrollment projections, the two approved master planned development projects will, over the long term, necessitate the need for additional capacity with new schools. While the District remains uncertain at this time regarding specific long term additional capacity needs that may result from development in Black Diamond and development within the City of Enumclaw and unincorporated King County, it is likely that additional capacity at the middle school level will be a focus. The District will continue to monitor development activity and related capacity needs, using portable structures as needed for additional temporary capacity. Future updates to this Plan will reflect the changes needed to respond to long-term growth impacts.

## General Considerations

The decision and ability to construct a new school facility involves multiple factors not wholly within the control of the District. The availability of funds is the biggest consideration whether those funds are generated from locally approved bonds, state construction funds, impact fees, mitigation payments, or a combination of the above.

**Table 5 - Planned Projects (2025-2030)**

**Projects Planned and Sites Acquisitions**  
Enumclaw School District No.216

School/Facility/Site	Location	Type	Status	Projected Completion Date	Approx Added Capacity	Approx % for New Growth
<b>Elementary</b>						
Westwood Elementary Portables***	Enumclaw	New	In Process	2026	96	100%
Ten Trails Elementary^	Black Diamond	New	Planning	2028	600	100%
Byron Kibler Elementary*	Enumclaw	New	Planning	2029	170	15%
<b>Middle School</b>						
EMS Portables**	Enumclaw	Relocate/Renovate	In Process	2025	56	100%
TMMS Portables**	Enumclaw	Relocate/Renovate	In Process	2025	56	100%
TMMS Portables^^	Enumclaw	Relocate/Renovate	Planning	2028	112	100%
<b>High School</b>						
Agricultural Sciences Barn	Enumclaw	New	Complete	2023	N/A	N/A
EHS Renovation (roof/siding at PAC)	Enumclaw	Renovation	Planning	2026	N/A	N/A
<b>Other Sites</b>						
South West Enumclaw (18A)	1009 SE 244th, Enumclaw	New	Existing	Site Bank	0	0
North East Enumclaw (20A)	East of Highway 169	New	Existing	Site Bank	0	0
Black Diamond (various pending)	MPD designated sites	New	Planning		varying	100%

\* Replacement of Byron Kibler Elementary (600 students) will increase permanent capacity by 170 students as that school is currently above permanent capacity.

\*\* District owned portables have been relocated from EHS to middle schools to expand capacity for growth.

\*\*\* Portables will need to be placed at Westwood Elementary for continued growth in Ten Trails until the Ten Trails Elementary school is built.

^ An elementary school in Black Diamond will be built to expand capacity for growth in the Ten Trails community and initial Lawson Hills residents.

^^ Additional portables will need to be placed at Thunder Mountain MS to increase capacity for growth in Ten Trails Development

**Table 6 – Finance Plan**

Estimated Project Cost by Year - in \$millions							Total	Secured	Secured	Unsecured
2025	2026	2027	2028	2029	2030	Cost	Bond/Levy (1)	Other (2)	Other (3)	
<b>Improvements Adding Student Capacity</b>										
<b>Elementary School</b>										
Byron Kibler Elementary Replacement (New Construction)*			\$ .40		\$80.00	\$80.40			\$80.40	
Black Diamond Elementary Portable Placement**				\$ .50		\$ .50			\$ .50	
New Ten Trails Elementary***			\$ .40	\$70.00		\$70.40			\$70.40	
Westwood Portable Placement		\$1.00				\$1.00		\$ .50	\$ .50	
<b>Middle School</b>										
Portable Placement^		\$ .25				\$ .25		\$ .25		
Portable Placement^^^				\$1.00		\$1.00			\$1.00	
<b>High School</b>										
Renovation^^				\$2.50		\$2.50			\$2.50	
<b>Total</b>	\$ .25	\$1.00	\$3.30	\$71.50	\$80.00	\$156.05		\$ .75	\$155.30	

(1) Secured Bond/Levy- Bond and levy funding already approved by voters.

(2) Secured Other - Funds currently available to District including proceeds from property sales, school mitigation/impact fees, and State School Construction Assistance Program (SCAP) Funds remaining from other projects.

(3) Unsecured future - School mitigation and impact fees not yet collected, bonds and levies not yet approved, SCAP dollars not yet allocated.

\* Costs related to building replacement and new capacity project for Byron Kibler Elementary.

\*\* Possible Black Diamond Elementary portable addition

\*\*\* Costs related to the planned new elementary school in Ten Trails Elementary, including survey and design work and construction project costs.

^ Cost of adding one double portable at each of two middle schools using district owned and refurbished portable structures.

^^ Completion of envelope renovations as well as necessary upgrades to existing Performing Arts Center.

^^^ Additional/New portable placement at Thunder Mountain MS to increase capacity for growth in Ten Trails Development

District may also add portable facilities at various schools during the six year planning period as needed to meet enrollment growth

## Section V: Capital Facilities Financing Plan

The six-year Finance Plan shown in Table 6 demonstrates how the District intends to fund new construction and improvements to school facilities for the years of 2025-2030. The financing plan and impact fee calculation formula also differentiate between capacity and non-capacity projects.

The District's ability to accomplish its building program is based on the following funding sources:

- Passage of general obligation bonds by District voters, which was done in the April 2015 election for the most recently completed projects (Black Diamond Elementary School and Enumclaw High School Renovation/Addition);
- Collection of school mitigation and impact fees;
- Passage of future general obligation bonds for planned projects (New ES, Kibler ES replacement w/ Birth to Five addition, portable placements, and EHS PAC renovation); and
- Collection of state School Construction Assistance Program funds.

### General Obligation Bonds

Bonds are typically used to fund construction of new schools and other capital improvement projects. A 60% voter approval is required to pass a bond. Bonds are then retired through collection of property taxes. In 2015, the District's voters approved a \$68.5 million bond to fund the replacement and expansion of the existing Black Diamond Elementary School and the partial renovation and expansion of Enumclaw High School. In 2023, the District put forth two separate bond measures. The first measure included both a new elementary school in Black Diamond and a full replacement for Kibler Elementary among other items, and the second measure included the full replacement for Kibler Elementary as well district-wide maintenance items, but not a new elementary school in Black Diamond. District voters did not approve either of these 2023 bond measures. In February of 2020, the district passed a six-year Capital (technology) levy and will attempt to do so again in February of 2026. In April of 2025, the District put forth a capital levy in an attempt to secure funding for district-wide maintenance projects, but this measure did not pass.

The District is considering proposing one or more bond packages in the near future to fund the replacement of Byron Kibler Elementary (with a possible Birth to Five addition) and a new elementary school in Black Diamond in the Ten Trails neighborhood. As an alternative, the District is in discussions with the MPD developer on a potential funding solution for the new elementary school which would involve a reallocation of mitigation agreement assets. However, as of the drafting of this CFP, a final agreement is not in place. The District will continue exploring possibilities to work with our community to determine next steps to successfully secure funding for these projects. Board decisions and any authorized proposals will be included in future updates to this Capital Facilities Plan.

## State School Construction Funding Assistance

State School Construction Funding Assistance comes from the Common School Construction Fund. Bonds are sold on behalf of the fund then retired from revenues accruing predominantly from the sale of renewable resources (i.e. timber) from state school lands set aside by the Enabling Act of 1889. If these sources are insufficient to meet needs, the Legislature can appropriate funds or the State Superintendent of Public Instruction can prioritize funding.

School districts may qualify for School Construction Assistance Program funding for specific capital projects. To qualify, a project must first meet a state established criteria of need. This is determined by a formula that specifies the amount of square footage the state will help finance to provide permanent structures for the unhoused enrollment projected for the district. If a project qualifies, it can become part of a state prioritization system. This system prioritizes allocation of available funding resources to school districts statewide based on seven prioritization categories. Funds are then disbursed to the districts based on a formula which calculates district assessed valuation per pupil relative to the whole state assessed valuation per pupil to establish the percent of the total project cost to be paid by the state. The state contribution can range from less than half to more than 70% of the project's cost.

State School Construction Assistance Program funding can only be applied to major school construction projects. Site acquisition and minor improvements are not eligible to receive School Construction Assistance Program dollars. School Construction Assistance Program funds are not received by a school district until after a school has been constructed. In such cases, the District must "front fund" a project. That is, the District must finance the complete project with local funds (the future State's share coming from funds allocated to future District projects). When the state share is finally disbursed (without accounting for escalation) the future District project is partially reimbursed.

Because of the method of computing state School Construction Assistance Program funding, the official percentage of funds calculated by the state does not typically equal the actual percentage of total facility cost. The state funding assistance percentage for the Enumclaw School District is approximately 58.61%. Notably, this only applies to costs that the state considers eligible for state funding assistance. Land costs and other development costs are not considered eligible for state School Construction Assistance Program funding. Furthermore, the State only allows 90 square feet per elementary student while the District's service standard requires more square feet per student. This additional space must be funded with local dollars. For a typical project that has maximum state funding, less than 50% of the total project costs will be covered by School Construction Assistance Program funds.

The District anticipates that it could be eligible for some amount of state school construction assistance program funding (SCAP funding) for the new Black Diamond elementary school project and the Kibler Elementary replacement project; however, more specific information is not known at this time and the projects in any case require front funding from other funds.

## Mitigation Payments and School Impact Fees

King County, the City of Black Diamond and the City of Enumclaw have adopted school impact fee ordinances. In these jurisdictions, the District requests that an impact fee be collected for the construction of any new residential dwelling unit.

New dwelling units in the Lawson Hills and Ten Trails MPDs are subject to a school mitigation fee assessed pursuant to a Comprehensive School Mitigation Agreement.

Fees assessed are based on the new enrollment growth in the District and related capacity needs. By law, new development cannot be assessed impact fees to correct existing deficiencies.

Impact fees have been calculated utilizing the formula in the King County Ordinance 11621. The resulting figures are based on the District's cost per dwelling unit to purchase land for school sites, make site improvements, construct schools and purchase, install or relocate temporary facilities (Portables), all as related to growth-related capacity projects identified in the Capital Facilities Plan. Credits have also been applied in the formula to account for State School Construction Funding Assistance expected to be reimbursed to the District and projected future property taxes to be paid by the owner of a dwelling unit.

The District's cost per dwelling unit is derived by multiplying the cost per student by the applicable student generation rate per dwelling unit. King County Ordinance 11621 defines "Student Factor" as "the number derived by a school district to describe how many students of each grade span are expected to be generated by a dwelling unit. Student factors shall be based on district records of average actual student generation rates for new developments constructed over a period of not more than five (5) years prior to the date of the fee calculation; provided that, if such information is not available in the district, the data from adjacent districts, districts with similar demographics, or county wide averages may be used."

Enumclaw School District's student generation factors are based on the 2025 average of student factors from other school districts in King County. See Table 7.

The District's proposed impact fees are based on the cost per dwelling unit to construct growth-related elementary school capacity, using the planned Kibler Elementary School rebuild/expansion project.

**Table 7 – 2025 Composite Student Generation Rates (SGR)\*****Single Family Dwelling Units:**

	Auburn	Fife	Highline	Issaquah	Lake Washington	Northshore	Renton	Riverview	Average^
<b>Elementary</b>	0.331	0.295	0.155	0.329	0.346	0.294	0.108	0.218	<b>0.260</b>
<b>Middle</b>	0.118	0.129	0.053	0.135	0.196	0.111	0.045	0.073	<b>0.108</b>
<b>High</b>	0.161	0.115	0.091	0.150	0.175	0.108	0.065	0.090	<b>0.119</b>
<b>Total</b>	0.610	0.540	0.298	0.615	0.717	0.513	0.219	0.381	<b>0.487</b>

**Multi-Family Dwelling Units:**

	Auburn	Fife	Highline	Issaquah	Lake Washington	Northshore	Renton	Riverview	Average^
<b>Elementary</b>	0.431	0.084	0.251	0.097	0.041	0.062	0.131	0.128	<b>0.113</b>
<b>Middle</b>	0.154	0.038	0.085	0.046	0.017	0.018	0.038	0.039	<b>0.040</b>
<b>High</b>	0.152	0.040	0.107	0.046	0.017	0.033	0.046	0.070	<b>0.051</b>
<b>Total</b>	0.735	0.162	0.443	0.189	0.075	0.114	0.214	0.237	<b>0.205</b>

*\*Based on the King County countywide student generation rate average using the rates of those districts that prepared their own student generation rate data. See KCC 21A.06.1260. (Federal Way School District excepted from SF and MF average and Auburn School District excepted from MF average due to anomalous rates.)*

*^Figures are rounded.*

## Section VI: Impact Fee Variables and Impact Fees

### Student Factors-Single/Multi-Family

Elementary	.260/.113
Middle School	.108/.040
High School	.119/.051

### Student Capacity per Facility

Elementary	600
Middle School	
High School	

### Site Acreage Site

Elementary	N/A
Middle School	
High School	

### Site Cost per Acre

Elementary	N/A (existing site)
Middle School	
High School	

### New Facility Construction Cost

Elementary	\$80,000,000
------------	--------------

### SPI Square Footage per Student

Elementary (K-5)	90
Middle School (6-8)	108
High School (9-12)	130
Special Education	144

### Temporary Classroom Capacity

Elementary	24
Middle School	28
High School	28

### Developer Provided Sites/Facilities

Elementary School Site  
(not applicable to Kibler Elementary School)

### Temporary Facilities Costs

Elementary	\$250,000
Middle School	\$250,000
High School	

### Permanent Square Footage

Elementary	225,104
Middle School	167,254
High School	<u>244,651</u>
Total	637,009

### Temporary Square Footage

Elementary	3,800
Middle School	
High School	<u>7,168</u>
Total	10,968

### Total Facilities Square Footage

Elementary	228,904
Middle School	167,254
High School	<u>251,819</u>
Total	647,977

### State Construction Funding

District Match –	58.61%
Current Construction Cost Allocation –	\$375.00

### District Average Assessed Value

Single Family Res.	\$670,187
K.C. Assessor, 3/25	

### Bond Interest Rate

Current Bond Buyer Index	4.15%
--------------------------	-------

### District Average Assessed Value

Multi-Family Res.	\$296,496
K.C. Assessor, 3/25	
Weighted Avg. of Condos and Apts.	

### District Debt Service Tax Rate

Current	\$.69651/\$1,000
---------	------------------

The District's proposed school impact fees reflect identified capacity needs and planning at the elementary level. The fees are based on the estimated costs of the planned Kibler Elementary School rebuild/expansion project (anticipated, if funding is approved by the voters, to be complete within the six-year planning period).

Using the variables and formula described above, impact fees proposed for the District are summarized in Table 8. See also Appendix C.

**Table 8 - School Impact Fees**

Housing Type	Impact Fee Per Dwelling Unit*
Single Family	\$12,619
Multi-Family	\$5,469

\*Per City of Black Diamond Ordinance 20-1146; discounted at 50%; City of Enumclaw Ordinance 2609 (discounted at 50%); Chapter 21A.43 KCC and Ordinance No. 10162 (discounted at 50%)

## Appendix A OSPI Cohort Enrollment Projections

Grade	--- ACTUAL ENROLLMENTS ON OCTOBER 1st ---					AVERAGE %		--- PROJECTED ENROLLMENTS ---					
	2019	2020	2021	2022	2023	2024	SURVIVAL	2025	2026	2027	2028	2029	2030
<b>Kindergarten</b>	319	268	328	364	300	342		345	352	359	366	373	380
<b>Grade 1</b>	313	298	267	342	342	293	97.78%	334	337	344	351	358	365
<b>Grade 2</b>	338	292	312	304	342	348	102.71%	301	343	346	353	361	368
<b>Grade 3</b>	288	320	297	332	311	351	101.54%	353	306	348	351	358	367
<b>Grade 4</b>	321	276	318	331	355	318	103.16%	362	364	316	359	362	369
<b>Grade 5</b>	350	301	289	334	343	357	101.53%	323	368	370	321	364	368
<b>K-5 Sub-Total</b>	1,929	1,755	1,811	2,007	1,993	2,009		2,018	2,070	2,083	2,101	2,176	2,217
<b>Grade 6</b>	347	327	312	305	347	351	101.76%	363	329	374	377	327	370
<b>Grade 7</b>	321	348	328	321	319	364	102.58%	360	372	337	384	387	335
<b>Grade 8</b>	322	309	347	340	329	315	100.17%	365	361	373	338	385	388
<b>6-8 Sub-Total</b>	990	984	987	966	995	1,030		1,088	1,062	1,084	1,099	1,099	1,093
<b>Grade 9</b>	325	331	329	344	358	336	103.16%	325	377	372	385	349	397
<b>Grade 10</b>	324	328	328	332	345	337	99.06%	333	322	373	369	381	346
<b>Grade 11</b>	279	288	298	309	296	307	90.41%	305	301	291	337	334	344
<b>Grade 12</b>	257	265	293	278	282	269	94.42%	290	288	284	275	318	315
<b>9-12 Sub-Total</b>	1,185	1,212	1,248	1,263	1,281	1,249		1,253	1,288	1,320	1,366	1,382	1,402
<b>DISTRICT K-12 TOTAL</b>	4,104	3,951	4,046	4,236	4,269	4,288		4,359	4,420	4,487	4,566	4,657	4,712

Appendix B  
Modified Cohort Enrollment Projections

<b>Modified Cohort Projected Enrollment</b>							
	<b>2024*</b>	<b>2025^</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>
Grade K	342	311	324	341	347	342	348
Grade 1	293	315	325	344	362	372	365
Grade 2	348	360	333	351	369	393	402
Grade 3	351	345	372	348	364	387	408
Grade 4	318	341	372	405	378	400	422
Grade 5	357	361	357	392	422	399	420
<b>K-5 Headcount</b>	<b>2009</b>	<b>2033</b>	<b>2083</b>	<b>2181</b>	<b>2242</b>	<b>2293</b>	<b>2365</b>
Grade 6	351	348	374	376	409	441	416
Grade 7	364	355	358	390	390	424	455
Grade 8	315	336	370	377	407	410	443
<b>6-8 Headcount</b>	<b>1030</b>	<b>1039</b>	<b>1102</b>	<b>1143</b>	<b>1206</b>	<b>1275</b>	<b>1314</b>
Grade 9	336	331	340	379	385	421	417
Grade 10	337	361	338	350	387	401	426
Grade 11	308	341	360	341	355	390	398
Grade 12	284	292	342	365	345	357	391
<b>9-12 Headcount</b>	<b>1265</b>	<b>1325</b>	<b>1380</b>	<b>1435</b>	<b>1472</b>	<b>1569</b>	<b>1632</b>
<b>K-12 Headcount</b>	<b>4304</b>	<b>4397</b>	<b>4565</b>	<b>4759</b>	<b>4920</b>	<b>5137</b>	<b>5311</b>

*\* Represents actual October 2024 headcount (does not include TTK or RS student populations)*

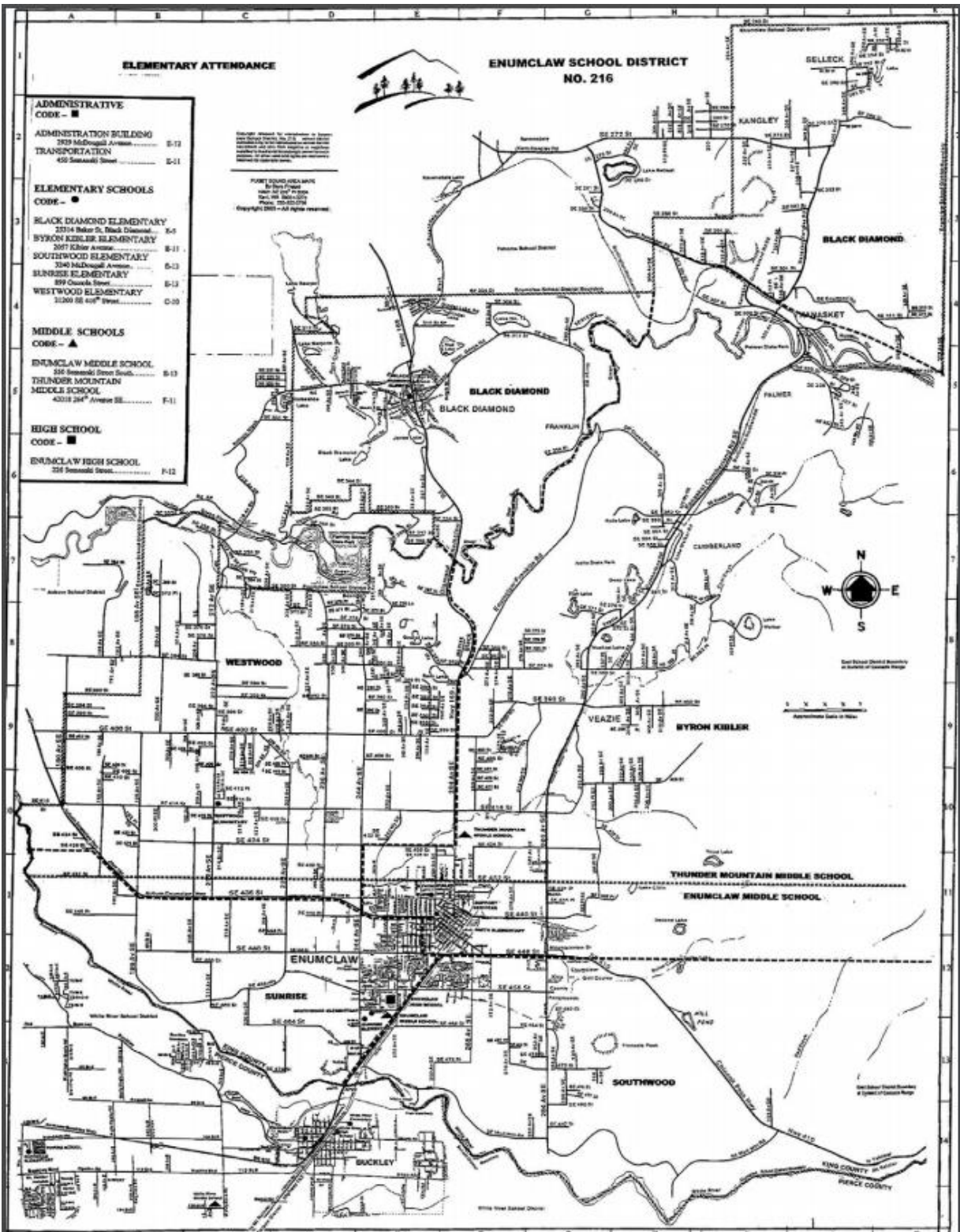
*^ Represents an adjustment down from the original demography projections in 2025 due to a slower than expected return to full buildout levels within the Master Planned Development*

## Appendix C School Impact Fee Calculations

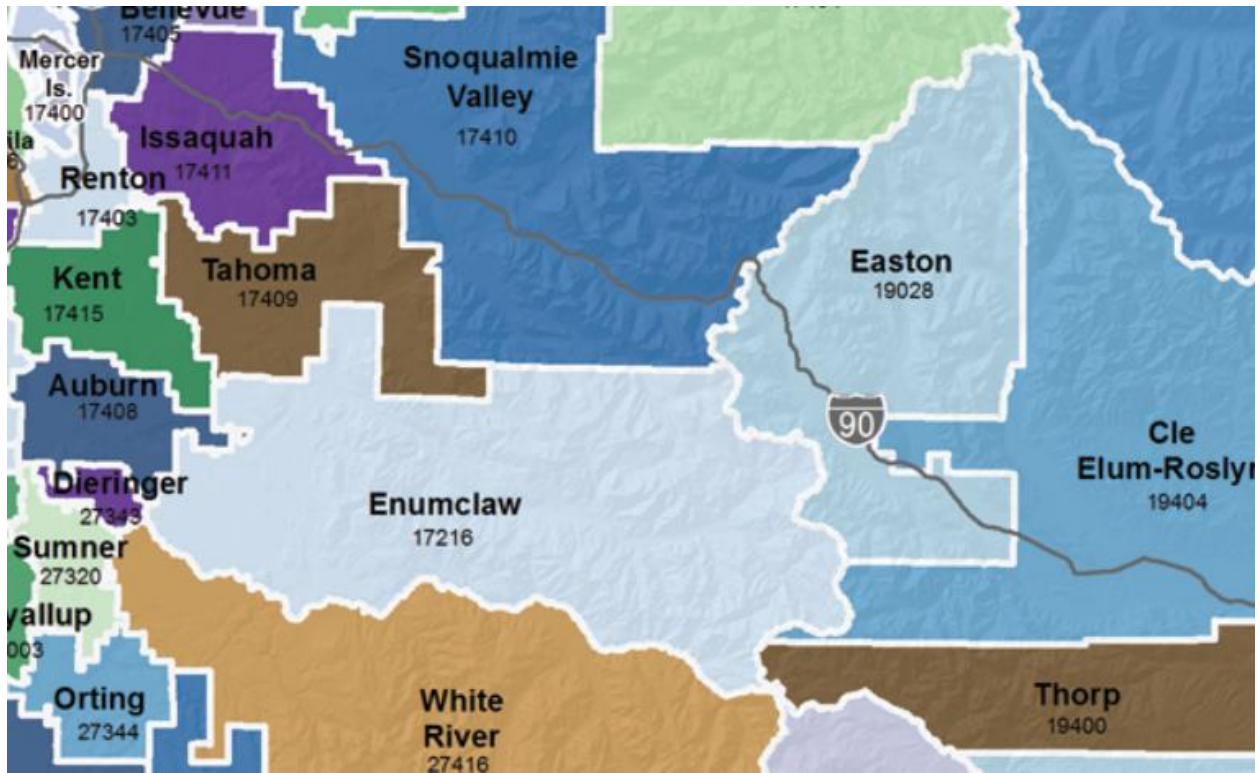
<b>ENUMCLAW SCHOOL DISTRICT</b>							
2025							
<b>School Site Acquisition Cost:</b>							
<b>((AcresxCost per Acre)/Facility Capacity)xStudent Factor</b>							
	Facility	Cost/	Facility	Student	Student		
	Acreage	Acre	Capacity	Factor	Factor	Cost/	Cost/
				SFR	MFR	SFR	MFR
Elementary	0.00	\$ -	600	0.260	0.113	\$0	\$0
Middle	0.00	\$ -	700	0.108	0.040	\$0	\$0
High	0.00	\$ -	1,500	0.119	0.051	\$0	\$0
						<b>\$0</b>	<b>\$0</b>
<b>School Construction Cost:</b>							
<b>((Facility Cost/Facility Capacity)xStudent Factor)x(Permanent/Total Sq Ft)</b>							
	%Perm/	Facility	Facility	Student	Student	Cost/	Cost/
	Total Sq.Ft.	Cost	Capacity	Factor	Factor	SFR	MFR
				SFR	MFR		
Elementary	98.30%	\$ 80,000,000	600	0.260	0.113	\$34,077	\$14,811
Middle	98.30%	\$ -	700	0.108	0.040	\$0	\$0
High	98.30%	\$ -	1,500	0.119	0.051	\$0	\$0
						<b>\$34,077</b>	<b>\$14,811</b>
<b>Temporary Facility Cost:</b>							
<b>((Facility Cost/Facility Capacity)xStudent Factor)x(Temporary/Total Square Feet)</b>							
	%Temp/	Facility	Facility	Student	Student	Cost/	Cost/
	Total Sq.Ft.	Cost	Size	Factor	Factor	SFR	MFR
				SFR	MFR		
Elementary	1.70%	\$ 250,000.00	24	0.260	0.113	\$46	\$20
Middle	1.70%	\$ 250,000.00	28	0.108	0.040	\$16	\$6
High	1.70%	\$ -	28	0.119	0.051	\$0	\$0
					<b>TOTAL</b>	<b>\$62</b>	<b>\$26</b>
<b>State Funding Assistance Credit:</b>							
<b>CCA x OSPI Square Footage x Funding Assistance % x Student Factor</b>							
	Current	OSPI Square	District	Student	Student	Cost/	Cost/
	CCA	Footage	Funding %	Factor	Factor	SFR	MFR
				SFR	MFR		
Elementary	\$ 375.00	90	58.61%	0.260	0.113	\$5,143	\$2,235
Middle	\$ 375.00	108	0.00%	0.108	0.040	\$0	\$0
Sr. High	\$ 375.00	130	0.00%	0.119	0.051	\$0	\$0
					<b>TOTAL</b>	<b>\$5,143</b>	<b>\$2,235</b>
<b>Tax Payment Credit:</b>						SFR	MFR
<b>Average Assessed Value</b>						\$670,187	\$296,496
<b>Capital Bond Interest Rate</b>						4.15%	4.15%
<b>Net Present Value of Average Dwelling</b>						\$5,395,453	\$2,386,991
<b>Years Amortized</b>						10	10
<b>Property Tax Levy Rate</b>						\$0.70	\$0.70
<b>Present Value of Revenue Stream</b>						<b>\$3,758</b>	<b>\$1,663</b>
<b>Fee Summary:</b>				Single	Multi-		
				Family	Family		
Site Acquisition Costs				\$0	\$0		
Permanent Facility Cost				\$34,077	\$14,811		
Temporary Facility Cost				\$62	\$26		
State Funding Credit				(\$5,143)	(\$2,235)		
Tax Payment Credit				(\$3,758)	(\$1,663)		
<b>FEE (AS CALCULATED)</b>				<b>\$25,239</b>	<b>\$10,939</b>		
<b>FEE (Adjusted 50%)</b>				<b>\$12,619</b>	<b>\$5,469</b>		

