

**BEFORE THE WASHINGTON
UTILITIES AND TRANSPORTATION COMMISSION**

In the Matter of Determining the
Proper Carrier Classification of, and
Complaint for Penalties Against:

LEAVENWORTH SHUTTLE & TAXI
LLC

DOCKET TE-250939

ORDER 02

PREHEARING CONFERENCE
ORDER

- 1 **NATURE OF PROCEEDING.** On February 12, 2026, the Washington Utilities and Transportation Commission (Commission) issued Order 01 Order Instituting Special Proceeding; Complaint Seeking to Impose Penalties; Notice of Virtual Prehearing Conference (Order 01) against Leavenworth Shuttle and Taxi LLC, (Leavenworth Shuttle or Company). Order 01 alleged that Leavenworth Shuttle had operated as a charter party or excursion service carrier in the state of Washington after its certificate was voluntarily cancelled and without first having obtained a new certificate from the Commission. Order 01 sought to initiate a proceeding to classify Leavenworth Shuttle as a charter party and excursion carrier and requested penalties of up to \$25,000 based on alleged violations committed by Leavenworth Shuttle.
- 2 **CONFERENCE.** The Commission convened a virtual prehearing conference on March 24, 2026, before Administrative Law Judge Harry Fukano.
- 3 **APPEARANCES.** Michael Howard, Williams, Kastner & Gibbs PLLC, represents Leavenworth Shuttle. Josephine Strauss, Assistant Attorney General, represents Commission staff (Staff).¹ Contact information for the parties' representatives is attached as Appendix A to this Order.

¹ In formal proceedings such as this, the Commission's regulatory staff participates like any other party, while the Commissioners make the decision. To ensure fairness, the Commissioners, the presiding administrative law judge, and the Commissioners' policy and accounting advisors do not discuss the merits of this proceeding with the regulatory staff, or any other party, without giving notice and opportunity for all parties to participate. *See* RCW 34.05.455.

- 4 **DISCOVERY.** The parties agreed that formal discovery is necessary in this case. Discovery shall be conducted under the Commission’s discovery rules, WAC 480-07-400 – 425. The Commission urges the parties to work cooperatively to avoid having to bring discovery matters forward for formal resolution. Prior to bringing a discovery matter to the presiding officer’s attention, the parties shall first consult with one another. Data requests and responses are not shared with the presiding officer unless those responses are offered as exhibits to be admitted into the record.
- 5 **PROCEDURAL SCHEDULE.** At the prehearing conference, the parties submitted an agreed upon proposed procedural schedule. As part of the proposed procedural schedule, the parties agreed to schedule a settlement conference for March 25, 2026. Following the settlement conference, the parties informed the presiding officer that the parties had reached a settlement in principle and requested that the Commission suspend the procedural schedule, set a deadline of April 17, 2026, to file a settlement and supporting material, and to decide this case on a paper record. Consequently, the Commission adopts the procedural schedule proposed by the parties following their settlement negotiation. The procedural schedule is attached to this Order as Appendix B.
- 6 **DOCUMENT FILING AND SERVICE REQUIREMENTS.** Parties must file and serve all pleadings, motions, briefs, and other pre-filed materials in compliance with all of the following requirements:
- (a) Parties must submit electronic copies of all documents by 5 p.m. on the filing deadline established in the procedural schedule (or other deadline as applicable) unless the Commission orders otherwise. Parties must comply with WAC 480-07-140(6) in formatting, organizing, and identifying electronic files. Documents filed with the Commission must conform to the formatting and other requirements in WAC 480-07-395 and WAC 480-07-460.
 - (b) Parties must submit documents electronically through the Commission’s web portal (www.utc.wa.gov/e-filing). If a party is unable to use the web portal to submit documents for filing, the Commission will accept a submission via email to records@utc.wa.gov provided the email: (1) explains the reason the documents are not being submitted via the web portal, and (2) complies with the requirements in WAC 480-07-140(5)(b).
 - (c) If any of the exhibits contain information designated as confidential, parties must file an electronic copy of the redacted version in searchable PDF (Adobe Acrobat or comparable software) of each such exhibit.

(d) The Commission suspends any requirements for paper copies. WAC 480-07-460.

(e) Parties must electronically serve the other parties and provide courtesy electronic copies of filings to the presiding administrative law judge (harry.o.fukano@utc.wa.gov) by 5 p.m. on the filing deadline unless the Commission orders otherwise. Pursuant to WAC 480-07-365(2)(c), all electronic documents submitted to the Commission must also be delivered to all parties and the presiding administrative law judge “at the same time” that the documents are submitted to the Commission or shortly thereafter. Please note as well that failing to provide a courtesy copy to the presiding administrative law judge may result in a delayed ruling on a motion or other filing. If parties are unable to email copies, they may furnish electronic copies by delivering them on a flash drive only.

7 **ALTERNATE DISPUTE RESOLUTION.** The Commission supports the informal settlement of matters before it. Parties are encouraged to consider means of resolving disputes informally. The Commission has limited ability to provide dispute resolution services. If you wish to explore those services, please contact Connor Thompson, Director, Administrative Law Division (360-664-1346).

8 **NOTICE TO PARTIES: A party who objects to any portion of this Order must file a written objection within ten (10) calendar days after the service date of this Order, pursuant to WAC 480-07-430 and WAC 480-07-810. The service date appears on the first page of this Order in the upper right-hand corner. Absent such objection, this Order will control further proceedings in this docket, subject to Commission review.**

DATED at Lacey, Washington, and effective March 30, 2026.

WASHINGTON UTILITIES AND TRANSPORTATION COMMISSION

/s/ Harry Fukano
Harry Fukano
Administrative Law Judge

APPENDIX A
PARTIES' REPRESENTATIVES
DOCKET TE-250939

PARTY	REPRESENTATIVE	PHONE	E-MAIL
Leavenworth Shuttle and Taxi LLC	Michael S. Howard Williams, Kastner & Gibbs PLLC 601 Union Street, Suite 4000 Seattle, WA 98101-2380	P: 206-628-6600	mhoward@williamskastner.com
Commission Staff	Josephine Strauss Office of the Attorney General Utilities and Transportation Division P.O. Box 40128 Olympia, WA 98504-7250	P: 360-709-4850	Josephine.strauss@atg.wa.gov

**APPENDIX B
PROCEDURAL SCHEDULE
DOCKET TE-250939**

EVENT	DATE
Settlement and Supporting Material Deadline	April 17, 2026