

City of Stanwood



City Council Packet

Stanwood City Council Regular Meeting

Thursday, November 9, 2023



AGENDA
CITY COUNCIL REGULAR MEETING
Thursday, November 9, 2023 – 7:00 p.m.

Stanwood-Camano School District, Admin. Building Board Room
26920 Pioneer Highway, Stanwood, WA 98292

Members of the public may attend Stanwood City Council meetings
in-person at the address above, or Via Zoom.
Instructions to join the meeting by telephone or online are posted on the
City Website <https://www.stanwoodwa.org>

- 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. APPROVAL OF THE AGENDA**
- 4. PRESENTATIONS**
Wastewater Treatment Plant Outstanding Performance Award for 2022
- 5. PUBLIC COMMENTS**
Written comments must be provided to the Clerk by 9:00 a.m. the day of the meeting via this link:
<https://stanwoodwa.org/FormCenter/City-Clerk-5/City-Council-Meeting-Remote-Public-Comme-61>;
verbal comments may be provided in-person, or online via Zoom, call 360-454-5213 for assistance.
- 6. STAFF / DEPARTMENT REPORTS**
 - a. Police Compstat Report – October **6.1**
 - b. Finance Q3 Report **6.23**
- 7. COUNCIL COMMITTEE REPORTS**
Finance Committee Meeting Minutes – October 26, 2023 **7.1**
- 8. CONSENT AGENDA**
 - a. Approve Vouchers and Payroll Checks **8.1**
 - b. Approve City Council Regular Meeting Minutes – October 26, 2023 **8.5**
 - c. Appointment of Economic Development Board Members **8.11**
- 9. UNFINISHED BUSINESS**
Second Reading and Adoption of Ordinance 1525 - 2024 Property Tax Levy **9.1**
- 10. PUBLIC HEARING - None**
- 11. NEW BUSINESS**
 - a. Adopt Resolution 2023-15 Salary and Benefits Schedule **11.1**
 - b. Authorize the Mayor to Sign a Subscription Agreement with NEOGOV for Human Resource Software Modules **11.7**
 - c. Authorize the Mayor to Sign a Contract with Trico Construction for the City Hall and Police Station Remodel **11.13**
- 12. PUBLIC CLOSING COMMENTS**
- 13. EXECUTIVE/LEGISLATIVE REPORTS**
 - a. Mayor's Report
 - b. City Administrator's Report
 - c. Councilmember's Reports/Questions
- 14. RECESS TO EXECUTIVE SESSION**
To Discuss Potential Litigation per RCW 42.30.110(1)(i)
- 15. ADJOURN**

Upcoming Meetings:

Monday, November 20, 2023, Regular City Council Meeting 7:00pm
Thursday, December 14, 2023, Regular City Council Meeting 7:00pm



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 4

DATE: November 9, 2023

SUBJECT: Wastewater Treatment Plant Outstanding Performance Award for 2022

CONTACT PERSON: Kevin Hushagen, Public Works Director

ATTACHMENTS: A – Dept. of Ecology Letter

SUMMARY STATEMENT

Each year the Washington State Department of Ecology recognizes wastewater treatment plants that have achieved complete compliance with their National Pollutant Discharge Elimination System (NPDES) permit with a plaque representing their continued extraordinary efforts to protect the waters of Washington State.

The City of Stanwood has a great record as one of the top municipal wastewater treatment plants based on meeting pollution limits, monitoring and reporting requirements, operational demands, and overall plant compliance.

Of the over 300 treatment plants evaluated, only 109 achieved this level of excellence. Once again for the year 2022, Stanwood was a recipient of the Outstanding WWTP Award. The City has now received this recognition 8 years in a row. This is a great accomplishment and speaks volumes to the staff and their constant commitment and dedication to our wonderful community. With great appreciation and gratitude, we thank the wastewater treatment plant operators: Michael Evans, Leland Bartlett, Jarred Stark, Cole Ferguson, Matt Kallicott and Utility Supervisor Leigh Danielson.



**STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY**

Northwest Region Office
PO Box 330316, Shoreline, WA 98133-9716 • 206-594-0000

August 4, 2023

The Honorable Sid Roberts
City of Stanwood
10220 270th St. Nw
Stanwood, WA 98292

Re: Outstanding Wastewater Treatment Plant Award for the Stanwood Wastewater Treatment Plant under
National Pollutant Discharge Elimination System (NPDES) Permit #WA0020290
Plaque Transmittal Letter

The Honorable Sid Roberts:

The Department of Ecology's Northwest Region Office (NWRO) would like to congratulate the City of Stanwood on receiving a 2022 Wastewater Treatment Plant Outstanding Performance Award for the staff's continued high performance in the operation of your treatment facility.

The Stanwood Wastewater Treatment Plant has a great record as one of the top municipal wastewater treatment plants in Washington based on effluent limits, submittals, and overall plant compliance. Ecology would like to commend the team for the Stanwood Wastewater Treatment Plant for their perseverance, dedication, and award-winning efforts. It takes pronounced effort and teamwork to operate and maintain a wastewater treatment plant in top-running order.

Please present the enclosed plaque to the operating staff of the Stanwood Wastewater Treatment Plant.

Thank you for the excellent service your treatment plant operators provide to your community and the waters of Washington.

Sincerely,

A handwritten signature in black ink that reads "Rachel McCrea".

Rachel McCrea
Water Quality Section Manager
Northwest Region Office

Encl. 2022 Outstanding Wastewater Treatment Plant Award plaque

ecc: Kevin Hushagen, Public Works Director, w/o enclosure
Victoria Danielson, Utilities Supervisor, w/o enclosure
Greg Lipnickey, QEP, Ecology NWRO Water Quality Compliance Specialist
Kevin Leung, Ecology NWRO Water Quality Permit Manager



**CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT**

ITEM NUMBER: **6a**
DATE: November 09, 2023
SUBJECT: Police Compstat
CONTACT PERSON: Reports Chief Jason Toner
ATTACHMENTS: A – October 2023 Compstat Report

SUMMARY STATEMENT

Attached is the October 2023 Compstat Reports for council review.

Stanwood Police Department CompStat Report



City of Stanwood Police Chief Jason Toner

Prepared by: Snohomish County Sheriff Office Crime Analysis Unit and Stanwood Police Department

OCTOBER 2023

Stanwood Police Department

COMPSTAT REPORT



What is CompStat?

CompStat stands for 'Computer Statistics' dealing specifically with crime. It is found to be an effective way to accurately track crime and use the information to deploy officers to address it in timely manner. It is a performance management system that is used to reduce crime and achieve other police department goals. It emphasizes information-sharing, responsibility and accountability and improving effectiveness.

What is the benefit to the community?

CompStat allows us to track crime problems and allocate resources to the areas that are being affected. By being able to focus our efforts on areas being impacted, we are able to make apprehensions and drive down crime in Stanwood.

How is data collected?

Crime Analysts access a variety of systems to collect and analyze law enforcement data. Data collection begins at the 911 call center (SNO911) and carries over into law enforcement records management systems (LERMS). Much of the information presented in this report is also reported to state and federal agencies annually.

What data will you see in this report?

What occurred within the city limits of Stanwood and calls responded to by the Stanwood Police outside the city.

This is a true representation of all police activity occurring in the City of Stanwood, you will see these calls listed as "In the STW Beat". On occasion, Stanwood Police officers will be called outside the city to assist other agencies. We also have deputies who live outside of the city so on occasion they will make a traffic stop or respond to a nearby call while commuting to work. You will see these call listed as "Answered by STW ORI"

Incident data:

This represents what police were called to and includes self-initiated activity. Multiple 911 calls for the same incident are presented as a single incident.

Case data:

An incident becomes a case when the deputy determines reporting protocol is met. A case is often generated based on a specific crime, traffic collisions, arrest or the need to document specific actions or information.

OCTOBER 2023

Stanwood Police Department

POLICE STAFFING



The City of Stanwood contracts for law enforcement services through the Snohomish County Sheriff's Office. The contract is identified as a "stand alone" contract, which allows the City of Stanwood to maintain its own police identity to include policies and procedures that meet unique small city needs. All uniforms and vehicles are identified as Stanwood Police and we provide services to the city population of approximately 8,405.

DIVISIONS:

CHIEF OF POLICE: Has the rank of Lieutenant with the Sheriff's Office. Oversees all aspects of the Police Department daily operations. The Chief works with city staff to ensure community needs are met.

ADMINISTRATIVE SERGEANT: Administers the day-to-day administrative functions of the Police Department and oversees the day shift deputies, School Resource Officer and Detective. Steps in as the Chief of Police when the chief is absent.

NIGHT SERGEANT: Oversees the swing shift and night shift deputies.

PATROL DIVISION: Responds to crimes in progress, traffic collisions, missing persons, and other emergency and non-emergency calls for service.

SCHOOL RESOURCE OFFICER: Utilizes the concept of educator, informal counselor, and law enforcer; working to bridge the gap and build relationships between law enforcement and youth.

DETECTIVE: Works in conjunction with patrol and the resources of the Snohomish County Sheriff's Office to investigate a broad range of felony- and misdemeanor-level crimes that occurred in the City of Stanwood.

	ASSIGNED	VACANCIES	PERCENTAGE
Chief	1	0	100%
Sergeant	2	0	100%
Deputy	5	1	85%
School Resource Officer No longer a PD employee - SCSO contract	1	0	100%
Detective	1	0	100%

OCTOBER 2023

Stanwood Police Department

RECORDS UNIT



Records Summary: Job duties include, but are not limited to, the following;

- Provide administrative support for all members of the Stanwood Police Department.
- Assist the Chief of Police with police budget tracking and review.
- Verify and code all incoming invoices for the Police Department.
- Ordering of supplies for the department, and special events.
- Subject matter expert for the Law Enforcement Records Management System (LERMS) used by Stanwood Police Department.
- Manage all Stanwood Police Department documents and records.
- Review all electronic case file entries and information for accuracy.
- Scan paper records into electronic case files.
- Forward criminal arrest referrals to the Prosecuting Attorney's Office.
- Enter trespass notices, gun alerts, and other safety alerts into the agency's electronic records management system.
- Route Child Protective Services & Adult Protective Service referrals.
- Maintain department case file and document archives per Washington State records retention/destruction schedules.
- Responsible for federal reporting of crime statistics to the National Incident Based Reporting System (NIBRS).
- Run monthly case audits and records validations.
- Enter court orders, missing persons, vehicle impounds, lost or stolen property, stolen vehicles, etc. into Washington Crime Information Center and National Crime Information Center (WACIC/NCIC).
- Provide second checks for all entries made into Washington Crime Information Center and National Crime Information Center (WACIC/NCIC).
- Conduct background checks for concealed pistol license and pistol transfers applications.
- Provide fingerprint services for concealed pistol license applicants and citizen fingerprints.
- Review and fulfill public records requests within the guidelines of the Public Records Act.
- Create/update/maintain all process, procedure, and training manuals for the position.
- Serve as Stanwood Police Department's Terminal Agency Coordinator for the Washington State Patrol ACCESS program.
- Assists with walk-in and telephone customers, averaging 8,000 yearly contacts.
- Route calls to 911 and non-emergency dispatch.
- Respond to requests for service and answer general questions.
- Manage key & key fob assignments for City of Stanwood employees.

	2023	2022	2021	2020	Year to Date
Public Records Requests	39	25	26	26	392
Concealed Pistol License Issued	34	38	52	15	362
Pistol Transfer Checks	12	24	35	28	235
Fingerprinting & Approximate Time	26 6.5 hrs	25 6.25 hrs	17 4.25 hrs	0 0 hrs	256 64.0 hrs

OCTOBER 2023

Stanwood Police Department

Message from the Chief



November is the kick-off to the holiday season, or as I like to think of it as the “should I be eating that” season. I do love this time of year as the opportunity to get together with family and friends, celebrate, and be thankful. As a police officer I know that during the holiday season there is an increase in mental health calls. According to the National Alliance on Mental Illness 64% of people with mental illness say the holidays negatively impact them. So, I would encourage everyone to reach out to friends and family, who may struggle during this time of year.



Traffic Enforcement:

Last month I spoke about the concerns of speeders on 80th Ave and the enforcement emphasis we would be doing during the month of October. This past month there have been close to 200 traffic stops for speeding on 80th Ave, with 46 tickets being issued. Our officers were typically only making a traffic stop when the vehicle was 10mph or more over the speed limit. To the big question, did this help reduce speeding in the area overall, the answer is overwhelmingly yes. Prior to October our stationary radar would report the average speed was 31 mph, with 24% of all vehicles driving 10 or more over the speed limit, which is roughly 4500 vehicles speeding in a weeks’ time.

Data pulled from this past week shows that the average speed is 29 mph, not a big drop, but our percentage of vehicles driving 10 mph or more over the speed limit dropped to 7%, a huge reduction. Stanwood Police will be doing random enforcement in the area for the rest of the year and another emphasis in early 2024.

Citizen’s Patrol:

There are six individuals that have expressed interest in being part of Stanwood’s Citizens Patrol and this past week, I had the pleasure of interviewing a couple of them. It was awesome to hear about their passion to serve their community and desire to see Stanwood continue to be a safe place to live and work. In other Citizen Patrol news, the citizen patrol vehicle has been outfitted with a police radio and decals, with the goal of “patrolling” starting in December.

Community Engagement:

I had the honor of speaking at the Village Commons HOA meeting. It was a great group, and we discussed the success and challenges of law enforcement in Stanwood.

Coffee with a Cop was October 11th, and I had a great time serving coffee at the Starbucks drive-up window. I was impressed with how hard and how quickly the barista’s work, and as always, the appreciation from our community for law enforcement was outstanding.

We saw a lot of smiling faces and passed out a ton of candy at the Ghouls Night Out Event on Main St. We brought our event tent with spooky decorations and showed off the two supernatural bad guys we caught.

Crime Trends:

In October there have been a rash of vehicle thefts in Stanwood. A group is specifically targeting older F-250s or F-350s. These vehicles are notorious for being able to easily defeat the door lock and ignition. Det. Martin is working with the Snohomish County Auto Theft Taskforce to develop suspect information.

Chief Toner

OCTOBER 2023

Stanwood Police Department

Detective Report



Update Stanwood Police Case 2016-1964 First Degree Theft

Detective Martin investigated a case alleging the theft of over \$100,000.00 from a vulnerable adult in 2016-2017. While holding Power of Attorney over the victim's finances, the victim's daughter made numerous purchases that did not benefit the victim.

The charge of Theft First Degree was referred to the Prosecutor's Office in 2017. Detective Martin conducted additional investigation in 2018 to include obtaining bank records via search warrant.

The victim passed away prior to trial.

The defendant plead guilty to a misdemeanor charge, Theft Third Degree.

During a Snohomish County Superior Court hearing on 10-06-2023, the defendant was ordered to pay \$33,500.00 in restitution to the victim's estate.

OCTOBER 2023

Stanwood Camano School District

SCHOOL RESOURCE OFFICER



HOMECOMING 2023



October 13th Stanwood High School marched in the 2023 Homecoming Parade. Sparty led the parade followed by various sports teams and school clubs. It was a great showing and the public loved it. We hope to grow the parade in years to come and make it one of the best parades of the year!

CATCH[®] MY BREATH

Stanwood Camano School District has begun the first of a three advisory lesson series on the dangers of teen vaping. E-cigarettes are dangerous because they can be laced with illicit drugs, as well as they harm the developing brains of our youth. E-cigarettes deliver high amounts of nicotine (and other chemicals) into the body and can actually be as or more addictive than cigarettes.



DRONE ASSESSMENT AND RESPONSE TRAINING

Deputy McCurry attended the DART training. This course trains first responders in identifying drones at events, assessing their danger, and proper response protocol. This is useful at outdoor athletics, on school campuses, and community events. As we have seen worldwide, drones can be used for fun, but also in malicious ways.

OCTOBER 2023



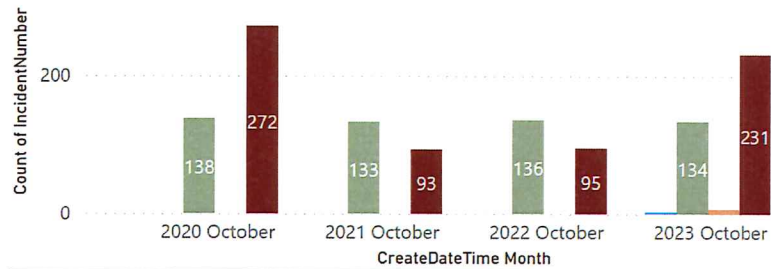
The following pages cover incidents data. This is also known as calls for service. If 30 people call because there's a wreck in front of Haggen's, it counts here once.