Appendix D  
Maps of School Borders and Projects

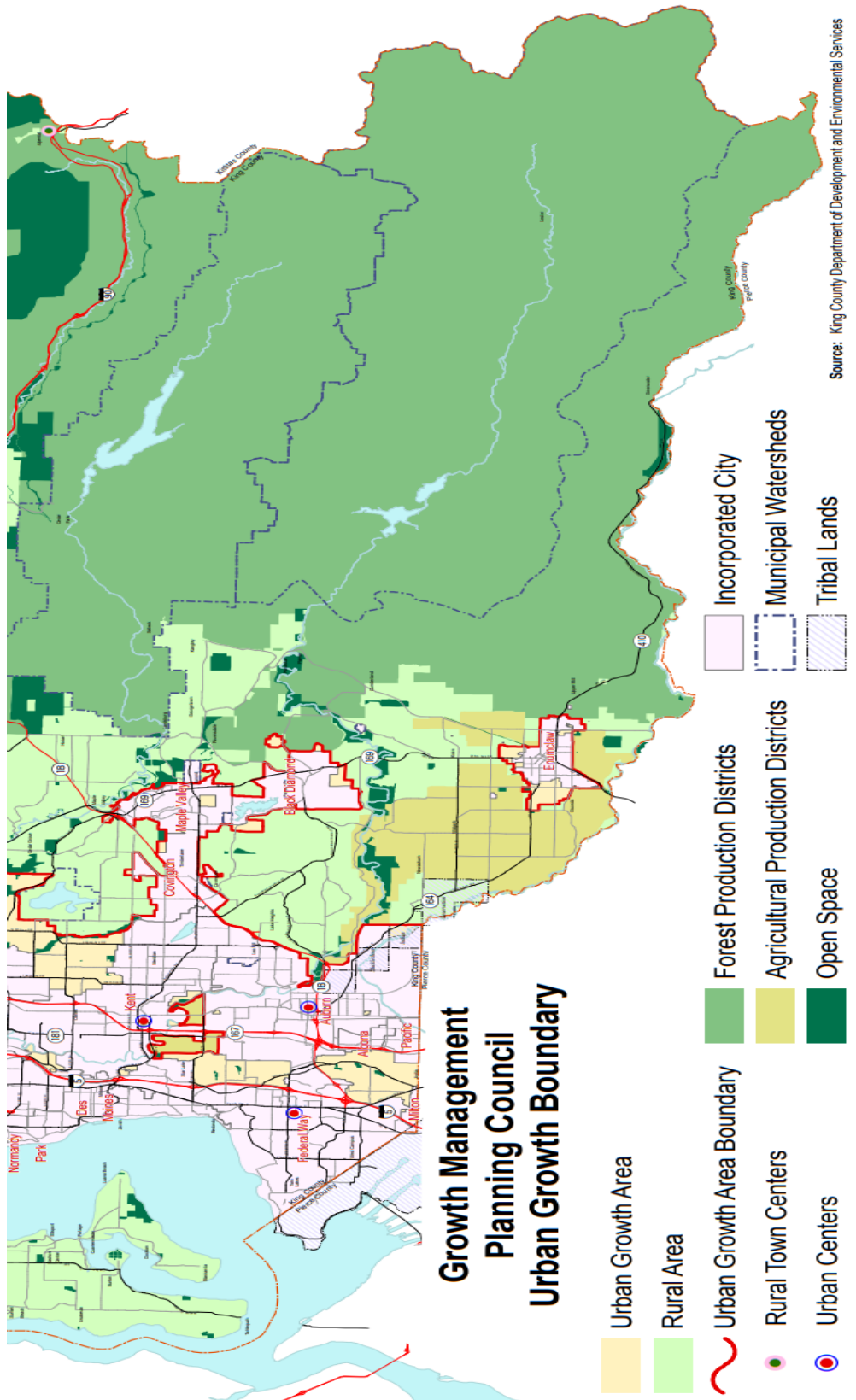
# Enumclaw School Boundaries



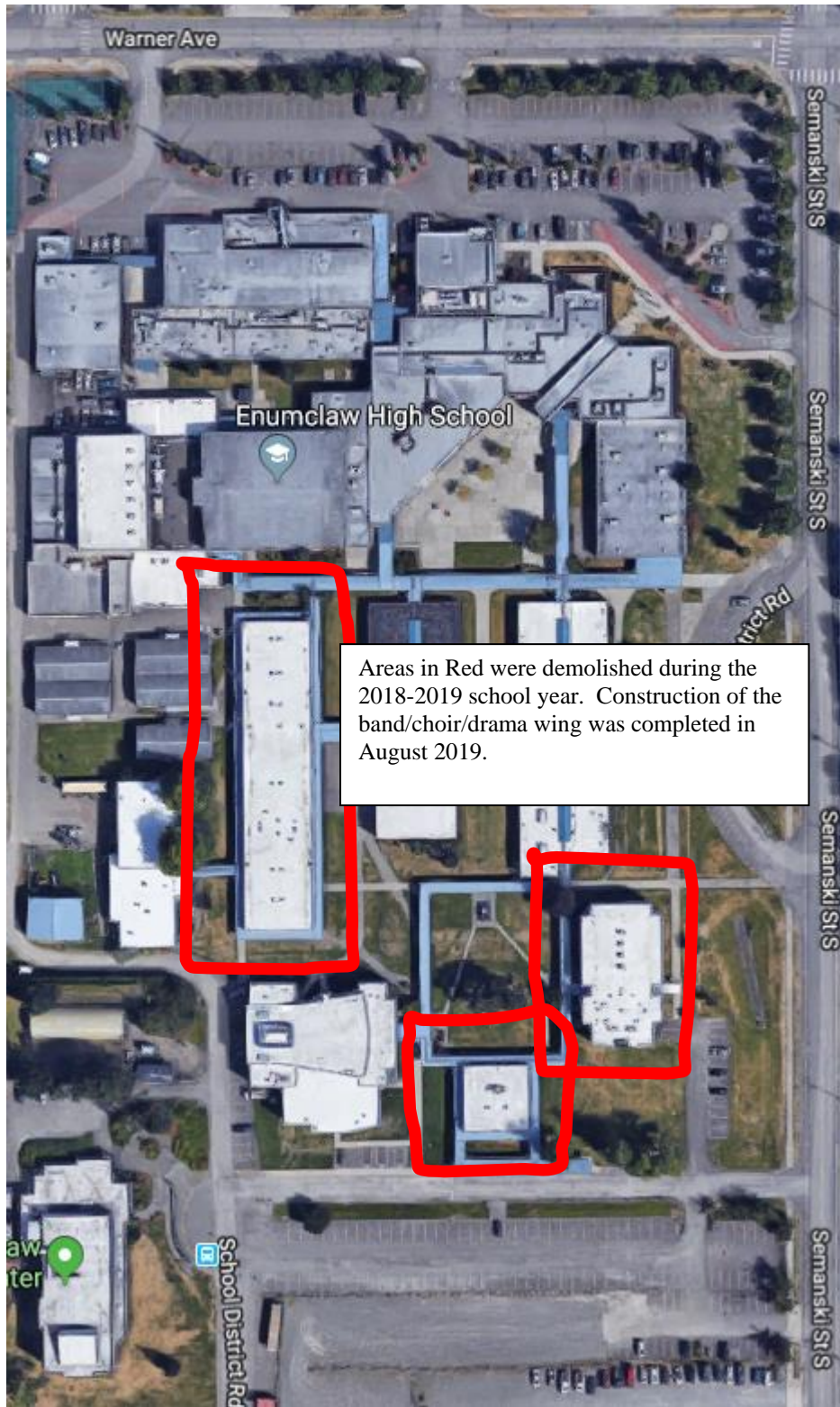
Enumclaw School District Borders



## Urban Growth Boundaries



Enumclaw High School Replacement and Modernization  
 226 Semanski St. Enumclaw, WA 98022



View of Enumclaw High School Project Prior to Completion

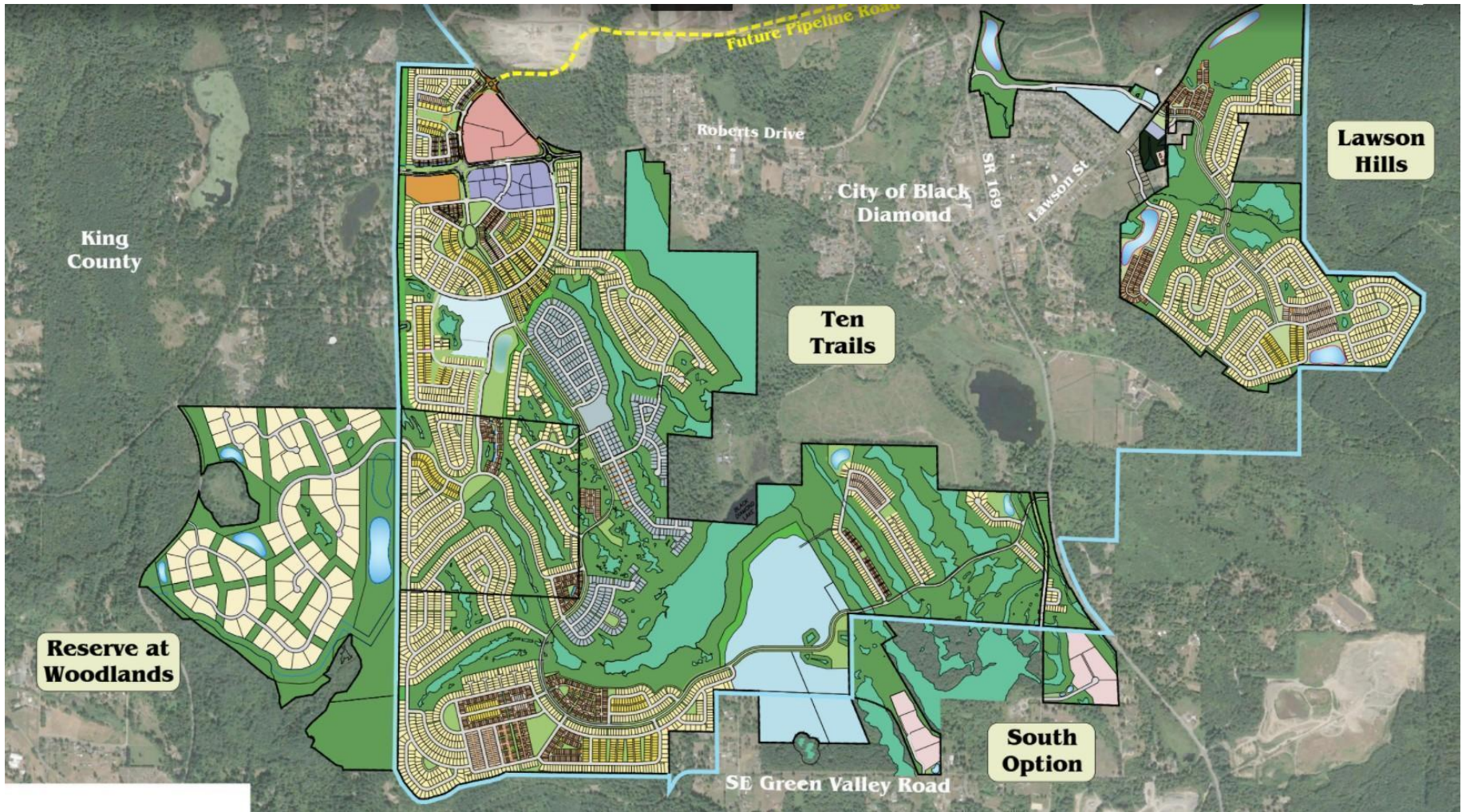


## Completed Enumclaw High School Project



Appendix E  
Master Plan Development Maps

### Ten Trails and Lawson Hills MPDs



### Current Buildout Map – Ten Trails



**City of Enumclaw**  
**Six-Year Transportation Improvement Program**  
**2026-2031**

(For period beginning July 1, 2025)

TIP ID#	Grant Fund?	Project Name	Phase	From	To	Estimated Cost	Year Complete (State FY)	Revenue Sources					City Revenue Breakdown				City Revenue By Year					
								Private	Enumclaw Trans. Benefit Dist.	Federal Funds	State Funds	City Funds	Other	REET 130	REET 131	Imp Fee 158	2026	2027	2028	2029	2030	2031
<b>Streets</b>																						
1	N	Marshall Avenue Improvements	PE/CN	Cole St	Wells St	\$ 300,000	2026		\$ 300,000								\$ 300,000					
2	Y	Blake Street Overlay	PE/CN	Warner Ave	Noel St	\$ 100,000	2026		\$ 15,000		\$ 85,000									\$ 15,000		
3	N	Initial Avenue Improvements	PE/CN	Railroad St	Wells St	\$ 400,000	2027		\$ 400,000									\$ 400,000				
4	Y	Battersby Avenue Improvements	PE/CN	225 Battersby Ave	Farman St	\$ 200,000	2027		\$ 30,000		\$ 170,000						\$ 30,000					
5	Y	244th Avenue Overlay - 440th Street to Griffin Avenue	PE/CN	440th St	Griffin Ave	\$ 50,000	2028		\$ 7,500		\$ 42,500							\$ 7,500				
6	N	Marshall Avenue Overlay	PE/CN	Railroad St	Cole St	\$ 75,000	2028		\$ 50,000			\$ 25,000		\$ 25,000				\$ 75,000				
7	N	Pioneer Street Improvements	PE/CN	Griffin Ave (Sr-164)	Montgomery Ave	\$ 75,000	2029		\$ 60,000			\$ 15,000		\$ 15,000								
8	N	Farrelly Street Overlay	PE/CN	Griffin Ave	Elmont Ave	\$ 200,000	2030		\$ 170,000			\$ 30,000		\$ 30,000						\$ 200,000		
9	Y	Watson Street Overlay	PE/CN	Bondgard	Warner Ave	\$ 100,000	2030		\$ 15,000		\$ 85,000									\$ 15,000		
10	N	Loraine Street Overlay	PE/CN	Roosevelt Ave	Elmont Ave	\$ 200,000	2031		\$ 180,000			\$ 20,000		\$ 20,000						\$ 200,000		
<b>Intersections</b>																						
11	N	Porter Street/Mchugh Avenue Intersection Improvements	PLAN			\$ 50,000	2026					\$ 50,000		\$ 50,000			\$ 50,000					
12	Y	Stevenson/Railroad Intersection Improvements	PE/CN			\$ 350,000	2026				\$ 297,500		\$ 52,500		\$ 52,500							
13	N	SR-410/SR-164 Intersection Improvements (CP C23)*	PLAN			\$ 150,000	2028											\$ 150,000				
<b>Sidewalks</b>																						
14	Y	Porter Street Pedestrian Improvements (SR169) (CP N12)*	PE/CN	McHugh Ave	Thunder Mt. MS	\$ 2,000,000	2027			\$ 2,000,000												
15	Y	Division Street Pedestrian Improvements	PE/CN	Kibler Ave	Mchugh Ave	\$ 300,000	2028				\$ 255,000	\$ 45,000		\$ 45,000				\$ 45,000				
16	N	Eleson Park Frontage Improvements	PE/CN	Battersby Trail	Alpine Pl	\$ 600,000	2029					\$ 600,000			\$ 600,000				\$ 600,000			
17	Y	Roosevelt Avenue ADA Ramp Upgrades	PE/CN	Cole St	Semanski St	\$ 140,000	2030				\$ 119,000	\$ 21,000		\$ 21,000						\$ 21,000		
18	Y	Railroad Street Sidewalk Extension	PE/CN	Railroad St	Washington St	\$ 300,000	2031				\$ 255,000	\$ 45,000		\$ 45,000						\$ 45,000		
<b>General Programs</b>																						
19	N	Annual Pavement Maintenance Program	CN	Varies		\$ 600,000	Annual		\$ 600,000								\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000		
20	N	Hard Surface Repairs	CN	Varies		\$ 600,000	Biennial		\$ 300,000									\$ 200,000	\$ 200,000	\$ 200,000		
<b>State Projects</b>																						
21		Porter Street (Sr-169)/Washington Avenue Channelization	CN			TBD	TBD															
22		Culvert Replacement - Griffin Avenue (SR-164)/244th Avenue	CN			TBD	TBD															

**Total Six-Year Program Cost (2026-2031)**      Total      \$ 6,790,000      \$ -      \$ 2,127,500      \$ 2,000,000      \$ 1,309,000      \$ 1,353,500      \$ -      \$ 753,500      \$ -      \$ 600,000      \$ 502,500      \$ 730,000      \$ 377,500      \$ 990,000      \$ 336,000      \$ 545,000

PE Preliminary Engineering  
 ROW Right-of-Way Acquisition  
 CN Construction  
 TBD To Be Determined

Project	2026	2027	2028	2029	2030	2031	Total	Funding Source			
							2026-2031	Current Revenue General Fund/ REET	Impact Fees	External Source (Grant or Donation)	
<b>Aquatics Center</b>							\$ -				
Pool Mechanical/Electrical Upgrades	\$ 800,000.00						\$ 800,000.00	\$ 400,000.00		\$ 400,000.00	KC Levy
Pool Liner			\$ 120,000.00				\$ 120,000.00	\$ 120,000.00			
<b>Anderson Riverview Park</b>							\$ -				
HVAC	\$ 20,000.00						\$ 20,000.00	\$ 20,000.00			REET
<b>Boise Creek Park</b>							\$ -				
Boise Creek Playground Replacement			\$ 150,000.00				\$ 150,000.00	\$ 150,000.00			General Fund/REET
Boise Creek Turf/synthetic In-fields Phase 1 (budgetary estimate) Fields 5 and 6 priority				\$ 400,000.00			\$ 400,000.00	\$ 200,000.00		\$ 200,000.00	Athletic Facilities Grant RCO
<b>Boise Creek Maintenance Facility (tilt up building, power for equipment charging, storage for user groups, bathroom facility )</b>							\$ -				
<b>Bleacher Replacement</b>						\$200,000	\$ 200,000.00				
Dugout covers					\$ 30,000.00		\$ 30,000.00				
Boise Creek Lighting updates (LED conversion)	\$ 1,200,000.00						\$ 1,200,000.00		\$ 200,000.00	\$ 1,000,000.00	Local Community Projects Legislative Budget
Bleachers (16)						\$200,000	\$ 200,000.00				
Drive way - for one way flow in and out of parking lot						??	\$ -				
<b>Dwight Garrett Park</b>							\$ -				
Sport Court Resurfacing	\$ 75,500.00						\$ 75,500.00				
Skate Park lighting				\$ 150,000.00			\$ 150,000.00		\$ 75,000.00	\$ 75,000.00	King County Levy Grant
<b>Elk Meadows</b>							\$ -				
Parking Lot, Buffer			\$ 250,000.00				\$ 250,000.00	\$ 150,000.00	\$ 100,000.00		
Elk Meadows Phase 3 (Playground basketball court)					\$200,000		\$ 200,000.00		\$ 100,000.00	\$ 100,000.00	Donation
<b>Ellenson Park</b>							\$ -				
Parking Lot paving (low priority)						\$200,000	\$ 200,000.00	\$ 200,000.00			General Fund/REET
Play ground replacement		\$ 120,000.00					\$ 120,000.00	\$ 120,000.00			General Fund/REET
<b>Enumclaw Park</b>							\$ -				
Expo Tennis Court to Parking lot conversion		\$ 300,000.00					\$ 300,000.00	\$ 300,000.00			General Fund/REET
<b>Flensted Park</b>							\$ -				
Flensted improvements (sport court, benches)						\$300,000	\$ 300,000.00	\$ 300,000.00			General Fund/REET
<b>Goodwill Park</b>							\$ -				
Completion of Irrigation	\$ 10,000.00						\$ 10,000.00	\$ 10,000.00			
<b>MacFarland Park</b>							\$ -				
Completion of fence surrounding pickleball courts	\$32,000						\$ 32,000.00	\$ 32,000.00			
<b>Martin Holdener Park</b>							\$ -				
Holdner Play ground replacement				\$ 200,000.00			\$ 200,000.00	\$ 200,000.00			General Fund/REET
<b>Rainier Trails</b>							\$ -				
<b>Create a Master Plan- amenities, use, etc.</b>							\$ -				
<b>Department Wide Projects/ Forestry</b>							\$ -				
Town Fields Drainage upgrades							\$ -				
Planting along Battersby Loop Trail			\$ 5,000.00				\$ 5,000.00	\$ 5,000.00			
Park signage updates (budget through normal budgeting process)	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00			\$ 20,000.00	\$ 20,000.00			
Invasive management- Americorp/WCC program		\$ 78,000.00					\$ 78,000.00			\$ 78,000.00	Urban Forestry Grant
<b>Tree assessments/inventory- Arborist (geolocation, species, age) (GIS integration, itree)</b>							\$ -				Urban Forestry Grant
Picnic tables/benches across the board- donation program		\$ 10,000.00	\$ 10,000.00				\$ 20,000.00	\$ 20,000.00		\$ 20,000.00	
<b>Mahler Park Improvements (bridge, interpretive signs, clearing, opening up the frontage, trail maintenance)</b>		\$ 50,000.00					\$ 50,000.00	\$ 20,000.00		\$ 30,000.00	
<b>Trails</b>							\$ -				
<b>Golf Course Trail</b>				\$100,000			\$ 100,000.00	\$ 100,000.00			
Foothills Trailhead Parking Expansion		\$ 150,000.00					\$ 150,000.00		\$ 150,000.00		
Sign @ 252nd coming onto City portion of Trail			\$10,000				\$ 10,000.00	\$ 10,000.00			
<b>Senior Center</b>							\$ -				
Structural and Seismic upgrades, flooring, drop ceiling	\$ 650,000.00										
<b>Events</b>							\$ -				
Cole Street Gates	\$75,500										
<b>Future Developments</b>							\$ -				
<b>Big West Park</b>							\$ -				
<b>Southeast Park (upon the development of the remaining part of Holdener Farm)</b>							\$ -				
<b>Total</b>	\$ 2,870,026.00	\$ 715,027.00	\$ 550,000.00	\$ 855,000.00	\$ 230,000.00		\$ 5,390,500.00	\$ 2,377,000.00	\$ 625,000.00	\$ 1,903,000.00	

\*\* Items highlighted in red are projects identified by Staff and Park Board





City Council
AGENDA BILL

Meeting Date: 01/12/2026

Subject: Res. No. 1862 – Outside Agency Lease Agreements

Category: RESOLUTION

BUDGET IMPACT:

Expenditure Budget: \$

Revenue Budget: \$

Proposed Budget Amendment: \$

Related Ordinance or Resolution No.

Attachments: Staff Report, Resolution, Agreements

Staff Contact: Chris Searcy, City Administrator

Summary/Background:

The city has annual leases with the Enumclaw Area Chamber of Commerce for 1421 Cole Street, Arts Alive! for 1429 Cole Street, and YMCA for 1356 Cole Street. This resolution authorizes the mayor to execute agreements for 2026 with said agencies under the same provisions as in previous years.

Recommendations:

Date Sent to Committee: Date Returned:

Council Committee: None

Staff: Approve

(BELOW TO BE COMPLETED BY CITY CLERKS OFFICE)

COUNCIL ACTION:

- APPROVED
DENIED
TABLED / DEFERRED / NO ACTION
MOVED TO SECOND READING (Ordinances only)

1ST reading 1/12/26
Enactment reading
ORDINANCE #
RESOLUTION # 1863





*Staff Report*

---

*Department of Administration*

**TO:** Mayor / City Council  
**FROM:** Chris Searcy, City Administrator  
**DATE:** January 12, 2026  
**SUBJECT:** Res. No. 1862 – Lease Agreements with Rental Subsidies  
Res. No. 1863 – Outside Agency Funding Agreements

---

**Background:**

The adopted 2026 budget appropriates a total of \$220,700 to the following agencies from the designated funds:

- Visit Rainier..... Lodging Tax Fund 115 ..... \$13,100
- Enumclaw Expo Center ..... Lodging Tax Fund 115 ..... \$15,000
- Chamber of Commerce (Marketing)..... Lodging Tax Fund 115 ..... \$10,000
- Friends of the Library ..... Lafromboise Fund 722..... \$4,600
- Enumclaw Plateau Historical Society ..... General Fund ..... \$1,000
- Green River College ..... General Fund ..... \$5,000
- 4H Junior Livestock Show..... General Fund ..... \$7,500
- Plateau Kids Network ..... General Fund ..... \$10,000
- Enumclaw Plateau Farmers Market..... General Fund ..... \$7,500
- Rainier Foothills Wellness Foundation..... General Fund ..... \$75,000
- Plateau Outreach Ministries..... General Fund ..... \$60,000
- Chamber of Commerce (Visitor Center)..... General Fund ..... \$12,000

Administration also recommends authorizing the continuation of the following rental subsidies of city-owned buildings:

- Arts Alive.....rental subsidy of \$7,500
- Enumclaw Area Chamber of Commerce .....rental subsidy of \$12,000
- YMCA .....rental subsidy of \$24,000

**Analysis:**

Service agreements have been prepared that set forth the city’s expectations in the form of a scope of work or services assuring that the above agencies provide a service to the citizens of Enumclaw in exchange for receiving public funds or rent subsidy,

**Recommendation:**

Staff recommend Council approve Res. No. 1862 authorizing the Mayor to execute commercial lease agreements with rental subsidies for the Enumclaw Area Chamber of Commerce, Arts Alive!, and YMCA and Res. No. 1863 authorizing the Mayor to execute funding agreements with outside agency services.

RESOLUTION NO. 1862

**A RESOLUTION OF THE CITY OF ENUMCLAW, KING COUNTY, WASHINGTON AUTHORIZING THE MAYOR TO ENTER INTO COMMERCIAL LEASE AGREEMENTS WITH ARTS ALIVE!, ENUMCLAW CHAMBER OF COMMERCE, AND YMCA.**

**Whereas**, in the establishment of the 2026 Annual Budget of the City of Enumclaw outside agencies providing essential services to the City for the enhancement of public health, safety and welfare made presentations to the City for allocation of funds and in the case of Arts Alive!, Enumclaw Chamber of Commerce, and YMCA, rental credits, and

**Whereas**, Arts Alive!, Enumclaw Chamber of Commerce, and YMCA all occupy properties owned by the City, and

**Whereas**, the Outside Agency Agreements entered into between the City and the agencies, in some cases, made references to rental credits that necessitate the establishment of lease agreements for the year 2026.

**Now, therefore, the City Council of the City of Enumclaw, King County, Washington do hereby resolve as follows:**

**Section 1:** The Mayor is authorized to enter into the Lease Agreements with Arts Alive!, Enumclaw Chamber of Commerce, and YMCA, attached hereto and incorporated by reference herein as if set out in full as Exhibits “1” through “3” respectively.

**Section 2:** If any provisions of this Resolution and/or any of the attached Exhibits are determined to be invalid or unenforceable for any reason, the remaining provisions of this Resolution and/or the attached Exhibits shall remain in force and effect.

DONE IN OPEN AND REGULAR SESSION this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Mayor Anthony Wright

INTRODUCED \_\_\_\_\_

PASSED \_\_\_\_\_

APPROVED \_\_\_\_\_

Attested:

Approved as to form:

\_\_\_\_\_  
Jessica Rose  
City Clerk

\_\_\_\_\_  
Michael J. Reynolds  
Assistant City Attorney

**CITY OF ENUMCLAW – ARTS ALIVE!  
COMMERCIAL LEASE**

THIS LEASE made this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between the City of Enumclaw, a municipal corporation, organized under 35A RCW, hereinafter called the "Lessor", and Arts Alive!, a not-for-profit corporation, hereinafter called the "Lessee".

WITNESSETH:

1. **Premises:** Lessor does hereby lease to Lessee those certain lands and improvements commonly known as 1429 Cole Street, Enumclaw, King County, Washington, for the use of education, development, display, and sale of products by local artists and to promote local art.
2. **Term:** The term of this lease shall be for one (1) year commencing the 1st day of January, 2026 and ending the 31st day of December, 2026.
3. **Rent:** The fair market rental value of the building \$1,000.00 per month; all except \$350 plus 12.84% leasehold excise tax (on the entire fair market value) is waived in consideration of Lessee providing services set forth in paragraph 7 payable in advance on the first day of each calendar month of the lease term, to Lessor at 1339 Griffin Avenue, Enumclaw, Washington 98022 or to such other place as the Lessor may hereafter designate. Lessee further agrees to give an annual presentation to the Enumclaw City Council detailing the services provided to the community.
4. **Repairs and Maintenance:** Premises have been inspected and are accepted by Lessee in their present condition. Lessee shall, at its own expense, and at all times,

keep the premises neat, clean and in a sanitary condition, and keep and use the premises in accordance with applicable laws, ordinances, rules, regulations and requirements of governmental authorities. Lessee shall permit no waste, damage or injury to the premises; keep all drain pipes free and open; protect water, heating, gas and other pipes to prevent freezing or clogging; repair all leaks and damage caused by leaks; replace all glass in windows and doors of the premises which may become cracked or broken; and remove ice and snow from sidewalk, and shall sweep, and keep clean and free of rubbish and litter all surrounding building.

Except for the roof, exterior walls and foundations, which are the responsibility of the Lessor, Lessee shall make such repairs as necessary to maintain the premises in as good as condition as they now are in, reasonable use and wear and damage by fire and other casualty excepted.

5. **Utilities and Fees:** Lessee agrees to pay all charges for lights, heat, sewer, garbage and all other utilities and services to the premises; and all license fees and other governmental charges (not including assessments and real estate taxes) levied on the operation of Lessee's business on the premises.
6. **Accidents and Liabilities:** Lessor or its agents shall not be liable for any injury or damage to persons or property sustained by Lessee or others in and about the premises. Lessee agrees to defend and hold Lessor and its agents harmless from any claim, action and/or judgment for damages to property or injury to persons suffered or alleged to be suffered on the premises by any person, firm or corporation, unless caused by Lessor's negligence.

