

## LETTER OF TRANSMITTAL

DATE: February 13, 2024

TO: Honorable Mayor and City Council

FROM: Christopher Johnson, City Planner

Re: **Supplemental Staff Report**  
**Okanogan County/Okanogan Senior Citizens Center Annexation**

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Unless specifically stated otherwise, this report does not replace or revise the November 2, 2022 Staff Report. This report defines the hearing record and provides supplemental support to the facts and conclusions.

### THE HEARING RECORD

Staff enters the following documents and exhibits into the record:

#### Documents:

1. The filed petitions with exhibits.
2. Notice of Public Hearing, Okanogan County/Okanogan Senior Citizens Center Annexation dated 02/07/2024 (Hereafter referred to as the Notice).
3. Sufficiency of Petition Determination by County Assessor's Office, dated February 14, 2023.
4. Planning Commission Meeting Minutes October 9, 2023 with Planning Commission Recommendation – Okanogan County/Okanogan Senior Center Annexation (Hereafter referred to as the Commission's Recommendation)
5. Letter of Transmittal noted as Staff Memorandum – Okanogan County/Okanogan Senior Citizen's Center Annexation – Setting date for Public Hearing.

#### Exhibits:

1. Declaration of Posting dated February 7, 2024, signed by Laura Divis, Utilities Clerk, regarding the posting of the Notice at various prominent locations in the City.
2. Declaration of Posting dated February 7, 2024, signed by Jessica Blake, Clerk Treasurer, regarding the posting of the Notice at Okanogan City Hall.
3. Declaration of Posting dated February 7, 2024, signed by Chad Stansbury, Assistant Water Manager, regarding the posting of the Notice at four (4) conspicuous locations in the annexation territory.
4. Affidavit of Publication, Omak-Okanogan County Chronicle, regarding the publishing of the Notice on February 14, 2024.

### RECOMMENDATION

During the business portion of the meeting:

Suggested Motion:

"I move I move to affirm the Finding of Facts, Conclusions and Recommendations of the Planning Commission, and adopt Ordinance No. 1228, annexing the subject properties, establishing zoning and comprehensive plan designations, and existing City indebtedness."