Previous Month Over Time

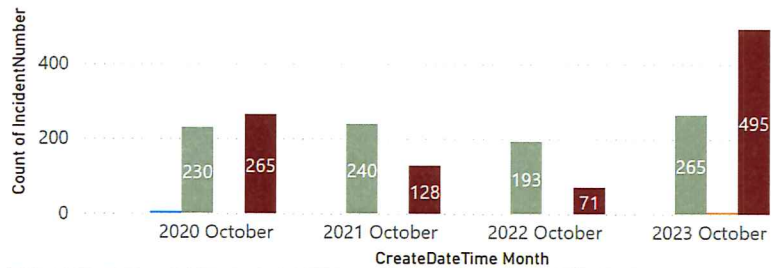
Stanwood West, Incidents by Origination

Call Origination (Blank) 911 call ASAP Officer-Initiated



Stanwood East, Incidents by Origination

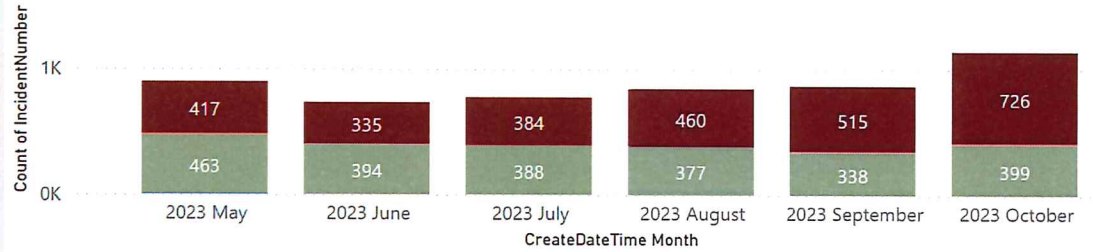
Call Origination (Blank) 911 call ASAP Officer-Initiated



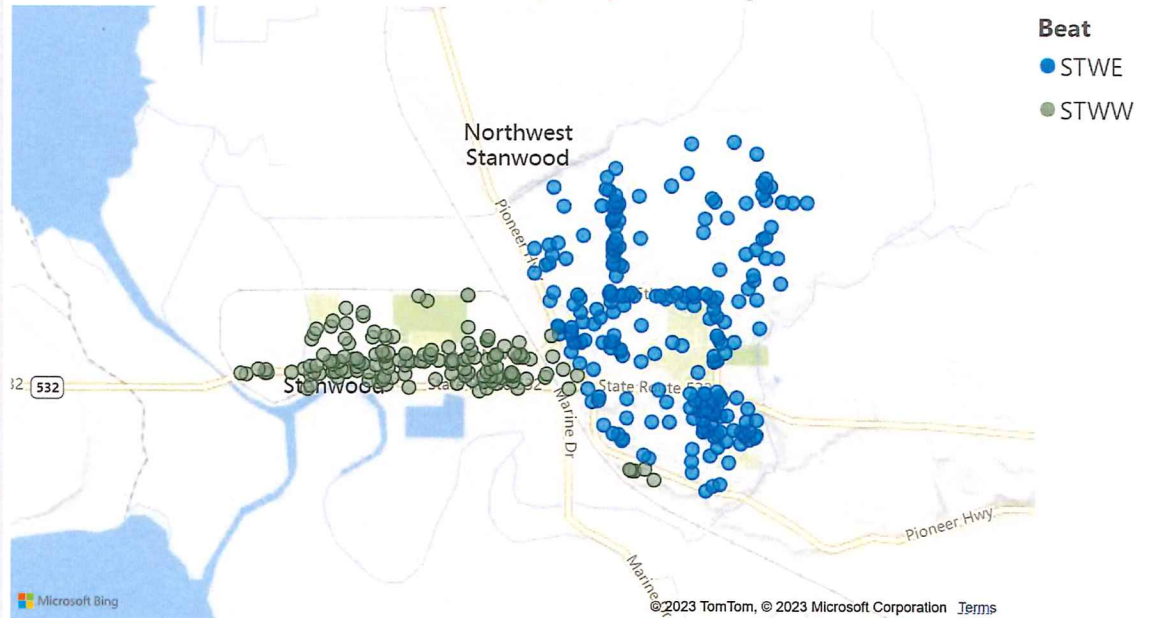
TOTAL INCIDENTS - ALL ORIS inside STW

Total Incident Counts, Past 6 Full Months by Origination Type

Call Origination (Blank) 911 call ASAP Officer-Initiated



All incidents Past 1 Month - excludes victim privacy concerning incidents

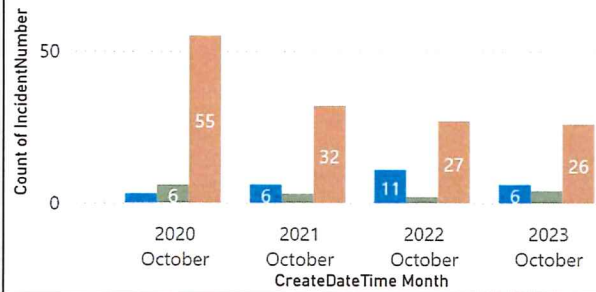




Previous Month Over Time

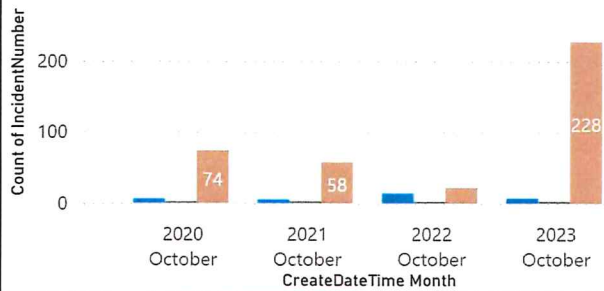
Stanwood West

IncidentType ● Collision ● DUI ● Traffic



Stanwood East

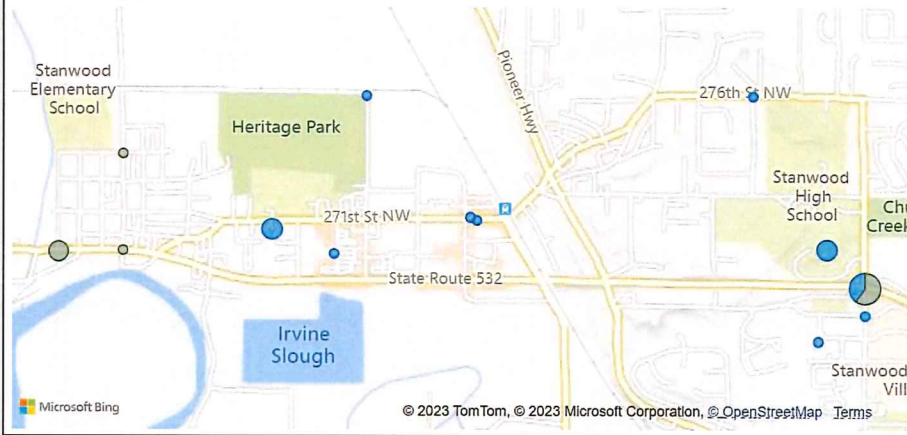
IncidentType ● Collision ● DUI ● Traffic



Collision, DUI, and Traffic INCIDENTS

Previous Month, Current Year

IncidentType ● Collision ● DUI

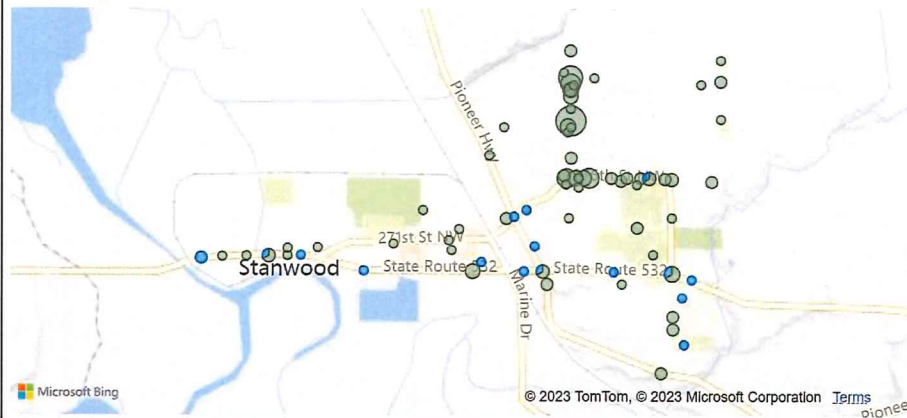


STWW & STWE

Year	Collision	DUI
2023		
May	17	9
June	18	10
July	20	7
August	13	6
September	26	11
October	13	7

Traffic - Previous Month, Current Year

Call Origination ● 911 call ● Officer-Initiated



STWW & STWE

Year	Traffic
2023	
May	80
June	100
July	74
August	96
September	101
October	254



Tickets - To Current Date, Current Year

Data begins in 2021, due to lack of tickets issued in 2020 (due to covid lockdowns).

of Tickets - This CY

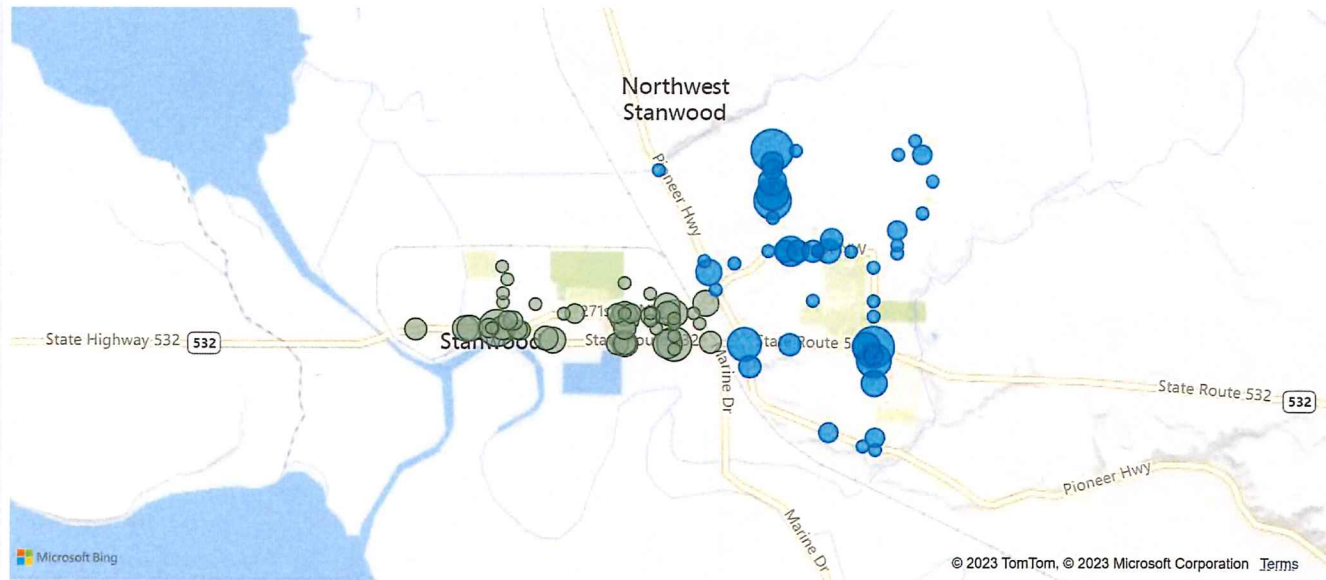
247

of Citations - This CY

323

Location of Citations this CY

Beat ● STWE ● STWW



Total Tickets

Month	2022	2023
January	6	18
February	8	36
March	8	16
April	3	16
May	9	23
June	23	30
July	22	9
August	25	36
September	25	38
October	10	101
November	14	
December	21	

How Many Tickets Had More than One Citation? 2022 to present

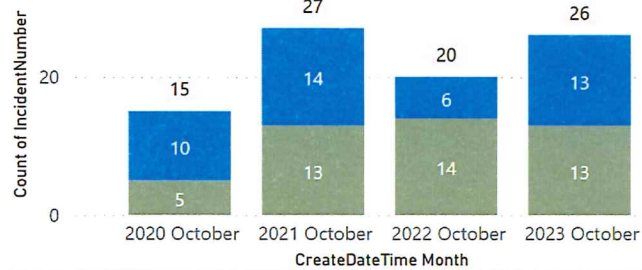
95



Alarms

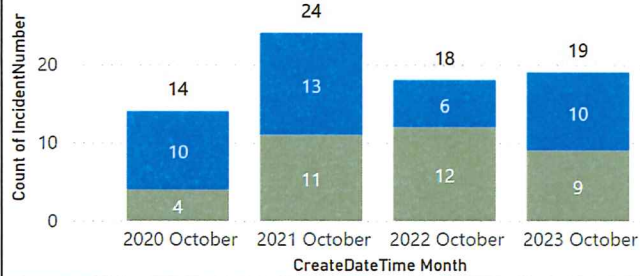
Alarms

Beat ● STWE ● STWW



Alarms that were False Alarms

Beat ● STWE ● STWW



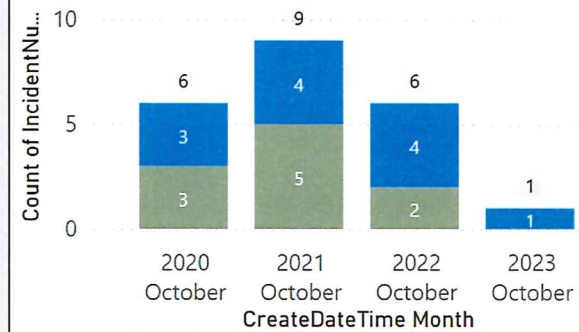
STWW & STWE

Year	Alarm
2023	
May	18
June	9
July	9
August	9
September	21
October	26

Abandon Vehicles

Abandon Vehicles

Beat ● STWE ● STWW



STWW & STWE

Year	Abandoned Vehicle
2023	
May	3
June	5
July	1
August	8
September	6
October	1

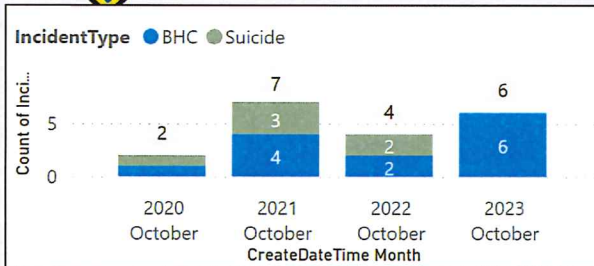
Abandon Vehicles Past Calendar Month, ThisYear

Beat ● STWW

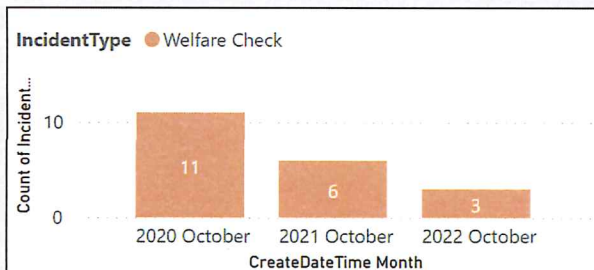




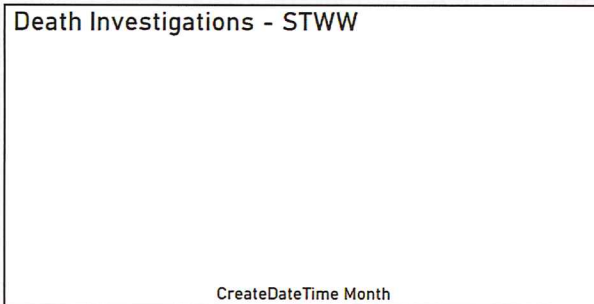
Stanwood West



Year	BHC	Suicide
2023		
May	5	
June	4	
July	4	
August	7	
September	2	2
October	6	

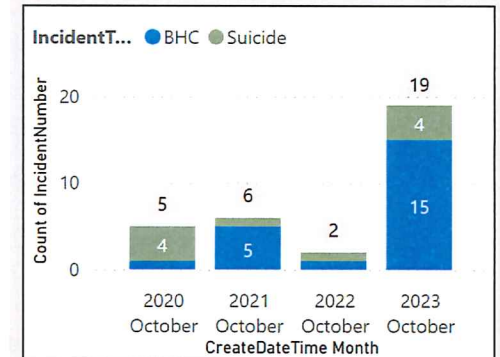


Year	Welfare Check
2023	
May	1
June	4
July	4
August	8
September	3

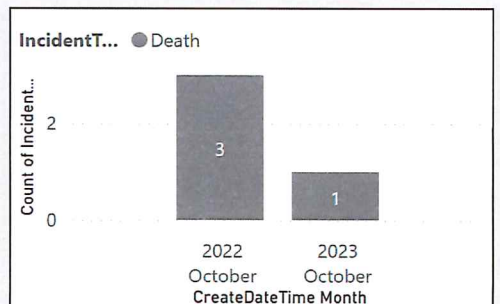
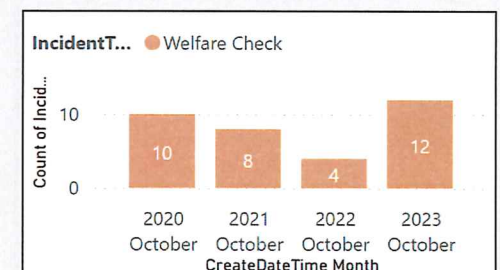