Lessee agrees to maintain public liability insurance on the premises in the minimum limit of \$50,000.00 for property damage and in the minimum of \$500,000.00 - \$1,000,000.00 for bodily injuries and death, and shall name Lessor as an additional insured. Lessee shall furnish Lessor a certificate indicating that the insurance policy is in full force and effect, that Lessor has been named as an additional insured, and that the policy may not be cancelled unless ten (10) days prior written notice of the proposed cancellation has been given to Lessor.

7. **Use:** Lessee shall use the premises for the purpose of operating a retail art business; and holding art classes and workshops.
8. **Liens and Insolvency:** Lessee shall keep the premises free from any liens arising out of any work performed for, materials furnished to, or obligations incurred by Lessee and shall hold Lessor harmless against the same. In the event Lessee becomes insolvent, bankrupt, or if a receiver, assignee or other liquidating officer is appointed and not dismissed within thirty (30) days for the business of Lessee, Lessor may cancel this lease at its option.
9. **Subletting or Assignment:** Lessee shall not sublet the whole or any part of the premises, nor assign this lease without written consent of Lessor.
10. **Access:** Lessor shall have the right to enter the premises at all reasonable times for the purpose of inspection or of making repairs, additions or alterations, and to show the premises to prospective tenants for sixty (60) days prior to the expiration of the lease term.
11. **Possession:** Lessor shall deliver possession of the premises to Lessee at the commencement of the term.

12. **Fire and Other Casualty:** In the event the premises are destroyed or damaged by fire, earthquake or other casualty to such an extent as to render the same untenable in whole or in a substantial part thereof, it shall be optional with the Lessor to rebuild or repair the same; and after the happening of any such contingency, the Lessee shall give Lessor or Lessor's agents immediate written notice thereof. Lessor shall have not more than ninety (90) days after date of such notification to notify the Lessee in written of Lessor's intentions to rebuild or repair said premises, or the part so damaged as aforesaid, and if Lessor elects to rebuild or repair said premises, Lessor shall prosecute the work of such rebuilding or repairing without unnecessary delay and during such period the rent of said premises shall be abated in the same ratio that that portion of the premises rendered for the time being unfit for occupancy shall bear to the whole of the leased premises. If the Lessor shall fail to give the notice aforesaid, Lessee shall have the right to declare this lease terminated by written notice served upon the Lessor or Lessor's agents. In the event the building in which the premises hereby leased are located shall be destroyed or damaged by fire, earthquake or other casualty (even though the premises hereby leased shall not be damaged thereby) to such an extent that in the opinion of Lessor it shall not be practicable to rebuild or repair, then it shall be optional with the Lessor to terminate this lease by written notice served on Lessee within ninety (90) days after such destruction or damage.
13. **Signs:** Lessee shall install signs on the premises, as Lessee deems appropriate to identify Lessee's business. At the termination of this lease, Lessee will remove all

signs placed by it upon the premises, and will repair any damage caused by such removal, and replace prior signposts and cover at the option of Lessor.

14. **Alterations:** After prior written consent of Lessor, Lessee may make alterations, additions and improvements in said premises, at its sole cost and expense. In the performance of such work, Lessee agrees to comply with all laws, ordinances, rules and regulations of any property public authority, and to save Lessor harmless from damage, loss or expense. Upon termination of this lease and upon Lessor's request, or Lessor's approval, Lessee shall remove such improvements and restore the premises to its original condition at option of Lessor, not later than the termination date, at Lessee's sole cost and expense. Any improvements not so removed shall remain in and be surrendered with the premises as a part thereof. Trade fixtures may be removed at Lessee's expense provided that Lessee shall pay for any damage caused by such removal.
15. **Condemnation:** In the event a substantial part of the premises is taken by the right of eminent domain, or purchased by the condemner, in lieu thereof, so as to render the remaining premises untenable or unsuitable for Lessee's purposes, then this lease shall be cancelled as of the time of taking at the option of either party. In the event of a partial taking which does not render the premises untenable, the rent shall be reduced in direct proportion to the taking. Both Lessee and Lessor may participate in any condemnation proceedings and seek to recover therein for the values of their respective interest.

16. **Taxes:** Lessor agrees to pay the real estate taxes and assessments applicable to the premises which are due and payable during the terms of this lease or any extension hereof. Lessee shall pay state leasehold tax set forth in paragraph 3.
17. **Default and Re-Entry:** If Lessee shall fail to keep and perform any of the covenants and agreements herein contained, including the payment of rent, and such failure continues for thirty (30) days after written notice from Lessor, unless the rent is paid or appropriate action has been taken by Lessee in good faith to cure such failure, Lessor may terminate this lease and re-enter the premises, or Lessor may, without terminating this lease, re-enter said premises, and sublet the whole or any part thereof for the account of the Lessee upon as favorable terms and conditions as the market will allow for the balance of the term of the lease and Lessee covenants and agrees to pay to the Lessor any deficiency arising from as re-letting of the premises at a lesser amount than herein agreed to. Lessee shall pay such deficiency each month as the amount thereof is ascertained by Lessor.
18. **Removal of Property:** In the event Lessor lawfully re-enters the premises as provided herein, Lessor shall have the right, but not the obligation, to remove all the personal property located therein and to place such property in storage at the expense and risk of Lessee.
19. **Costs and Attorney Fees:** If by reason of any default on the part of the Lessee it becomes necessary for the Lessor to employ an attorney or in case Lessor shall bring suit to recover any rent due hereunder, or for breach of any provision of this lease or to recover possession of the leased premises, or if Lessee shall bring any action for any relief against Lessor, declaratory or otherwise, arising out of this lease

and Lessor shall prevail in such action, then and in any of such events Lessee shall pay Lessor a reasonable attorney's fees and costs and expenses expended or incurred by the Lessor in connection with such default or action.

20. **No Waiver or Covenants:** Any waiver by either party of any breach hereof by the other shall not be considered a waiver of any future similar breach. This lease contains all the agreements between the parties; and there shall be no modification of the agreements contained herein except by written instrument.
21. **Surrender of Premises:** Lessee agrees, upon termination of this lease, to peacefully quit and surrender the premises without notice, leave the premises neat and clean, and to deliver all keys to the premises to Lessor.
22. **Holding Over:** If Lessee, with the implied or expressed consent of Lessor, shall hold over after the expiration of the term of this lease, Lessee shall remain bound by all the covenants and agreements herein, except that the tenancy shall be from month to month.
23. **Binding of Heirs, Successors and Assigns:** The covenants and agreements of this lease shall be binding upon the heirs, executors, administrators, successors and assigns of both parties hereto, except as hereinabove provided.
24. **Notice:** Any notice required to be given by either party to the other shall be deposited in the United States mail, postage paid, on behalf of the parties as follows:

Lessor	City of Enumclaw Chris Searcy, City Administrator 1339 Griffin Avenue Enumclaw, WA 98022
--------	---

Lessee

Arts Alive!  
Dan Devries, Gallery Manager  
P.O. Box 442  
Enumclaw, WA 98022

25. **Time is of the Essence of this Lease:**

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date first above written.

LESSOR:

**City of Enumclaw**

\_\_\_\_\_  
Anthony Wright  
Mayor

Dated: \_\_\_\_\_

Attested:

Approved as to form:

\_\_\_\_\_  
Jessica Rose  
City Clerk

\_\_\_\_\_  
Michael J. Reynolds  
Assistant City Attorney

LESSEE:

**Arts Alive!**

\_\_\_\_\_  
By: Dan Devries  
Its: Gallery Manager

STATE OF WASHINGTON )  
 :SS  
County of King )

On this day personally appeared before me Anthony Wright, to me known to be the Mayor of the City of Enumclaw, the municipal corporation/Lessor described in and who executed the within and foregoing instrument, and acknowledged that he is authorized to execute said document on behalf of the City of Enumclaw for the uses and purposes therein mentioned.

GIVEN under my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
NOTARY PUBLIC in and for the  
State of Washington residing  
at:\_\_\_\_\_  
My Commission expires:\_\_\_\_\_

STATE OF WASHINGTON )  
 :SS  
County of King )

On this day personally appeared before me Dan Devries, to me known to be the Gallery Manager of Arts Alive!, the not-for-profit corporation, the Lessee described in and who executed the within and foregoing instrument, and acknowledged that he is authorized to execute said document on behalf of Arts Alive! for the uses and purposes therein mentioned.

GIVEN under my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
NOTARY PUBLIC in and for the  
State of Washington residing  
at:\_\_\_\_\_  
\_\_\_\_\_  
Printed Name  
My Commission expires:\_\_\_\_\_

**CITY OF ENUMCLAW – ENUMCLAW AREA CHAMBER OF COMMERCE  
COMMERCIAL LEASE**

THIS LEASE made this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between the City of Enumclaw, a municipal corporation, organized under 35A RCW, hereinafter called the "Lessor", and Enumclaw Area Chamber of Commerce, hereinafter called the "Lessee".

W I T N E S S E T H:

1. **Premises:** Lessor does hereby lease to Lessee those certain lands and improvements, commonly known as 1421 Cole Street, Enumclaw, King County, Washington.
2. **Term:** The term of this lease shall be for one (1) year commencing the 1st day of January, 2026 and ending the 31st day of December, 2026.
3. **Rent:** The fair market rental value of the building is \$1000.00 per month; which amount is waived except for the 12.84% leasehold excise tax. Lessee covenants and agrees to pay the Lessor the leasehold excise tax of One Hundred Twenty-Eight and 40/100-- (\$128.40) DOLLARS payable in advance on the first day of each calendar month of the lease term, to Lessor at 1339 Griffin Avenue, Enumclaw, Washington 98022 or to such other place as the Lessor may hereafter designate. Lessee further agrees to give an annual presentation to the Enumclaw City Council detailing the services provided to the community.
4. **Repairs and Maintenance:** Premises have been inspected and are accepted by Lessee in their present condition. Lessee shall, at its own expense, and at all times, keep the premises neat, clean and in a sanitary condition, and keep and use the

premises in accordance with applicable laws, ordinances, rules, regulations and requirements of governmental authorities. Lessee shall permit no waste, damage or injury to the premises; keep all drain pipes free and open; protect water, heating, gas and other pipes to prevent freezing or clogging; repair all leaks and damage caused by leaks; replace all glass in windows and doors of the premises which may become cracked or broken; and remove ice and snow from sidewalks and parking lot adjoining the premises, and shall sweep, and keep clean and free of rubbish and litter all surrounding the building.

Except for the roof, exterior walls and foundations, which are the responsibility of the Lessor, Lessee shall make such repairs as necessary to maintain the premises in as good as condition as they now are in, reasonable use and wear and damage by fire and other casualty excepted.

5. **Utilities and Fees:** Lessee agrees to pay all charges for lights, heat, sewer, garbage and all other utilities and services to the premises; and all license fees and other governmental charges (not including assessments and real estate taxes) levied on the operation of Lessee's business on the premises.
6. **Accidents and Liabilities:** Lessor or its agents shall not be liable for any injury or damage to persons or property sustained by Lessee or others in and about the premises. Lessee agrees to defend and hold Lessor and its agents harmless from any claim, action and/or judgment for damages to property or injury to persons suffered or alleged to be suffered on the premises by any person, firm or corporation, unless caused by Lessor's negligence.

Lessee agrees to maintain public liability insurance on the premises in the minimum limit of \$50,000.00 for property damage and in the minimum of \$500,000.00 - \$1,000,000.00 for bodily injuries and death, and shall name Lessor as an additional insured. Lessee shall furnish Lessor a certificate indicating that the insurance policy is in full force and effect, that Lessor has been named as an additional insured, and that the policy may not be cancelled unless ten (10) days prior written notice of the proposed cancellation has been given to Lessor.

7. **Use:** Lessee shall use the premises for the purpose of operating a Chamber of Commerce and Visitor Center business and for no other purpose.
8. **Liens and Insolvency:** Lessee shall keep the premises free from any liens arising out of any work performed for, materials furnished to, or obligations incurred by Lessee and shall hold Lessor harmless against the same. In the event Lessee becomes insolvent, bankrupt, or if a receiver, assignee or other liquidating officer is appointed and not dismissed within thirty (30) days for the business of Lessee, Lessor may cancel this lease at its option.
9. **Subletting or Assignment:** Lessee shall not sublet the whole or any part of the premises, nor assign this lease without written consent of Lessor.
10. **Access:** Lessor shall have the right to enter the premises at all reasonable times for the purpose of inspection or of making repairs, additions or alterations, and to show the premises to prospective tenants for sixty (60) days prior to the expiration of the lease term.
11. **Possession:** Lessor shall deliver possession of the premises to Lessee at the commencement of the term.

12. **Fire and Other Casualty:** In the event the premises are destroyed or damaged by fire, earthquake or other casualty to such an extent as to render the same untenable in whole or in a substantial part thereof, it shall be optional with the Lessor to rebuild or repair the same; and after the happening of any such contingency, the Lessee shall give Lessor or Lessor's agents immediate written notice thereof. Lessor shall have not more than ninety (90) days after date of such notification to notify the Lessee in written of Lessor's intentions to rebuild or repair said premises, or the part so damaged as aforesaid, and if Lessor elects to rebuild or repair said premises, Lessor shall prosecute the work of such rebuilding or repairing without unnecessary delay and during such period the rent of said premises shall be abated in the same ratio that that portion of the premises rendered for the time being unfit for occupancy shall bear to the whole of the leased premises. If the Lessor shall fail to give the notice aforesaid, Lessee shall have the right to declare this lease terminated by written notice served upon the Lessor or Lessor's agents.

In the event the building in which the premises hereby leased are located shall be destroyed or damaged by fire, earthquake or other casualty (even though the premises hereby leased shall not be damaged thereby) to such an extent that in the opinion of Lessor it shall not be practicable to rebuild or repair, then it shall be optional with the Lessor to terminate this lease by written notice served on Lessee within ninety (90) days after such destruction or damage.

13. **Signs:** Lessee shall install signs on the premises, as Lessee deems appropriate to identify Lessee's business. At the termination of this lease, Lessee will remove all signs

placed by it upon the premises, and will repair any damage caused by such removal, and replace prior signposts and cover at the option of Lessor.

14. **Alterations:** After prior written consent of Lessor, Lessee may make alterations, additions and improvements in said premises, at its sole cost and expense. In the performance of such work, Lessee agrees to comply with all laws, ordinances, rules and regulations of any property public authority, and to save Lessor harmless from damage, loss or expense. Upon termination of this lease and upon Lessor's request, or Lessor's approval, Lessee shall remove such improvements and restore the premises to its original condition at option of Lessor, not later than the termination date, at Lessee's sole cost and expense. Any improvements not so removed shall remain in and be surrendered with the premises as a part thereof. Trade fixtures may be removed at Lessee's expense provided that Lessee shall pay for any damage caused by such removal.

15. **Condemnation:** In the event a substantial part of the premises is taken by the right of eminent domain, or purchased by the condemnor, in lieu thereof, so as to render the remaining premises untenable or unsuitable for Lessee's purposes, then this lease shall be cancelled as of the time of taking at the option of either party. In the event of a partial taking which does not render the premises untenable, the rent shall be reduced in direct proportion to the taking. Both Lessee and Lessor may participate in any condemnation proceedings and seek to recover therein for the values of their respective interest.

16. **Taxes:** Lessor agrees to pay the real estate taxes and assessments applicable to the premises which are due and payable during the terms of this lease or any extension hereof.
17. **Default and Re-Entry:** If Lessee shall fail to keep and perform any of the covenants and agreements herein contained, including the payment of rent, and such failure continues for thirty (30) days after written notice from Lessor, unless the rent is paid or appropriate action has been taken by Lessee in good faith to cure such failure, Lessor may terminate this lease and re-enter the premises, or Lessor may, without terminating this lease, re-enter said premises, and sublet the whole or any part thereof for the account of the Lessee upon as favorable terms and conditions as the market will allow for the balance of the term of the lease and Lessee covenants and agrees to pay to the Lessor any deficiency arising from as re-letting of the premises at a lesser amount than herein agreed to. Lessee shall pay such deficiency each month as the amount thereof is ascertained by Lessor.
18. **Removal of Property:** In the event Lessor lawfully re-enters the premises as provided herein, Lessor shall have the right, but not the obligation, to remove all the personal property located therein and to place such property in storage at the expense and risk of Lessee.
19. **Costs and Attorney Fees:** If by reason of any default on the part of the Lessee it becomes necessary for the Lessor to employ an attorney or in case Lessor shall bring suit to recover any rent due hereunder, or for breach of any provision of this lease or to recover possession of the leased premises, or if Lessee shall bring any action for any relief against Lessor, declaratory or otherwise, arising out of this lease and Lessor shall

prevail in such action, then and in any of such events Lessee shall pay Lessor a reasonable attorney's fees and costs and expenses expended or incurred by the Lessor in connection with such default or action.

20. **No Waiver or Covenants:** Any waiver by either party of any breach hereof by the other shall not be considered a waiver of any future similar breach. This lease contains all the agreements between the parties; and there shall be no modification of the agreements contained herein except by written instrument.
21. **Surrender of Premises:** Lessee agrees, upon termination of this lease, to peacefully quit and surrender the premises without notice, leave the premises neat and clean, and to deliver all keys to the premises to Lessor.
22. **Holding Over:** If Lessee, with the implied or expressed consent of Lessor, shall hold over after the expiration of the term of this lease, Lessee shall remain bound by all the covenants and agreements herein, except that the tenancy shall be from month to month.
23. **Binding of Heirs, Successors and Assigns:** The covenants and agreements of this lease shall be binding upon the heirs, executors, administrators, successors and assigns of both parties hereto, except as hereinabove provided.
24. **Notice:** Any notice required to be given by either party to the other shall be deposited in the United States mail, postage paid, on behalf of the parties as follows:

Lessor	City of Enumclaw Chris Searcy, City Administrator 1339 Griffin Avenue Enumclaw, WA 98022
--------	---

Lessee Enumclaw Chamber of Commerce  
Kerry Solmonsens, Executive Director  
1421 Cole Street  
Enumclaw, WA 98022

25. **Time is of the Essence of this Lease:** IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date first above written.

LESSOR:

**City of Enumclaw**

\_\_\_\_\_  
Anthony Wright  
Mayor

Dated: \_\_\_\_\_

Attested:

Approved as to form:

\_\_\_\_\_  
Jessica Rose  
City Clerk

\_\_\_\_\_  
Michael J. Reynolds  
Assistant City Attorney

LESSEE:

**Enumclaw Chamber of Commerce**

\_\_\_\_\_  
By: Kerry Solmonsens  
Its: Executive Director

STATE OF WASHINGTON )  
 )  
 ) :SS  
 )  
County of King )

On this day personally appeared before me Anthony Wright, to me known to be the Mayor of the City of Enumclaw, the municipal corporation/Lessor described in and who executed the within and foregoing instrument, and acknowledged that he is authorized to execute said document on behalf of the City of Enumclaw for the uses and purposes therein mentioned.

GIVEN under my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
NOTARY PUBLIC in and for the  
State of Washington residing  
at: \_\_\_\_\_  
My Commission expires: \_\_\_\_\_

STATE OF WASHINGTON )  
 )  
 ) :SS  
 )  
County of King )

On this day personally appeared before me Kerry Solmosen, to me known to be the Executive Director of the Enumclaw Area Chamber of Commerce, the Lessee described in and who executed the within and foregoing instrument, and acknowledged that he is authorized to execute said document on behalf of the Enumclaw Area Chamber of Commerce for the uses and purposes therein mentioned.

GIVEN under my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
NOTARY PUBLIC in and for the  
State of Washington residing  
at: \_\_\_\_\_  
My Commission expires: \_\_\_\_\_

**CITY OF ENUMCLAW – YMCA  
COMMERCIAL LEASE**

THIS LEASE made this \_\_\_\_ day of January, 2026, by and between City of Enumclaw, a municipal corporation, organized under 35A RCW, Optional Municipal Code, hereinafter called the "Lessor", and YMCA of Greater Seattle, a not-for-profit corporation, hereinafter called the "Lessee".

W I T N E S S E T H:

1. **Premises:** Lessor does hereby lease to Lessee those certain lands and improvements legally described in Exhibit "A" attached hereto and incorporated herein as if set forth in full, commonly known as Enumclaw Youth Center, Enumclaw, King County, Washington.
2. **Term:** The term of this lease shall be for one (1) year commencing the 1<sup>st</sup> day of January, 2026 and ending the 31<sup>st</sup> day of December, 2026.
3. **Rent:** The fair market rental value of the building is \$2000.00 per month; which amount is waived except for the 12.84% leasehold excise tax. If applicable, Lessee covenants and agrees to pay the Lessor the leasehold excise tax of Two Hundred Fifty-Six and 80/100--(\$256.80) DOLLARS. Lessee further agrees to give an annual presentation to the Enumclaw City Council detailing the services provided to the community.
4. **Repairs and Maintenance:** Premises have been inspected and are accepted by Lessee in their present condition. Lessee shall, at its own expense, repair any damage caused by Lessee, its employees, agents or contractors.
5. **Utilities and Fees:** Lessee is responsible to pay all charges for lights, heat, sewer, garbage and all other utilities and services to the premises.
6. **Accidents and Liabilities:** Lessor or its agents shall not be liable for any injury or damage to persons or property sustained by Lessee or others in and about the premises. Lessee agrees to defend and hold Lessor and its agents harmless from any claim, action and/or judgment for damages to property or injury to persons suffered or alleged to be suffered on the premises by any person, firm or corporation, unless caused by Lessor's negligence.

Lessee agrees to maintain public liability insurance on the premises in the minimum limit of \$50,000.00 for property damage and in the minimum of \$500,000.00 - \$1,000,000.00 for bodily injuries and death and shall name Lessor as an additional insured. Lessee shall furnish Lessor a certificate indicating that the insurance policy is in full force and effect, that Lessor has been named as an additional insured, and that the policy may not be cancelled unless ten (10) days prior written notice of the proposed cancellation has been given to Lessor.

7. **Use:** Lessee shall use the premises for the purpose of operating a youth center providing educational and recreational activities for youth.
8. **Liens and Insolvency:** Lessee shall keep the premises free from any liens arising out of any work performed for, materials furnished to, or obligations incurred by Lessee and shall hold Lessor harmless against the same. In the event Lessee becomes insolvent, bankrupt, or if a receiver, assignee or other liquidating officer is appointed and not dismissed within thirty (30) days for the business of Lessee, Lessor may cancel this lease at its option.
9. **Subletting or Assignment:** Lessee shall not sublet the whole or any part of the premises, nor assign this lease without written consent of Lessor.
10. **Access:** Lessor shall have the right to enter the premises at all reasonable times for the purpose of performing custodial services, inspection or of making repairs, additions or alterations, and to show the premises to prospective tenants for sixty (60) days prior to the expiration of the lease term.
11. **Possession:** Lessor shall deliver possession of the premises to Lessee at the commencement of the term.
12. **Fire and Other Casualty:** In the event the premises are destroyed or damaged by fire, earthquake or other casualty to such an extent as to render the same untenable in whole or in a substantial part thereof, it shall be optional with the Lessor to rebuild or repair the same; and after the happening of any such contingency, the Lessee shall give Lessor or Lessor's agents immediate written notice thereof. Lessor shall have not more than ninety (90) days after date of such notification to notify the Lessee in written of Lessor's intentions to rebuild or repair said premises, or the part so damaged as aforesaid, and if Lessor elects to rebuild

or repair said premises, Lessor shall prosecute the work of such rebuilding or repairing without unnecessary delay and during such period the rent of said premises shall be abated in the same ratio that that portion of the premises rendered for the time being unfit for occupancy shall bear to the whole of the leased premises. If the Lessor shall fail to give the notice aforesaid, Lessee shall have the right to declare this lease terminated by written notice served upon the Lessor or Lessor's agents.

In the event the building in which the premises hereby leased are located shall be destroyed or damaged by fire, earthquake or other casualty (even though the premises hereby leased shall not be damaged thereby) to such an extent that in the opinion of Lessor it shall not be practicable to rebuild or repair, then it shall be optional with the Lessor to terminate this lease by written notice served on Lessee within ninety (90) days after such destruction or damage.

13. **Signs:** Lessee shall maintain signs on the premises to identify as Youth Center.
14. **Alterations:** After prior written consent of Lessor, Lessee may make alterations, additions and improvements in said premises, at its sole cost and expense. In the performance of such work, Lessee agrees to comply with all laws, ordinances, rules and regulations of any property public authority, and to save Lessor harmless from damage, loss or expense. Upon termination of this lease and upon Lessor's request, or Lessor's approval, Lessee shall remove such improvements and restore the premises to its original condition at option of Lessor, not later than the termination date, at Lessee's sole cost and expense. Any improvements not so removed shall remain in and be surrendered with the premises as a part thereof. Trade fixtures may be removed at Lessee's expense provided that Lessee shall pay for any damage caused by such removal.
15. **Default and Re-Entry:** If Lessee shall fail to keep and perform any of the covenants and agreements herein contained, including the payment of rent, and such failure continues for thirty (30) days after written notice from Lessor, unless the rent is paid or appropriate action has been taken by Lessee in good faith to cure such failure, Lessor may terminate this lease and re-enter the premises, or Lessor may, without terminating this lease, re-enter said premises, and sublet the whole or any part thereof for the account of the Lessee upon as favorable terms and conditions as the

market will allow for the balance of the term of the lease and Lessee covenants and agrees to pay to the Lessor any deficiency arising from as re-letting of the premises at a lesser amount than herein agreed to. Lessee shall pay such deficiency each month as the amount thereof is ascertained by Lessor.

16. **Removal of Property:** In the event Lessor lawfully re-enters the premises as provided herein, Lessor shall have the right, but not the obligation, to remove all the personal property located therein and to place such property in storage at the expense and risk of Lessee.
17. **Costs and Attorney Fees:** If by reason of any default on the part of the Lessee it becomes necessary for the Lessor to employ an attorney or in case Lessor shall bring suit to recover any rent due hereunder, or for breach of any provision of this lease or to recover possession of the leased premises, or if Lessee shall bring any action for any relief against Lessor, declaratory or otherwise, arising out of this lease and Lessor shall prevail in such action, then and in any of such events Lessee shall pay Lessor a reasonable attorney's fees and costs and expenses expended or incurred by the Lessor in connection with such default or action.
18. **No Waiver or Covenants:** Any waiver by either party of any breach hereof by the other shall not be considered a waiver of any future similar breach. This lease contains all the agreements between the parties; and there shall be no modification of the agreements contained herein except by written instrument.
19. **Surrender of Premises:** Lessee agrees, upon termination of this lease, to peacefully quit and surrender the premises without notice, leave the premises neat and clean, and to deliver all keys to the premises to Lessor.
20. **Holding Over:** If Lessee, with the implied or expressed consent of Lessor, shall hold over after the expiration of the term of this lease, Lessee shall remain bound by all the covenants and agreements herein, except that the tenancy shall be from month to month.
21. **Binding of Heirs, Successors and Assigns:** The covenants and agreements of this lease shall be binding upon the heirs, executors, administrators, successors and assigns of both parties hereto, except as hereinabove provided.

22. **Notice:** Any notice required to be given by either party to the other shall be deposited in the United States mail, postage paid, addressed to Lessor at 1339 Griffin Avenue, Enumclaw, WA 98022 or to Lessee at YMCA of Greater Seattle, 2100 24<sup>th</sup> Ave S. Seattle, WA 98141 or at such other address as either party may designate in writing from time to time.

23. **Time is of the Essence of this Lease:**

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date first above written.

LESSOR:

**City of Enumclaw**

\_\_\_\_\_  
Anthony Wright  
Mayor

Dated: \_\_\_\_\_

Attested:

Approved as to form:

\_\_\_\_\_  
Jessica Rose  
City Clerk

\_\_\_\_\_  
Michael J. Reynolds  
Assistant City Attorney

LESSEE:

**YMCA of Greater Seattle**

\_\_\_\_\_  
By: Mai Nguyen  
Its: Executive Director



EXHIBIT A  
LEGAL DESCRIPTION OF PREMISES

King County Assessor's parcel number 242006-9257, also known as 1356 Cole Street, Enumclaw, WA 98022.





City Council
AGENDA BILL

Meeting Date: 01/12/2026

Subject: Res. No. 1863 – Outside Agency Funding Agreements

Category: RESOLUTION

BUDGET IMPACT:

Expenditure Budget: \$

Revenue Budget: \$

Proposed Budget Amendment: \$

Related Ordinance or Resolution No.

Attachments: Staff Report, Resolution, Agreements

Staff Contact: Chris Searcy, City Administrator

Summary/Background:

The 2026 budget provides a total of \$220,700 of funding to outside agencies. Agreements are necessary to establish the services to be provided by those agencies in exchange for public funding.