Stanwood East

Year	BHC	Suicide
2023		
May	13	
June	5	2
August	12	2
September	4	2
October	15	4



Year	Welfare Check
2023	
May	14
June	8
July	5
August	9
September	10
October	12



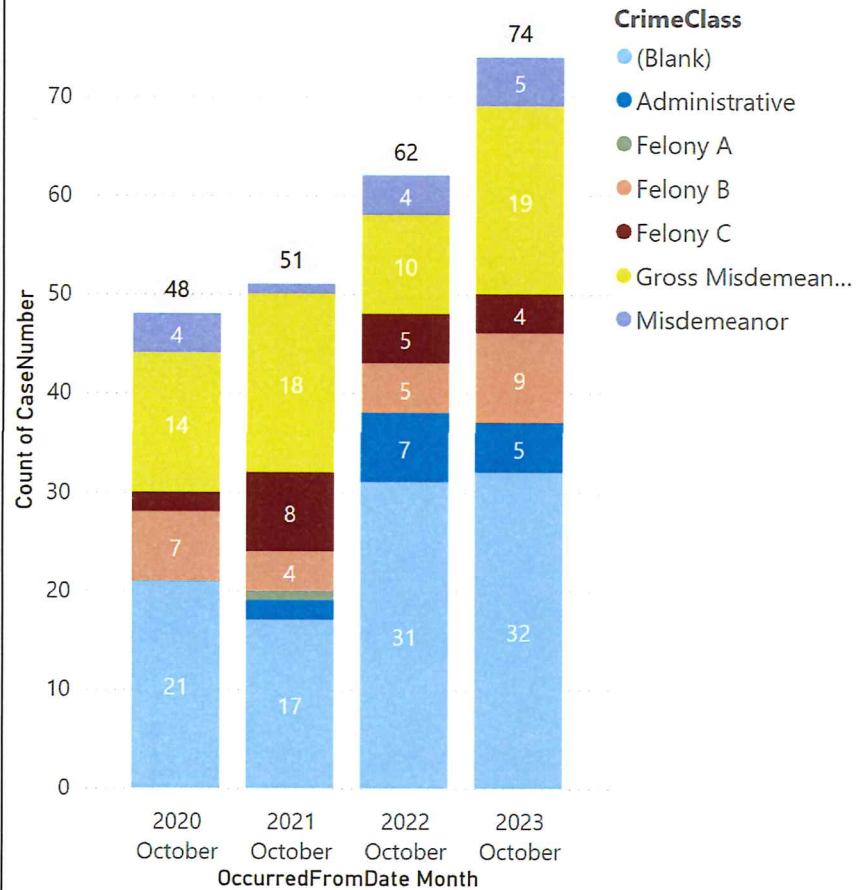


The following pages cover case data. The key difference between cases and incidents data is a Deputy has determined something did transpire that justifies writing a case report.

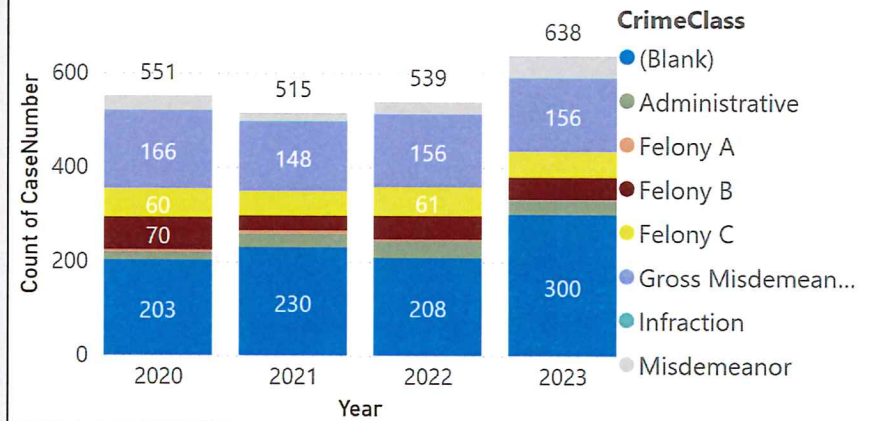
TOTAL CASES

IN THE STW BEAT

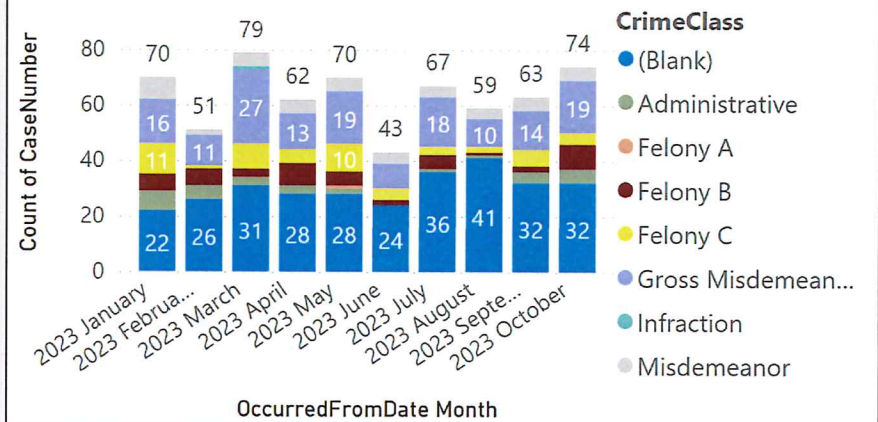
Cases, Previous Month, Yr over Yr



Case Count by Statute, Jan 1 - present, Yr over Yr



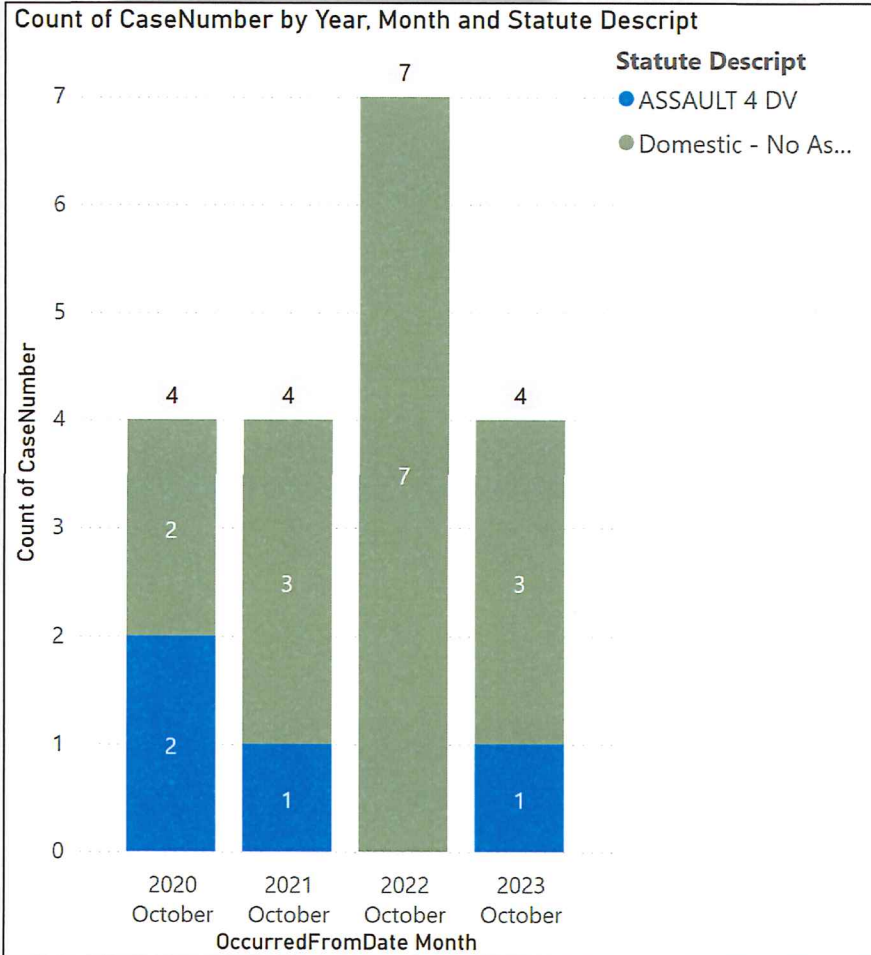
Case Count by Statute, Jan 1 - present, Current Year



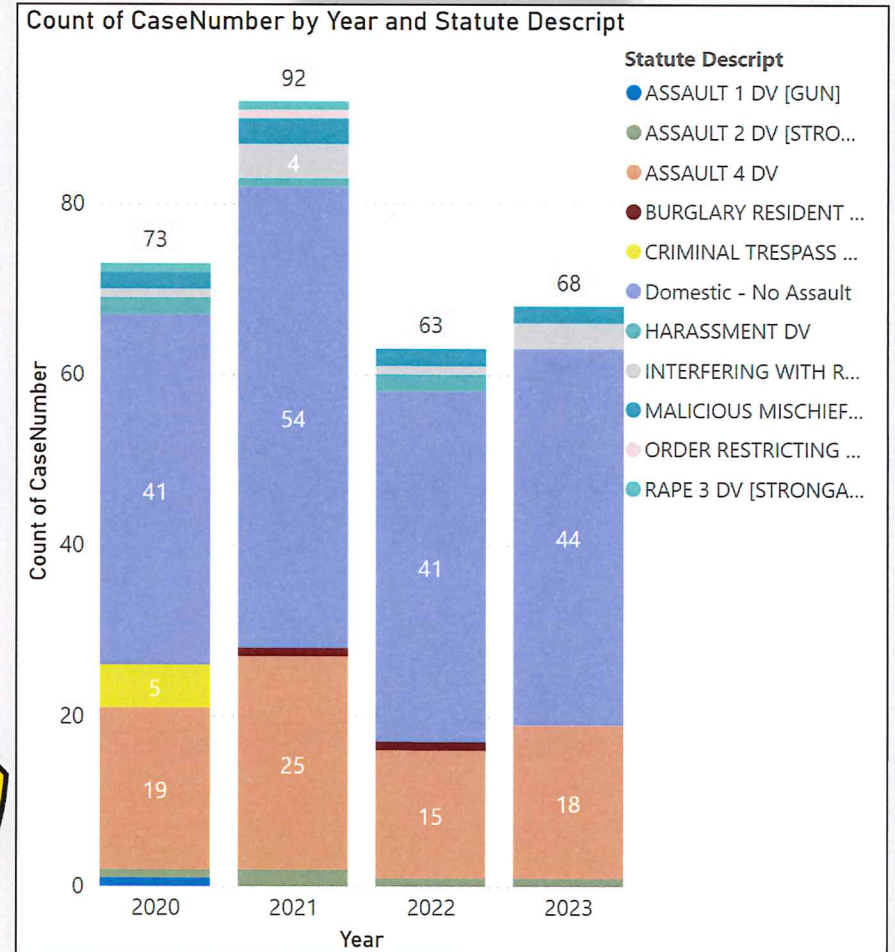
Domestic Related CASES

IN THE STW BEAT

Previous Month Over Time



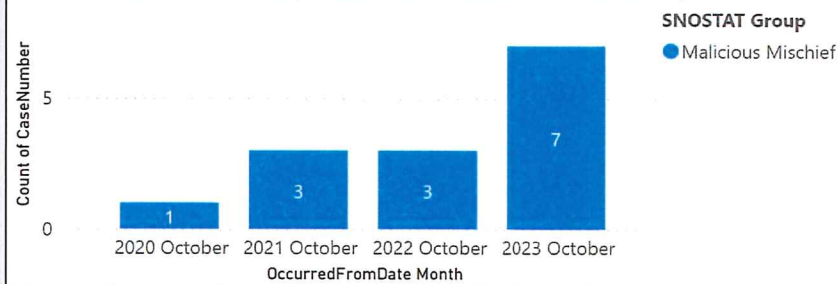
To Date By Year



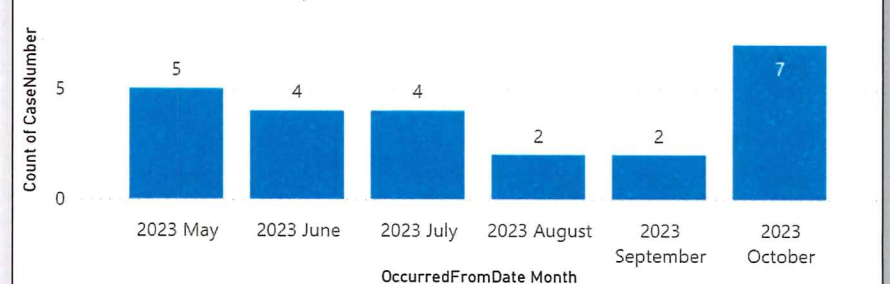


Malicious Mischief CASES

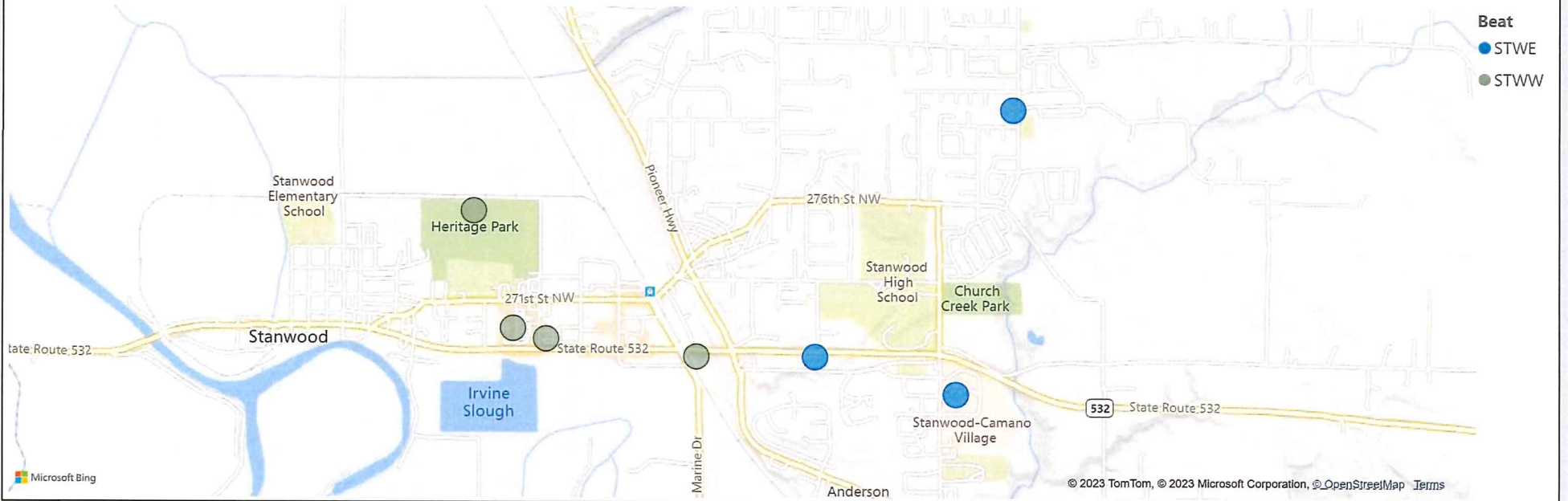
Count of CaseNumber by Year, Month and SNOSTAT Group



Count of CaseNumber by Year and Month



Cases in the past Calendar month, Current Year





Auto Theft CASES

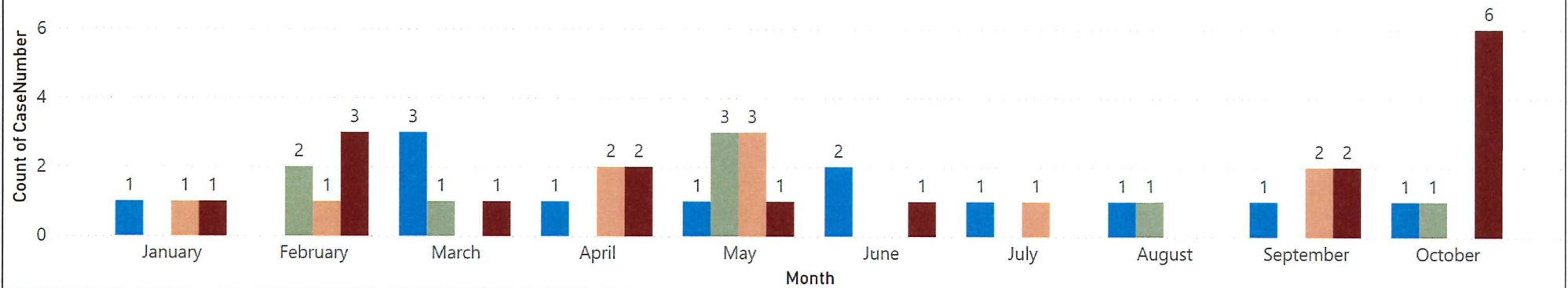
Past Six Calendar Months

Month ● June



Jan 1 - Present, each year

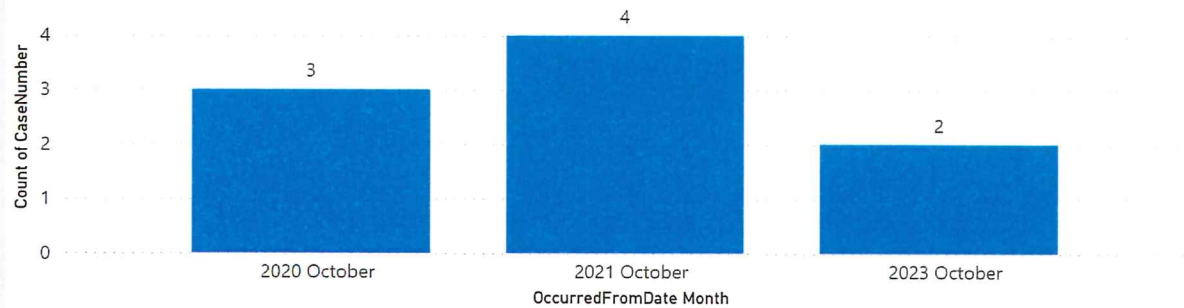
Year ● 2020 ● 2021 ● 2022 ● 2023





Vehicle Prowl CASES

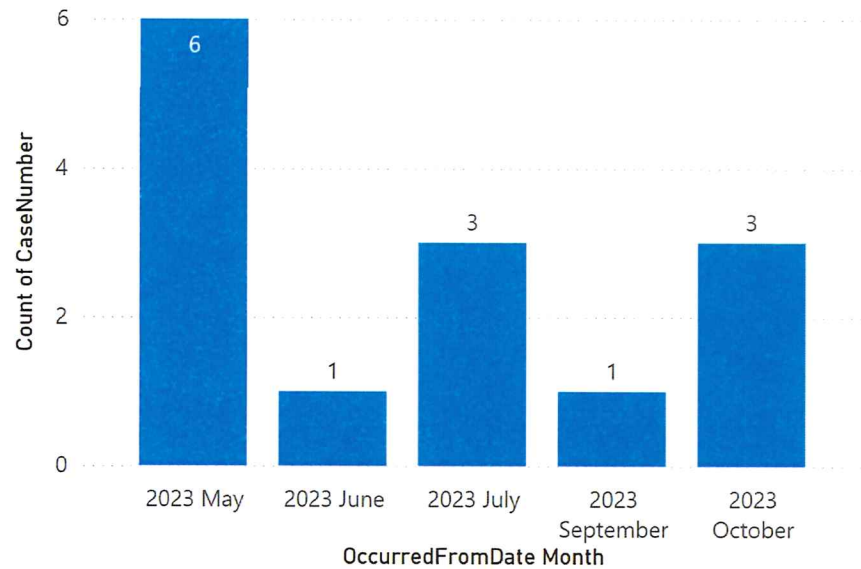
Count of CaseNumber by Year and Month



Jan 1 - Current Date, Current Year

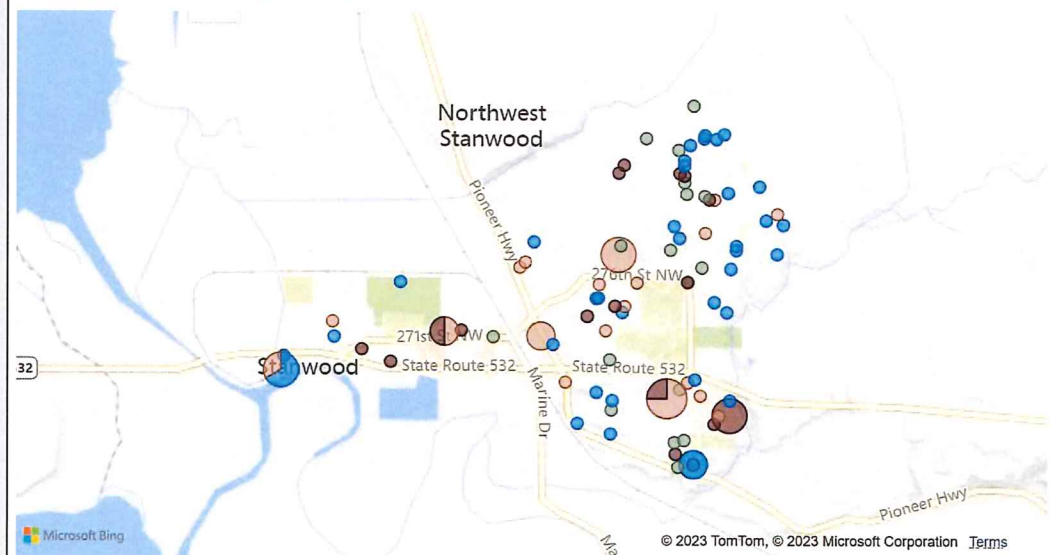
Year	Veh Prowl 1	Veh Prowl 2	Total
2020	2	37	39
2021	1	18	19
2022	4	22	25
2023		18	18

Count of CaseNumber by Year and Month



Count of CaseNumber by Year, Lat and Lon

Year ● 2020 ● 2021 ● 2022 ● 2023

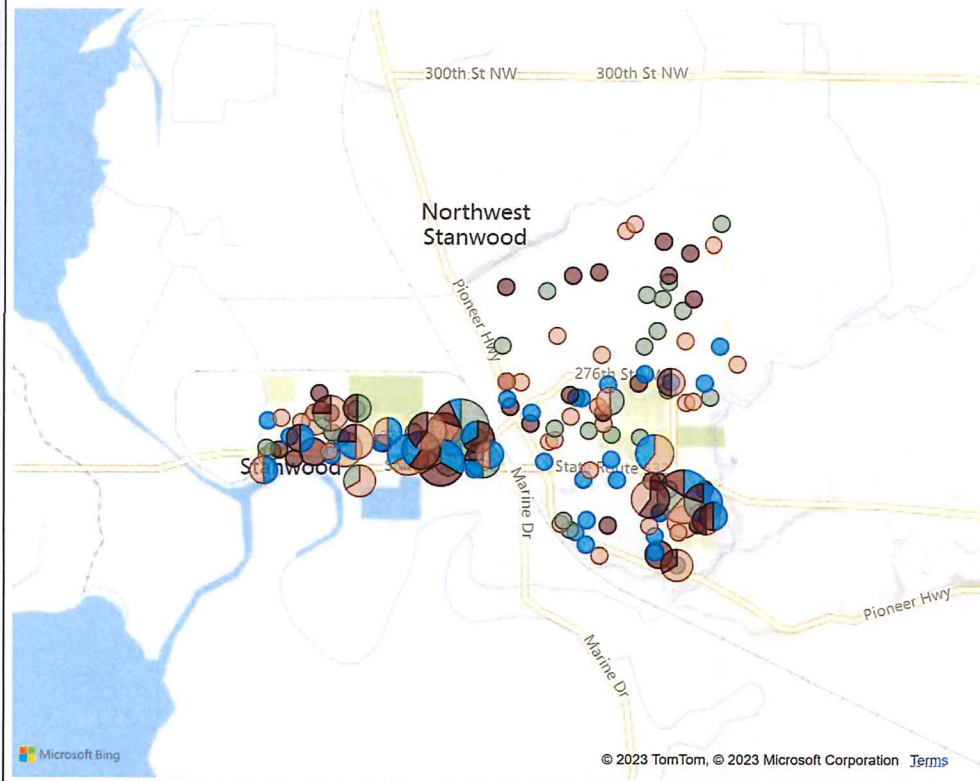




Theft CASES

Count of CaseNumber by Year, Lat and Lon

Year ● 2020 ● 2021 ● 2022 ● 2023



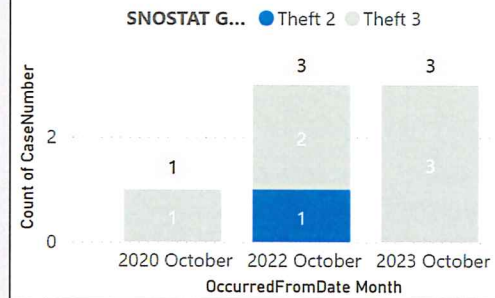
Jan 1 - Current Date

Beat	2020	2021	2022	2023
STWE	27	24	36	24
STWW	25	23	36	26
Total	52	47	72	50

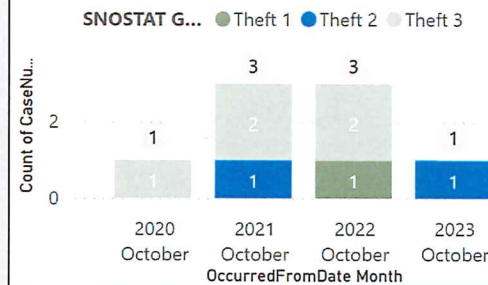
Current YTD

Year	STWE	STWW
▼		
☐ 2023		
October	1	5
September	1	4
August	1	1
July	3	3
June		5
May	6	1
April	4	
March	3	
February	2	4
January	3	3

Stanwood West



Stanwood East



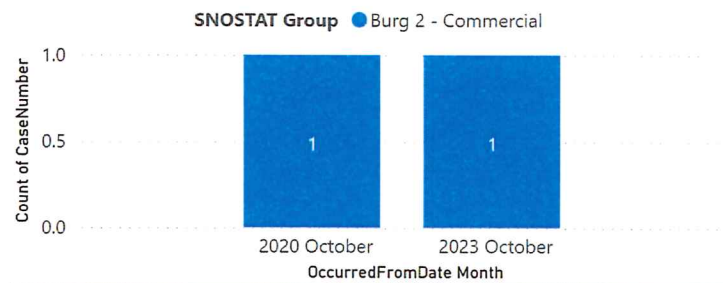


Burglary CASES

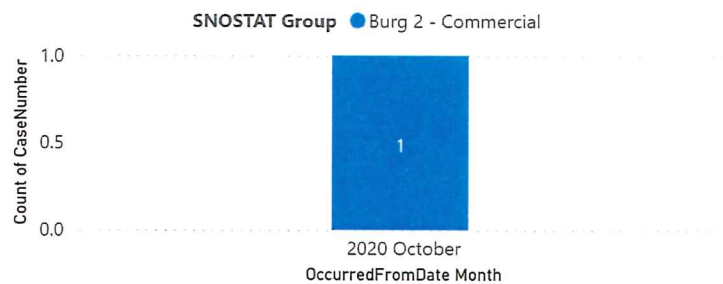
Jan 1 - Current Date

Year	STWE	STWW
2020	9	11
2021	6	6
2022	11	5
2023	7	8

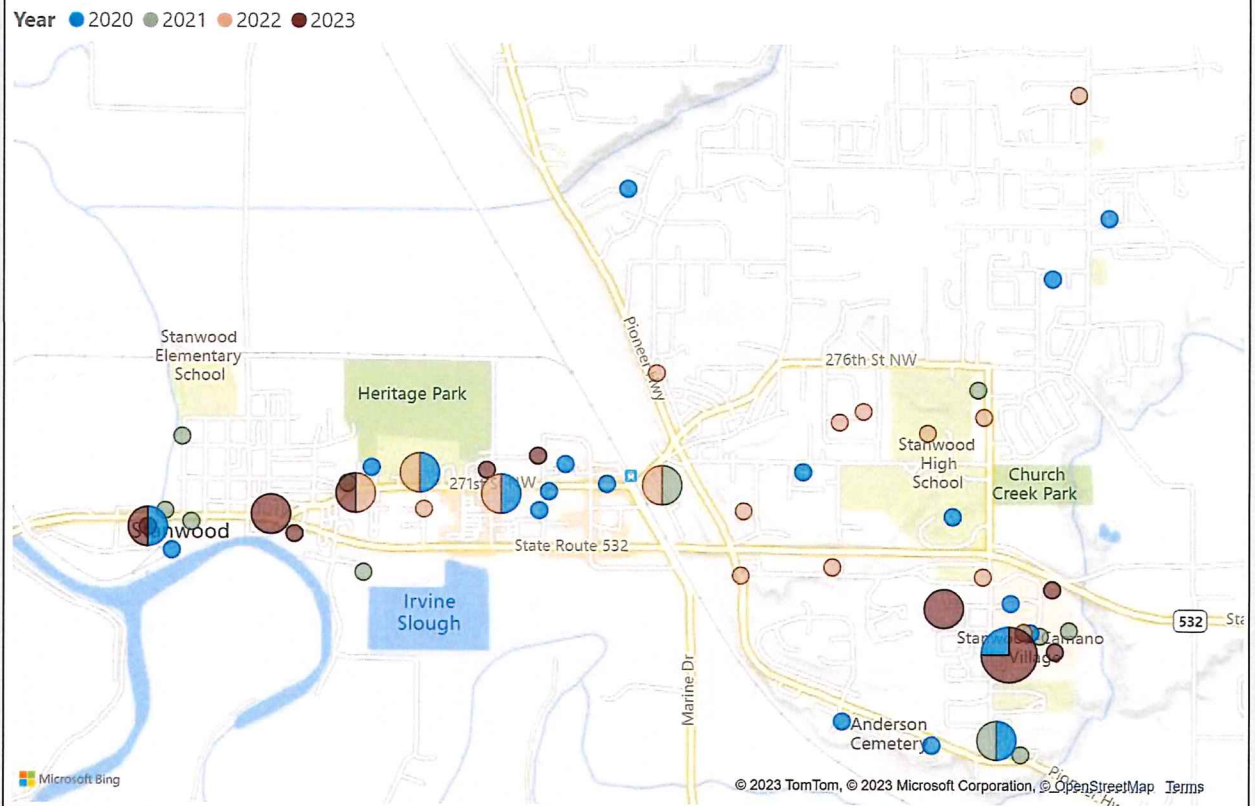
Stanwood West



Stanwood East



Count of CaseNumber by Year, Lat and Lon





CITY OF STANWOOD AGENDA STAFF REPORT

ITEM NUMBER: 6b

DATE: November 9, 2023

SUBJECT: 3rd Quarter 2023 Financial Report

CONTACT PERSON: David Hammond, Finance Director

ATTACHMENTS:

- A – Contracts Executed as authorized by financial policy section 9.13
- B – Sole source and change orders approved as allowed by policy sections 9.12.1 and 9.20.2
- C – Budget vs. Actual Reports for quarter ending September 30, 2023

PURPOSE

The third quarter 2023 financial report is hereby submitted to City Council.