Recommendations:

Date Sent to Committee: Date Returned:

Council Committee: None

Staff: Approve

(BELOW TO BE COMPLETED BY CITY CLERKS OFFICE)

COUNCIL ACTION:

- APPROVED
DENIED
TABLED / DEFERRED / NO ACTION
MOVED TO SECOND READING (Ordinances only)

1ST reading 1/12/26
Enactment reading
ORDINANCE #
RESOLUTION # 1863





*Staff Report*

---

*Department of Administration*

**TO:** Mayor / City Council  
**FROM:** Chris Searcy, City Administrator  
**DATE:** January 12, 2026  
**SUBJECT:** Res. No. 1862 – Lease Agreements with Rental Subsidies  
Res. No. 1863 – Outside Agency Funding Agreements

---

**Background:**

The adopted 2026 budget appropriates a total of \$220,700 to the following agencies from the designated funds:

- Visit Rainier..... Lodging Tax Fund 115 ..... \$13,100
- Enumclaw Expo Center ..... Lodging Tax Fund 115 ..... \$15,000
- Chamber of Commerce (Marketing)..... Lodging Tax Fund 115 ..... \$10,000
- Friends of the Library ..... Lafromboise Fund 722..... \$4,600
- Enumclaw Plateau Historical Society ..... General Fund ..... \$1,000
- Green River College ..... General Fund ..... \$5,000
- 4H Junior Livestock Show..... General Fund ..... \$7,500
- Plateau Kids Network ..... General Fund ..... \$10,000
- Enumclaw Plateau Farmers Market..... General Fund ..... \$7,500
- Rainier Foothills Wellness Foundation..... General Fund ..... \$75,000
- Plateau Outreach Ministries..... General Fund ..... \$60,000
- Chamber of Commerce (Visitor Center)..... General Fund ..... \$12,000

Administration also recommends authorizing the continuation of the following rental subsidies of city-owned buildings:

- Arts Alive.....rental subsidy of \$7,500
- Enumclaw Area Chamber of Commerce .....rental subsidy of \$12,000
- YMCA .....rental subsidy of \$24,000

**Analysis:**

Service agreements have been prepared that set forth the city’s expectations in the form of a scope of work or services assuring that the above agencies provide a service to the citizens of Enumclaw in exchange for receiving public funds or rent subsidy,

**Recommendation:**

Staff recommend Council approve Res. No. 1862 authorizing the Mayor to execute commercial lease agreements with rental subsidies for the Enumclaw Area Chamber of Commerce, Arts Alive!, and YMCA and Res. No. 1863 authorizing the Mayor to execute funding agreements with outside agency services.

**RESOLUTION NO. 1863**

**A RESOLUTION OF THE CITY OF ENUMCLAW, KING COUNTY, WASHINGTON AUTHORIZING THE MAYOR TO ENTER INTO AGREEMENTS WITH ELEVEN OUTSIDE AGENCIES SET FORTH WITHIN THIS RESOLUTION PURSUANT TO THE 2026 BUDGET.**

**Whereas**, in the establishment of the 2026 Budget Enumclaw conducted public hearings to receive public input, and

**Whereas**, for the benefit of public health, safety and welfare the City Council added to the 2026 Budget certain funding to outside agencies that are not for profit entities that provide public services for the benefit of the citizens, and

**Whereas**, the agreements referred to herein require the outside agencies to provide specified services and provides a methodology for Enumclaw to verify such services.

**Now, therefore, the City Council of the City of Enumclaw, King County, Washington do hereby resolve as follows:**

**Section 1:** The Mayor is authorized to enter into the agreements with the following outside agencies for providing specified services to the citizens of Enumclaw:

- A. Visit Rainier, Exhibit "1" attached hereto and incorporated herein as if set out in full.
- B. Enumclaw Expo & Events Association, Exhibit "2" attached hereto and incorporated herein as if set out in full.
- C. Plateau Outreach Ministries, Exhibit "3" attached hereto and incorporated herein as if set out in full.
- D. Rainier Foothills Wellness Foundation, Exhibits "4" and "4.A" attached hereto and incorporated herein as if set out in full.
- E. Enumclaw Chamber of Commerce, Exhibit "5" and "5.A" attached hereto and incorporated herein as if set out in full.
- F. Enumclaw Plateau Farmers' Market, Exhibit "6" attached hereto and incorporated herein as if set out in full.
- G. Green River College, Exhibit "7" attached hereto and incorporated herein as if set out in full.

Resolution No.: 1863

Draft No: 1

Draft Date: January 6, 2026

Resolution Requested By: Administration

- H. 4H Junior Livestock Show, Exhibit “8” attached hereto and incorporated herein as if set out in full.
- I. Plateau Kids Network, Exhibit “9” attached hereto and incorporated herein as if set out in full.
- J. Enumclaw Plateau Historical Society, Exhibit “10” attached hereto and incorporated herein as if set out in full.
- K. Friends of the Library, Exhibit “11” attached hereto and incorporated herein as if set out in full.

**Section 2:** If any provision of this Resolution and/or the attached Exhibits are determined to be invalid or unenforceable for any reason, the remaining provisions of this Resolution and/or the attached Exhibits shall remain in force and effect.

DONE IN OPEN AND REGULAR SESSION this \_\_\_\_\_ day of \_\_\_\_\_  
 \_\_\_\_\_, 2026.

\_\_\_\_\_  
 Mayor Anthony Wright  
 INTRODUCED \_\_\_\_\_  
 PASSED \_\_\_\_\_  
 APPROVED \_\_\_\_\_

Attested:

Approved as to form:

\_\_\_\_\_  
 Jessica Rose  
 City Clerk

\_\_\_\_\_  
 Michael J. Reynolds  
 Assistant City Attorney

**LODGING TAX TOURIST PROMOTION AGREEMENT**  
**between**  
**City of Enumclaw and Visit Rainier**

THIS AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2026 by and between the **City of Enumclaw**, a municipal corporation, organized under Chapter 35A RCW, Optional Municipal Code, hereinafter referred to as "Enumclaw", and Visit Rainier, a not-for-profit organization having as one of its goals, tourist promotion, an independent contractor, hereinafter referred to as "Organization".

Whereas, pursuant to Enumclaw Municipal Code Chapter 3.06 a lodging tax has been imposed in accordance with Chapter 82.08 RCW and set forth specifically in Enumclaw Municipal Code 3.06.010, and

Whereas, a fund has been created pursuant to Enumclaw Municipal Code 3.06.030, and

Whereas, a special committee was appointed to determine the allocation of funds from the lodging tax fund for the purposes of tourism promotion as authorized by Chapter 67.28 RCW, and

Whereas, Organization was chosen to facilitate tourist promotion, and

Whereas, Organization has been advised of the specific reporting requirements and reimbursement process for the services rendered, and

Whereas, Organization is an independent contractor and is licensed and in good standing with the State of Washington to perform the services set forth below, and

Whereas, the tourist promotion is for the benefit of the public health, safety and welfare.

Now, therefore, based upon mutual covenants to be derived the parties agree as follows:

1. **Independent Contractor Status:** Organization is a duly licensed and organized and independent contractor in the State of Washington. Organization is engaged in tourist promotion and specifically will target its tourist promotion, as set forth in the Scope of Services attached, to the City of Enumclaw.
2. **Compensation:** For the performance of services, set forth on the Scope of Services attached hereto and incorporated by reference as it set out in full as Exhibit "1" the Organization shall receive compensation in an annual sum of \$13,100.00, in equal amounts with January and July payments, pursuant to the requirements set forth below and the reimbursement process set forth below in an amount as set forth on Exhibit "1".
3. **Compliance with all Federal and State Laws and Regulations:** Organization shall comply with all state and federal laws and regulations.

4. **Organization Reporting Requirements:** In compliance with RCW 67.28.1816 the following information must be provided by Organization sixty (60) days after a funded event/project and/or program:
- (1) Estimated number of tourists, persons traveling over 50 miles to destination, and
  - (2) Estimated number of persons remaining at the event/project and/or program overnight, and
  - (3) Lodging stays generated by the festival or event/project and/or program, and
  - (4) Estimated increase in sales (within the Enumclaw City Limits) attributable to the event/project and/or program, and
  - (5) Any other measurement that demonstrates the positive impact of the increased tourism attributable to the festival or event/project and/or program, and
  - (6) A statement with supporting documentation how the event/project and/or program met the scope of work as outlined on Exhibit '1'.

Organization further agrees to give presentations, twice yearly, to the Enumclaw City Council detailing the services provided with the Lodging Tax funding.

5. **Compliance with Reimbursement Process:** Organization must comply with the reimbursement process consisting of submitting quarterly invoices that include information on services provided and those services must align with the scope of work set forth in Exhibit "1" of this contract. Organization must provide Enumclaw with a current W9 prior to the processing of any invoices.

Enumclaw will process payments on the 10<sup>th</sup> and 25<sup>th</sup> of each month with invoices required to be submitted ten (10) days prior.

6. **Reimbursements in the Event Services Not Performed:** In the event Organization has received payment for services that have not been performed, the Organization agrees to pro-rata reimburse Enumclaw within thirty (30) days of demand by Enumclaw setting forth specifically the services that were not performed and the pro-rated charge.
7. **Severability:** If any provision of this agreement or exhibit is determined to be invalid or unenforceable for any reason, the remaining provisions of the agreement and/or exhibit shall remain in force and affect.
8. **Applicable Law and Jurisdiction:** This agreement shall be interpreted under the laws of the State of Washington and jurisdiction shall lie in King County Superior Court, Regional Justice Center.

- 9. **Attorney Fees and Costs:** In the event any action is taken to enforce this agreement, or the provisions set forth in the Scope of Services, the prevailing party shall be awarded its reasonable attorney fees and costs.
- 10. **Contacts:** All communication, notices and requirements of this agreement shall be through the following contacts:

City: City Administrator Chris Searcy  
 City of Enumclaw  
 1339 Griffin Avenue  
 Enumclaw, WA 98022

Organization: Visit Rainier  
 Dee Patterson, President, Board of Directors  
 P.O. Box 434  
 Ashford, WA 98304

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date first above written.

**City of Enumclaw**

\_\_\_\_\_  
 Anthony Wright  
 Mayor  
 Dated: \_\_\_\_\_

Attested:

Approved as to form:

\_\_\_\_\_  
 Jessica Rose  
 City Clerk

\_\_\_\_\_  
 Michael J. Reynolds  
 Assistant City Attorney

**Organization:**

\_\_\_\_\_  
 Visit Rainier  
 By: Dee Patterson  
 Its: President, Board of Directors  
 P.O. Box 434  
 Ashford, WA 98304  
 Dated: \_\_\_\_\_

## EXHIBIT 1 – SCOPE OF SERVICES

### Visit Rainier - \$14,000.00

1. Networking
  - a. Engage with organizations such as but not limited to: Washington State Tourism Alliance, regional destination marketing organizations, Mount Rainier National Park, Rainier Business Alliance, Pierce County Lodging Tax Advisory Committee, and the Enumclaw Lodging Tax Advisory Committee
  - b. Work with Enumclaw stakeholders such as but not limited to: Expo Center, Enumclaw Chamber of Commerce, lodging, and attractions.
2. Advertising
  - a. Promote tourism in Enumclaw by producing social media, newsletter, and website content
  - b. Conduct a digital advertising campaign to promote travel to the region.
3. Website Development
  - a. Work with Enumclaw lodging properties to manage content and travel specials
  - b. Update the events calendar
  - c. Continue to offer an online lodging referral engine at no cost to the Enumclaw lodging properties
  - d. Update Enumclaw dining and shopping pages as needed
4. Wedding Venues
  - a. Work with wedding venues to update listings on website.
5. Marketing
  - a. Create and publish opt-in email newsletters for visitors and the lodging community
  - b. Engage in social media marketing to promote events, and overnight visitation to the area

**LODGING TAX TOURISM PROMOTION AGREEMENT  
BETWEEN  
CITY OF ENUMCLAW  
AND  
ENUMCLAW EXPO AND EVENTS ASSOCIATION**

THIS AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2026 by and between the **City of Enumclaw**, a municipal corporation, organized under the Optional Municipal Code, RCW 35A, hereinafter referred to as "Enumclaw", and Enumclaw Expo and Events Association (EEEE), a not-for-profit Organization, hereinafter referred to as "Organization".

Whereas, pursuant to Enumclaw Municipal Code Chapter 3.06 a lodging tax has been imposed in accordance with Chapter 82.08 RCW and set forth specifically in Enumclaw Municipal Code 3.06.010, and

Whereas, a fund has been created pursuant to Enumclaw Municipal Code 3.06.030, and

Whereas, a special committee was appointed to determine the allocation of funds from the lodging tax fund for the purposes of tourism promotion as authorized by Chapter 67.28 RCW, and

Whereas, Organization was chosen to facilitate tourist promotion, and

Whereas, Organization has been advised of the specific reporting requirements and reimbursement process for the services rendered, and

Whereas, Organization is an independent contractor and is licensed and in good standing with the State of Washington to perform the services set forth below, and

Whereas, the tourist promotion is for the benefit of the public health, safety and welfare.

Now, therefore, based upon mutual covenants the parties agree as follows:

1. **Term:** The term of this agreement shall be for a period of one (1) year commencing January 1, 2026 and terminating December 31, 2026.
2. **Consideration:** Enumclaw shall pay to the Organization the annual sum of \$15,000.00, payable in even January and July payments, upon Enumclaw required invoicing procedure by Organization.

3. **Organization Reporting Requirements:** In compliance with RCW 67.28.1816 the following information must be provided by Organization sixty (60) days after a funded event/project and/or program:
1. Estimated number of tourists, persons traveling over 50 miles to destination, and
  2. Estimated number of persons remaining at the event/project and/or program overnight, and
  3. Lodging stays generated by the festival or event/project and/or program, and
  4. Estimated increase in sales (within the Enumclaw City Limits) attributable to the event/project and/or program, and
  5. Any other measurement that demonstrates the positive impact of the increased tourism attributable to the festival or event/project and/or program, and
  6. A statement with supporting documentation how the event/project and/or program met the scope of work as outlined in item 6 of this agreement.

Organization further agrees to give twice yearly presentations to the Enumclaw City Council detailing the services provided with the Lodging Tax funding.

4. **Compliance with Reimbursement Process:** Organization must comply with the reimbursement process consisting of submitting semi-annual invoices that include information on services provided and those services must align with the scope of work set forth in item 6 of this agreement. Organization must provide Enumclaw with a current W9 prior to the processing of any invoices.

Enumclaw will process payments on the 10th and 25th of each month with invoices required to be submitted ten (10) days prior.

5. **Reimbursements in the Event Services Not Performed:** In the event Organization has received payment for services that have not been performed, the Organization agrees to pro-rata reimburse Enumclaw within thirty (30) days of demand by Enumclaw setting forth specifically the services that were not performed and the pro-rated charge.

6. **Services to be Provided:** The marketing of the Expo Center to promote tourism and attract visitors to the City of Enumclaw to enhance the occupancy rate of Enumclaw lodging facilities.
7. **Audit Requirements:** Enumclaw shall have access to all financial records of the Organization to conduct an audit of the services provided and the financial statements of the Organization including but not limited to balance sheets, income statements, compensation amounts paid to employees, rental amounts paid. Organization further agrees to give presentations, twice yearly, to the Enumclaw City Council detailing the marketing provided with the City funding.
8. **Independent Contractor Status:** Organization is an independent contractor, and no employee, agent or officer of Organization is an employee, agent or officer of Enumclaw.  
Organization agrees to pay all appropriate fees and taxes and will indemnify and hold Enumclaw harmless from any such claim including Enumclaw's reasonable attorney fees and costs.
9. **Compliance with All Regulations on Discrimination and Employment:** Organization agrees to comply with all Federal, State and City regulations with regard to all elements of employment.
10. **Non-Discrimination and Equal Opportunities:** In the administration of its program, Organization shall comply with all requirements on non-discrimination.
11. **Termination:** Enumclaw may terminate this agreement by giving Organization thirty (30) days written notice of the date of termination solely at the option of Enumclaw. In the event termination is as a result of Organization's failure to comply with the terms and conditions herein, Organization agrees to pay, within thirty (30) days, all of the funds that it received from Enumclaw.
12. **Contacts:** All communication, notices and requirements of this agreement shall be through the following contacts:  

City:	City of Enumclaw
	Chris Searcy, City Administrator
	1339 Griffin Avenue
	Enumclaw, WA 98022

Organization: Enumclaw Expo and Events Association  
Rene' Popke, Expo Center Manager  
45224 284th Avenue SE  
Enumclaw, WA 98022

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date first above written.

**City of Enumclaw**

\_\_\_\_\_  
Anthony Wright  
Mayor

Attested:

Approved as to form:

\_\_\_\_\_  
Jessica Rose  
City Clerk

\_\_\_\_\_  
Michael J. Reynolds  
Assistant City Attorney

**Organization**

\_\_\_\_\_  
Enumclaw Expo and Events Association  
By: Rene' Popke  
Its: Expo Center Manager  
45224 284th Avenue SE  
Enumclaw, WA 98022

**CITY OF ENUMCLAW  
OUTSIDE AGENCY  
PROVISION OF SERVICE AGREEMENT  
PLATEAU OUTREACH MINISTRIES**

THIS AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2026 by and between the **City of Enumclaw**, a municipal corporation, organized under the Optional Municipal Code, RCW 35A, hereinafter referred to as "Enumclaw", and Plateau Outreach Ministries, a not-for-profit, Section 501(c)(3), service provider to the citizens of the City of Enumclaw, hereinafter referred to as the "Service Provider".

Whereas, in the annual budgeting process Enumclaw has designated certain funds to Service Provider for human services for public health, safety and welfare, and

Whereas, in Service Provider's application to Enumclaw, Service Provider set forth certain functions that they perform for the citizens of Enumclaw, and

Whereas, Enumclaw desires to hold Service Provider accountable for services performed in exchange for the consideration received, and

Whereas, Service Provider's performance of services is essential to satisfy the requirement that there cannot be a gift of public funds.

Now, therefore, based upon mutual covenants the parties agree as follows:

1. **Term:** The term of this agreement shall be for a period of one (1) year commencing January 1, 2026 and terminating December 31, 2026.
2. **Consideration:**
  - A. Enumclaw shall provide funding, up to an annual sum of \$25,000.00, payable on Plateau Outreach Ministries utility vouchers in compliance with below.
  - B. Enumclaw shall provide \$35,000.00 for rental assistance to assist low-income tenants of rental units located in the City of Enumclaw, payable quarterly upon invoicing by Service Provider.
  - C. The guidelines for the determination of low income as set forth above shall be those established by the State of Washington and all recipients of funds shall meet such guidelines.
3. **Services to be Provided:**
  - A. Service Provider agrees to evaluate customer needs and designate funds to be applied towards City of Enumclaw's resident's utilities, to include Water, Sewer, Natural Gas, Storm and Garbage. Service provider will send a voucher to City of

Enumclaw Finance Department, detailing the customer name, address, account number, and amount to be applied to utility account. The Finance department will then record a payment in the customer's account and transfer funds internally as needed.

B. Service Provider shall provide rental assistance to low-income tenants of rental units located in the City of Enumclaw. Any assistance payments shall be paid directly to landlord.

4. **Compliance with Reimbursement Process:** Organization must comply with the reimbursement process consisting of submitting quarterly invoices that include information on services provided and those services must align with the scope of work set forth in item 2.B of this contract. Organization must provide Enumclaw with a current W9 prior to the processing of any invoices.

Enumclaw will process payments on the 10th and 25th of each month with invoices required to be submitted ten (10) days prior.

5. **Audit Requirements:** Enumclaw shall have access to all financial records of the Service Provider to conduct an audit of the services provided and the financial statements of the Service Provider including but not limited to balance sheets, income statements, compensation amounts paid to employees, rental amounts paid. Service Provider further agrees to give a presentation, twice yearly, to the Enumclaw City Council detailing the services provided with the City funding.

6. **Independent Contractor Status:** Service Provider is an independent contractor, and no employee, agent or officer of Service Provider is an employee, agent or officer of Enumclaw. Service Provider agrees to pay all appropriate fees and taxes and will indemnify and hold Enumclaw harmless from any such claim including Enumclaw's reasonable attorney fees and costs.

7. **Compliance with All Regulations on Discrimination and Employment:** Service Provider agrees to comply with all Federal, State and City regulations with regard to all elements of employment.

8. **Non-Discrimination and Equal Opportunities:** In the administration of its program, POM shall comply with all requirements on non-discrimination.

9. **Termination:** Enumclaw may terminate this agreement by giving Service Provider thirty (30) days written notice of the date of termination solely at the option of Enumclaw. In the event termination is as a result of Service Provider's failure to

comply with the terms and conditions herein, Service Provider agrees to pay, within thirty (30) days, all of the funds that it received from Enumclaw.

10. **Contacts:** All communication, notices and requirements of this agreement shall be through the following contacts:

City: City Administrator Chris Searcy  
City of Enumclaw  
1339 Griffin Avenue  
Enumclaw, WA 98022

Service Provider: Plateau Outreach Ministries  
Elisha Smith-Marshall  
Executive Director  
1806 Cole Street  
Enumclaw, WA 98022

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date first above written.

**City of Enumclaw**

\_\_\_\_\_  
Anthony Wright  
Mayor

Dated: \_\_\_\_\_

Attested:

Approved as to form:

\_\_\_\_\_  
Jessica Rose  
City Clerk

\_\_\_\_\_  
Michael J. Reynolds  
Assistant City Attorney

**Service Provider  
Plateau Outreach Ministries**

\_\_\_\_\_  
By: Elisha Smith-Marshall  
Its: Executive Director  
1806 Cole Street  
Enumclaw, WA 98022  
Dated:\_\_\_\_\_

**OUTSIDE AGENCY  
PROVISION OF SERVICE AGREEMENT  
RAINIER FOOTHILLS WELLNESS FOUNDATION**

THIS AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2026 by and between the **City of Enumclaw**, a municipal corporation, organized under the Optional Municipal Code, RCW 35A, hereinafter referred to as "Enumclaw", and Rainier Foothills Wellness Foundation, a not-for-profit, service provider to the citizens of the City of Enumclaw, hereinafter referred to as the "Service Provider".

Whereas, in the annual budgeting process Enumclaw has designated certain funds to Service Provider for the nutritional needs for public health, safety and welfare, and

Whereas, in Service Provider's application to Enumclaw, Service Provider set forth certain functions as it pertains to the Rainier Foothills Wellness Foundation that they perform for the citizens of Enumclaw, and

Whereas, Enumclaw desires to hold Service Provider accountable for services performed in exchange for the consideration received, and

Whereas, Service Provider's performance of services is essential to satisfy the requirement that there cannot be a gift of public funds and as such will be verified by audit.

Now, therefore, based upon mutual covenants the parties agree as follows:

1. **Term:** The term of this agreement shall be for a period of one (1) year commencing January 1, 2026 and terminating December 31, 2026.
2. **Consideration:** Enumclaw shall pay to the Service Provider the annual sum of \$15,000.00 payable quarterly per Enumclaw required invoice procedure.
3. **Services to be Provided:** Service Provider shall provide for the purchase, preparation and delivery of nutritional meals to low-income senior residents of the City of Enumclaw through its Neighbors Feeding Neighbors program; and shall provide two annual reports to City Council.
4. **Compliance with Reimbursement Process:** Organization must comply with the reimbursement process consisting of submitting quarterly invoices that include information on services provided and those services must align with the scope of work set forth in item 3 of this contract. Organization must provide Enumclaw with a current W9 prior to the processing of any invoices.

Enumclaw will process payments on the 10th and 25th of each month with invoices required to be submitted ten (10) days prior.

5. **Audit Requirements:** Enumclaw shall have access to all financial records of the Service Provider to conduct an audit of the services provided and the financial statements of the Service Provider including but not limited to balance sheets, income statements, compensation amounts paid to employees, rental amounts paid. Service Provider further agrees to give a presentation, twice yearly, to the Enumclaw City Council detailing the services provided with the City funding.
6. **Independent Contractor Status:** Service Provider is an independent contractor, and no employee, agent or officer of Service Provider is an employee, agent or officer of Enumclaw.  
Service Provider agrees to pay all appropriate fees and taxes and will indemnify and hold Enumclaw harmless from any such claim including Enumclaw's reasonable attorney fees and costs.
7. **Compliance with All Regulations on Discrimination and Employment:** Service Provider agrees to comply with all Federal, State and City regulations with regard to all elements of employment.
8. **Non-Discrimination and Equal Opportunities:** In the administration of its program, Service Provider shall comply with all requirements on non-discrimination.
9. **Termination:** Enumclaw may terminate this agreement by giving Service Provider thirty (30) days written notice of the date of termination solely at the option of Enumclaw. In the event termination is as a result of Service Provider's failure to comply with the terms and conditions herein, Service Provider agrees to pay, within thirty (30) days, all of the funds that it received from Enumclaw.
10. **Contacts:** All communication, notices and requirements of this agreement shall be through the following contacts:

City: City Administrator Chris Searcy  
City of Enumclaw  
1339 Griffin Avenue  
Enumclaw, WA 98022

Service Provider: Rainier Foothills Wellness Foundation  
Sara Stratton  
Executive Director  
P.O. Box 905  
Enumclaw, WA 98022

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date first above written.

**City of Enumclaw**

\_\_\_\_\_  
Anthony Wright  
Mayor

Attested:

Approved as to form:

\_\_\_\_\_  
Jessica Rose  
City Clerk

\_\_\_\_\_  
Michael J. Reynolds  
Assistant City Attorney

**Service Provider**

\_\_\_\_\_  
Rainier Foothills Wellness Foundation  
By: Sarah Stratton  
Its: Executive Director  
P.O. Box 905  
Enumclaw, WA 98022  
Dated: \_\_\_\_\_

**OUTSIDE AGENCY  
PROVISION OF SERVICE AGREEMENT  
RAINIER FOOTHILLS WELLNESS FOUNDATION**

THIS AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2026 by and between the **City of Enumclaw**, a municipal corporation, organized under the Optional Municipal Code, RCW 35A, hereinafter referred to as "Enumclaw", and Rainier Foothills Wellness Foundation, a not-for-profit, service provider to the citizens of the City of Enumclaw, hereinafter referred to as the "Service Provider".

Whereas, in the annual budgeting process Enumclaw has designated certain funds to Service Provider for mental health counseling for youth to promote public health, safety and welfare, and

Whereas, in Service Provider's application to Enumclaw, Service Provider set forth certain functions as it pertains to the Rainier Foothills Wellness Foundation that they perform for the citizens of Enumclaw, and

Whereas, Enumclaw desires to hold Service Provider accountable for services performed in exchange for the consideration received, and

Whereas, Service Provider's performance of services is essential to satisfy the requirement that there cannot be a gift of public funds and as such will be verified by audit.

Now, therefore, based upon mutual covenants the parties agree as follows:

1. **Term:** The term of this agreement shall be for a period of one (1) year commencing January 1, 2026 and terminating December 31, 2026.
2. **Consideration:** Enumclaw shall pay to the Service Provider the annual sum of up to \$60,000.00 payable quarterly, per Enumclaw required invoice procedure.

3. **Services to be Provided:** Service Provider shall provide the following:
- (1) In partnership with the Enumclaw School District, shall employ a licensed mental health counselor to serve students in need at Enumclaw High School, Thunder Mountain Middle School and Enumclaw Middle School. The licensed mental health counselor will serve on site at the school campuses set forth above and be available to provide private counseling services to students identified as having a need for mental health intervention. The mental health counselor shall be available to students during school hours.
  - (2) Provider shall provide a report to Enumclaw on the program metrics including but not limited to the student served and statistical data on changes in dropout rates and student performances based upon the mental health services provided.
  - (3) The Mental Health Counselor, to the extent permitted by law, will attempt to have parents involved in services provided.
4. **Compliance with Reimbursement Process:** Service Provider must comply with the reimbursement process consisting of submitting quarterly invoices that include information on services provided and those services must align with the scope of work set forth in item 3 of this contract. Service Provider must provide Enumclaw with a current W9 prior to the processing of any invoices.
- Enumclaw will process payments on the 10th and 25th of each month with invoices required to be submitted ten (10) days prior.

5. **Audit Requirements:** Enumclaw shall have access to all financial records of the Service Provider to conduct an audit of the services provided and the financial statements of the Service Provider including but not limited to balance sheets, income statements, compensation amounts paid to employees, rental amounts paid. Service Provider further agrees to give a presentation, twice yearly, to the Enumclaw City Council detailing the services provided with the City funding.
6. **Independent Contractor Status:** Service Provider is an independent contractor, and no employee, agent or officer of Service Provider is an employee, agent or officer of Enumclaw.  
  
Service Provider agrees to pay all appropriate fees and taxes and will indemnify and hold Enumclaw harmless from any such claim including Enumclaw's reasonable attorney fees and costs.
7. **Compliance with All Regulations on Discrimination and Employment:** Service Provider agrees to comply with all Federal, State and City regulations with regard to all elements of employment.
8. **Non-Discrimination and Equal Opportunities:** In the administration of its program, Service Provider shall comply with all requirements on non-discrimination.
9. **Termination:** Enumclaw may terminate this agreement by giving Service Provider thirty (30) days written notice of the date of termination solely at the option of Enumclaw. In the event termination is as a result of Service Provider's failure to comply with the terms and conditions herein, Service Provider agrees to pay, within thirty (30) days, all of the funds that it received from Enumclaw.

10. **Contacts:** All communication, notices and requirements of this agreement shall be through the following contacts:

City: City Administrator Chris Searcy  
City of Enumclaw  
1339 Griffin Avenue  
Enumclaw, WA 98022

Service Provider: Rainier Foothills Wellness Foundation  
Sara Stratton  
Executive Director  
P.O. Box 905  
Enumclaw, WA 98022

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date first above written.