DISCUSSION

Attachment C is a year-to-date (January thru September) budget versus actual revenue and expenditures report with ending fund balance for all funds as of September 30, 2023. Note that Q3 actuals have been uploaded to the Digital Budget Book, available at this [Link](#). Key Messages regarding the city's year-to-date 2023 financial performance:

- Tax collections, which include property, real estate excise tax (REET), local sales taxes and utility taxes, are on target against forecasts year-to-date. The majority of property taxes are received in May and November each year.
- Operating expenditures, excluding interfund transfers and debt, in the General Fund is at 71% of budget, in Streets 74% while the Utilities Operating are all at 65% at the end of the 3rd quarter, which meets expectations at three quarters of the way through 2023. Operating funds include salary & benefit line expenditures which are mainly fixed costs and the largest portion of spending for delivering services.
- Economic conditions are difficult to gauge at this time as we are nearing the end of the Federal Reserve's rate tightening cycle. They may continue, hold steady and will eventually lower their target rates as they address high inflation rates. Inflation has declined over the year from 6% in January to 3.9% for September. This has raised hopes that the Federal Reserve will hold rates steady at their December meeting.

- Mortgage rates remain above eight percent.
- Unemployment in Washington declined to 3.6% in September.
- Housing prices have increased from their low point at the beginning of the year. apparently due to low inventory. Existing home sales are weak due to low inventory, while new homes are selling.
- The Consumer Confidence Expectations Index—based on consumers' short-term outlook for income, business, and labor market conditions—fell slightly to 75.6 (1985=100) in October, after declining to 76.4 in September. The Expectations index is still below 80—the level that historically signals a recession within the next year. Consumer fears of an impending recession remain elevated, consistent with the short and shallow economic contraction we anticipate for the first half of 2024.

Investment Performance:

Table One Below provides monthly and quarterly investment portfolio performance compared to the required benchmark within Financial Policy, which is the two-year average of the two-year US Treasury Bond.

INVESTMENT PERFORMANCE - Q3 2023				
	July	August	September	Quarter Average
Amount Invested	\$ 35,693,500	\$ 35,314,534	\$ 34,174,316	\$ 35,060,783
Return (average percentage yield)	3.30%	3.23%	3.26%	3.26%
Benchmark*	2.85%	3.06%	3.25%	3.05%
*Per Finance Policy, Two Year Average of Two-Year Treasury Note				

Table Two below provides details of investment activity during the quarter.

July 2023	Investment	Maturity	Return	Balance
maturity	Fed Natl Mortgage Assn	July 10, 2023	2.26%	\$ 977,105
August 2023				
no purchases or maturities				
September 2023				
maturity	Fed Home Loan Bank	Sept 8, 2023	2.58%	\$ 1,010,394

Table Three below provides a detailed listing of holdings, allocations by type of investment and durations, in the city's investment portfolio as of Sept. 30, 2023.

TABLE THREE

Investment Category/Accounts	Amount	Current Allocation	September APY
CASH			
Cash (Treasurer's Checking)	\$ (793,237)	-2%	0
INVESTMENTS			
Washington Federal Public Funds	\$ 998,489	3.0%	2.98%
WA State LGIP	\$ 5,970,103	18%	5.39%
Snohomish County Inv. Pool	\$ 4,943,155	15%	2.34%
US Bank Municipal Investor	\$ 77,155	0%	0.00%
U.S.Treasury Notes Agency Securities	\$ 22,185,414	66%	2.46%
Total	\$ 33,381,079		

Detailed Investment Holdings						
Investments	Maturity Date	Return (APY)	Balance	% of total balance	Weighted rate	Duration Years
WA Federal Public Funds	N/A	2.980%	\$ 998,489	2.92%	0.087%	0.00
WA LGIP	N/A	5.385%	\$ 5,970,103	17.47%	0.94%	0.03
Snoh. County Inv. Pool	N/A	2.342%	\$ 4,943,155	14.46%	0.34%	0.29
US Bank Municipal Investor	N/A		\$ 77,155	0.23%		0.00
U.S. Notes & Securities:						
U.S. Treasury Notes (5/5/2022)	12/31/2023	2.720%	\$ 968,329	2.83%	0.08%	0.33
FHLB (9/15/2022)	3/15/2024	3.700%	\$ 1,000,000	2.93%	0.11%	0.54
FHLB (9/29/22)	4/29/2024	4.000%	\$ 1,000,000	2.93%	0.12%	0.66
FHLB (9/20/2022)	6/20/2024	3.541%	\$ 1,001,050	2.93%	0.10%	0.81
U.S. Treasury Notes (5/5/2022)	6/30/2024	2.730%	\$ 979,640	2.87%	0.08%	0.83
U.S. Treasury Notes (5/5/2022)	8/15/2024	2.880%	\$ 988,906	2.89%	0.08%	0.96
Freddie Mac (5/5/2023)	9/10/2024	4.443%	\$ 474,165	1.39%	0.06%	1.03
FHLB (9/13/22)	9/13/2024	3.700%	\$ 2,000,000	5.85%	0.22%	1.04
U.S. Treasury Notes (5/5/2022)	12/31/2024	2.878%	\$ 984,063	2.88%	0.08%	1.34
FFCB (1/20/2023)	1/10/2025	4.500%	\$ 1,004,640	2.94%	0.13%	1.36
FHLB (5/6/2022)	3/14/2025	2.920%	\$ 998,754	2.92%	0.09%	1.54
U.S. Treasury Notes (5/12/2022)	6/30/2025	2.830%	\$ 923,125	2.70%	0.08%	1.83
U.S. Treasury Notes (6/3/2022)	6/30/2025	2.865%	\$ 923,560	2.70%	0.08%	1.83
FHLM (2/15/2023)	8/28/2025	4.160%	\$ 983,468	2.88%	0.12%	1.99
U.S. Treasury Notes (9/1/2022)	8/31/2025	3.450%	\$ 909,618	2.66%	0.09%	2.00
U.S. Treasury Notes (9/2/2022)	8/31/2025	3.538%	\$ 907,344	2.66%	0.09%	2.00
U.S. Treasury Notes (5/12/2022)	12/31/2025	2.860%	\$ 914,773	2.68%	0.08%	2.34
FHLB (9/12/22)	3/12/2026	4.000%	\$ 1,000,000	2.93%	0.12%	2.53
U.S. Treasury Notes (9/2/2022)	6/30/2026	3.506%	\$ 906,563	2.65%	0.09%	2.83
FHLM (5/5/2023)	10/28/2026	3.777%	\$ 451,875	1.32%	0.05%	3.16
FHLB (5/5/2023)	11/27/2026	3.740%	\$ 991,286	2.90%	0.11%	3.24
FFCB (5/5/2023)	4/27/2027	3.680%	\$ 991,025	2.90%	0.11%	3.66
FFCB (5/5/2023)	9/21/2027	3.661%	\$ 883,231	2.58%	0.09%	4.06
Subtotal U.S. Notes & Securities			\$ 22,185,414			
Investment Total			\$ 34,174,316	Weighted Return 3.26%		
Cash (Treasurer's Checking)			\$ (793,237)			
Total Cash and Investments			\$ 33,381,079	Average Weighted Duration 1.56		
Interest Earned July			\$ 98,157			
Interest Earned August			\$ 95,055			
Interest Earned September			\$ 92,811			
Total Interest Earned Q3			\$ 286,023			

General Fund

General Fund Revenue

At the end of the second quarter, general fund revenues were 77.3% of the budget which is slightly higher than expected. The general fund's two largest tax sources, property tax and sales tax are each slightly higher than budget by 5% based on collection by September 30. Licenses & Permits, Intergovernmental Revenues, and Charges for Services also finished strong by the end of the 3rd Quarter. Highlights for the third quarter are provided below, and line-item detail is provided in Attachment C.

Sales Tax

Sales tax received in the third quarter 2023 was 9.3% higher than the sales tax collected in the 3rd quarter of 2022. The City has collected 80% of the budgeted sales tax for 2023 through September.

Retail Sales Tax				
Industry Category	2023 Q3	2022 Q3	Dollar Change	Percent Change
Convenience & Grocers	\$ 34,942	\$ 28,816	\$ 6,126	21.3%
Auto/RV Dealer	\$ 56,183	\$ 55,742	\$ 441	0.8%
Department Store	\$ 31,783	\$ 30,617	\$ 1,166	3.8%
Specialty Retail	\$ 148,200	\$ 146,584	\$ 1,616	1.1%
Restaurants	\$ 84,441	\$ 77,897	\$ 6,544	8.4%
Building & Construction	\$ 140,497	\$ 120,837	\$ 19,660	16.3%
All Other Sales & Use Tax	\$ 145,207	\$ 126,204	\$ 19,003	15.1%
Total	\$ 641,253	\$ 586,697	\$ 54,556	9.3%
Other Sales Taxes				
Criminal Justice	\$ 53,413	\$ 49,556	\$ 3,857	7.78%
Affordable Housing	\$ 5,533	\$ 5,058	\$ 475	0.00%
Transportation Benefit District	\$ 150,875	\$ 138,063	\$ 12,812	9.28%

Licenses & Permits

During the 3rd quarter the city received \$75,359 or 20% of budgeted License and Permit Revenues, reflecting continued development in Stanwood.

State Generated Revenues

State Generated revenues include the city's share of liquor excise tax and liquor board profits, PUD Privilege Tax, along with other miscellaneous state shared revenues. For the 3rd quarter of 2023 receipts were \$42,691 which were 14% of the annual budget.

Charges for Services

Charges for Services include a portion of the development related fees that the city collects. In the 3rd quarter the City received \$175,602 or 56% of revenue estimates.

General Fund Expenditures

General fund expenditures, excluding transfers, through September 30, 2023, are on track at \$4,411,844. or 71% of budget. Departmental expenditure summary performance is included in Attachment C.

Street Operating Fund

The Street fund was budgeted to receive transfers from the General Fund to support operations. The other major revenue the street fund relies on is unrestricted motor vehicle excise tax (MVFT), or "fuel tax". The city has received \$123,943 in the nine months of the year in fuel taxes, which is 72% of the budget. Operating expenditures, excluding transfers, are at 74% of budget through September 30. The Associate Engineer is charged to Streets and project time is tracked and moved quarterly to specific projects. See Attachment C for further detail.

Special Revenue Funds

Special Revenue Funds are separate from the General Fund and are utilized for collection of revenues that may only be used for a specific purpose such as impact fees, REET or other sources. Through September 30, the City has collected 89.4% of the REET revenue budgets. The City has received over 100% of budgeted revenue for both the Street Impact Fee Fund and the Park Impact Fee Fund to date. Expenditures in these funds are primarily transfers-out to other funds for capital projects. Please see Attachment C for details.

Capital Project Funds

Capital Project Funds are utilized to track project sources and uses. Because most capital projects are multi-year projects, they often do not align with a biennial budget cycle, so the amounts budgeted may change as projects move through design, permitting and construction phases. Capital project funds are meant to be spent to build and invest in city infrastructure. Sources of revenue are transfers from other special revenue funds or the general fund but the primary source for some capital projects is grants. Attachment C provides line-item detail for the Street Construction Fund, Park and Trail Improvement Fund, and the Water, Drainage, and Wastewater Construction Funds. The following table lists the major projects underway in 2023.

Major Active Construction Projects	Budget	Actual
Street Construction		
Viking Way	\$ 1,036,000	\$ 43,201
80th Ave Reconstruction	\$ 1,400,000	\$ 28,228
Twin City Mile	\$ 1,616,000	\$ 1,416,637
Park & Trail Improvement		
Hamilton Landing	\$ 1,000,000	\$ 294,793
Stanwood Port Susan Trail	\$ 1,838,000	\$ 168,165
Johnson Farm	\$ 485,000	\$ 254,884
Heritage Park	\$ 400,000	\$ 344,548
Sewer Construction		
Sewer Main Replacements	\$ 980,000	\$ 758,089
Drainage Construction		
Irvine Slough Stormwater Separator & Pump Station	\$ 3,800,000	\$ 53,296
Flood Wall Florence Rd	\$ 714,000	\$ 58,849
Skagit Bay Dike Repair	\$ 6,000,000	\$ 4,466
Water Construction		
Water Trtmnt Plnt Media Replacement	\$ 500,000	\$ 307,488

Utility Funds

City utilities (Water, Sewer, and Stormwater) are accounted for in proprietary funds or “business-like funds”. The City accounts for the utility’s activities in several funds for utility operations, capital, debt, and reserves. Highlights of the utilities’ operations through the third quarter, 2023 are described below and line-item detail is shown in Attachment C.

Sewer Fund

Year-to date through September 30, 2023 sewer operating revenues are \$2,367,618 which is 77.6% of the 2023 budget. Sewer rates were increased 6.5% effective January 1, 2023. Operating expenditures are at 64.8% of the budget. Debt payments for this fund for the year are \$859,968. The two largest capital projects for Wastewater are several Sewer Main Replacements the Sewer System Plan update. The utility budget also includes analyzing bio-solid removal options as part of the system plan update.

Drainage Fund

Drainage charges for services through September 30, 2023 are \$1,129,114 or 71.8% of expected revenues for 2023. Drainage rates do not generally fluctuate by season, so this will be closely monitored as the forecast may have been slightly high. Drainage rates were increased by 9.3% effective January 1, 2023. Drainage fund operating expenditures are \$402,978 or 64.2% of budget. The 2023 major capital budget projects are the Irvine Slough Stormwater, Flood Wall Florence Rd., and the Skagit Bay Dike Repair. All three projects will be fully underway in 2024. The financial health of the utility continues to be assessed to ensure adequate levels of reserves for operations and longer-term investments in the drainage system.

Water Fund

Water operating revenue for the first half of 2023 is \$1,856,711 or 80.9% of budget targets. Water rates were increased 3% effective January 1, 2023. Operating expenditures for the Water Fund, excluding debt and transfers, are \$1,131,684 or 65.1% of budget. The Water System plan update is currently underway. Another major capital project for the Water fund was the Water Treatment Plant Media Replacement.

ATTACHMENT A

Contracts that did not go to Council During Q3 2023 (Finance Policy Section 9.13)		
NUMBER	CONTRACT/AGREEMENT	AMOUNT
2023-70	NASPO ValuePoint FMV / Pitney Bowes	\$3,636.48
2023-73	Maul Foster and Alongi - Task Order 2021-10.05	\$38,861.00
2023-74	Inland Potable Services	\$16,818.00
2023-77	Veca Electric & Technologies	\$8,907.00
2023-78	Confluence Environmental Company - Task Order 2021-16.05	\$29,372.00
2023-84	Confluence Environmental Company - Task Order 2021-16.07	\$8,140.00
2023-85	Transpo Group - Task Order 2021-05.18	\$30,000.00
2023-86	Asphalt Patch Systems	\$29,700.00
2023-87	Atwell, LLC	n/a
2023-88	Atwell, LLC	n/a
2023-90	Maul Foster and Alongi - Task Order 2021-10.06	\$3,000.00
2023-91	WA State Dept. of Natural Resources (DNR)	\$0.00/per yr
2023-96	Stanwood Commerce Alliance	\$15,000.00

ATTACHMENT B

Sole Source Contracts and Change Orders		
Company	Product	Cost
Granich Engineered Products	Gorman Rupp Pum	\$ 55,293.44
CUES Inc.	CCTV Camera	\$ 6,438.16
Whitney Equipmer	YSI DO Probe	\$ 3,868.13

MONTHLY EXPENSE & REVENUE REPORT

ATTACHMENT C

City Of Stanwood

Time: 15:54:03 Date: 11/02/2023

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001 General Fund

Revenues		Amt Budgeted	September	YTD	Remaining	
308 Beginning Balances						
308 31 00 01	Restricted Beg Cash & Invest	45,195.00	0.00	45,195.00	0.00	0.0%
308 91 00 01	Unassigned Beg Cash & Invest	6,374,893.00	0.00	6,374,893.51	(0.51)	0.0%
308 91 00 02	Unassigned Beg Cash & Invest	590.00	0.00	590.00	0.00	0.0%
308 Beginning Balances		6,420,678.00	0.00	6,420,678.51	(0.51)	0.0%

310 Taxes

311 10 00 00	Property Tax	2,032,948.00	9,710.45	1,107,150.26	925,797.74	45.5%
311 10 10 00	EMS. Levy	0.00	0.00	(94.10)	94.10	100.0%
313 11 00 00	Sales Tax	2,183,000.00	203,881.69	1,763,795.28	419,204.72	19.2%
313 27 00 00	Affordable/Supportiv Housing Sales Tax	16,392.00	1,828.29	9,980.97	6,411.03	39.1%
313 61 00 00	Natural Gas Tax	2,518.89	0.00	0.00	2,518.89	100.0%
313 71 00 00	Sales Tax Criminal Justice	200,000.00	17,693.17	152,497.31	47,502.69	23.8%
316 43 00 00	Gas Utility Tax	120,000.00	5,504.32	144,066.98	(24,066.98)	0.0%
316 45 00 00	Garbage Utility Tax	105,000.00	13,789.32	121,951.26	(16,951.26)	0.0%
316 46 00 00	Cable Tv Utility Tax	41,360.00	0.00	20,024.79	21,335.21	51.6%
316 47 00 00	Telephone Utility Tax	95,000.00	4,708.44	62,943.41	32,056.59	33.7%
316 48 00 00	Electric Utility Tax	335,000.00	27,140.31	280,382.11	54,617.89	16.3%
316 49 10 00	Water/Sewer/Drainage Utility Tax	575,000.00	46,958.20	425,811.61	149,188.39	25.9%
316 81 00 00	Gambling Tax	30,000.00	0.00	18,562.99	11,437.01	38.1%
337 00 00 00	Local Grants, Entitlements, And Other Payments	1,010.00	0.21	421.79	588.21	58.2%
310 Taxes		5,737,228.89	331,214.40	4,107,494.66	1,629,734.23	28.4%

320 Licenses & Permits

321 91 00 00	Cable Tv Franchise Fee	52,000.00	0.00	35,111.92	16,888.08	32.5%
321 99 00 00	Business Lic & Permits	60,600.00	3,966.65	48,983.26	11,616.74	19.2%
322 10 00 00	Building Permits	180,000.00	5,412.10	249,039.27	(69,039.27)	0.0%
322 10 00 01	Mechanical Permits	12,500.00	985.25	32,811.19	(20,311.19)	0.0%
322 10 00 02	Plumbing Permits	6,000.00	500.50	25,294.34	(19,294.34)	0.0%
322 10 00 03	Grading Permit	4,500.00	0.00	250.00	4,250.00	94.4%
322 10 00 04	Demolition Permit	800.00	0.00	615.00	185.00	23.1%
322 10 00 05	Roofing Permits	3,250.00	0.00	0.00	3,250.00	100.0%
322 10 00 06	Sign Permit	3,000.00	510.00	1,660.00	1,340.00	44.7%
322 10 00 07	5% Permit Technology Fee	30,300.00	578.08	27,224.95	3,075.05	10.1%
322 30 00 00	Animal Licenses	8,500.00	0.00	1,520.00	6,980.00	82.1%
322 90 00 00	Gun Permits	7,575.00	639.00	7,075.75	499.25	6.6%
322 90 00 01	Right Of Way And Utility Admin	105.00	180.75	1,721.15	(1,616.15)	0.0%
322 90 00 02	Other Licenses & Permits	8,000.00	1,208.75	1,723.75	6,276.25	78.5%
320 Licenses & Permits		377,130.00	13,981.08	433,030.58	(55,900.58)	0.0%

330 Intergovernmental Revenues

334 04 20 00	Dept of Commerce	102,500.00	0.00	45,000.00	57,500.00	56.1%
335 00 91 00	Pud Privilege Tax	42,000.00	0.00	44,320.66	(2,320.66)	0.0%
336 06 21 00	Criminal Justice-population	3,036.00	0.00	2,254.81	781.19	25.7%
336 06 25 00	Contracted Police Services	14,140.00	0.00	13,282.12	857.88	6.1%
336 06 26 00	Criminal Justice Special Pro	10,674.00	0.00	7,964.32	2,709.68	25.4%
336 06 42 00	Marijuana Excise Tax Distribution	10,000.00	2,581.51	6,878.88	3,121.12	31.2%
336 06 51 00	Crim Justice--dui Cities	1,313.00	0.00	301.12	1,011.88	77.1%

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 15:54:03 Date: 11/02/2023

Page: 2

001 General Fund

Revenues		Amt Budgeted	September	YTD	Remaining	
330 Intergovernmental Revenues						
336 06 94 00	Liquor Excise Tax	57,658.00	0.00	45,066.73	12,591.27	21.8%
336 06 95 00	Liquor Board Profits	64,298.00	16,069.62	48,203.03	16,094.97	25.0%
330 Intergovernmental Revenues		305,619.00	18,651.13	213,271.67	92,347.33	30.2%
340 Charges For Services						
341 43 00 01	Credit Card Proc Fee	7,500.00	151.43	3,277.38	4,222.62	56.3%
341 81 00 00	Services	0.00	30.00	250.00	(250.00)	0.0%
345 81 00 00	Zoning/inspection Fees	150,000.00	170.00	188,404.76	(38,404.76)	0.0%
345 81 00 01	Engineering Fees	5,000.00	0.00	0.00	5,000.00	100.0%
345 83 00 00	Plan Checking Fees	75,000.00	46,905.49	167,408.28	(92,408.28)	0.0%
345 89 00 00	Environmental Fees	30,000.00	0.00	1,350.00	28,650.00	95.5%
345 89 00 01	Other Planning & Development Fees	35,350.00	122.33	18,921.25	16,428.75	46.5%
347 30 00 00	Park Fees	10,500.00	80.00	11,725.00	(1,225.00)	0.0%
347 30 00 01	Park Fees- Tourn/Comm Use	0.00	0.00	600.00	(600.00)	0.0%
347 30 00 02	Park Fees- Energy	0.00	0.00	145.00	(145.00)	0.0%
347 30 00 03	Park Fees- Staff	0.00	0.00	25.00	(25.00)	0.0%
347 30 00 04	Park Fees- Picnic Area/Meeting Rooms	450.00	75.00	865.00	(415.00)	0.0%
340 Charges For Services		313,800.00	47,534.25	392,971.67	(79,171.67)	0.0%
350 Fines & Forfeitures						
353 10 00 00	Court Fines	7,000.00	1,158.03	6,449.79	550.21	7.9%
354 00 00 00	Parking Fines	500.00	0.00	0.00	500.00	100.0%
355 20 00 00	Dui Recoveries	500.00	0.00	0.00	500.00	100.0%
359 00 00 00	Traffic Fines & Penalties	1,600.00	103.73	1,912.75	(312.75)	0.0%
350 Fines & Forfeitures		9,600.00	1,261.76	8,362.54	1,237.46	12.9%
360 Misc Revenues						
361 11 00 01	State Pool/cd Interest	60,600.00	14,659.80	73,569.52	(12,969.52)	0.0%
361 40 00 01	Sales Tax Interest	2,060.00	866.14	6,041.80	(3,981.80)	0.0%
362 00 00 01	Rents And Leases	0.00	0.00	3,699.16	(3,699.16)	0.0%
367 00 10 10	Donations	500.00	0.00	0.00	500.00	100.0%
369 91 00 00	Misc.	3,105.00	7,158.14	10,828.78	(7,723.78)	0.0%
360 Misc Revenues		66,265.00	22,684.08	94,139.26	(27,874.26)	0.0%
380 Non Revenues						
382 10 00 01	Deposits Refundable	0.00	0.00	200.00	(200.00)	0.0%
382 30 00 01	Court Funds	0.00	1,445.38	10,335.91	(10,335.91)	0.0%
380 Non Revenues		0.00	1,445.38	10,535.91	(10,535.91)	0.0%
397 Interfund Transfers						
397 04 02 05	Transfer In from Debt Service (205)	21,036.00	0.00	21,035.71	0.29	0.0%
397 Interfund Transfers		21,036.00	0.00	21,035.71	0.29	0.0%

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MONTHLY EXPENSE & REVENUE REPORT

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001 General Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
Fund Revenues:	13,251,356.89	436,772.08	11,701,520.51	1,549,836.38	11.7%

Expenditures	Amt Budgeted	September	YTD	Remaining	
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511 Clerk & City Council

511 60 10 00	Salaries & Wages	148,222.20	12,635.75	114,501.36	33,720.84	22.8%
511 60 11 00	Overtime	510.00	0.00	0.00	510.00	100.0%
511 60 20 00	Social Security	11,339.00	963.73	8,733.22	2,605.78	23.0%
511 60 21 00	Retirement	10,586.43	835.02	8,050.46	2,535.97	24.0%
511 60 22 00	Medical Benefits	15,860.39	1,402.65	12,613.05	3,247.34	20.5%
511 60 23 00	L & I	1,824.00	0.00	226.72	1,597.28	87.6%
511 60 24 00	Unempl, PFMLA, LTC	206.56	0.00	160.52	46.04	22.3%
511 60 31 00	Supplies	1,000.00	0.00	140.74	859.26	85.9%
511 60 35 00	Small Equipment	1,500.00	0.00	0.00	1,500.00	100.0%
511 60 41 00	Professional Services	198,000.00	6,147.96	54,126.83	143,873.17	72.7%
511 60 42 00	Communications	500.00	0.00	198.14	301.86	60.4%
511 60 44 00	Advertising	3,000.00	201.63	3,080.22	(80.22)	0.0%
511 60 49 00	Miscellaneous	500.00	0.00	0.00	500.00	100.0%
511 60 49 01	Meetings, Training & Travel	3,500.00	135.98	3,638.48	(138.48)	0.0%
511 60 49 06	Dues	500.00	0.00	470.58	29.42	5.9%
514 40 41 05	Election Service	3,500.00	0.00	3,995.56	(495.56)	0.0%
514 40 41 06	Voter Registration Service	10,000.00	0.00	9,686.38	313.62	3.1%
511 Clerk & City Council		410,548.58	22,322.72	219,622.26	190,926.32	46.5%

512 Judicial

512 52 49 01	Cascade Court Costs	17,000.00	672.81	9,026.99	7,973.01	46.9%
512 Judicial		17,000.00	672.81	9,026.99	7,973.01	46.9%

513 Executive Activities

513 10 10 00	Salaries & Wages	180,667.23	11,593.07	111,781.89	68,885.34	38.1%
513 10 20 00	Social Security	12,596.74	886.87	8,545.30	4,051.44	32.2%
513 10 21 00	Retirement	15,023.45	970.79	8,297.71	6,725.74	44.8%
513 10 22 00	Medical Benefits	28,739.46	1,180.24	10,955.93	17,783.53	61.9%
513 10 23 00	L & I	456.00	0.00	179.13	276.87	60.7%
513 10 24 00	Unempl, PFMLA, LTC	316.84	0.00	189.36	127.48	40.2%
513 10 31 00	Supplies	500.00	0.00	0.00	500.00	100.0%
513 10 35 00	Small Equipment	0.00	(796.79)	1,090.81	(1,090.81)	0.0%
513 10 41 00	Professional Services	5,000.00	3,885.42	8,023.29	(3,023.29)	0.0%
513 10 42 00	Communications	700.00	42.10	4,493.98	(3,793.98)	0.0%
513 10 42 01	Mayor's Newsletter	0.00	1,241.39	1,241.39	(1,241.39)	0.0%
513 10 49 00	Miscellaneous	500.00	0.00	0.00	500.00	100.0%
513 10 49 01	Meetings, Training & Travel	2,500.00	23.46	325.29	2,174.71	87.0%
513 10 49 02	Volunteer Appreciation	3,000.00	0.00	0.00	3,000.00	100.0%
513 Executive Activities		249,999.72	19,026.55	155,124.08	94,875.64	38.0%

514 Administration

514 23 10 00	Salaries & Wages	495,834.72	36,294.26	342,173.42	153,661.30	31.0%
514 23 10 99	Salaries Indirect Cost Allocation	(264,682.00)	0.00	(113,076.00)	(151,606.00)	0.0%
514 23 11 00	Overtime	1,500.00	0.00	0.00	1,500.00	100.0%
514 23 20 00	Social Security	37,883.61	2,735.97	25,808.55	12,075.06	31.9%

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001 General Fund

Expenditures		Amt Budgeted	September	YTD	Remaining	
514 Administration						
514 23 21 00	Retirement	55,459.93	3,658.83	36,651.47	18,808.46	33.9%
514 23 22 00	Medical Benefits	113,999.48	8,365.75	78,764.64	35,234.84	30.9%
514 23 22 99	Benefits Indirect Cost Allocation	(118,606.00)	0.00	(45,910.00)	(72,696.00)	0.0%
514 23 23 00	L & I	1,140.00	0.00	749.06	390.94	34.3%
514 23 23 01	Awc Retro Program	1,720.00	0.00	0.00	1,720.00	100.0%
514 23 24 00	Unempl, PFMLA, LTC	1,003.89	0.00	680.94	322.95	32.2%
514 23 31 00	Supplies	3,000.00	217.81	2,263.63	736.37	24.5%
514 23 31 99	Supplies Indirect Cost Allocation	(9,775.00)	0.00	(13,412.00)	3,637.00	37.2%
514 23 35 00	Small Equipment	1,000.00	0.00	2,454.61	(1,454.61)	0.0%
514 23 41 00	Professional Services	46,450.00	2,692.86	48,213.61	(1,763.61)	0.0%
514 23 41 04	Clean Sweep- Clean Up Day	5,100.00	0.00	6,939.88	(1,839.88)	0.0%
514 23 41 07	State Audit	35,000.00	0.00	31,614.77	3,385.23	9.7%
514 23 41 99	Services Indirect Cost Allocation	(304,971.00)	0.00	(133,774.00)	(171,197.00)	0.0%
514 23 42 00	Communications	2,500.00	594.79	2,736.58	(236.58)	0.0%
514 23 44 00	Advertising	500.00	0.00	0.00	500.00	100.0%
514 23 45 00	Operating Rentals	16,500.00	228.60	2,783.62	13,716.38	83.1%
514 23 48 00	Repair/maintenance	4,000.00	0.00	0.00	4,000.00	100.0%
514 23 49 00	Miscellaneous	200.00	0.00	0.02	199.98	100.0%
514 23 49 01	Meetings, Training & Travel	5,500.00	1,992.36	7,246.54	(1,746.54)	0.0%
514 23 49 05	Credit Card Bank Fees	12,000.00	540.35	3,971.53	8,028.47	66.9%
514 23 49 06	Dues	1,100.00	147.80	998.55	101.45	9.2%
514 Administration		143,357.63	57,469.38	287,879.42	(144,521.79)	0.0%
515 Legal Services						
515 41 41 21	External Legal Services-Advice	105,000.00	3,246.00	67,015.89	37,984.11	36.2%
515 45 41 22	External Legal Serv-Claims & Litigation	12,500.00	0.00	0.00	12,500.00	100.0%
515 93 41 23	Adult Misdemeanor Public Def	34,000.00	4,770.00	19,104.00	14,896.00	43.8%
515 93 41 24	Adult Misdemeanor Prosecuting Attorny	0.00	0.00	3,656.15	(3,656.15)	0.0%
515 Legal Services		151,500.00	8,016.00	89,776.04	61,723.96	40.7%
518 Centralized Services						
518 30 49 06	Dues	0.00	0.00	121.65	(121.65)	0.0%
000		0.00	0.00	121.65	(121.65)	0.0%
518 10 10 00	Salaries & Wages	63,214.00	5,474.00	43,603.10	19,610.90	31.0%
518 10 20 00	Social Security	4,835.54	414.25	3,299.37	1,536.17	31.8%
518 10 21 00	Retirement	12,652.97	514.11	4,420.98	8,231.99	65.1%
518 10 22 00	Medical Benefits	12,362.15	1,155.52	9,283.06	3,079.09	24.9%
518 10 23 00	L & I	114.00	0.00	70.12	43.88	38.5%
518 10 24 00	Unempl, PFMLA, LTC	126.42	0.00	84.50	41.92	33.2%
518 10 31 00	Supplies	1,000.00	0.00	463.09	536.91	53.7%
518 10 41 00	Professional Services	6,000.00	6,498.54	14,890.19	(8,890.19)	0.0%
518 10 44 00	Advertsing	10,000.00	0.00	0.00	10,000.00	100.0%
518 10 48 00	Repairs & Maintenance	1,000.00	0.00	0.00	1,000.00	100.0%
518 10 49 01	Meetings, Training & Travel	2,000.00	0.00	55.10	1,944.90	97.2%
518 10 49 02	Training-All EE Annual	5,000.00	0.00	0.00	5,000.00	100.0%
518 10 49 06	Dues	500.00	0.00	0.00	500.00	100.0%
518 10 49 10	Wellness Program	2,000.00	227.10	1,509.11	490.89	24.5%