**City of Enumclaw**

\_\_\_\_\_  
Anthony Wright  
Mayor

Attested:

Approved as to form:

\_\_\_\_\_  
Jessica Rose  
City Clerk

\_\_\_\_\_  
Michael J. Reynolds  
Assistant City Attorney

**Service Provider**

\_\_\_\_\_  
Rainier Foothills Wellness Foundation  
By: Sara Stratton  
Its: Executive Director  
P.O. Box 905  
Enumclaw, WA 98022  
Dated: \_\_\_\_\_

**OUTSIDE AGENCY  
PROVISION OF SERVICE AGREEMENT  
ENUMCLAW CHAMBER OF COMMERCE**

THIS AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2026 by and between the **City of Enumclaw**, a municipal corporation, organized under the Optional Municipal Code, RCW 35A, hereinafter referred to as the "Enumclaw", and the Enumclaw Chamber of Commerce, a not for profit, organized in the State of Washington, hereinafter referred to as the "Service Provider".

Whereas, in the annual budgeting process Enumclaw has designated certain funds to Service Provider for human services for public health, safety and welfare, and

Whereas, in Service Provider's application to Enumclaw, Service Provider set forth certain functions that they perform for the citizens of Enumclaw, and

Whereas, Enumclaw desires to hold Service Provider accountable for services performed in exchange for the consideration received, and

Whereas, Service Provider's performance of services is essential to satisfy the requirement that there cannot be a gift of public funds.

Now, therefore, based upon mutual covenants the parties agree as follows:

1. **Term:** The term of this agreement shall be for a period of one (1) year commencing January 1, 2026 and terminating December 31, 2026.
2. **Consideration:** Enumclaw shall pay to Service Provider \$12,000.00 payable quarterly upon invoice in compliance with Enumclaw's reimbursement procedure for Visitor Center, set forth below.

3. **Services to be Provided:**

A. For \$12,000.00 Service Provider shall maintain a Visitor Center which shall operate during all normal business hours, which, as a minimum, have a person present in the Chamber of Commerce office from 9:00 a.m. to 4:00 p.m. Monday through Saturday, which person shall provide business information, directories, location of points of interest, retail shops, places to eat, literature (Literature consisting of City maps, community profile, membership directories, business newsletter, demographic information, community calendar, specific business promotional literature, list of retail, commercial and industrial sites for lease or development).

4. **Compliance with Reimbursement Process:** Organization must comply with the reimbursement process consisting of submitting quarterly invoices that include information on services provided and those services must align with the scope of work set forth in item 4 of this contract. Organization must provide Enumclaw with a current W9 prior to the processing of any invoices.

Enumclaw will process payments on the 10th and 25th of each month with invoices required to be submitted ten (10) days prior.

5. **Audit Requirements:** Enumclaw shall have access to all financial records of the Service Provider to conduct an audit of the services provided and the financial statements of the Service Provider including but not limited to balance sheets, income statements, compensation amounts paid to employees, rental amounts paid. Service Provider further agrees to give a presentation to the Enumclaw City Council detailing the services provided with the City funding twice yearly.

6. **Independent Contractor Status:** Service Provider is an independent contractor, and no employee, agent or officer of Service Provider is an employee, agent or officer of Enumclaw.

Service Provider agrees to pay all appropriate fees and taxes and will indemnify and hold Enumclaw harmless from any such claim including Enumclaw's reasonable attorney fees and costs.

7. **Compliance with All Regulations on Discrimination and Employment:** Service Provider agrees to comply with all Federal, State and City regulations with regard to all elements of employment

8. **Non-Discrimination and Equal Opportunities:** In the administration of its program, Service Provider shall comply with all requirements on non-discrimination.

9. **Termination:** Enumclaw may terminate this agreement by giving Service Provider thirty (30) days written notice of the date of termination solely at the option of Enumclaw. In the event termination is as a result of Service Provider's failure to comply with the terms and conditions herein, Service Provider agrees to pay, within thirty (30) days, all of the funds that it received from Enumclaw.

10. **Contacts:** All communication, notices and requirements of this agreement shall be through the following contacts:

City: City Administrator Chris Searcy  
City of Enumclaw  
1339 Griffin Avenue  
Enumclaw, WA 98022

Service Provider: Enumclaw Chamber of Commerce  
Kerry Solmons  
Interim Executive Director  
1421 Cole Street

Enumclaw, WA 98022

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date first above written.

**City of Enumclaw**

\_\_\_\_\_  
Anthony Wright  
Mayor

Dated: \_\_\_\_\_

Attested:

Approved as to form:

\_\_\_\_\_  
Jessica Rose  
City Clerk

\_\_\_\_\_  
Michael J. Reynolds  
Assistant City Attorney

**Service Provider  
Enumclaw Chamber of Commerce**

\_\_\_\_\_  
By: Kerry Solmons  
Its: Executive Director  
1421 Cole Street  
Enumclaw, WA 98022  
Dated: \_\_\_\_\_

**LODGING TAX TOURISM PROMOTION AGREEMENT  
BETWEEN  
CITY OF ENUMCLAW  
AND  
ENUMCLAW CHAMBER OF COMMECE**

THIS AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2026 by and between the **City of Enumclaw**, a municipal corporation, organized under the Optional Municipal Code, RCW 35A, hereinafter referred to as "Enumclaw", and Enumclaw Chamber of Commerce, a not-for-profit Organization, hereinafter referred to as "Organization".

Whereas, pursuant to Enumclaw Municipal Code Chapter 3.06 a lodging tax has been imposed in accordance with Chapter 82.08 RCW and set forth specifically in Enumclaw Municipal Code 3.06.010, and

Whereas, a fund has been created pursuant to Enumclaw Municipal Code 3.06.030, and

Whereas, a special committee was appointed to determine the allocation of funds from the lodging tax fund for the purposes of tourism promotion as authorized by Chapter 67.28 RCW, and

Whereas, Organization was chosen to facilitate tourist promotion, and

Whereas, Organization has been advised of the specific reporting requirements and reimbursement process for the services rendered, and

Whereas, Organization is an independent contractor and is licensed and in good standing with the State of Washington to perform the services set forth below, and

Whereas, the tourist promotion is for the benefit of the public health, safety and welfare.

Now, therefore, based upon mutual covenants the parties agree as follows:

1. **Term:** The term of this agreement shall be for a period of one (1) year commencing January 1, 2026 and terminating December 31, 2026.
2. **Consideration:** Enumclaw shall pay to the Organization the annual sum of \$10,000.00, payable in even January and July payments, upon Enumclaw required invoicing procedure by Organization.

3. **Organization Reporting Requirements:** In compliance with RCW 67.28.1816 the following information must be provided by Organization sixty (60) days after a funded event/project and/or program:
1. Estimated number of tourists, persons traveling over 50 miles to destination, and
  2. Estimated number of persons remaining at the event/project and/or program overnight, and
  3. Lodging stays generated by the festival or event/project and/or program, and
  4. Estimated increase in sales (within the Enumclaw City Limits) attributable to the event/project and/or program, and
  5. Any other measurement that demonstrates the positive impact of the increased tourism attributable to the festival or event/project and/or program, and
  6. A statement with supporting documentation how the event/project and/or program met the scope of work as outlined in item 6 of this agreement.

Organization further agrees to give twice yearly presentations to the Enumclaw City Council detailing the services provided with the Lodging Tax funding.

4. **Compliance with Reimbursement Process:** Organization must comply with the reimbursement process consisting of submitting semi-annual invoices that include information on services provided and those services must align with the scope of work set forth in item 6 of this agreement. Organization must provide Enumclaw with a current W9 prior to the processing of any invoices.

Enumclaw will process payments on the 10th and 25th of each month with invoices required to be submitted ten (10) days prior.

5. **Reimbursements in the Event Services Not Performed:** In the event Organization has received payment for services that have not been performed, the Organization agrees to pro-rata reimburse Enumclaw within thirty (30) days of demand by Enumclaw setting forth specifically the services that were not performed and the pro-rated charge.

6. **Services to be Provided:** The marketing of the Chamber of Commerce to promote tourism and attract visitors to the City of Enumclaw to enhance the occupancy rate of Enumclaw lodging facilities.
7. **Audit Requirements:** Enumclaw shall have access to all financial records of the Organization to conduct an audit of the services provided and the financial statements of the Organization including but not limited to balance sheets, income statements, compensation amounts paid to employees, rental amounts paid. Organization further agrees to give presentations, twice yearly, to the Enumclaw City Council detailing the marketing provided with the City funding.
8. **Independent Contractor Status:** Organization is an independent contractor, and no employee, agent or officer of Organization is an employee, agent or officer of Enumclaw.  
  
Organization agrees to pay all appropriate fees and taxes and will indemnify and hold Enumclaw harmless from any such claim including Enumclaw's reasonable attorney fees and costs.
9. **Compliance with All Regulations on Discrimination and Employment:** Organization agrees to comply with all Federal, State and City regulations with regard to all elements of employment.
10. **Non-Discrimination and Equal Opportunities:** In the administration of its program, Organization shall comply with all requirements on non-discrimination.
11. **Termination:** Enumclaw may terminate this agreement by giving Organization thirty (30) days written notice of the date of termination solely at the option of Enumclaw. In the event termination is as a result of Organization's failure to comply with the terms and conditions herein, Organization agrees to pay, within thirty (30) days, all of the funds that it received from Enumclaw.
12. **Contacts:** All communication, notices and requirements of this agreement shall be through the following contacts:

City: City of Enumclaw  
Chris Searcy, City Administrator  
1339 Griffin Avenue  
Enumclaw, WA 98022

Organization: Chamber of Commerce  
Kerry Solmonsens, Executive Director  
1421 Cole Street  
Enumclaw, WA 98022

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date first above written.

**City of Enumclaw**

\_\_\_\_\_  
Anthony Wright  
Mayor

Attested:

Approved as to form:

\_\_\_\_\_  
Jessica Rose  
City Clerk

\_\_\_\_\_  
Michael J. Reynolds  
Assistant City Attorney

**Organization**

\_\_\_\_\_  
Enumclaw Chamber of Commerce  
By: Kerry Solmonsens  
Its: Executive Director  
1421 Cole Street  
Enumclaw, WA 98022

**OUTSIDE AGENCY  
PROVISION OF SERVICE AGREEMENT  
ENUMCLAW PLATEAU FARMERS' MARKET**

THIS AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2026 by and between the **City of Enumclaw**, a municipal corporation, organized under the Optional Municipal Code, RCW 35A, hereinafter referred to as "Enumclaw", and Enumclaw Plateau Farmers' Market, a not-for-profit, service provider to the citizens of the City of Enumclaw, hereinafter referred to as the "Service Provider".

Whereas, in the annual budgeting process Enumclaw has designated certain funds to Service Provider for the human services for public health, safety and welfare; and

Whereas, in Service Provider's application to Enumclaw, Service Provider set forth certain functions as it pertains to a Farmer's Market that they will perform for the citizens of Enumclaw, and

Whereas, Enumclaw desires to hold Service Provider accountable for services performed in exchange for the consideration received, and

Whereas, Service Provider's performance of services is essential to satisfy the requirement that there cannot be a gift of public funds and as such will be verified by audit.

Now, therefore, based upon mutual covenants the parties agree as follows:

1. **Term:** The term of this agreement shall be for a period of one (1) year commencing January 1, 2026 and terminating December 31, 2026.
2. **Consideration:** Enumclaw shall pay to the Service Provider the annual sum of \$7,500.00 payable in one lump sum per Enumclaw required invoice procedure.

3. **Services to be Provided:** Service Provider shall provide a weekly farmers' market from June through October 2026; City funds to be used for providing SNAP, WIC, and SFMNP programs and shall report progress to City Council at conclusion of the market in October 2026.
4. **Compliance with Reimbursement Process:** Organization must comply with the reimbursement process consisting of submitting an invoice that includes information on services provided and those services must align with the scope of work set forth in item 2 and 3 of this contract. Organization must provide Enumclaw with a current W9 prior to the processing of any invoices.  
  
Enumclaw will process payments on the 10th and 25th of each month with invoices required to be submitted ten (10) days prior.
5. **Audit Requirements:** Enumclaw shall have access to all financial records of the Service Provider to conduct an audit of the services provided and the financial statements of the Service Provider including but not limited to balance sheets, income statements, compensation amounts paid to employees, rental amounts paid. Service Provider further agrees to give two (2) yearly presentations to the Enumclaw City Council detailing the services provided with the City funding, at the conclusion of the weekly farmers' market.
6. **Independent Contractor Status:** Service Provider is an independent contractor, and no employee, agent or officer of Service Provider is an employee, agent or officer of Enumclaw.

Service Provider agrees to pay all appropriate fees and taxes and will indemnify and hold Enumclaw harmless from any such claim including Enumclaw's reasonable attorney fees and costs.

7. **Compliance with All Regulations on Discrimination and Employment:** Service Provider agrees to comply with all Federal, State and City regulations with regard to all elements of employment.
8. **Non-Discrimination and Equal Opportunities:** In the administration of its program, Service Provider shall comply with all requirements on non-discrimination.
9. **Termination:** Enumclaw may terminate this agreement by giving Service Provider thirty (30) days written notice of the date of termination solely at the option of Enumclaw. In the event termination is as a result of Service Provider's failure to comply with the terms and conditions herein, Service Provider agrees to pay, within thirty (30) days, all of the funds that it received from Enumclaw.
10. **Contacts:** All communication, notices and requirements of this agreement shall be through the following contacts:

City:	City Administrator Chris Searcy City of Enumclaw 1339 Griffin Avenue Enumclaw, WA 98022
Service Provider:	Enumclaw Plateau Farmers' Market Elizabeth Clark, Market Manager 23602 SE 468 <sup>th</sup> Way Enumclaw, WA 98022

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date first above written.

**City of Enumclaw**

\_\_\_\_\_  
Anthony Wright  
Mayor

Attested:

Approved as to form:

\_\_\_\_\_  
Jessica Rose  
City Clerk

\_\_\_\_\_  
Michael J. Reynolds  
Assistant City Attorney

**Service Provider**

\_\_\_\_\_  
Enumclaw Plateau Farmers' Market  
By: Elizabeth Clark  
Its: Market Manager  
23602 SE 468<sup>th</sup> Way  
Enumclaw, WA 98022

Dated: \_\_\_\_\_

**OUTSIDE AGENCY  
PROVISION OF SERVICE AGREEMENT  
GREEN RIVER COLLEGE SMALL BUSINESS ASSISTANCE CENTER**

THIS AGREEMENT made and entered into this \_\_\_\_ day of January, 2026 by and between the **City of Enumclaw**, a municipal corporation, organized under the Optional Municipal Code, RCW 35A, hereinafter referred to as "Enumclaw", and Green River College, an educational service provider to the citizens of the City of Enumclaw, hereinafter referred to as the "Service Provider".

Whereas, in the annual budgeting process Enumclaw has designated certain funds to Service Provider for the human services for public health, safety and welfare; and

Whereas, in Service Provider's application to Enumclaw, Service Provider set forth certain functions as it pertains to the Small Business Assistance Center that they will perform for the citizens of Enumclaw, and

Whereas, Enumclaw desires to hold Service Provider accountable for services performed in exchange for the consideration received, and

Whereas, Service Provider's performance of services is essential to satisfy the requirement that there cannot be a gift of public funds and as such will be verified by audit.

Now, therefore, based upon mutual covenants the parties agree as follows:

1. **Term:** The term of this agreement shall be for a period of one (1) year commencing January 1, 2026 and terminating December 31, 2026.
2. **Consideration:** Enumclaw shall pay to the Service Provider the annual sum of \$5,000.00 payable quarterly per Enumclaw required invoice procedure.

3. **Services to be Provided:** Service Provider shall provide counseling and assistance to businesses that are located in, or to potential businesses that will be located in Enumclaw, through their Small Business Assistance Center.
4. **Compliance with Reimbursement Process:** Organization must comply with the reimbursement process consisting of submitting quarterly invoices that include information on services provided and those services must align with the scope of work set forth in item 3 of this contract. Organization must provide Enumclaw with a current W9 prior to the processing of any invoices.  
  
Enumclaw will process payments on the 10th and 25th of each month with invoices required to be submitted ten (10) days prior.
5. **Audit Requirements:** Enumclaw shall have access to all financial records of the Service Provider to conduct an audit of the services provided and the financial statements of the Service Provider including but not limited to balance sheets, income statements, compensation amounts paid to employees, rental amounts paid. Service Provider further agrees to give an annual presentation to the Enumclaw City Council detailing the services provided with the City funding.
6. **Independent Contractor Status:** Service Provider is an independent contractor, and no employee, agent or officer of Service Provider is an employee, agent or officer of Enumclaw.  
  
Service Provider agrees to pay all appropriate fees and taxes and will indemnify and hold Enumclaw harmless from any such claim including Enumclaw's reasonable attorney fees and costs.

7. **Compliance with All Regulations on Discrimination and Employment:** Service Provider agrees to comply with all Federal, State and City regulations with regard to all elements of employment.
8. **Non-Discrimination and Equal Opportunities:** In the administration of its program, Service Provider shall comply with all requirements on non-discrimination.
9. **Termination:** Enumclaw may terminate this agreement by giving Service Provider thirty (30) days written notice of the date of termination solely at the option of Enumclaw. In the event termination is as a result of Service Provider's failure to comply with the terms and conditions herein, Service Provider agrees to pay, within thirty (30) days, all of the funds that it received from Enumclaw.
10. **Contacts:** All communication, notices and requirements of this agreement shall be through the following contacts:

City: City Administrator Chris Searcy  
 City of Enumclaw  
 1339 Griffin Avenue  
 Enumclaw, WA 98022

Service Provider: Darrell Sundell, APEX Accelerator Government  
 Contracting Advisor  
 Green River College - Enumclaw Campus  
 417 Ramsay Way #112  
 Kent, WA 98032

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date first above written.

**City of Enumclaw**

\_\_\_\_\_  
Anthony Wright  
Mayor

Attested:

Approved as to form:

\_\_\_\_\_  
Jessica Rose  
City Clerk

\_\_\_\_\_  
Michael J. Reynolds  
Assistant City Attorney

**Service Provider**

\_\_\_\_\_  
Green River College  
By: Darrell Sundell  
Its: APEX Accelerator Government Contracting  
Advisor  
Green River College - Enumclaw Campus  
417 Ramsay Way #112  
Kent, WA 98032

Dated: \_\_\_\_\_

**OUTSIDE AGENCY  
PROVISION OF SERVICE AGREEMENT  
ENUMCLAW EXPO AND EVENTS ASSOCIATION  
FOR THE  
KING COUNTY FAIR JUNIOR LIVESTOCK SHOW**

THIS AGREEMENT made and entered into this \_\_\_ day of January, 2026 by and between the **City of Enumclaw**, a municipal corporation, organized under the Optional Municipal Code, RCW 35A, hereinafter referred to as "Enumclaw", and Enumclaw Expo and Events Association, a not-for-profit, service provider to the citizens of the City of Enumclaw, hereinafter referred to as the "Service Provider".

Whereas, in the annual budgeting process Enumclaw has designated certain funds to Service Provider for the human services for public health, safety and welfare; and

Whereas, Service Provider set forth certain items as they pertain to livestock shows for the citizens of Enumclaw, and

Whereas, Enumclaw desires to hold Service Provider accountable for services performed in exchange for the consideration received, and

Whereas, Service Provider's provision of the items is essential to satisfy the requirement that there cannot be a gift of public funds and as such will be verified by audit.

Now, therefore, based upon mutual covenants the parties agree as follows:

1. **Term:** The term of this agreement shall be for a period of one (1) year commencing January 1, 2026 and terminating December 31, 2026.
2. **Consideration:** Enumclaw shall pay to the Service Provider the sum of \$7,500.00 payable in one lump sum per Enumclaw required invoice procedure.
3. **Services to be Provided:** Service Provider, in cooperation with other 4H entities, shall allocate the funds to conduct a Junior Livestock Show in 2026 as a subsidiary

event to the King County Fair. King County Fair Junior Livestock Show is an agricultural event for youth to educate, build life skill, and go through the process of hand-raising livestock in a supportive community. The Fair serves as a platform to showcase their rural project. Supporting the youth with premium points and anxious buyers is part of the reward process. Livestock Markets support local farmers, agricultural retail stores and in turn provide an outlet for the sale of the animal to a local buyer. Funding provided will directly support the premium points paid to the youth that market their animal. All youth that showcase their project will be rewarded with a final check, issued by the Junior Livestock committee based on points that are determined once all animals are entered.

4. **Compliance with Reimbursement Process:** Organization must comply with the reimbursement process consisting of submitting an invoice that includes information on services provided and those services must align with the scope of work set forth in item 3 of this contract. Organization must provide Enumclaw with a current W9 prior to the processing of any invoices.

Enumclaw will process payments on the 10th and 25th of each month with invoices required to be submitted ten (10) days prior.

5. **Audit Requirements:** Enumclaw shall have access to all financial records of the Service Provider to conduct an audit of the services provided and the financial statements of the Service Provider including but not limited to balance sheets, income statements, compensation amounts paid to employees, rental amounts paid. Service Provider further agrees to give an annual presentation to the Enumclaw City Council detailing the services provided with the City funding.

6. **Independent Contractor Status:** Service Provider is an independent contractor and no employee, agent or officer of Service Provider is an employee, agent or officer of Enumclaw.

Service Provider agrees to pay all appropriate fees and taxes and will indemnify and hold Enumclaw harmless from any such claim including Enumclaw's reasonable attorney fees and costs.

7. **Compliance with All Regulations on Discrimination and Employment:** Service Provider agrees to comply with all Federal, State and City regulations with regard to all elements of employment.

8. **Non-Discrimination and Equal Opportunities:** In the administration of its program, Service Provider shall comply with all requirements on non-discrimination.

9. **Termination:** Enumclaw may terminate this agreement by giving Service Provider thirty (30) days written notice of the date of termination solely at the option of Enumclaw. In the event termination is as a result of Service Provider's failure to comply with the terms and conditions herein, Service Provider agrees to pay, within thirty (30) days, all of the funds that it received from Enumclaw.

10. **Contacts:** All communication, notices and requirements of this agreement shall be through the following contacts:

City: City Administrator Chris Searcy  
City of Enumclaw  
1339 Griffin Avenue  
Enumclaw, WA 98022

Service Provider: Rene' Popke, Expo Center Manager  
Enumclaw Expo and Events Association  
45224 284th Avenue SE  
Enumclaw, WA 98022

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date first above written.

**City of Enumclaw**

\_\_\_\_\_  
Anthony Wright  
Mayor

Attested:

Approved as to form:

\_\_\_\_\_  
Jessica Rose  
City Clerk

\_\_\_\_\_  
Michael J. Reynolds  
Assistant City Attorney

**Service Provider**

\_\_\_\_\_  
Enumclaw Expo and Events Association  
Rene' Popke  
Expo Center Manager  
45224 284th Avenue SE  
Enumclaw, WA 98022  
Dated: \_\_\_\_\_

**OUTSIDE AGENCY  
PROVISION OF SERVICE AGREEMENT  
PLATEAU KIDS NETWORK**

THIS AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2026 by and between the **City of Enumclaw**, a municipal corporation, organized under the Optional Municipal Code, RCW 35A, hereinafter referred to as "Enumclaw", and Plateau Kids Network, a Washington not-for-profit corporation, service provider to the citizens of the City of Enumclaw, hereinafter referred to as the "Service Provider".

Whereas, in the annual budgeting process Enumclaw has designated certain funds to Service Provider for the human services for public health, safety and welfare; and

Whereas, in Service Provider's application to Enumclaw, Service Provider set forth certain functions as it pertains to a provision of services to kids that they will perform for the citizens of Enumclaw, and

Whereas, Enumclaw desires to hold Service Provider accountable for services performed in exchange for the consideration received, and

Whereas, Service Provider's performance of services is essential to satisfy the requirement that there cannot be a gift of public funds and as such will be verified by audit.

Now, therefore, based upon mutual covenants the parties agree as follows:

1. **Term:** The term of this agreement shall be for a period of one (1) year commencing January 1, 2026 and terminating December 31, 2026.
2. **Consideration:** Enumclaw shall pay to the Service Provider the annual sum of \$10,000.00 payable in one lump sum per Enumclaw required invoice procedure.

3. **Services to be Provided:** Service Provider shall use the City funds to help operate their non-profit organization to continue providing services to the community through their programs and shall report progress to City Council.
4. **Compliance with Reimbursement Process:** Organization must comply with the reimbursement process consisting of submitting an invoice that includes information on services provided and those services must align with the scope of work set forth in item 2 and 3 of this contract. Organization must provide Enumclaw with a current W9 prior to the processing of any invoices.  
  
Enumclaw will process payments on the 10th and 25th of each month with invoices required to be submitted ten (10) days prior.
5. **Audit Requirements:** Enumclaw shall have access to all financial records of the Service Provider to conduct an audit of the services provided and the financial statements of the Service Provider including but not limited to balance sheets, income statements, compensation amounts paid to employees, rental amounts paid. Service Provider further agrees to give two (2) yearly presentations to the Enumclaw City Council detailing the services provided with the City funding.
6. **Independent Contractor Status:** Service Provider is an independent contractor, and no employee, agent or officer of Service Provider is an employee, agent or officer of Enumclaw.  
  
Service Provider agrees to pay all appropriate fees and taxes and will indemnify and hold Enumclaw harmless from any such claim including Enumclaw's reasonable attorney fees and costs.

7. **Compliance with All Regulations on Discrimination and Employment:** Service Provider agrees to comply with all Federal, State and City regulations with regard to all elements of employment.
8. **Non-Discrimination and Equal Opportunities:** In the administration of its program, Service Provider shall comply with all requirements on non-discrimination.
9. **Termination:** Enumclaw may terminate this agreement by giving Service Provider thirty (30) days written notice of the date of termination solely at the option of Enumclaw. In the event termination is as a result of Service Provider's failure to comply with the terms and conditions herein, Service Provider agrees to pay, within thirty (30) days, all of the funds that it received from Enumclaw.
10. **Contacts:** All communication, notices and requirements of this agreement shall be through the following contacts:

City:	City of Enumclaw Chris Searcy, City Administrator 1339 Griffin Avenue Enumclaw, WA 98022
Service Provider:	Plateau Kids Network Maryn Otto 718 Griffin Avenue, #919 Enumclaw, WA 98022

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date first above written.

**City of Enumclaw**

\_\_\_\_\_  
Anthony Wright  
Mayor

Attested:

Approved as to form:

\_\_\_\_\_  
Jessica Rose  
City Clerk

\_\_\_\_\_  
Michael J. Reynolds  
Assistant City Attorney

**Service Provider**

\_\_\_\_\_  
Plateau Kids Network  
By: Maryn Otto  
Its: Director  
718 Griffin Avenue, #919  
Enumclaw, WA 98022

Dated: \_\_\_\_\_

**OUTSIDE AGENCY  
PROVISION OF SERVICE AGREEMENT  
ENUMCLAW PLATEAU HISTORICAL SOCIETY**

THIS AGREEMENT made and entered into this \_\_\_\_ day of January, 2026 by and between the **City of Enumclaw**, a municipal corporation, organized under the Optional Municipal Code, RCW 35A, hereinafter referred to as "Enumclaw", and the Enumclaw Plateau Historical Society, a not-for-profit, service provider to the citizens of the City of Enumclaw, hereinafter referred to as the "Service Provider".

Whereas, the activities of the Service Provider promote tourism which enhances taxation to provide City services to its citizens, and

Whereas, the displays of the Service Provider increase committee pride which affects the quality of life of the City benefitting public health, safety and welfare, and

Whereas, Enumclaw encourages community involvement with the Service Provider to increase community awareness of Enumclaw's history, and

Whereas, Enumclaw desires to hold Service Provider accountable for services performed in exchange for the consideration received, and

Whereas, Service Provider's performance of services is essential to satisfy the requirement that there cannot be a gift of public funds and as such will be verified by audit.

Now, therefore, based upon mutual covenants the parties agree as follows:

1. **Term:** The term of this agreement shall be for a period of one (1) year commencing January 1, 2026 and terminating December 31, 2026.
2. **Consideration:** Enumclaw shall pay to the Service Provider the annual sum of \$1,000.00 payable in one lump sum, per Enumclaw required invoice procedure, to be used towards the museum's insurance costs.

3. **Services to be Provided:** Provide times for the public viewing of the Historical collections at the Historical Society Building, develop an outreach program to obtain more community involvement including newsletters, social media and event advertising.
4. **Compliance with Reimbursement Process:** Organization must comply with the reimbursement process consisting of submitting an invoice that includes information on services provided and those services must align with the scope of work set forth in item 2 and 3 of this contract. Organization must provide Enumclaw with a current W9 prior to the processing of any invoices.  
  
Enumclaw will process payments on the 10th and 25th of each month with invoices required to be submitted ten (10) days prior.
5. **Audit Requirements:** Enumclaw shall have access to all financial records of the Service Provider to conduct an audit of the services provided and the financial statements of the Service Provider including but not limited to balance sheets, income statements, compensation amounts paid to employees, rental amounts paid. Service Provider further agrees to give a presentation to the Enumclaw City Council detailing the services provided with the City funding.
6. **Independent Contractor Status:** Service Provider is an independent contractor and no employee, agent or officer of Service Provider is an employee, agent or officer of Enumclaw.  
  
Service Provider agrees to pay all appropriate fees and taxes and will indemnify and hold Enumclaw harmless from any such claim including Enumclaw's reasonable attorney fees and costs.

7. **Compliance with All Regulations on Discrimination and Employment:** Service Provider agrees to comply with all Federal, State and City regulations with regard to all elements of employment.
8. **Non-Discrimination and Equal Opportunities:** In the administration of its program, Service Provider shall comply with all requirements on non-discrimination.
9. **Termination:** Enumclaw may terminate this agreement by giving Service Provider thirty (30) days written notice of the date of termination solely at the option of Enumclaw. In the event termination is as a result of Service Provider's failure to comply with the terms and conditions herein, Service Provider agrees to pay, within thirty (30) days, all of the funds that it received from Enumclaw.
10. **Contacts:** All communication, notices and requirements of this agreement shall be through the following contacts:

City:	City of Enumclaw
	Chris Searcy, City Administrator
	1339 Griffin Avenue
	Enumclaw, WA 98022
Service Provider:	Enumclaw Plateau Historical Society
	Rich Elfers, President
	1837 Marion Street
	Enumclaw, WA 98022

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date first above written.

**City of Enumclaw**

\_\_\_\_\_  
Anthony Wright  
Mayor

Attested:

Approved as to form:

\_\_\_\_\_  
Jessica Rose  
City Clerk

\_\_\_\_\_  
Michael J. Reynolds  
Assistant City Attorney

**Service Provider**

\_\_\_\_\_  
Enumclaw Plateau Historical Society  
By: Rich Elfers  
Its: President  
1837 Marion Street  
Enumclaw, WA 98022  
Dated: \_\_\_\_\_

**OUTSIDE AGENCY  
PROVISION OF SERVICE AGREEMENT  
FRIENDS OF THE ENUMCLAW LIBRARY**

THIS AGREEMENT made and entered into this \_\_\_\_ day of January, 2026 by and between the **City of Enumclaw**, a municipal corporation, organized under the Optional Municipal Code, RCW 35A, hereinafter referred to as "Enumclaw", and Friends of the Enumclaw Library, a not-for-profit, service provider to the citizens of the City of Enumclaw, hereinafter referred to as the "Service Provider".

Whereas, in the annual budgeting process Enumclaw has designated certain funds to Service Provider for the human services for public health, safety and welfare; and

Whereas, in Service Provider's application to Enumclaw, Service Provider set forth certain items as they pertain to King County Library System (KCLS) programs that they will purchase for the citizens of Enumclaw, and

Whereas, Enumclaw desires to hold Service Provider accountable for services performed in exchange for the consideration received, and

Whereas, Service Provider's purchase of the items is essential to satisfy the requirement that there cannot be a gift of public funds and as such will be verified by audit.

Now, therefore, based upon mutual covenants the parties agree as follows:

1. **Term:** The term of this agreement shall be for a period of one (1) year commencing January 1, 2026 and terminating December 31, 2026.
2. **Consideration:** Enumclaw shall pay to the Service Provider the sum of \$4,600.00 from the Lafromboise Fund payable in one lump sum per Enumclaw required invoice procedure.

3. **Services to be Provided:** Service Provider, in cooperation with KCLS, Enumclaw Branch, and the Enumclaw Library Advisory Board, shall allocate the funds from the Lafromboise Fund to provide \$600 for new books for the StoryWalk, \$1,500 for presenter fees, program materials, refreshments, and marketing for partnering with Enumclaw School District Highly Capable Program, and \$2,500 for a mini makerspace for STEM Resources.
4. **Compliance with Reimbursement Process:** Organization must comply with the reimbursement process consisting of submitting an invoice that includes information on services provided and those services must align with the scope of work set forth in item 3 of this contract. Organization must provide Enumclaw with a current W9 prior to the processing of any invoices.  
  
Enumclaw will process payments on the 10th and 25th of each month with invoices required to be submitted ten (10) days prior.
5. **Audit Requirements:** Enumclaw shall have access to all financial records of the Service Provider to conduct an audit of the services provided and the financial statements of the Service Provider including but not limited to balance sheets, income statements, compensation amounts paid to employees, rental amounts paid. Service Provider, KCLS staff, or the Library Advisory Board, further agrees to give an annual presentation to the Enumclaw City Council detailing the services provided with the City funding.
6. **Independent Contractor Status:** Service Provider is an independent contractor and no employee, agent or officer of Service Provider is an employee, agent or officer of Enumclaw.

Service Provider agrees to pay all appropriate fees and taxes and will indemnify and hold Enumclaw harmless from any such claim including Enumclaw's reasonable attorney fees and costs.

7. **Compliance with All Regulations on Discrimination and Employment:** Service Provider agrees to comply with all Federal, State and City regulations with regard to all elements of employment.
8. **Non-Discrimination and Equal Opportunities:** In the administration of its program, Service Provider shall comply with all requirements on non-discrimination.
9. **Termination:** Enumclaw may terminate this agreement by giving Service Provider thirty (30) days written notice of the date of termination solely at the option of Enumclaw. In the event termination is as a result of Service Provider's failure to comply with the terms and conditions herein, Service Provider agrees to pay, within thirty (30) days, all of the funds that it received from Enumclaw.
10. **Contacts:** All communication, notices and requirements of this agreement shall be through the following contacts:

City: City Administrator Chris Searcy

City of Enumclaw

1339 Griffin Avenue

Enumclaw, WA 98022

Service Provider: Cynthia Sable

1550 Mountain View Drive Unit F

Enumclaw WA 98022

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the date first above written.

**City of Enumclaw**

\_\_\_\_\_  
Anthony Wright  
Mayor

Attested:

Approved as to form:

\_\_\_\_\_  
Jessica Rose  
City Clerk

\_\_\_\_\_  
Michael J. Reynolds  
Assistant City Attorney

**Service Provider**

\_\_\_\_\_  
Friends of the Enumclaw Library  
By: Cynthia Sable, Treasurer  
1550 Mountain View Drive Unit F  
Enumclaw WA 98022

Dated: \_\_\_\_\_





City Council  
**AGENDA BILL**

**Meeting Date:** 01/12/2026

**Subject:** Resolution No. 1865 - Fee Schedule Amendment

**Category:** RESOLUTION

**BUDGET IMPACT:**

**Expenditure Budget:** \$

**Revenue Budget:** \$

**Proposed Budget Amendment:** \$

**Related Ordinance or Resolution No.** 1859

**Attachments:** Staff Reports, Resolution, Exhibit A

**Staff Contact:** Brian S. Spindor, P.E., Public Works Director  
Chris Pasinetti, Community Development Director  
Tim Floyd, Police Chief

***Summary/Background:***

**Public Works** - Adding the 2026 utility rates as well as disclaimers of an annual adjustment.  
**Community Development** - Adding the updated school impact fees due to cost of living increase.  
**Police Department** - Adding two new fees for gun dealer employee fingerprinting.

***Recommendations:***

**Date Sent to Committee:** 01/12/2026 **Date Returned:** 01/12/2026  
**Council Committee:** To be provided at the January 12th meeting.  
**Staff:** Approve

(BELOW TO BE COMPLETED BY CITY CLERKS OFFICE)

COUNCIL ACTION:

<input type="checkbox"/> APPROVED	1ST reading	<u>1/12/26</u>
<input type="checkbox"/> DENIED	Enactment reading	_____
<input type="checkbox"/> TABLED / DEFERRED / NO ACTION	ORDINANCE #	_____
<input type="checkbox"/> MOVED TO SECOND READING (Ordinances only)	RESOLUTION #	<u>1865</u>





*Staff Report*

---

*Department of Public Works*

**TO:** Mayor / City Council  
**FROM:** Brian S. Spindor, P.E., Public Works Director  
**DATE:** January 12, 2026  
**SUBJECT:** Fee Schedule Update for 2026

---

**Background:**

Each year Public Works updates fees charged for Water, Sewer, Stormwater, Natural Gas, and Solid Waste. Most rate increases are in line with the Consumer Price Index. Natural Gas and Solid Waste rate increases were made in November of last year and are reflected in the rates schedule attached.

**Analysis:**

Synopsis of rate increases

<b>Sewer</b>		
<b>Charge</b>	<b>2026 Rate</b>	<b>2025 Rate</b>
Sewer Base Charge – All Customers	\$30.06	\$29.52
Mult-Family & Mobile Home		
Per Dwelling Charge	\$5.70	\$4.11
Base Charge	\$30.06	\$29.52
Volume Charge (ccf)	\$8.94	\$8.78

<b>Stormwater</b>		
<b>Charge</b>	<b>2026 Rate</b>	<b>2025 Rate</b>
Single Family Detached Residential Property	\$12.32	\$12.00
Other Developed Property	\$12.32	\$12.00

Water	2026 Rate		2025 Rate	
	Inside City Limits	Outside City Limits	Inside City Limits	Outside City Limits
Base Charge				
¾"	\$16.70	\$25.07	\$16.26	\$24.41
¾" LI (new for 2026)	\$11.71	\$17.56		
1" & 1 ¼"	\$22.48	\$33.73	\$21.89	\$32.84
1 ½"	\$32.08	\$48.14	\$31.24	\$46.87
2"	\$43.65	\$65.46	\$42.50	\$63.74
3"	\$74.76	\$112.14	\$72.79	\$109.19
4"	\$109.42	\$164.11	\$106.54	\$159.80
6"	\$205.57	\$308.39	\$200.17	\$300.28
8"	\$321.00	\$481.50	\$312.56	\$468.84
Water Use/CCF				
Residential – Block 1 (0-8)	\$2.33	\$3.51	\$2.28	\$3.44
Residential Block 2 (8-20)	\$3.09	\$4.66	\$3.03	\$4.56
Residential Block 3 (20+)	\$3.87	\$5.77	\$3.79	\$5.65
Multi-family Residential	\$2.31	\$3.47	\$2.26	\$3.40
Commercial	\$2.89	\$4.35	\$2.71	\$4.08
Agricultural	\$1.76	\$2.61	\$1.72	\$2.55
Res LI – Block 1	\$1.63	\$2.46		
Supply Line Size				
2 inch or less	\$31.01	\$70.33	\$30.20	\$68.48
3 inch	\$56.60	\$121.34	\$55.12	\$118.15
4 inch	\$85.50	\$178.84	\$83.25	\$174.14
6 inch	\$164.99	\$338.41	\$160.65	\$329.52
8 inch or more	\$261.33	\$529.90	\$254.46	\$515.97

**Recommendation:**

Staff recommends approval of fee schedule rate increases for Sewer, Stormwater, and Water utilities.

*Staff Report*

---

*Department of Community Development*

**TO:** Mayor / City Council  
**FROM:** Chris Pasinetti, Community Development Director  
**DATE:** January 12, 2026  
**SUBJECT:** Fee Resolution No. 1865, School Impact Fee Adjustment

---

**Background:**

School Impact fees are listed within the fee resolution, and those fees include an automatic adjustment each year. The resolution states: "Increase each year by Consumer Price Index for the Seattle Area on April 1 as published by the U.S. Bureau of Labor Statistics."

**Analysis:**

The current school impact fee was increased by the CPI on April 1, 2025. The existing fee resolution has not been updated to reflect that change. The proposed fee resolution would reflect the change made back in April.

**Recommendation:**

Staff recommend passing Resolution No. 1865



*Staff Report*

---

*Department of Police*

**TO:** Mayor / City Council  
**FROM:** Tim Floyd, Police Chief  
**DATE:** January 7, 2026  
**SUBJECT:** Additions to fee schedule – gun dealer employee fingerprints

---

**Background:**

On July 1, 2025, RCW 9.41.110(5) changed to require all firearm dealer employees to receive a fingerprint background check annually, the same as the firearm dealer receives when they obtain their State Firearm Dealer license from the law enforcement agency with jurisdiction over the location of the store. This background check process should be the exact same as that which is followed for the firearm dealer, because only a law enforcement agency has the resources and knowledge to determine if a person would be ineligible for a concealed pistol license.

**Analysis:**

A dealer shall require every employee who may sell a firearm in the course of his or her employment to undergo fingerprinting and a background check in advance of engaging in the sale or transfer of firearms and to undergo a background check annually thereafter. An employee must be at least 21 years of age, eligible to possess a firearm, and must not have been convicted of a crime that would make the person ineligible for a concealed pistol license, before being permitted to sell a firearm. Every employee shall comply with requirements concerning purchase applications and restrictions on delivery of firearms that are applicable to dealers.

**Recommendation:**

Staff recommend adopting the following new fingerprinting fees set by the Washington State Patrol:

Dealer Employee Fingerprints

Electronic Transmittal	\$21.00
Paper Mail-in	\$ 58.00

---

**RESOLUTION NO. 1865**

**A RESOLUTION OF THE CITY OF ENUMCLAW, KING COUNTY, WASHINGTON  
AMENDING RESOLUTION NO. 1859 TO AMEND FEES.**

**Whereas**, Resolution No. B384 initially established fees which were revised by subsequent resolutions, and

**Whereas**, an amendment of Resolution No. 1859, the current fee resolution, is appropriate to amend fees to Community Development, Police, and Public Works.

**Now, therefore, the City Council of the City of Enumclaw, King County, Washington does hereby resolve as follows:**

**Section 1:** Resolution No. 1859 as authorized by Ordinance No. 1366 – Publication of Fees and Charges, hereby repeals and replaces Exhibit A.

**Section 2:** Severability. If any provision of this resolution and/or the resolutions listed in the findings of fact above and/or Ordinance No. 1366 is determined to be invalid or unenforceable for any reason, the remaining provisions of this resolution and/or the resolutions listed in the findings of fact above and/or Ordinance No. 1366 shall remain in force and affect.

**Section 3:** Corrections by City Clerk or Code Reviser. Upon approval of the City Attorney, the City Clerk and the Code Reviser are authorized to make the necessary corrections to this resolution, including correction of clerical errors; resolution, section, or subsection numbers; or reference to other local, state, or federal laws, codes, rules, or regulations.

PASSED IN REGULAR AND OPEN SESSION this \_\_\_\_ day of \_\_\_\_\_ 2026.

\_\_\_\_\_  
Anthony Wright  
Mayor  
INTRODUCED \_\_\_\_\_  
PASSED \_\_\_\_\_  
APPROVED \_\_\_\_\_

Attested:

Approved as to Form:

\_\_\_\_\_  
Jessica Rose  
City Clerk

\_\_\_\_\_  
Michael J. Reynolds  
Assistant City Attorney

<b>FEE SCHEDULE</b>	
<del>(Updated November 10, 2025 per Resolution No. 1859)</del> (Updated January 12, 2026 per Resolution No. 1865)	
<b>Fees that are applicable to sales tax will be included in amount listed below</b>	
<b>BUSINESS LICENSES</b>	
<b>GENERAL BUSINESS LICENSES</b>	
New License Fee	\$50.00
Renewal Fee	\$25.00
Renewal Fee for Multiple Businesses owned by one person at one location	\$25.00 for the first business, no fee for each additional business
Penalty for Late Renewal	\$5.00 per month/max \$15.00
Replacement License	\$10.00
<b>SPECIAL LICENSES (50% discount after January 1st, only for yearly licenses)</b>	
Adult Oriented Business	\$500.00 per year
Amusement Devices	\$12.00 per machine
Cabaret – with dancing	\$350.00 per year
Cabaret – without dancing	\$50.00 per year
Cabaret – one time event (valid 24 hours)	\$150.00 per event
Carnivals, Circuses & Shows	\$50.00 per event
Dances	\$60.00 per event
Fireworks Stand	\$100.00 plus \$100.00 refundable deposit
Gambling	General Business License (if applicable)
Home Occupations	Same fee as General Business License and renewal
Pawnbrokers	\$150.00 per year
Private Detectives & Security Guards	General Business License (if applicable)
Short Term Rental	\$150.00 per year
Solicitors & Mobile Vendors	\$35.00 per day/\$170.00 per year
Tow Truck Operators	General Business License (if applicable)
<b>COMMUNITY DEVELOPMENT DEPARTMENT</b>	
<b>BUILDING PERMITS</b>	
<p>Building permit fees are based on the valuation of the project. The Building Official calculates the valuation of work for all permits. The valuation listed on the application shall be an estimate of the fair market value of construction including all labor and materials and may not be the same valuation calculated by the Building Official during review.</p> <p>The Building Official calculates valuation using the most recent edition of the Building Valuation Data (BVD) Square Foot Construction Costs Table published by the International Code Council. The BVD table is based on new construction. The Following percentages apply to the valuation of different work types, as described in the permit application scope of work:</p> <ul style="list-style-type: none"> <li>- New construction, additions, etc.: 100% of BVD</li> <li>- Structural alteration to existing building, equipment, commercial re-roof, commercial coach, similar construction not falling into another category: The valuation listed on the application shall be used concurrent with the approval of the Building Official.</li> <li>- Non-refundable technology Fee will be assessed at 10% of the building permit fees and all application fees for planning, fire and public works permit applications.</li> </ul>	
Total Valuation	Fee
\$1.00 to \$500.00	\$30.00
\$501.00 to \$2,000.00	\$30.00 for the first \$500.00, plus \$3.93 for each additional \$100.00 or fraction thereof up to and including
\$2001.00 to \$25,000.00	\$88.95 for the first \$2,000.00, plus \$16.50 for each additional \$1,000.00 or fraction thereof up to and
\$25,001.00 to \$50,000.00	\$468.45 for the first \$25,000.00, plus \$13.00 for each additional \$1,000.00 or fraction thereof up to and
\$50,001.00 to \$100,000.00	\$793.45 for the first \$50,000.00, plus \$10.00 for each additional \$1,000.00 or fraction thereof up to and

\$100,001.00 to \$500,000.00	\$1293.45 for the first \$100,000.00, plus \$7.00 for each additional \$1,000.00 or fraction thereof up to and
\$500,001.00 to \$1,000,000.00	\$4093.45 for the first \$500,000.00, plus \$6.00 for each additional \$1,000.00 or fraction thereof up to and
\$1,000,001.00 and up	\$7043.45 for the first \$100,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof.
<b>OTHER RELATED BUILDING PERMITS</b>	
Plan Review	65% of the permit fee when required
Master Plan Review	25% of the plan review fee as specified in the Master Plan Policy
Additional plan review required by changes, additions, revisions to plans or related Fire Code requirements	\$146.07 per hour (1 hour minimum charge)
Re-inspection Fee	\$146.07 per hour (1 hour minimum charge)
Inspections for which no fee is specifically indicated (such as windows)	\$146.07 per hour (1 hour minimum charge)
For use of outside consultants for plan review and inspection, or both	Cost to the City plus \$25.00 per invoice. Deposit of estimated building permit fee based on valuation required at the time of application. Balance will be adjusted or invoiced upon completion.
Washington State Energy Code Plan Review	\$146.07 per hour
Mobile Home/Modular Office Setting	\$230.00 each plus \$146.07 per hour for plan review, when applicable
For Work Commenced Without First Obtaining Authorization or Permit or Both	Fee equal to the permit amount shall be paid along with the permit cost prior to a permit being issued.
Sign Permit/Permanent	\$100.00 each up to the first three signs, plus \$40.00 for each additional sign
Sign Permit/Temporary	\$45.00
Plan Review for Sign Permit (if required)	\$146.07 per hour for plan review, when applicable
Demolition Permit	\$150.00 each
Re-roof (Commercial Building)	Based on permit valuations (total value of labor, materials, and labor) for which the permit being used.
Re-roof (Residential)	\$146.07 each
Fuel Oil Tank Removal (Residential) – (for Commercial, see Fire Dept.)	\$146.07 each
Paint Spray Booth	\$146.07 each plus \$146.07 per hour for plan review, when applicable
For work commenced without first obtaining authorization or permit or both	Fee equal to the permit amount shall be paid along with the permit cost prior to a permit being issued.
Swimming Pool any new residential	\$146.07 each plus \$146.07 per hour for plan review, when applicable
Swimming Pool and new commercial	Based on permit valuations (total value of labor, materials, and labor) for which the permits being issued.
House Moving Fees: Pre-move inspection and notification	\$146.07 per hour
<b>PLUMBING PERMIT</b>	
Plumbing Permit - New Single-Family Dwelling	\$165.00
Plumbing Permit	\$35.00 each plus plumbing fixture unit fees
Supplemental Plumbing Permit for which the original permit has not expired, been canceled or finalized	\$15.00 each plus plumbing fixture unit fees
Back-Flow Permit	\$40.00 each plus unit fee for each device
<b>PLUMBING FIXTURE UNIT FEE SCHEDULE (in addition to Plumbing Permits)</b>	
<b>PLUMBING FIXTURE</b>	<b>Commercial/Residential</b>
Vats or other waste diluting tanks	\$22.00 each
Acid waste line and/or tank	\$22.00 each
Back-flow Protective Device	\$30.00 each
Bathtubs and/or combination bath and shower	\$10.00 each
Beverage dispenser and/or pop machine	\$22.00 each
Clinic, kitchen, laundry and/or mop sink	\$10.00 each

Dental chair and/or unit	\$10.00 each
Dishwasher and/or washing machine	\$10.00 each
Drinking fountain, water cooler and/or ice machine	\$10.00 each
Floor sinks, floor drains and/or indirect waste receptors	\$10.00 each
Floor gutter, condensate drains and/or shower stall	\$10.00 each
Garbage disposal	\$10.00 each
Gas piping: (serving 1 to 4 outlet(s))	\$10.00 each
Gas piping for each additional hook-up	\$4.00 each
Grease trap	\$40.00 each
Grease Interceptor	\$80.00 each
Hose bib and/or outside water faucets	\$10.00 each
Lavatory, water closet, toilet, privy, urinal and/or bidet	\$10.00 each
Medical gas piping system: (serving 1 to 5 outlet(s) and/or inlet(s))	\$70.00 each
Medical gas for each additional inlet(s) and/or outlet(s)	\$7.00 each
Pool, spa and/or hot tub	\$80.00 each
Pumps	\$10.00 each
Rain leaders, overflows and/or roof drains	\$10.00 each
Sump, sewage and/or ejector pump	\$10.00 each
Surgical vacuum system: (per NFPA-96)	\$100.00 each
Water heater and/or vent	\$10.00 each
Water hammer arrestors	\$10.00 each
For each repair or alteration of a drainage or vent piping	\$10.00 each
Unclassified fixture or equipment	\$10.00 each
<b>OTHER RELATED PLUMBING PERMITS</b>	
Plan review	65% of the total permit fee
Inspections outside of normal business hours	\$192.46 per hour (2 hr minimum charge)
Re-inspection fee	\$146.07 per hour (1 hr minimum charge)
Inspections for which no fee is specifically indicated	\$146.07 per hour (1 hr minimum charge)
Additional plan review required by changes, additions or revisions to approved plans	\$146.07 per hour (1 hr minimum charge)
For the use of outside consultants for both review and inspection or both	Actual Cost (Actual costs include administrative and overhead costs)
<b>MECHANICAL PERMITS</b>	
Mechanical Permit – New Single-Family Dwelling	\$165.00 each
Mechanical Permit	\$35.00 each plus unit fees
Supplemental Mechanical Permit for which the original permit has not expired, been canceled or finalized	\$10.00 each
<b>UNIT FEE SCHEDULE (in addition to Mechanical Permits)</b>	
<b>Mechanical Unit Fee</b>	<b>Commercial/Residential</b>
Residential installation or relocation of each furnace or burner, including ducts and vents attached to such appliance, up to and Including 40,000 BTU/H	\$15.00 each

Residential installation or relocation of each furnace or burner, including ducts and vents attached to such appliance, up to and Including 70,000 BTU/H	\$20.00 each
Installation or relocation of each furnace or burner, including ducts and vents attached to such appliance, up to and Including 100,000 BTU/H	\$35.00 each
Installation or relocation of each furnace or burner, including ducts and vents attached to such appliance over 100,00 BTU/H	\$58.00 each
Installation or relocation of each suspended unit heater, infrared heater, recessed wall heater and/or floor-mounted heater	\$20.00 each
Installation, relocation or replacement of wood and or gas stove, fireplace, gas insert, gas fireplace	\$15.00 each
<b>Appliance Vents:</b>	
Installation, relocation or replacement of each appliance vent installed and not included in a permit	\$10.00 each
Installation, relocation or replacement of each appliance not listed	\$10.00 each
Installation, relocation or replacement of water heater and vent	\$10.00 each
Installation, relocation or replacement of clothes dryer and vent	\$10.00
Repair of, the 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	\$17.00
<b>Compressors and Absorption Systems: (including heating units and roof units)</b>	
Installation or relocation of each heating unit or compressor to and including 3 horsepower or each absorption system (heat pump) to and including 100,00 Btu/h	\$22.00 each
Installation or relocation of each heating unit or compressor over 3 horsepower, to and including 15 horsepower or each absorption system (heat pump) over 100,00 BTU/H to and including 500,000 Btu/h	\$36.00 each
Installation or relocation of each heating unit or compressor over 15 horsepower to and including 30 horsepower or each absorption system (heat pump) over 500,000 BTU/H to and including 1,000,000 Btu/h	\$50.00 each
Installation or relocation of each heating unit or compressor over 30 horsepower to and including 50 horsepower or each absorption system (heat pump) over 1,000,000 BTU/H to and including 1,750,000 Btu/h	\$70.00 each

Installation or relocation of each heating unit or compressor over 50 horsepower, or each absorption system (heat pump) over 1,750,000 Btu/h	\$120.00 each
<b>Air Handlers</b>	
Air-Handling unit to and including 10,000 cubic feet per minute (cfm), including ducts NOTE: This fee does not apply to an air-handling unit for which a permit is required elsewhere in the Mechanical Code	\$13.00 each
Air-Handling unit over 10,000 cfm	\$24.00 each
<b>Evaporative Coolers</b>	
Evaporative cooler other than portable type	\$20.00 each
<b>Ventilation and Exhaust:</b>	
Ventilation fan connected to a single duct, stationary fan, ventilation system spot, and kitchen ranges	\$10.00
Ventilation system which is not a portion of any heating or air-conditioning system authorized by permit	\$13.00
Ventilation system of the ducts, and diffusers only	\$14.00
Installation of each hood which is served by mechanical exhaust, including the ducts for each hood	\$10.00
For automatic fire extinguishing system for class 1 hoods	\$60.00
For class-1 hood and vent fan	\$100.00
For class-2 hood and vent fan	\$80.00
<b>Cooling Tower:</b>	
Installation or relocation of each cooling tower	\$44.00 each
<b>Gas Piping:</b>	
Installation or relocation of up to and including four (4) outlets	\$10.00 each
Installation or relocation of each outlet over four (4)	\$4.00 each
<b>Miscellaneous:</b>	
Appliance or Piece of equipment regulated by the mechanical code but not classed in other appliance categories, or for which no other fee is listed above	\$10.00 each
<b>OTHER RELATED MECHANICAL FEES</b>	
Plan Review	65% of the total permit fee
Re-inspection Fees	\$146.07 per hour (1 hr minimum charge)
Inspections outside of normal business hours	\$192.46 per hour (2 hr minimum charge)
Inspections for which no fee is specifically indicated	\$146.07 per hour (1 hr minimum charge)
For the use of outside consultants for review and inspection or both	Actual Cost (Actual costs include administrative and overhead costs)
For the use of outside consultants for review and inspection or both	Actual Cost (Actual costs include administrative and overhead costs)

Additional review Required by changes, additions or Revisions to Approved Plans, Including Review for Sizing Gas Piping	146.07 per hour (1 hour minimum charge)
Generator	\$67.00 each
<b>PLANNING AND LAND USE</b>	
Accessory Dwelling Unit	\$350.00
Comprehensive Plan Text and/or Map Amendment Request (including concurrent rezone)	\$3,500.00 plus public notification costs
Technical map amendment to comprehensive plan or zoning map (minor reconfiguration of a line between zones/designations where acreage in each zone remains the same)	\$500.00 plus public notification costs
Conditional Use Permit to establish residential use of an existing non-conforming single-family dwelling in the CB-1,	\$750.00
Conditional Use Permit, all others	\$3,500.00 plus public notification costs
Final Plat	3,200.00 plus \$20.00 per lot
Final Short Plat	\$750.00
Lot Line Adjustment/Elimination	\$700.00
Mobile Home Park, RV Park or Trailer Court	\$3,700.00 plus \$50 per lot, plus public notification costs
Planned Unit Development	\$3,800.00 plus \$50 per lot, plus public notification costs
Zoning Verification	\$69.57 per hour
Plat Alteration Fees (or revision to approved Development Agreement) and Modification of Approved Preliminary Plat prior to Final Plat Approval	Plat alteration and preliminary plat modification fees determined after review whether the changes requested are minor or major. A minor change is done administratively and the fee is 1/4 of the cost of the preliminary plat fee. A major change requires a public hearing, or City Council meeting, and the fee is 1/2 of the cost of the preliminary plat fee. A public notice board and deposit are required for a major alteration. For major alterations the deposit amount shall be one-half of the cost of the preliminary plat fee.
Preliminary Subdivision Plat	\$4,500.00 plus \$50.00 per lot, plus public notification costs
Quarrying and Mining Permit	\$1,000.00
Rezone (not processed concurrent with Comprehensive Plan Map Amendment)	\$3,500.00 plus public notification costs
Pre-Application – Single Family and Home Occupations	No Fee
Pre-Application – All Other Development	\$200.00
Formal Code Interpretation	\$50.00
Short Plat	\$2,500.00 plus public notification costs
Temporary Permits	\$300.00
RV Occupancy Permits and RV Temporary Permit	\$100.00
Temporary Permit – Outdoor Christmas Tree and Wreath Sales between November 20 and December 26 and Fireworks Stands	No fee for temporary use, general business license and special license fees apply
Variance	\$500.00 each single-family units
Appeals	\$800.00
Multifamily Tax Exemption Applications	\$3,000.00
<b>Environmental:</b>	
Environmental Checklist Review – SEPA	\$550.00 plus public notification costs
Environmental Impact Statement – EIS	\$100.00 per hour plus consulting fees
Critical Area Permit	\$320.00 plus public notification costs