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Expenditures	Amt Budgeted	September	YTD	Remaining	
518 Centralized Services					
010 Personnel Services	120,805.08	14,283.52	77,678.62	43,126.46	35.7%
518 30 10 00 Salaries & Wages	88,822.09	7,733.72	61,522.04	27,300.05	30.7%
518 30 11 00 Overtime	415.00	159.21	2,066.58	(1,651.58)	0.0%
518 30 20 00 Social Security	3,000.00	602.07	4,850.07	(1,850.07)	0.0%
518 30 21 00 Retirement	12,000.00	878.61	7,333.60	4,666.40	38.9%
518 30 22 00 Medical Benefits	9,070.00	2,002.39	14,818.18	(5,748.18)	0.0%
518 30 23 00 L & I	493.68	0.00	556.45	(62.77)	0.0%
518 30 24 00 Unempl, PFMLA, LTC	77.61	0.00	99.35	(21.74)	0.0%
518 30 31 00 Supplies	6,500.00	1,855.13	5,875.31	624.69	9.6%
518 30 31 05 Uniforms	1,600.00	0.00	982.44	617.56	38.6%
518 30 32 00 Fuel	2,500.00	277.77	3,926.40	(1,426.40)	0.0%
518 30 35 00 Small Tools & Equipment	450.00	0.00	512.91	(62.91)	0.0%
518 30 41 00 Professional Services	39,500.00	2,448.83	15,008.21	24,491.79	62.0%
518 30 42 00 Communications	600.00	23.33	206.96	393.04	65.5%
518 30 46 00 Insurance	150,000.00	0.00	178,170.00	(28,170.00)	0.0%
518 30 47 00 Utilities	18,060.00	1,040.40	9,906.33	8,153.67	45.1%
518 30 47 02 Rental Expense	300.00	0.00	0.00	300.00	100.0%
518 30 48 00 Repairs/maintenance	12,000.00	35.86	4,798.40	7,201.60	60.0%
518 30 49 01 Meetings, Training & Travel	2,000.00	0.00	274.60	1,725.40	86.3%
030 Buildings & Grounds	347,388.38	17,057.32	310,907.83	36,480.55	10.5%
518 90 31 90 General Gov't Supplies & Mat'l's	6,000.00	166.38	3,711.76	2,288.24	38.1%
518 90 35 90 Other General Governmental Services (SA) - Small Tools And Minor Equipment	1,000.00	0.00	0.00	1,000.00	100.0%
518 90 42 00 General Gov't Communications	10,000.00	0.00	2,811.18	7,188.82	71.9%
518 90 42 02 Passport Postage	2,000.00	0.00	0.00	2,000.00	100.0%
518 90 49 01 B & O Tax	500.00	20.21	64.80	435.20	87.0%
518 90 49 02 AWC Membership	7,000.00	0.00	8,628.88	(1,628.88)	0.0%
518 90 49 03 Puget Sound Regnl Council	2,500.00	0.00	0.00	2,500.00	100.0%
518 90 49 04 SnoCo Tomorrow	1,500.00	0.00	2,022.00	(522.00)	0.0%
518 90 49 05 Puget Sound Clean Air	5,000.00	0.00	5,678.00	(678.00)	0.0%
518 90 49 06 OMWBE	200.00	0.00	0.00	200.00	100.0%
090 General Gov't Services	35,700.00	186.59	22,916.62	12,783.38	35.8%
518 Centralized Services	503,893.46	31,527.43	411,624.72	92,268.74	18.3%

521 Law Enforcement

521 10 10 00 Salaries & Wages	146,926.29	12,293.41	112,678.18	34,248.11	23.3%
521 10 11 00 Overtime	1,000.00	0.00	0.00	1,000.00	100.0%
521 10 20 00 Social Security	11,316.36	940.44	8,618.70	2,697.66	23.8%
521 10 21 00 Retirement	18,030.45	1,408.92	13,463.37	4,567.08	25.3%
521 10 22 00 Medical Benefits	41,903.52	4,316.55	40,563.74	1,339.78	3.2%
521 10 23 00 L & I	456.00	0.00	360.43	95.57	21.0%
521 10 24 00 Unempl, PFMLA, LTC	295.86	0.00	225.97	69.89	23.6%
521 10 31 00 Supplies	2,500.00	978.03	1,808.59	691.41	27.7%
521 10 31 01 Supplies - Nat'l Night Out	4,000.00	634.16	3,913.01	86.99	2.2%
521 10 31 02 Training Supplies	275.00	0.00	0.00	275.00	100.0%
521 10 32 00 Fuel	175.00	0.00	0.00	175.00	100.0%
521 10 35 01 Uniforms	450.00	0.00	36.07	413.93	92.0%

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001 General Fund

Expenditures	Amt Budgeted	September	YTD	Remaining	
521 Law Enforcement					
521 10 41 00 Professional Services	400.00	93.07	227.41	172.59	43.1%
521 10 44 00 Advertising	500.00	0.00	0.00	500.00	100.0%
521 10 45 00 Rentals And Leases	500.00	0.00	0.00	500.00	100.0%
521 10 47 00 Utilities	10,100.00	398.02	8,130.00	1,970.00	19.5%
521 10 48 03 Repair\maintenance	1,000.00	10,487.98	11,151.71	(10,151.71)	0.0%
521 10 49 00 Miscellaneous	1,000.00	0.00	333.82	666.18	66.6%
521 10 49 02 Dues	700.00	0.00	474.88	225.12	32.2%
521 10 49 03 Meeting, Training & Travel	2,000.00	48.17	996.17	1,003.83	50.2%
521 10 49 06 Narcotics Task Force	1,360.00	0.00	1,397.00	(37.00)	0.0%
521 10 49 07 Intergovernmental Agreements	2,111,430.00	175,952.50	1,583,572.50	527,857.50	25.0%
521 10 49 08 Sno911&SERS (wasDispatch)	109,841.00	0.00	73,227.36	36,613.64	33.3%
521 10 49 10 Animal Control	3,630.00	1,000.00	4,175.88	(545.88)	0.0%
521 Law Enforcement	2,469,789.48	208,551.25	1,865,354.79	604,434.69	24.5%

522 Fire Control

522 22 49 03 Administrative Service Contract	50,000.00	0.00	0.00	50,000.00	100.0%
522 Fire Control	50,000.00	0.00	0.00	50,000.00	100.0%

523 Jail Costs

523 50 49 03 County Jail	55,000.00	2,153.94	27,099.68	27,900.32	50.7%
523 Jail Costs	55,000.00	2,153.94	27,099.68	27,900.32	50.7%

525 Emergency Services

525 10 49 03 Emergency Services-SnoCo DEM	10,110.00	0.00	8,727.75	1,382.25	13.7%
525 Emergency Services	10,110.00	0.00	8,727.75	1,382.25	13.7%

551 Public Housing Services

551 10 49 09 Resource Cntr-Housing	65,000.00	16,439.23	34,458.65	30,541.35	47.0%
551 10 49 10 Alliance For Housing Authority	1,740.00	0.00	1,890.00	(150.00)	0.0%
551 Public Housing Services	66,740.00	16,439.23	36,348.65	30,391.35	45.5%

558 Community Planning & Economic Development

558 60 10 00 Salaries & Wages	497,267.74	41,560.42	378,433.07	118,834.67	23.9%
558 60 10 99 PW Lead Construction Sal & Ben Allocation	0.00	0.00	(1,516.32)	1,516.32	100.0%
558 60 11 00 Overtime	900.00	410.76	3,358.44	(2,458.44)	0.0%
558 60 20 00 Social Security	37,594.52	3,204.87	29,169.87	8,424.65	22.4%
558 60 21 00 Retirement	53,586.45	4,162.46	40,348.22	13,238.23	24.7%
558 60 22 00 Medical Benefits	84,744.11	6,759.77	62,074.48	22,669.63	26.8%
558 60 23 00 L & I	1,872.00	0.00	889.33	982.67	52.5%
558 60 24 00 Unempl, PFMLA, LTC	996.33	0.00	716.20	280.13	28.1%
558 60 31 00 Supplies	4,000.00	688.02	4,792.91	(792.91)	0.0%
558 60 32 00 Fuel	875.00	90.26	403.99	471.01	53.8%
558 60 35 00 Small Equipment	1,500.00	0.00	0.00	1,500.00	100.0%
558 60 41 00 Professional Services	479,500.00	28,399.28	179,463.34	300,036.66	62.6%
558 60 41 03 Tourism Promotion & Marketing-DO NOT USE	0.00	7,770.17	7,770.17	(7,770.17)	0.0%

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558 Community Planning & Economic Development						
558 60 41 09	Prof Serv-Reimbursable	35,500.00	1,361.25	20,085.70	15,414.30	43.4%
558 60 42 00	Communications	2,000.00	130.11	1,050.34	949.66	47.5%
558 60 44 00	Advertising	4,000.00	424.71	2,675.45	1,324.55	33.1%
558 60 45 00	Rentals	3,600.00	0.00	194.41	3,405.59	94.6%
558 60 48 00	Repairs & Maintenance	1,200.00	14.04	799.92	400.08	33.3%
558 60 49 00	Meetings, Training & Travel	6,000.00	815.00	6,016.45	(16.45)	0.0%
558 60 49 02	Dues	13,500.00	0.00	12,825.29	674.71	5.0%
558 60 49 80	Interfund Payment for Eng Service	0.00	0.00	2,804.22	(2,804.22)	0.0%
060 Community Development		1,228,636.15	95,791.12	752,355.48	476,280.67	38.8%
558 70 10 00	Salaries & Wages	98,066.81	8,406.08	75,759.45	22,307.36	22.7%
558 70 20 00	Social Security	7,502.11	643.07	5,795.63	1,706.48	22.7%
558 70 21 00	Retirement	10,051.85	789.33	7,510.37	2,541.48	25.3%
558 70 22 00	Medical Benefits	23,857.20	1,689.73	16,378.29	7,478.91	31.3%
558 70 23 00	L & I	228.00	0.00	181.55	46.45	20.4%
558 70 24 00	Unempl, PFMLA, LTC	196.13	0.00	146.92	49.21	25.1%
558 70 31 00	Supplies	1,000.00	0.00	395.79	604.21	60.4%
558 70 35 00	Small Equipment	1,500.00	0.00	0.00	1,500.00	100.0%
558 70 41 00	Professional Services	100,000.00	374.53	2,996.24	97,003.76	97.0%
558 70 42 00	Communications	1,500.00	42.10	336.83	1,163.17	77.5%
558 70 44 00	Advertising	500.00	0.00	0.00	500.00	100.0%
558 70 48 00	Repair & Maintenance	500.00	0.00	0.00	500.00	100.0%
558 70 49 00	Meetings, Training & Travel	1,500.00	740.33	1,223.37	276.63	18.4%
558 70 49 02	Dues	2,000.00	0.00	0.00	2,000.00	100.0%
558 70 49 03	Printing	1,000.00	0.00	0.00	1,000.00	100.0%
070 Economic Development		249,402.10	12,685.17	110,724.44	138,677.66	55.6%
558 Community Planning & Economic		1,478,038.25	108,476.29	863,079.92	614,958.33	41.6%
566 Substance Abuse						
566 00 49 05	Liquor Board Excise Tax	1,602.00	0.00	1,853.44	(251.44)	0.0%
566 Substance Abuse		1,602.00	0.00	1,853.44	(251.44)	0.0%
569 Aging And Disability Services						
569 10 49 08	Sr Center LEAP	60,000.00	0.00	10,000.00	50,000.00	83.3%
569 Aging And Disability Services		60,000.00	0.00	10,000.00	50,000.00	83.3%
572 Libraries						
572 10 47 00	Utilities	12,360.00	603.57	8,552.74	3,807.26	30.8%
572 10 48 00	Repair/maintenance	2,500.00	0.00	0.00	2,500.00	100.0%
572 Libraries		14,860.00	603.57	8,552.74	6,307.26	42.4%
576 Park Facilities						
576 80 10 00	Salaries & Wages	299,594.32	26,251.52	220,565.98	79,028.34	26.4%
576 80 11 00	Overtime	2,685.80	575.88	2,281.89	403.91	15.0%
576 80 20 00	Social Security	22,968.04	2,036.02	16,897.63	6,070.41	26.4%
576 80 21 00	Retirement	35,555.09	2,335.39	23,081.35	12,473.74	35.1%

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001 General Fund

Expenditures		Amt Budgeted	September	YTD	Remaining	
576 Park Facilities						
576 80 22 00	Medical Benefits	63,360.24	5,091.77	48,498.22	14,862.02	23.5%
576 80 23 00	L & I	3,569.28	0.00	2,281.47	1,287.81	36.1%
576 80 24 00	Unempl, PFMLA, LTC	640.63	0.00	416.94	223.69	34.9%
576 80 31 00	Supplies	25,025.00	802.82	11,776.99	13,248.01	52.9%
576 80 32 00	Fuel	8,200.00	1,950.10	10,912.75	(2,712.75)	0.0%
576 80 35 00	Small Equipment	5,050.00	0.00	2,355.97	2,694.03	53.3%
576 80 35 01	Uniforms	1,600.00	0.00	806.86	793.14	49.6%
576 80 41 00	Professional Services	19,540.00	2,638.35	19,425.52	114.48	0.6%
576 80 42 00	Communications	1,500.00	208.08	1,704.58	(204.58)	0.0%
576 80 45 06	Rent	2,500.00	3.19	56.09	2,443.91	97.8%
576 80 47 00	Utilities	22,750.00	13,956.34	25,127.38	(2,377.38)	0.0%
576 80 48 00	Repair/maintenance	18,000.00	481.52	21,862.54	(3,862.54)	0.0%
576 80 49 01	Meetings, Training & Travel	1,250.00	355.00	1,034.86	215.14	17.2%
576 80 49 02	Dues	0.00	0.00	25.40	(25.40)	0.0%
576 Park Facilities		533,788.40	56,685.98	409,112.42	124,675.98	23.4%
580 Non Expenditures						
582 30 00 01	Court Collections	0.00	2,444.13	9,656.17	(9,656.17)	0.0%
589 90 00 01	Payroll EE Deductions Clearing	0.00	(3,590.05)	(5,724.42)	5,724.42	100.0%
589 90 00 02	Payroll Draw Clearing	0.00	(4,000.00)	(2,900.00)	2,900.00	100.0%
580 Non Expenditures		0.00	(5,145.92)	1,031.75	(1,031.75)	0.0%
591 Debt Service						
591 18 70 00	Leases	0.00	704.71	5,841.98	(5,841.98)	0.0%
591 58 70 00	Leases	0.00	388.83	1,583.06	(1,583.06)	0.0%
591 76 70 00	Leases	0.00	18.16	204.70	(204.70)	0.0%
591 Debt Service		0.00	1,111.70	7,629.74	(7,629.74)	0.0%
594 Capital Expenditures						
594 18 64 01	Machinery & Equipment	25,000.00	0.00	0.00	25,000.00	100.0%
594 Capital Expenditures		25,000.00	0.00	0.00	25,000.00	100.0%
597 Interfund Transfers						
597 00 00 01	Transfer To 101-Share Of St Lighting	370,000.00	0.00	370,000.00	0.00	0.0%
597 00 01 07	Transfer To Equip Replacemen	80,165.00	0.00	80,165.00	0.00	0.0%
597 00 01 15	Transfer Out To Tourism & Promotion DSC	80,000.00	0.00	80,000.00	0.00	0.0%
597 01 01 09	Trfr Out-contingency Fund (1	138,000.00	0.00	131,000.00	7,000.00	5.1%
597 01 01 10	Transfer To Build Impr Fund	1,000,000.00	0.00	1,000,000.00	0.00	0.0%
597 01 03 00	Transfer Out To Streets 103	1,190,000.00	0.00	1,190,000.00	0.00	0.0%
597 01 04 21	Trsfr Out To Water Operating	110,000.00	0.00	110,000.00	0.00	0.0%
597 05 01 04	Transfer Out To Parks Improvement	1,500,000.00	0.00	1,500,000.00	0.00	0.0%
597 10 04 11	Transfer To Drainage Constr	150,000.00	0.00	150,000.00	0.00	0.0%
597 Interfund Transfers		4,618,165.00	0.00	4,611,165.00	7,000.00	0.2%