Critical Area Permit Review (if warranted)	\$ hourly rate of consultant per city contract	
Shoreline Exemption	\$25.00 plus SEPA (if applicable)	
Shoreline Substantial Development Permit	\$500.00 plus SEPA (if applicable)	
Shoreline Conditional Use Permit	\$3,000.00 plus SEPA (if applicable)	
Shoreline Variance – Single Family Residence or Accessory Dwelling Unit	\$500.00 plus SEPA (if applicable)	
Shoreline Variance – All Other Development	\$3,000.00 plus SEPA (if applicable)	
<b>Design Review Board:</b>		
Signs	\$100.00	
Modifications or additions to existing multi-family, commercial, industrial, office, and public properties	\$130.00	
Project Review < 500 square feet	\$250.00	
Project Review ≥ 500 square feet	\$500.00	
Site Plan approvals in public & hospital	\$2,000.00	
<b>Temporary Mobile Office &amp; Night Watchman's Quarters:</b>		
First Year	\$100.00	
Second Year	\$200.00	
Third Year	\$400.00 doubling in like amounts each consecutive year (maximum of 3 years)	
<b>Annexation:</b>		
60% Petition Method (collected at time of 60% petition submittal)	\$850.00 plus public notification costs	
<b>Custom Maps and More:</b>		
Maps, creation of custom map products. A custom map product includes any new map or custom, non-xerographic enlargements, reduction, etc. of a standard map product	Minimum charge is one-half hour of the hourly rate determined by Resolution. Hourly Charges plus \$2.50 per square foot of map area.	
Computer Aided Design and Drafting (CADD), Geographic Information System (GIS), and/or Mapping Information	CADD, GIS, or Mapping data is billed on an hourly basis plus actual costs of any required storage media. Minimum charge is one-half hour of hourly rate determined by Resolution.	
<b>Planning and Land Use Prints:</b>	<b>Black &amp; White</b>	<b>Color</b>
11 X 17	\$1.00	\$2.00
18 X 24	\$2.00	\$3.00
24 X 36	\$4.00	\$6.00
30 X 42	\$6.00	\$8.00
<b>School District Impact Fees*:</b>		
Single Family Residential	\$6,376.46 <del>\$6,220.94</del> per dwelling unit	
Multi-family Dwelling	\$1,850.19 <del>\$1,805.06</del> per dwelling unit	
*As outlined in EMC Section 19.24.070. Increase each year by Consumer Price Index for the Seattle Area on April 1 as published by the U.S. Bureau of Labor Statistics.		
<b>Fire Facility Impact Fees*:</b>		
Residential Dwelling Units	\$2,383.13 per dwelling unit	
Commercial Development	\$0.35 per square foot of commercial building development	
*As outlined in EMC Section 19.24.090		
<b>Park Impact Fees*:</b>		
Single Family Residential	\$2200.00 per dwelling unit	
Multi-family Dwelling	\$1474.00 per dwelling unit	
*As outlined in EMC Section 19.24.080		
<b>Transportation Impact Fee*:</b>		
Single Family Residential	\$4491.00 per dwelling unit	
Multi-family Dwelling	\$2437.00 per dwelling unit	

** Commercial and other uses as outlined in Table 4 of the City of Enumclaw Transportation Impact Fee Update dated March 1, 2025, as outlined in EMC Section 19.24.070	
<b>Administrative Fees</b>	
Single Family	\$35.00 per permit
ADU	\$35.00 per permit
Multi-Family	\$70.00 per permit
Non-Residential	\$35.00 or 1% of the impact fee charged whichever is greater
<b>FIRE FEES</b>	
Fire Plan Review Fee for Building Permit Review	40% of Building Plan Review Fee
Re-inspection Fees for New Construction and Tenant Improvements	\$146.07 per hour
Fire Alarm Permit	\$315.00 plus \$1.55 for each device plan review cost of \$146.07 per hour (2 hr minimum charge)
Fire Sprinkler Permit (also needs fire alarm permit)	\$315.00 for first 10 heads plus \$1.07 for each additional head plan review cost of \$146.07 per hour (2 hr minimum charge)
Fire Suppression System (other than sprinklers)	\$315.00 each plus plan review cost of \$146.07 per hour (2 hr minimum charge)
Fuel Oil Tank Removal (Commercial)	\$220.00 each plus \$146.07 per hour for plan review, when applicable (2 hr minimum charge)
<b>Fire Alarm Violations:</b>	
First False Alarm	No fine, warning
Second False Alarm	No fine, warning
Third False Alarm	\$135.00
Fourth and Subsequent False Alarms	\$270.00
<b>Miscellaneous:</b>	
Plan Review/Inspection Fee, or for which no other is listed above	\$146.07 per hour
Inspections outside of normal business hours	\$192.46 per hour (2hr minimum charge)
<b>ENGINE COMPANY LEVEL RE-INSPECTION FEES</b>	
1st Re-Inspection Fee Conducted 30 days after initial inspection	\$0.00
2 <sup>nd</sup> Re-Inspection Fee Conducted 44 days after initial inspection	\$60.00
3 <sup>rd</sup> Re-Inspection Fee Conducted 58 days after initial inspection	\$85.00
4 <sup>th</sup> Re-Inspection Fee and all other subsequent re-inspections Conducted 65 days after initial inspection	\$120.00
<b>Miscellaneous:</b>	
Duplication costs will be paid prior to duplication process. Applicable postage will be added if copies are mailed.	
Photocopying	\$0.15 per page - black and white \$0.25 per page - color
Creation or Duplication of Video/Audio/DVD/CD or Recordings	\$5.00 DVD or CD \$10.00 Memory Stick No fee for discovery file copy
Duplication of Photographs	\$10.00 per request plus actual cost of duplication charged by third party
Labels run on business register/other files	\$35.00
Listing run on business register/other files	\$15.00
City fee for processing passports	\$35.00 (as authorized by the US Department of Commerce and Bureau of Consumer Affairs, and any future amendments)
Community banner fee	\$75.00
Returned check penalty	\$25.00 (thereafter only certified check or cash will be accepted for payment for a period of 12 months)

Interest rate on delinquent accounts/debts not otherwise established on fee resolution	1% per month with \$5.00 monthly minimum	
Scanning of documents	\$0.10 per page	
<b>Cemetery/Community Center/Golf Course</b>		
<b>City Parks/Ball Field Use/Miscellaneous/Aquatic Center Cemetery/Community Center/Golf Course</b>		
Activenet Administrative Processing Fee	\$10.00 per applicable transaction	
<b>CITY PARKS/BALLFIELD USE</b>		
<b>Baseball/Softball Game/Tournament Use:</b>		
Boise Creek Park ball fields	\$34.00 per adult game/ \$29.00 per youth game	
4 Fields- One-day tournament	\$900.00	
6 Fields- Two-day tournament	\$1,200.00	
4 fields- two-day tournament	\$1,400.00	
6 fields- two-day tournament	\$1,550.00	
Deposit per Tournament	\$250.00	
<b>General Use (non-baseball/softball game use) of Boise Creek Park:</b>		
General Use	\$12.00 per hour	
<b>City Parks Miscellaneous:</b>		
Schedule Change	\$11.00 per notification	
Schedule Conflict	\$22.00 per occurrence	
Resale Items Sold	Park Board Review/Approval	
Use of Lights at Boise Creek Park	\$23.00 per hour	
<b>Maintenance Fee Program for Ball Fields:</b>		
Field Prep	\$26.00	
Deluxe Prep (includes batter's box, \$28.00 on-deck circle, base coach boxes, and/or portable mounds)	\$33.00	
<b>Facility Rental - VFW Hall</b>	<b>General Rate</b>	<b>Non-Profit</b>
Monday-Thursday	\$50.00/hr (2 hr minimum)	\$25.00/hr (2 hr minimum)
Friday	\$100.00/hr (2 hr minimum)	\$50.00/hr (2 hr minimum)
Saturday/Sunday	Full Day (8am-8pm) \$750.00 or \$100/hr (2 hr minimum)	Full Day (8am-8pm) \$400.00 or \$50/hr (2 hr minimum)
Kitchen Use	\$50.00 per use	\$50.00 per use
Cancellation Fee	\$25.00	\$25.00
Federal/Observed Holidays	\$100.00 Additional Fee	\$50.00 Additional Fee
<b>Refundable Deposit</b>	<b>\$150.00</b>	<b>\$0.00</b>
<b>Cultural Programs:</b>	<b>Indoor</b>	<b>Outdoor</b>
Vendor - 6' x 10' space	\$35.00	\$25.00 - \$40.00
Vendor - 10' x 10' space	\$45.00	\$25.00 - \$45.00
"Roving" Vendor	\$15.00 - \$35.00	\$15.00 - \$35.00
Power (if available)	\$5.00/day	\$5.00/day
No Show Fee	\$20.00	\$20.00
<b>Special Events:</b>		
Application Fee	\$25.00	
Special Event Fee (after event approval)	\$100.00	
<b>Special Event Additional Services:</b>		
Public Work Staff	\$50.00 per hour	
Police Officer (Police Scope Services Agreement)	Separate agreement (\$125.00 per hour with a 4-hour minimum)	
Dumpsters (required for events over 200)	\$150.00 per dumpster	
Sani Cans (required for events over 200)	Applicant will have the opportunity to utilize our downtown Sani cans on a seasonal basis May - September. The usage of these units will be charged at \$100 per event. If the event is over the capacity that our units can handle an outside contract must be obtained and applicant must provide proof of reservation.	

Barricades (4 hours of labor for barricades, cones, etc)	\$50.00 per hour x 4 hours = \$200.00	
Street Sweeper (required for parades and street fairs)	\$200.00 per hour	
<b>Parks - Other:</b>	<b>Non-Profit (501c3) Organization Use:</b>	<b>Commercial Use:</b>
20' x 30' Canopy	Cost for delivery, set-up and take down: \$25 per hour on weekdays; \$50 per hour on weekends and holidays	\$200.00 rental fee plus the cost of delivery, set-up, and take down: \$25 per hour on weekdays; \$50 per hour on weekends and holidays
10' x 20' Canopy		\$150.00 rental fee plus the cost of delivery, set-up, and take down: \$25 per hour on weekdays; \$50 per hour on weekends and holidays
15' - 4' x 8' Stage Sections		\$250.00 rental fee plus the cost of delivery, set-up, and take down: \$25 per hour on weekdays; \$50 per hour on weekends and holidays
Damage Deposit	\$100.00	\$100.00
<b>AQUATIC CENTER</b>		
<b>Facility Fee/Aquatics:</b>	<b>Fee</b>	
Pool Rental - 25 or less	\$155.00	
Pool Rental - 26-50 people	\$192.00	
Pool Rental - 51-75 people	\$230.00	
Pool Rental - 76-100 people	\$268.00	
Pool Rental - 101-125 people	\$305.00	
Party Room/Community Room Rental	\$52.00/50 minutes	
Wibit toy rental per hour (entire toy)	\$116.00	
1 hour Wibit Party Package (up to 25 people)	\$283.00	
2 hour Wibit Party Package (up to 25 people)	\$515.00	
School District pool rental per hour	\$90.00	
ESD 2nd Graders per session	\$482.00	
Special Olympics per hour	\$120.00	
ESD inclusive Classes per hour	\$84.00	
Swim Team rental per hour— entire pool	\$95.00	
Discount Swim/Shower	\$4.75	
Public Swim/Lap Swim/Water Walking – adult	\$8.75 per hour 10 visits/\$79.00	
Public Swim /Family Swim/Lap Swim/Water Walking - senior/youth/disabled/military	\$7.25 per hour 10 visit/\$65.00	
Family drop-in (public/family swim)	\$23.25 per hour	
1 hour Drop-in senior/youth/disabled/ military water exercise	\$8.75 10 visits/\$79.00	
1 hour Drop-in adult water exercise	\$10.25 10 visits/\$93.00	
Locker Rental - coin operated	\$0.25	
<b>Splash Passes:</b>		
1 Month Splash senior/youth/disabled/ military pass	\$70.00	
1 Month Splash adult pass	\$87.00	
1 Month Splash family pass	\$167.00	
1 year Splash senior/youth/disabled/military pass	\$301.00	

1 year Splash adult pass	\$379.00
1 year Splash Family Pass	\$758.00
<b>Exercise Passes:</b>	
Exercise 1 month senior/youth/disabled/ military pass	\$87.00
Exercise 1 month adult pass	\$102.00
Exercise 1 year senior/youth/disabled/ military pass	\$368.00
Exercise 1 year adult pass	\$435.00
<b>Swim Lessons:</b>	
Swim Lesson per 1/2 hour preschool/youth	8 Lessons/\$89.00
Swim Lessons per 1/2 hour parent/tot	8 lessons/\$70.25
Private Lesson per 1/2 hour	\$42.25
Semi-private Lesson 1/2 hour 2 students	\$35.50
Eels Swim Team	\$276
<b>CEMETERY</b>	
Extended Land use - one-half of current lot price.	
<b>Lot Charges:</b>	
Infant	\$300.00
Cremation Lots	\$725.00
Sections 1 – 6	\$1,650.00
Specific Blocked View Lots In Section 5 and 6	\$1,000.00
Section 7 and 8 Lots, Excluding Upright Sections	\$2,750.00
Specific Upright Monument Area Lots In Section 7 and 8	\$4,000.00
<b>Mausoleum Crypts:</b>	
First Level + Westminster (2 spaces)	\$7,600.00
Second Level	\$6,350.00
Third Level	\$6,350.00
Fourth Level	\$5,395.00
<b>Mausoleum Niche - North Facing: Wall "A"</b>	
First Level – Single	\$1,375.00
First Level – Double	\$2,075.00
Second Level – Single	\$1,450.00
Second Level – Double	\$2,175.00
Third Level – Single	\$1,995.00
Third Level – Double	\$2,992.00
Fourth Level – Double	\$3,292.00
Fifth Level – Double	\$3,292.00
Sixth Level – Double	\$2,000.00
Seventh Level – Single	\$1,250.00
Seventh Level – Double	\$1,900.00
Eighth Level – Single	\$1,200.00
Eighth Level – Double	\$1,800.00
<b>Mausoleum Niche - South Facing: Wall "B"</b>	
First Level - Single	\$2,065.00
First Level – Double	\$3,120.00
Second Level – Single	\$2,175.00
Second Level – Double	\$3,265.00
Third Level – Single	\$2,995.00
Third Level – Double	\$4,492.00
Fourth Level – Single	\$2,995.00

Fourth Level – Double	\$4,492.00
Fifth Level – Single	\$2,795.00
Fifth Level – Double	\$4,192.00
Sixth Level – Single	\$2,100.00
Sixth Level – Double	\$3,150.00
Seventh Level – Single	\$1,875.00
Seventh Level – Double	\$2,850.00
Eighth Level – Single	\$1,800.00
Eighth Level – Double	\$2,700.00
<b>SENIOR ACTIVITY CENTER</b>	
<b>General Use:</b> No admission charged for attendance	
All day (eight hours)	\$300.00 per day
Hourly	\$40.00 per hour
<b>Commercial Use:</b> Admission is charged for attendance	
All day (eight hours)	\$300.00 per day
<b>Non-Profit (501C) Organization Use:</b>	
Usage limited to one weekend per month	\$20.00 per hour
Kitchen Use (includes plate ware)	\$50.00 additional
Cleaning/damage deposit	\$200.00
Cancellation Fee	\$25.00
Key Deposit	\$50.00
<b>POLICE DEPARTMENT</b>	
Animal License (issued at City Hall)	As per King County Ordinance
Fingerprinting	\$10.00 per card
<b>Dealer Employee Fingerprints:</b>	
Electronic Transmittal	\$21.00
Paper Mail-In	\$58.00
<b>Commitment Fees:</b>	
Contract	\$120.00 per day payable in advance
Non-Contract	\$140.00 per day payable in advance
Self-Commit	\$150.00 per day payable in advance
Administrative Booking Fee	\$50.00
<b>Concealed Pistol License:</b>	
Original	\$48.00*
Renewal	\$32.00*
Charge for late renewal	\$42.00*
Replacement	\$10.00*
Process Service	\$20.00
<b>Miscellaneous Fees:</b>	
Photocopying	See: Miscellaneous Fees
Duplication of Photographs	See: Miscellaneous Fees
Audio and Video Tape Reproduction	See: Miscellaneous Fees
Scanned Documents	See: Miscellaneous Fees
Body-Worn Camera Video/Audio Redaction and Copying	\$1.00 per minute
Miscellaneous Review (Immigration checks, VISA letter, etc)	\$10.00
Police Impound Storage	\$40.00 per day
*As authorized under RCW 9.41.070 and future amendemnts	
<b>PUBLIC WORKS DEPARTMENT</b>	
<b>REVIEW AND INSPECTIONS</b>	

The costs of City review and inspection of infrastructure improvements including but not limited to sanitary sewer, water lines, pump station, street and storm water design		
City Staff review/inspection (engineer)	\$164.93 per hour (1 hr minimum charge)	
City Staff review/inspection (technician)	\$146.07 per hour (1 hr minimum charge)	
Consultant review/inspection/testing	Cost to the City plus \$25.00 per invoice	
Right-of-way vacation	\$300.00	
Inspections outside of normal business hours	\$192.46 per hour (2 hr minimum charge)	
<b>GAS UTILITY</b>		
<b>Gas Monthly Fees</b>		
Natural Gas is billed monthly. Charges include base charge of <b>\$13.15</b> base charge for residential accounts. Commercial account base charge per month is based on meter class. The volume charge is <b>\$1.3326</b> per therm for residential customers and <b>\$1.2793</b> per therm for commercial customers. Rates include a 6% municipal utility tax. Low income rate base charge of \$9.21 and the volume charge is \$.9328 per therm for residential customers.		
<b>Charge Type - Class</b>	<b>Residential</b>	<b>Commercial</b>
<b>Base Charge</b>	\$13.15	<b>**See below</b>
250		\$19.70
425		\$25.48
880		\$37.07
1M-7M		\$92.66
7.1M+		\$150.58
<b>Charge Type</b>	<b>Prior to 07/25/2021</b>	<b>After to 07/25/2021</b>
Climate Commitment Act Charge - Chg per ccf	\$0.05	\$0.22
<b>Gas Account Deposit for Rentals:</b>		
Commercial	1/6 of annual amount billed for same or similar account	
Residential Utility Deposits	1/6 of annual amount billed for same or similar account (if property owner is unwilling to sign a guarantee of	
Customer requested temporary turn off and subsequent turn on	\$50.00	
Removal/Reset gas meter	\$200.00	
All work performed after hours	Minimum charge of two hours labor at time and one-half, double time on Sundays	
<b>Meter Deposit Fee for New Services:</b>		
250 size meter	\$591.91	
425 size meter	\$1,219.62	
630 size meter	\$2,197.97	
1000 size meter	\$2,478.40	
> 1000 size meter	\$ cost plus 10%	
<b>Annual Adjustment:</b>		
Each year there will be an automatic annual gas rate charge adjustment based on the Seattle indices identified in the EMC as well as the adjustments identified in the city utility rate studies.		
<b>SEWER UTILITY</b>		
<b>Sewer Base Charge</b>	<b>Per Month</b>	
Effective January 1, <del>2025</del> <b>2026</b> , the sewer base charge per month for all customer classes shall be <del>\$29.52</del> <b>\$30.06</b> , except multifamily and mobile home customers shall be charged <del>\$4.11</del> <b>\$5.70</b> per dwelling unit with a minimum of <del>\$29.52</del> <b>\$30.06</b> .		
<b>Surcharge for outside City connections</b>	<b>1.5 times the rate charged inside City Limits</b>	
<b>Volume charge:</b>		
Shall be <del>\$8.78</del> <b>\$8.94</b> per hundred cubic feet		
<b>Surcharge for outside City connections:</b>		
<b>Rate Surcharge</b>	<b>1.5 times the rate charged inside City Limits</b>	
<b>Capital Facilities Charge</b>		
Per equivalent residential unit (ERU) shall be due and payable	\$10,242.00	

~~Each year there will be an automatic annual sewer rate adjustment. These adjustments are based on a net across the board CPI-U adjustment.~~

**Side Sewer:**

Permit fee (includes review, one inspection & as-built plan)	\$400.00
Re-inspection fee	\$175.00 each

**Annual Adjustment:**

Each year there will be an automatic annual sewer rate and capital facilities charge adjustment based on the Seattle indices identified in the EMC as well as the adjustments identified in the city utility rate studies.

**Surcharge for outside City connections:**

Rate Surcharge	1.5 times the rate charged inside the City limits
----------------	---

**SOLID WASTE RESIDENTIAL GARBAGE, RECYCLE & YARDWASTE COLLECTION**

These rates apply to single-family dwellings and duplexes where a wheeled cart will adequately serve the customer based upon weekly pickup:

Garbage	Monthly Fee
Garbage 20-gallon Mini Cart	\$36.04
Garbage 32-gallon Cart	\$39.93
Garbage 64-gallon Cart	\$50.26
Garbage 96-gallon Cart	\$60.61
Extra Garbage	Per Pick up/each
Extra Garbage - 20 Gallon Bag/Can/Cart	\$4.93
Extra Garbage - 32 Gallon Bag/Can/Cart	\$5.83
Extra Garbage - 64 Gallon Bag/Can/Cart	\$8.21
Extra Garbage - 96 Gallon Bag/Can/Cart	\$10.60
Recycle	
96-gallon cart 1x EOW	Included
96-gallon cart 1x EOW Additional Cart	\$14.69
Yardwaste	
96-gallon cart 1x EOW	\$17.17
96-gallon cart 1x EOW Additional Cart	\$17.17
Extra 45-gallon bag/can	\$7.37/per bag/can

**COMMERCIAL GARBAGE, RECYCLE & YARDWASTE COLLECTION RATES**

Rates apply to all customer classes & Types other than single-family dwellings & duplexes where a wheeled cart will adequately serve the customer based upon weekly pickup:

Garbage Size of Container	Frequency of pick-up	Monthly Fee
20-Gal Mini Cart	1 x per week	\$21.36
32 Gallon Cart	1 x per week	\$25.24
64 Gallon Cart	1 x per week	\$35.59
96 Gallon Cart	1 x per week	\$45.92
1.5 cubic yd	1 x per week	\$197.33
	2 x per week	\$394.65
	3 x per week	\$591.98
	4 x per week	\$789.30
	5 x per week	\$986.63
3 cubic yd	1 x per week	\$386.73
	2 x per week	\$773.47
	3 x per week	\$1,160.20
	4 x per week	\$1,546.94
	5 x per week	\$1,933.67
4 cubic yd	1 x per week	\$505.13
	2 x per week	\$1,010.25
	3 x per week	\$1,515.37
	4 x per week	\$2,020.50

6 cubic yd	5 x per week	\$2,525.62
	1 x per week	\$741.90
	2 x per week	\$1,483.81
	3 x per week	\$2,225.70
	4 x per week	\$2,967.61
	5 x per week	\$3,709.51
8 cubic yd	1 x per week	\$967.53
	2 x per week	\$1,936.32
	3 x per week	\$2,904.48
	4 x per week	\$3,872.65
	5 x per week	\$4,840.80
<b>Extra Garbage</b>	<b>Frequency of pick-up</b>	<b>Per Pick up/each</b>
20 Gallon Bag/Can/Cart	Per Pick up	\$4.93
32 Gallon Bag/Can/Cart	Per Pick up	\$5.83
64 Gallon Bag/Can/Cart	Per Pick up	\$8.21
96 Gallon Bag/Can/Cart	Per Pick up	\$10.61
1 yd	Additional P/U as requested	\$32.88/1 yard
1 yd	Lid not closed/extra unit	\$32.88/1 yard
<b>Recycle</b>		
96-gallon cart 1x EOW	Included	
96-gallon cart 1x EOW Additional Cart	\$14.69	
<b>Yardwaste</b>		
96-gallon cart 1x EOW	\$17.17	
96-gallon cart 1x EOW Additional Cart	\$17.17	
Extra 45-gallon bag/can	\$7.37 ea	
<b>Temporary 30-day dumpster rental Size of Container</b>	<b>Frequency of pick-up</b>	<b>Monthly Fee</b>
Garbage 1.5yd – 8yd	Cost includes Initial Delivery/Removal	\$99.94
Garbage 1.5yd – 8yd	As requested	\$32.88/1yd
<b>OTHER SOLID WASTE UTILITY FEES</b>		
32/64/96-gallon recycling cart, one-time mandatory fee for new accounts or a replacement fee if the damage to the cart is caused by misuse or negligence	\$97.52/cart (collected at the time of the building permit issuance on new single-family homes/mobile homes/ADA) or a replacement fee if the damage to the cart is caused by misuse or negligence and is beyond repair	
96-gallon yardwaste cart, one-time mandatory fee for new accounts or a replacement fee if the damage to the cart is caused by misuse or negligence	\$97.52/cart (collected at the time of the building permit issuance on new single-family homes/mobile homes/ADA) or a replacement fee if the damage to the cart is caused by misuse or negligence and is beyond repair	
20/32/64/96-gallon garbage cart, one-time mandatory fee for new accounts or change in service or a replacement fee if the damage to the cart is caused by misuse or negligence	\$97.52/cart (collected at the time of the building permit issuance on new single-family homes/mobile homes/ADA) or a replacement fee if the damage to the cart is caused by misuse or negligence and is beyond repair	
Tampering Fee - 20/32-gallon garbage cart (per EMC 8.12.180) The removal of 20 gallon liner from 32 gallon cart	\$60.64	
Redelivery Fee Garbage/Recycle/Yardwaste fee will apply if completed within a 12-month period of canceled service.	\$78.00	
Container/Cart Exchange Fee. One time change of container size for free. 2nd change and thereafter the fee will apply if completed within a 12-month period.	\$36.40	

<b>Annual Adjustment:</b>		
Each year there will be an automatic annual solid waste rate charge adjustment based on the Seattle indices identified in the EMC as well as the adjustments identified in the city utility rate studies.		
<b>Stormwater</b>		
Property Classification	Rate	Frequency
Single Family Detached Residential Property	<del>\$12.00</del> \$12.32	Per Month
Other Developed Property	<del>\$12.00</del> \$12.32	Per *ESU per Month 1.0 ESU Minimum
(1 ESU equals 3,200 square feet of impervious surface)		
<b>Annual Adjustment:</b>		
January 1st of each year there is an automatic annual stormwater rate charge adjustment for inflation by the Consumer Price Index (CPI-U) based on the Seattle indices.		
<del>Each year there will be an automatic annual stormwater rate adjustment for inflation based on the consumer price index (CPI).</del>		
<b>STREETS</b>		
<b>Right-of-Way Construction Permit:</b>		
Permit fee (includes 1 hour review and one inspection) Minimum 1 hour non-refundable plan review fee once review has started	\$292.14	
Re-inspection fees	\$146.07 per hour	
Performance guarantee for restoration	Minimum \$300 cash deposit or as required per EMC 12.18.065	
Consultant review/inspection/testing	Cost to the City plus \$25.00 per invoice	
Right-of-Way Use Permit	\$120.00 \$60.00 Additonal Fee: \$75.00 0-100 sq ft \$150.00 101-200 sq ft \$225.00 201-300 sq ft \$100.00 for each 100 sq ft thereafter*	
Street sweeping and vector cleaning fee	Actual time plus disposal costs, with 1-hour minimum	
<b>WATER UTILITY</b>		
The base charge for all customer classes per meter per month and the volume charges for each customer class per 100 cubic feet (CCF) are fixed as follows:		
Base Charge up to	Inside City Limits	Outside City Limits
3/4"	<del>\$16.26</del> \$16.70	<del>\$24.41</del> \$25.07
3/4" LI	<del>\$11.71</del>	<del>\$17.56</del>
1" & 1-1/4"	<del>\$21.89</del> \$22.48	<del>\$32.84</del> \$33.73
1-1/2"	<del>\$31.24</del> \$32.08	<del>\$46.87</del> \$48.14
2"	<del>\$42.50</del> \$43.65	<del>\$63.74</del> \$65.46
3"	<del>\$72.79</del> \$74.76	<del>\$109.19</del> \$112.14
4"	<del>\$106.54</del> \$109.42	<del>\$159.80</del> \$164.11
6"	<del>\$200.17</del> \$205.57	<del>\$300.28</del> \$308.39
8"	<del>\$312.56</del> \$321.00	<del>\$468.84</del> \$481.50
Volume Charge Residential WATER USE/CCF	Inside City Limits	Outside City Limits
0-7.5 CCF Residential - Block 1 (0-8)	<del>\$2.28</del> \$2.33	<del>\$3.44</del> \$3.51
7.5-20 CCF Residential - Block 2 (8-20)	<del>\$3.03</del> \$3.09	<del>\$4.56</del> \$4.66
OVER 20 CCF Residential - Block 3 (20+)	<del>\$3.79</del> \$3.87	<del>\$5.65</del> \$5.77
MULTIFAMILY Multi-family Residential	<del>\$2.26</del> \$2.31	<del>\$3.40</del> \$3.47
COMMERCIAL Commercial	<del>\$2.71</del> \$2.89	<del>\$4.08</del> \$4.35
AGRICULTURAL Agricultural	<del>\$1.72</del> \$1.76	<del>\$2.55</del> \$2.61
Res LI - Block 1	\$1.63	\$2.46

Any building using city water for automatic sprinkler system for fire protection shall pay annually for the service by size of the supply line as follows:

Supply Line Size	Inside City Limits	Outside City Limits
2-inch or less	<del>\$30.20</del> <b>\$31.01</b>	<del>\$68.48</del> <b>\$70.33</b>
3-inch	<del>\$55.12</del> <b>\$56.60</b>	<del>\$118.15</del> <b>\$121.34</b>
4-inch	<del>\$83.25</del> <b>\$85.50</b>	<del>\$174.14</del> <b>\$178.84</b>
6-inch	<del>\$160.65</del> <b>\$164.99</b>	<del>\$329.52</del> <b>\$338.41</b>
8-inch or more	<del>\$254.46</del> <b>\$261.33</b>	<del>\$515.97</del> <b>\$529.90</b>
Customer Demand	Inside City Limits	Outside City Limits
Equivalent Residential Unit - Per each ERU	\$6,793.00	\$16,305.00
Meter Size - Meter Capacity	Inside City Limits	Outside City Limits
5/8in x 3/4-in 1.0	\$6,793.00	\$16,305.00
1-inch 2.5	\$16,983.00	\$40,763.00
1-1/2 inch 5.0	\$33,965.00	\$81,525.00
2-inch 8.0	\$54,344.00	\$130,440.00
3-inch 16.0	\$108,688.00	\$260,880.00
4-inch 25.0	\$169,825.00	\$407,625.00
6-inch 50.0	\$339,650.00	\$815,250.00
8-inch 80.0	\$543,440.00	\$1,304,400.00
Meter Setting Charge Where Service Already Installed to City Standard:		
Revenue and deduct meters, all sizes	Cost of meter plus 10% and \$75 installation fee	
Other New Services:		
5/8"	\$500.00 Deposit Due at time of service order plus all charges for actual time and materials payable before turn on	
1"	\$700.00 Deposit	
1-1/2" & 2"	\$1,500.00 Deposit	
All other meter sizes	Amount due for the estimated time and materials at time of service order. Balance will be adjusted or invoiced on completion	
Annual Adjustment:		
Each year there will be an automatic annual water rate adjustment. These adjustments are based on a net across the board CPI-U adjustment of 3.0%. Each year there will be an automatic annual water rate charge adjustment based on the Seattle indices identified in the EMC as well as the adjustments identified in the city utility rate studies.		
Other Fees:		
Certificate of Water Availability	\$75.00	
Fire Flow Tests	\$100.00 Deposit plus time and materials	
Unauthorized Turn-on Penalty/Tampering	\$100.00	
Meter Testing Charge	Time and materials cost	
Mailing reminder notices to customers that have not provided acceptable proof of the annual testing of backflow prevention assemblies	\$35.00 for each additional notice mailed	
Mailing reminder notices to customers who did not install backflow prevention assemblies as required by the city	\$35.00 for each additional notice mailed	
All work performed after hours	Minimum charge of two hours labor at time and one-half, double time on Sundays	
Bulk water truck filling and hydrant meter rental permits	\$200.00 w/ measured volume billed at current inside City commercial rate	
Deposit for rental of hydrant meter and/or H2O Neutralizer device	\$2,200.00 deposit for each device upon return of meter, the city will apply the deposit towards a \$200 permit fee. \$25 per week rental, plus the water consumption charges invoiced at current rate.	

Remove/re-install water meters	\$100.00
<b>MISCELLANEOUS UTILITY</b>	
Transfer of account	\$5.00
Interest rate on delinquent accounts	1% per month
Unpaid account turn-off penalty	\$25.00
Unpaid connection charge turn-off penalty	\$25.00
Turn on after hours	\$85.00
Mailed turn-off notice	\$20.00
Door Hanger hand delivered turn-off notice (waived if payment is received prior to shut-off date)	\$20.00
<b>GRADING PERMITS (reviewed by Engineering Department)</b>	
<b>Volume Range (Cubic yards)</b>	<b>Fee</b>
99 or less	No fee
100 to 1,000	\$300.00 + \$50.00 per extra 100 cubic yards, plus plan review fee
1,001 to 10,000	\$750.00 + \$150.00 per extra 1,000 cubic yards, plus plan review fee
10,001 to 100,000	\$2100 + \$150.00 per extra 10,000 cubic yards, plus plan review fee
<b>OTHER RELATED GRADING PERMITS</b>	
Plan Review Fee	\$164.93 per hour (1 hr minimum charge)
Inspection outside of normal business hours	\$192.46 per hour (2 hr minimum charge)
Re-inspection Fee	\$146.07 per hour (1 hr minimum charge)
Inspections for which no fee is specifically indicated	\$146.07 per hour (1 hr minimum charge)
For the use of outside consultants for review and inspection or both	Actual cost - Actual cost includes administrative and overhead costs
Additional review required by changes, additions, or revisions to approved plans	\$164.93 per hour (1 hr minimum charge)
For work commenced without first obtaining authorization of permit or both	Fee equal to the permit amount shall be paid along with the permit cost prior to a permit being issued

## GROUP ANALYSIS BY SIZE

Report R03

1711 Enumclaw

Run Date: 01/03/2026

Sales Tax Data

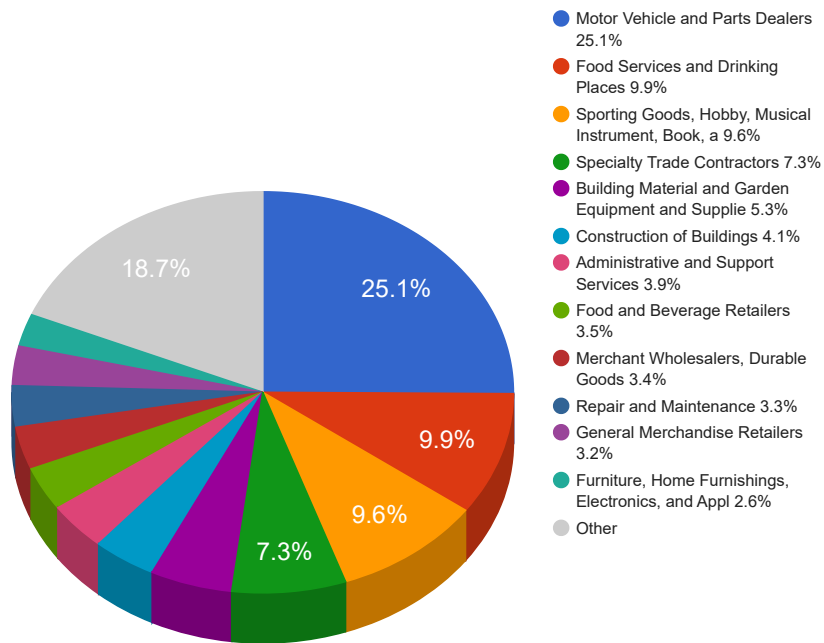
Current Period: 202510 Cash Basis, Revenue Amounts

Group	Name	Current Period			Year to Date			Last 12 Months
		This Year	Last Year	% Chg	This Year	Last Year	% Chg	
441	Motor Vehicle and Parts Dealers	88,853	94,568	-6.0	1,106,620	1,087,418	1.8	1,106,620
722	Food Services and Drinking Places	37,288	35,604	4.7	436,127	442,678	-1.5	436,127
459	Sporting Goods, Hobby, Musical Instrument, Book, a	40,304	32,271	24.9	424,965	388,159	9.5	424,965
238	Specialty Trade Contractors	44,001	38,068	15.6	323,038	308,359	4.8	323,038
444	Building Material and Garden Equipment and Supplie	15,691	14,195	10.5	233,525	202,148	15.5	233,525
236	Construction of Buildings	12,418	15,922	-22.0	179,998	274,486	-34.4	179,998
561	Administrative and Support Services	12,678	13,384	-5.3	170,712	164,693	3.7	170,712
445	Food and Beverage Retailers	11,904	13,196	-9.8	155,468	157,217	-1.1	155,468
423	Merchant Wholesalers, Durable Goods	11,724	12,946	-9.4	151,684	159,595	-5.0	151,684
811	Repair and Maintenance	9,274	9,723	-4.6	146,503	143,550	2.1	146,503
455	General Merchandise Retailers	9,071	9,496	-4.5	139,881	126,930	10.2	139,881
449	Furniture, Home Furnishings, Electronics, and Appl	10,372	11,404	-9.0	115,432	116,174	-0.6	115,432
541	Professional, Scientific, and Technical Services	7,411	6,988	6.1	89,704	81,995	9.4	89,704
458	Clothing, Clothing Accessories, Shoe, and Jewelry	6,895	8,132	-15.2	88,192	95,683	-7.8	88,192
517	Telecommunications	6,701	6,242	7.4	75,923	73,036	4.0	75,923
457	Gasoline Stations and Fuel Dealers	6,283	5,824	7.9	68,387	72,631	-5.8	68,387
513	Publishing Industries	9,000	2,403	274.5	61,540	48,117	27.9	61,540
456	Health and Personal Care Retailers	4,315	4,342	-0.6	58,778	59,635	-1.4	58,778
000		5,669	4,743	19.5	58,591	53,190	10.2	58,591
237	Heavy and Civil Engineering Construction	2,601	4,775	-45.5	44,391	28,921	53.5	44,391
532	Rental and Leasing Services	4,017	3,678	9.2	39,843	38,821	2.6	39,843
424	Merchant Wholesalers, Nondurable Goods	1,942	1,751	10.9	26,104	24,894	4.9	26,104
812	Personal and Laundry Services	1,509	1,449	4.2	25,301	23,810	6.3	25,301
519	Web Search Portals, Libraries, Archives, and Other	2,229	1,772	25.8	23,934	19,922	20.1	23,934
492	Couriers and Messengers	1,836	1,632	12.5	20,496	19,238	6.5	20,496
622	Hospitals	2,069	1,142	81.1	19,396	17,699	9.6	19,396
522	Credit Intermediation and Related Activities	780	947	-17.6	17,584	12,065	45.7	17,584
713	Amusement, Gambling, and Recreation Industries	1,021	2,115	-51.7	16,613	16,314	1.8	16,613
518	Computing Infrastructure Providers, Data Processin	973	693	40.5	13,425	12,392	8.3	13,425
524	Insurance Carriers and Related Activities	3,560	430	728.7	12,551	5,085	146.8	12,551
516	Broadcasting and Content Providers	1,201	829	44.9	12,392	8,407	47.4	12,392
999		387	502	-22.9	12,299	17,751	-30.7	12,299
339	Miscellaneous Manufacturing	256	232	10.2	9,501	3,377	181.3	9,501
621	Ambulatory Health Care Services	3,345	328	918.9	8,763	3,661	139.4	8,763
488	Support Activities for Transportation	982	954	2.9	8,614	9,625	-10.5	8,614
327	Nonmetallic Mineral Product Manufacturing	549	180	204.6	6,599	2,108	213.1	6,599
323	Printing and Related Support Activities	420	593	-29.1	6,181	6,076	1.7	6,181
332	Fabricated Metal Product Manufacturing	79	70	13.4	6,081	3,910	55.5	6,081
813	Religious, Grantmaking, Civic, Professional, and S	334	963	-65.4	5,936	10,701	-44.5	5,936
562	Waste Management and Remediation Services	736	469	56.9	5,876	3,392	73.3	5,876
312	Beverage and Tobacco Product Manufacturing	402	442	-9.0	5,680	6,396	-11.2	5,680
111	Crop Production	415	355	16.8	5,112	4,924	3.8	5,112
221	Utilities	583	240	142.9	4,702	4,206	11.8	4,702

337	Furniture and Related Product Manufacturing	819	260	215.4	3,781	8,479	-55.4	3,781
334	Computer and Electronic Product Manufacturing	481	139	244.9	3,589	2,894	24.0	3,589
611	Educational Services	306	236	29.9	3,426	3,244	5.6	3,426
484	Truck Transportation	387	64	506.5	2,841	-382	-844.6	2,841
721	Accommodation	122	248	-50.8	2,208	2,937	-24.8	2,208
512	Motion Picture and Sound Recording Industries	129	24	432.6	2,017	2,316	-12.9	2,017
531	Real Estate	66	177	-62.7	1,969	1,840	7.1	1,969
112	Animal Production and Aquaculture	348	76	356.6	1,907	2,145	-11.1	1,907
711	Performing Arts, Spectator Sports, and Related Ind	37	12	215.9	1,846	2,013	-8.3	1,846
321	Wood Product Manufacturing	222	68	228.9	1,575	874	80.1	1,575
333	Machinery Manufacturing	55	46	17.8	1,332	714	86.7	1,332
335	Electrical Equipment, Appliance, and Component Man	8	494	-98.5	1,299	4,704	-72.4	1,299
325	Chemical Manufacturing	74	51	46.0	1,184	1,960	-39.6	1,184
922	Justice, Public Order, and Safety Activities	6	171	-96.3	1,013	1,887	-46.3	1,013
212	Mining (except Oil and Gas)	85	51	67.4	955	516	84.9	955
425	Wholesale Trade Agents and Brokers	73	89	-17.7	888	1,272	-30.2	888
113	Forestry and Logging	148	76	94.8	837	553	51.2	837
336	Transportation Equipment Manufacturing	34	33	2.4	626	1,018	-38.5	626
924	Administration of Environmental Quality Programs	0	114	-100.0	590	442	33.3	590
921	Executive, Legislative, and Other General Governme	1	0	0	545	6	9,236.3	545
331	Primary Metal Manufacturing	0	0	0	522	14	3,671.9	522
311	Food Manufacturing	29	44	-35.8	470	591	-20.5	470
322	Paper Manufacturing	15	12	30.6	429	459	-6.6	429
316	Leather and Allied Product Manufacturing	37	39	-3.8	414	614	-32.6	414
326	Plastics and Rubber Products Manufacturing	1	27	-97.0	380	545	-30.3	380
315	Apparel Manufacturing	42	44	-6.0	369	331	11.6	369
523	Securities, Commodity Contracts, and Other Financi	25	19	29.1	366	384	-4.7	366
314	Textile Product Mills	3	54	-94.2	217	359	-39.6	217
551	Management of Companies and Enterprises	18	4	337.3	202	68	196.5	202
313	Textile Mills	0	3	-85.6	179	270	-33.6	179
115	Support Activities for Agriculture and Forestry	0	0	0	159	159	-0.3	159
624	Social Assistance	9	0	3,300.0	139	57	142.4	139
533	Lessors of Nonfinancial Intangible Assets (except	3	5	-37.1	110	124	-11.4	110
213	Support Activities for Mining	8	18	-52.9	60	142	-57.5	60
926	Administration of Economic Programs	15	2	558.7	42	24	76.9	42
491	Postal Service	6	0	6,875.0	31	28	8.4	31
525	Funds, Trusts, and Other Financial Vehicles	1	0	0	26	11	137.3	26
482	Rail Transportation	1	1	-6.5	15	1,252	-98.8	15
324	Petroleum and Coal Products Manufacturing	0	0	0	15	27	-46.2	15
493	Warehousing and Storage	0	0	0	11	41	-74.0	11
712	Museums, Historical Sites, and Similar Institution	0	0	0	4	0	0	4
923	Administration of Human Resource Programs	0	0	0	3	0	0	3
623	Nursing and Residential Care Facilities	0	0	0	1	211	-99.4	1
114	Fishing, Hunting and Trapping	0	0	0	1	0	0	1
Total	19,328 Accounts	385,689	368,691	4.6	4,481,035	4,404,534	1.7	4,481,035

NOTE: YTD column includes returns from 202411 to 202510

### Last 12 Months by Group





# Status Report

City of Enumclaw Community Development - November 2025

ID #	SUB TYPE	CONTACT	ADDRESS	APPLIED	ISSUED	EXPIRES	FINALED
<b>APPROVED</b>							
BUS2018-0472	BUSINESS LICENSE	HOPE COUNSELING CENTERS, PLL		11/24/2018	11/12/2025		
BUS2019-0283	BUSINESS LICENSE	CASCADE PLUMBING & DEVMNT LL		08/08/2019	11/13/2025		
BUS2020-0133	BUSINESS LICENSE	OLSON EXCAVATING LLC		04/30/2020	11/12/2025		
BUS2020-0314	BUSINESS LICENSE	EVERON LLC		11/18/2020	11/06/2025		
BUS2021-0221	BUSINESS LICENSE	SCHOTT CONSTRUCTION LLC		07/30/2021	11/03/2025		
BUS2023-0034	BUSINESS LICENSE	DBA JEFF IUNKER WEALTH MANAG	1231 GRIFFIN AVE, ENUMCLAW	01/24/2023	11/13/2025		
BUS2024-0077	BUSINESS LICENSE	MARTIN SEELIG	731 WATSON ST N, ENUMCLAW	02/23/2024	11/12/2025		
BUS2025-0078	BUSINESS LICENSE	PELICAN PLUMBING LLC		02/25/2025	11/12/2025		
BUS2025-0181	BUSINESS LICENSE	DBA GRAYDONSON INTERIOR		04/24/2025	11/06/2025		
BUS2025-0194	BUSINESS LICENSE	RATCHET & WRENCH MECHANICAL		05/01/2025	11/12/2025		
BUS2025-0355	BUSINESS LICENSE	DBA AS YOU WISH ELECTRIC		08/22/2025	11/06/2025		
BUS2025-0370	BUSINESS LICENSE	DBA MAYA STARBRIGHT LMP	2355 GRIFFIN AVE #D, ENUMCLAW	09/12/2025	11/13/2025		
BUS2025-0404	BUSINESS LICENSE	MOUNTAIN VIEW MANOR		10/09/2025	11/20/2025		
BUS2025-0407	BUSINESS LICENSE	PHOENIX IMPROVEMENTS LLC		10/22/2025	11/20/2025		
BUS2025-0412	HOME OCCUPATION	SAMS THRIFT & THRIVE	3001 FLORENCE ST, ENUMCLAW	10/20/2025	11/05/2025		
BUS2025-0413	BUSINESS LICENSE	ELOVATED ENERGIEZ LLC	1732 COLE ST #14B, ENUMCLAW	10/20/2025	11/05/2025		
BUS2025-0415	HOME OCCUPATION	INGENIUM MUNDO GROUP LLC	3524 PORTER ST, ENUMCLAW	10/22/2025	11/05/2025		
BUS2025-0416	BUSINESS LICENSE	MAINSTREAM AIR LTD	2024 FARMAN ST N #B7, ENUMCLAW	10/27/2025	11/12/2025		
BUS2025-0426	HOME OCCUPATION	M&L ENUMCLAW PROPERTIES LLC	2921 WARNER AVE, ENUMCLAW	09/05/2025	11/12/2025		
BUS2025-0427	HOME OCCUPATION	HOBAN 3D WORKS	411 JOHNSON ST, ENUMCLAW	10/29/2025	11/12/2025		
BUS2025-0428	BUSINESS LICENSE	FLOW TECH HEATING & AC LLC		10/29/2025	11/05/2025		
BUS2025-0429	HOME OCCUPATION	DBA CASCADE EDGE DANCE	1137 ASPEN LN, ENUMCLAW	11/05/2025	11/12/2025		
BUS2025-0430	BUSINESS LICENSE	PRO-ACTIVE HOME BUILDERS INC		10/31/2025	11/05/2025		
BUS2025-0431	SOLICITORS AND MOBILE VENDOF	SIPS & SWEETS		11/05/2025	11/08/2025	11/08/2025	

ID #	SUB TYPE	CONTACT	ADDRESS	APPLIED	ISSUED	EXPIRES	FINALED
BUS2025-0432	BUSINESS LICENSE	APEX CREATIONS LLC		10/31/2025	11/05/2025		
BUS2025-0433	BUSINESS LICENSE	R. L. ALIA COMPANY		10/31/2025	11/05/2025		
BUS2025-0434	BUSINESS LICENSE	BAYSIDE ROOFING LLC		11/05/2025	11/05/2025		
BUS2025-0435	BUSINESS LICENSE	TML INTERNATIONAL		11/03/2025	11/06/2025		
BUS2025-0436	BUSINESS LICENSE	BEYNON SPORTS SURFACES INC		11/03/2025	11/06/2025		
BUS2025-0437	HOME OCCUPATION	WANDERING WIZARD MASSAGE LL	200 SEMANSKI ST #3, ENUMCLAW	10/29/2025	11/12/2025		
BUS2025-0438	HOME OCCUPATION	ATHENA HOLTZ SPEAKS	1906 PARK ST, ENUMCLAW	10/31/2025	11/12/2025		
BUS2025-0439	BUSINESS LICENSE	SPACE CASE PIERCING	1104 GRIFFIN AVE, ENUMCLAW	11/07/2025	11/12/2025		
BUS2025-0440	HOME OCCUPATION	CARPE INFINITUM LLC	320 CHINOOK AVE #A12, ENUMCLAV	11/04/2025	11/18/2025		
BUS2025-0441	BUSINESS LICENSE	NORTHWEST EXPERT HEATING LLC		11/05/2025	11/12/2025		
BUS2025-0442	BUSINESS LICENSE	CONNECT THE HOPS		11/06/2025	11/12/2025		
BUS2025-0443	BUSINESS LICENSE	ENUMCLAW COUNTRY CLIPS LLC	1125 ROOSEVELT AVE E, ENUMCLAW	11/07/2025	11/18/2025		
BUS2025-0444	BUSINESS LICENSE	XTREME HOTRODS LLC	1724 GARRETT ST #A, ENUMCLAW	11/03/2025	11/19/2025		
BUS2025-0445	HOME OCCUPATION	RAINIER VALLEY BACKFLOW LLC	477 MCKINLEY ST, ENUMCLAW	11/10/2025	11/19/2025		
BUS2025-0446	HOME OCCUPATION	AVALON ANTIQUES	1259 MERRITT AVE, ENUMCLAW	11/12/2025	11/18/2025		
BUS2025-0447	BUSINESS LICENSE	DBA BOISE CREEK TRADING POST		11/05/2025	11/13/2025		
BUS2025-0448	BUSINESS LICENSE	CUPPY'S COFFEE LLC		11/06/2025	11/13/2025		
BUS2025-0449	BUSINESS LICENSE	WILDWOOD CONSTRUCTION AND F		11/12/2025	11/13/2025		
BUS2025-0450	BUSINESS LICENSE	PINNACLE GRANITE		11/12/2025	11/13/2025		
BUS2025-0452	BUSINESS LICENSE	DBA ALPINE DEVELOPMENT SERVI	2011 GARRETT ST, ENUMCLAW	10/30/2025	11/20/2025		
BUS2025-0453	HOME OCCUPATION	DBA HAVEN LACTATION	1775 CLOVERCREST ST, ENUMCLAV	11/18/2025	11/20/2025		
BUS2025-0455	HOME OCCUPATION	FAUSTINO BOOKS LLC	2785 CHRISTIANSON AVE, ENUMCLJ	11/17/2025	11/20/2025		
BUS2025-0456	BUSINESS LICENSE	EVERBRITE HOMESERVICES LLC		11/17/2025	11/18/2025		
BUS2025-0458	BUSINESS LICENSE	NW POWER AND AIR LLC		11/18/2025	11/20/2025		
BUS2025-0459	BUSINESS LICENSE	FOREVER CHIC		11/18/2025	11/20/2025		
BUS2025-0460	BUSINESS LICENSE	DBA PRC LLC		11/18/2025	11/20/2025		
BUS2025-0463	BUSINESS LICENSE	SALAR HALAL MEATS & DISTRIBUTI		11/18/2025	11/24/2025		
EVT2025-0033	OTHER	CHAMBER OF COMMERCE		09/22/2025	11/08/2025		
EVT2025-0034	WINE WALK	CHAMBER OF COMMERCE		09/23/2025	11/15/2025	11/15/2025	

ID #	SUB TYPE	CONTACT	ADDRESS	APPLIED	ISSUED	EXPIRES	FINALED
EVT2025-0035	STREET FAIR	CITY OF ENUMCLAW		09/25/2025	11/28/2025	11/28/2025	
EVT2025-0038	OTHER	GRACE POINT NW CHURCH		10/10/2025	11/22/2025	11/22/2025	

**Total: 55**

**FINAL**

BLD2025-0333	RESI-MECH-ALTE	GEORGIY ABDULFAIZOV	581 GILLIS CT, ENUMCLAW	10/10/2025	11/04/2025	05/06/2026	11/07/2025
BLD2025-0356	RESI-MECH-ALTE	WASHINGTON GENERATORS LLC	663 MCKINLEY ST, ENUMCLAW	10/30/2025	11/18/2025	06/01/2026	12/03/2025
BLD2025-0360	RESI-MECH-ALTE	DAVID TREAT	1164 HARDING ST, ENUMCLAW	11/04/2025	11/04/2025	06/02/2026	12/04/2025
BLD2025-0369	RESI-PLUM-REPA	RESCUE ROOTER PLUMBING	2833 ROOSEVELT AVE, ENUMCLAW	11/17/2025	11/18/2025	05/25/2026	11/26/2025

**Total: 4**

**ISSUED**

BLD2025-0335	ONLINE-RESI-BUIL-ADDI	DONN HICKLE CONSTRUCTION	3024 DIVISION ST, ENUMCLAW	10/14/2025	11/14/2025	05/16/2026	
BLD2025-0339	ONLINE-RESI-BUIL-NEW	NEW HOME CO	505 THOMPSON DR, ENUMCLAW	10/17/2025	11/26/2025	05/25/2026	
BLD2025-0354	ONLINE-RESI-MECH-NEW	JAGG SERVICES LLC/COPPER CRE	2096 CRYSTAL MOUNTAIN DR, ENUMCLAW	10/30/2025	11/19/2025	05/18/2026	
BLD2025-0357	ONLINE-RESI-BUIL-NEW	TAYLOR MORRISON NW LLC	643 BARQUIST LANE N, ENUMCLAW	11/03/2025	11/12/2025	05/11/2026	
BLD2025-0358	ONLINE-RESI-BUIL-NEW	TAYLOR MORRISON NW LLC	657 BARQUIST LANE N, ENUMCLAW	11/03/2025	11/12/2025	05/11/2026	
BLD2025-0359	ONLINE-RESI-MECH-ALTE	RINC ELECTRIC LLC	1255 WILLIAMS PL, ENUMCLAW	11/03/2025	11/21/2025	06/02/2026	
BLD2025-0361	ONLINE-RESI-RE-R-REPA	BAYSIDE ROOFING LLC	1147 PORTER ST, ENUMCLAW	11/06/2025	11/06/2025	05/05/2026	
BLD2025-0362	ONLINE-RESI-MECH-ALTE	RINC ELECTRIC LLC	2860 CHRISTIANSON AVE, ENUMCLAW	11/07/2025	11/14/2025	05/25/2026	
BLD2025-0363	ONLINE-RESI-MECH-NEW	PUGET SOUND GAS PIPING	1009 WARNER AVE E, ENUMCLAW	11/10/2025	11/14/2025	05/19/2026	
BLD2025-0365	RESI-BUIL-ADDI	BRIAN & VALERIE MAYS	1113 OKERLUND DR, ENUMCLAW	11/12/2025	11/17/2025	05/16/2026	
BLD2025-0370	ONLINE-RESI-MECH-ALTE	ESSENTIAL HEATING AND AIR	305 BANGERT PL, ENUMCLAW	11/18/2025	11/20/2025	05/19/2026	
BLD2025-0371	ONLINE-RESI-MECH-ALTE	ESSENTIAL HEATING AND AIR	3524 HARDING ST, ENUMCLAW	11/18/2025	11/20/2025	05/19/2026	
BLD2025-0373	ONLINE-RESI-MECH-REPA	ABLE AIR	401 RANDALL PL, ENUMCLAW	11/20/2025	11/20/2025	05/19/2026	
BLD2025-0375	ONLINE-RESI-MECH-ADDI	PACIFIC AIR SYSTEMS	26816 SE 432ND ST, ENUMCLAW	11/24/2025	11/24/2025	05/23/2026	
FIR2025-0019	COMMERCIAL FIRE	JOHNSON CONTROLS FIRE PROTE	550 SEMANSKI ST, ENUMCLAW	08/25/2025	11/03/2025	05/02/2026	
FIR2025-0022	COMMERCIAL FIRE	PERFORMANCE SYSTEMS INTEGR	1502 RAILROAD ST, ENUMCLAW	10/29/2025	11/07/2025	05/06/2026	
PWD2025-0089	RIGHT-OF-WAY CONSTRUCTION PI	GLORIA ABBOTT	26020 SE 432ND ST, ENUMCLAW	08/26/2025	11/17/2025	11/17/2027	
PWD2025-0099	RIGHT-OF-WAY CONSTRUCTION PI	FLOCK GROUP INC., DBA FLOCK S	1499 FARMAN ST N, ENUMCLAW	10/29/2025	11/10/2025	11/10/2027	
PWD2025-0101	RIGHT-OF-WAY CONSTRUCTION PI	COMCAST CABLE COMMUNICATION		11/04/2025	11/18/2025	11/18/2027	

ID #	SUB TYPE	CONTACT	ADDRESS	APPLIED	ISSUED	EXPIRES	FINALED	
PWD2025-0102	RIGHT-OF-WAY CONSTRUCTION PI	ANDREW KNOTT	1921 DIVISION ST, ENUMCLAW	11/13/2025	11/17/2025	05/25/2026		
PWD2025-0105	SIDE SEWER	DHC	1456 PIONEER ST, ENUMCLAW	11/21/2025	11/24/2025	11/24/2027		
SGN2025-0017	ONLINE-COMMERCIAL SIGN	BOISE CREEK DEVELOPMENT, LLC	1 SE 440TH ST, ENUMCLAW	08/13/2025	11/06/2025	05/05/2026		
							<b>Total:</b>	<b>22</b>
<b>WITHDRAWN</b>								
BUS2025-0414	BUSINESS LICENSE	SUNRISE COFFEE BAR	1325 COLE ST, ENUMCLAW	10/21/2025	11/05/2025			
PWD2025-0100	SIDE SEWER	CATHERINE DAHLQUIST	2012 PORTER ST, ENUMCLAW	11/03/2025	11/04/2025	11/04/2027		
							<b>Total:</b>	<b>2</b>
							<b>Grand Total:</b>	<b>83</b>