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001 General Fund

Expenditures		Amt Budgeted	September	YTD	Remaining	
999 Ending Balance						
508 91 00 01	Unassigned End Cash & Invest	2,391,374.37	0.00	0.00	2,391,374.37	100.0%
508 91 00 02	Unassigned End Cash & Invest	590.00	0.00	0.00	590.00	100.0%
999 Ending Balance		2,391,964.37	0.00	0.00	2,391,964.37	100.0%
Fund Expenditures:		13,251,356.89	527,910.93	9,023,009.39	4,228,347.50	31.9%
Fund Excess/(Deficit):		0.00	(91,138.85)	2,678,511.12		

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101 Street Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
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308 Beginning Balances

308 51 01 01	Assigned Beg Cash & Invest	310,817.00	0.00	310,817.14	(0.14)	0.0%
	308 Beginning Balances	310,817.00	0.00	310,817.14	(0.14)	0.0%

320 Licenses & Permits

321 91 00 10	WM - Street Maintenance Fee	20,000.00	2,569.64	22,634.25	(2,634.25)	0.0%
	320 Licenses & Permits	20,000.00	2,569.64	22,634.25	(2,634.25)	0.0%

330 Intergovernmental Revenues

336 00 71 00	Multimodal Transportation	11,000.00	2,729.02	8,186.08	2,813.92	25.6%
336 00 87 00	Mvft Unrestricted Fuel Tax	161,500.00	15,561.31	115,756.87	45,743.13	28.3%
	330 Intergovernmental Revenues	172,500.00	18,290.33	123,942.95	48,557.05	28.1%

340 Charges For Services

344 10 00 01	Misc. Charges For Services	0.00	0.00	1,642.17	(1,642.17)	0.0%
	340 Charges For Services	0.00	0.00	1,642.17	(1,642.17)	0.0%

360 Misc Revenues

361 11 01 01	State Pool/cd Interest	2,000.00	1,784.26	9,239.07	(7,239.07)	0.0%
	360 Misc Revenues	2,000.00	1,784.26	9,239.07	(7,239.07)	0.0%

397 Interfund Transfers

397 00 00 00	Transfer In From GF	370,000.00	0.00	370,000.00	0.00	0.0%
	397 Interfund Transfers	370,000.00	0.00	370,000.00	0.00	0.0%

Fund Revenues:	875,317.00	22,644.23	838,275.58	37,041.42	4.2%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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542 Streets - Maintenance

542 30 10 00	Salaries & Wages	298,505.88	24,932.27	216,648.05	81,857.83	27.4%
542 30 10 99	Engineering Sal & Ben Allocation	(88,000.00)	0.00	(30,769.08)	(57,230.92)	0.0%
542 30 11 00	Overtime	1,705.00	601.32	4,369.66	(2,664.66)	0.0%
542 30 20 00	Social Security	22,365.77	1,944.86	16,829.88	5,535.89	24.8%
542 30 21 00	Retirement	31,126.03	2,321.13	22,493.80	8,632.23	27.7%
542 30 22 00	Medical Benefits	65,766.41	5,116.87	47,018.65	18,747.76	28.5%
542 30 23 00	L & I	2,945.16	0.00	1,840.59	1,104.57	37.5%
542 30 24 00	Unemployment & PFMLA	599.43	0.00	415.83	183.60	30.6%
542 30 31 00	Supplies	38,511.25	4,325.40	45,224.52	(6,713.27)	0.0%
542 30 31 03	Uniforms	1,680.00	0.00	1,065.15	614.85	36.6%
542 30 32 00	Fuel	6,562.35	334.73	4,139.30	2,423.05	36.9%
542 30 35 00	Small Tools & Equipment	1,942.50	0.00	665.08	1,277.42	65.8%
542 30 41 00	Professional Services	25,508.25	940.05	17,440.18	8,068.07	31.6%
542 30 42 00	Communications	1,200.60	72.57	754.29	446.31	37.2%
542 30 45 00	Rentals	1,800.90	0.00	1,180.47	620.43	34.5%
542 30 46 00	Insurance	22,000.00	0.00	24,944.00	(2,944.00)	0.0%
542 30 47 00	Utilities	68,533.25	5,422.83	45,299.40	23,233.85	33.9%

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101 Street Fund

Expenditures		Amt Budgeted	September	YTD	Remaining	
542 Streets - Maintenance						
542 30 48 00	Repair/maintenance	75,020.00	1,069.59	13,449.52	61,570.48	82.1%
542 30 48 01	SnoCo PW Striping	18,008.00	5,747.09	5,747.09	12,260.91	68.1%
542 30 49 01	Meetings, Training & Travel	2,500.75	0.00	850.47	1,650.28	66.0%
542 30 49 03	Dues	100.00	0.00	34.65	65.35	65.4%
542 Streets - Maintenance		598,381.53	52,828.71	439,641.50	158,740.03	26.5%
591 Debt Service						
591 95 70 00	Leases	0.00	18.16	204.70	(204.70)	0.0%
591 Debt Service		0.00	18.16	204.70	(204.70)	0.0%
597 Interfund Transfers						
597 01 01 07	Transfer Out To Equip Resrv	82,500.00	0.00	82,500.00	0.00	0.0%
597 Interfund Transfers		82,500.00	0.00	82,500.00	0.00	0.0%
999 Ending Balance						
508 51 01 01	Assigned End Cash & Invest	194,435.47	0.00	0.00	194,435.47	100.0%
999 Ending Balance		194,435.47	0.00	0.00	194,435.47	100.0%
Fund Expenditures:		875,317.00	52,846.87	522,346.20	352,970.80	40.3%
Fund Excess/(Deficit):		0.00	(30,202.64)	315,929.38		

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102 Street Impact Fee Fund

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 31 01 02	Restricted Beg Cash & Invest	984,791.00	0.00	984,791.45	(0.45)	0.0%
308 Beginning Balances		984,791.00	0.00	984,791.45	(0.45)	0.0%

340 Charges For Services

345 85 01 02	Street Impact Fees	35,239.00	0.00	81,796.39	(46,557.39)	0.0%
340 Charges For Services		35,239.00	0.00	81,796.39	(46,557.39)	0.0%

360 Misc Revenues

361 11 01 02	State Pool/cd Interest	7,000.00	2,444.14	14,244.43	(7,244.43)	0.0%
360 Misc Revenues		7,000.00	2,444.14	14,244.43	(7,244.43)	0.0%

Fund Revenues:	1,027,030.00	2,444.14	1,080,832.27	(53,802.27)	0.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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597 Interfund Transfers

597 01 01 03	Transfer Out To St Const (103)	605,000.00	0.00	605,000.00	0.00	0.0%
597 Interfund Transfers		605,000.00	0.00	605,000.00	0.00	0.0%

999 Ending Balance

508 31 01 02	Restricted End Cash & Invest	422,030.00	0.00	0.00	422,030.00	100.0%
999 Ending Balance		422,030.00	0.00	0.00	422,030.00	100.0%

Fund Expenditures:	1,027,030.00	0.00	605,000.00	422,030.00	41.1%
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Fund Excess/(Deficit):	0.00	2,444.14	475,832.27
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103 Street Construction Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
308 Beginning Balances					
308 31 01 03 Restricted Beg Cash & Invest	106,828.00	0.00	106,828.00	0.00	0.0%
308 51 01 03 Assigned Beg Cash & Invest	448,333.00	0.00	448,333.39	(0.39)	0.0%
308 Beginning Balances	555,161.00	0.00	555,161.39	(0.39)	0.0%

330 Intergovernmental Revenues

333 20 00 04 RTCC - Viking Way	890,000.00	0.00	2,305.72	887,694.28	99.7%
334 03 80 07 Transportation Improvement Board (TIB)	329,500.00	0.00	0.00	329,500.00	100.0%
330 Intergovernmental Revenues	1,219,500.00	0.00	2,305.72	1,217,194.28	99.8%

360 Misc Revenues

361 11 01 03 State Pool/cd Interest	11,900.00	12,143.73	57,346.64	(45,446.64)	0.0%
360 Misc Revenues	11,900.00	12,143.73	57,346.64	(45,446.64)	0.0%

380 Non Revenues

382 20 01 03 Retainage	0.00	0.00	29,764.31	(29,764.31)	0.0%
380 Non Revenues	0.00	0.00	29,764.31	(29,764.31)	0.0%

397 Interfund Transfers

397 01 01 02 Transfer In From St Impact (102)	605,000.00	0.00	605,000.00	0.00	0.0%
397 01 01 03 Transfer From TBD	700,000.00	0.00	550,000.00	150,000.00	21.4%
397 01 03 01 Transfer In From GF	1,190,000.00	0.00	1,190,000.00	0.00	0.0%
397 01 04 12 Transfer In From Drainage PIF	0.00	0.00	40,500.00	(40,500.00)	0.0%
397 04 01 21 Transfer In From Reet (121)	1,200,000.00	0.00	600,000.00	600,000.00	50.0%
397 Interfund Transfers	3,695,000.00	0.00	2,985,500.00	709,500.00	19.2%

Fund Revenues:	5,481,561.00	12,143.73	3,630,078.06	1,851,482.94	33.8%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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580 Non Expenditures

582 20 01 03 Refund Retainage	0.00	(25,728.99)	(25,728.99)	25,728.99	100.0%
580 Non Expenditures	0.00	(25,728.99)	(25,728.99)	25,728.99	100.0%

594 Capital Expenditures

595 10 61 06 Sidewalk Installation	465,000.00	1,745.30	262,141.19	202,858.81	43.6%
595 10 63 08 Viking Way Eng	286,000.00	2,437.04	9,158.78	276,841.22	96.8%
595 10 63 09 Viking Way ROW	300,000.00	13,590.58	34,041.81	265,958.19	88.7%
595 30 63 05 Misc Capital Projects	0.00	9,228.75	9,228.75	(9,228.75)	0.0%
595 30 63 13 Viking Way Construction	450,000.00	0.00	0.00	450,000.00	100.0%
595 30 63 28 92nd Ave Sidewalk	0.00	0.00	954.69	(954.69)	0.0%
595 30 63 36 80th Ave Reconstruction (phase one)	1,400,000.00	456.00	28,227.86	1,371,772.14	98.0%
595 30 63 49 City Beautification	75,000.00	20,372.75	83,327.29	(8,327.29)	0.0%
595 30 63 53 Twin City Mile Dwntrwn Reno Proj	1,616,000.00	529,970.17	1,416,636.51	199,363.49	12.3%
595 30 63 56 Overlay & ADA Improvements	388,800.00	0.00	0.00	388,800.00	100.0%

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103 Street Construction Fund

Expenditures	Amt Budgeted	September	YTD	Remaining	
594 Capital Expenditures					
594 Capital Expenditures	4,980,800.00	577,800.59	1,843,716.88	3,137,083.12	63.0%
999 Ending Balance					
508 51 01 03 Assigned End Cash & Invest	500,761.00	0.00	0.00	500,761.00	100.0%
999 Ending Balance	500,761.00	0.00	0.00	500,761.00	100.0%
Fund Expenditures:	5,481,561.00	552,071.60	1,817,987.89	3,663,573.11	66.8%
Fund Excess/(Deficit):	0.00	(539,927.87)	1,812,090.17		

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104 Park And Trail Improvement Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
308 Beginning Balances					
308 31 01 04 Restricted Beg Cash & Invest	291,386.00	0.00	291,386.00	0.00	0.0%
308 51 01 04 Assigned Beg Cash & Invest	1,427,379.00	0.00	1,427,378.50	0.50	0.0%
308 Beginning Balances	1,718,765.00	0.00	1,718,764.50	0.50	0.0%

330 Intergovernmental Revenues

334 02 70 72 RCO	500,000.00	0.00	0.00	500,000.00	100.0%
334 03 10 10 DOE-Floodplains By Design	485,000.00	0.00	77,805.78	407,194.22	84.0%
334 04 20 04 DOC	927,160.00	0.00	0.00	927,160.00	100.0%
337 00 00 04 Grant Sno-Co (Church Creek)	305,000.00	0.00	0.00	305,000.00	100.0%
330 Intergovernmental Revenues	2,217,160.00	0.00	77,805.78	2,139,354.22	96.5%

360 Misc Revenues

361 11 01 04 State Pool/cd Interest	1,500.00	15,823.57	71,113.60	(69,613.60)	0.0%
362 00 01 04 Rents And Leases	12,000.00	0.00	600.00	11,400.00	95.0%
369 91 01 04 Miscellaneous Revenue	0.00	0.00	500.00	(500.00)	0.0%
360 Misc Revenues	13,500.00	15,823.57	72,213.60	(58,713.60)	0.0%

380 Non Revenues

382 20 01 04 Retainage	0.00	19,030.54	29,966.72	(29,966.72)	0.0%
380 Non Revenues	0.00	19,030.54	29,966.72	(29,966.72)	0.0%

397 Interfund Transfers

397 00 10 06 Transfer In From Park Impact Fees	50,000.00	0.00	50,000.00	0.00	0.0%
397 00 10 20 Transfer In From REET (120)	800,000.00	0.00	400,000.00	400,000.00	50.0%
397 04 01 08 Transfer In from TBD (108)	100,000.00	0.00	100,000.00	0.00	0.0%
397 05 00 01 Transfer In From Gen Fund	1,500,000.00	0.00	1,500,000.00	0.00	0.0%
397 Interfund Transfers	2,450,000.00	0.00	2,050,000.00	400,000.00	16.3%

Fund Revenues:	6,399,425.00	34,854.11	3,948,750.60	2,450,674.40	38.3%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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580 Non Expenditures

582 10 01 04 Refund Of Deposits	0.00	0.00	1,200.00	(1,200.00)	0.0%
582 20 01 04 Refund Retainage	0.00	0.00	7,526.30	(7,526.30)	0.0%
580 Non Expenditures	0.00	0.00	8,726.30	(8,726.30)	0.0%

594 Capital Expenditures

594 76 61 21 Hamilton Improvements	1,000,000.00	263,624.50	294,792.57	705,207.43	70.5%
594 76 63 03 Dwntrn Park Clean-up & Development	100,000.00	2,380.00	61,720.67	38,279.33	38.3%
594 76 63 05 Johnson Farm Improvements	485,000.00	169,755.31	254,884.08	230,115.92	47.4%
594 76 63 06 Raplee Property Eval	85,000.00	0.00	5,460.00	79,540.00	93.6%
594 76 63 07 Cedarhome Area Park	70,000.00	0.00	0.00	70,000.00	100.0%
594 76 63 18 Heritage Park Improvemments	400,000.00	5,248.33	344,547.93	55,452.07	13.9%
594 76 63 19 Stanwood Port Susan Trail	1,838,000.00	0.00	168,165.43	1,669,834.57	90.9%

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104 Park And Trail Improvement Fund

Expenditures	Amt Budgeted	September	YTD	Remaining	
594 Capital Expenditures					
594 76 63 22 Church Creek	240,000.00	0.00	132,821.05	107,178.95	44.7%
594 Capital Expenditures	4,218,000.00	441,008.14	1,262,391.73	2,955,608.27	70.1%
999 Ending Balance					
508 51 01 04 Assigned End Cash & Invest	2,181,425.00	0.00	0.00	2,181,425.00	100.0%
999 Ending Balance	2,181,425.00	0.00	0.00	2,181,425.00	100.0%
Fund Expenditures:	6,399,425.00	441,008.14	1,271,118.03	5,128,306.97	80.1%
Fund Excess/(Deficit):	0.00	(406,154.03)	2,677,632.57		

MONTHLY EXPENSE & REVENUE REPORT

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106 Park Impact Fees

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 31 01 06	Restricted Beg Cash & Invest	95,294.00	0.00	95,294.02	(0.02)	0.0%
308 Beginning Balances		95,294.00	0.00	95,294.02	(0.02)	0.0%

340 Charges For Services

345 85 01 06	Park Impact Fees	70,440.00	0.00	118,096.00	(47,656.00)	0.0%
340 Charges For Services		70,440.00	0.00	118,096.00	(47,656.00)	0.0%

360 Misc Revenues

361 11 01 06	State Pool/cd Interest	600.00	853.84	2,833.09	(2,233.09)	0.0%
360 Misc Revenues		600.00	853.84	2,833.09	(2,233.09)	0.0%

Fund Revenues:	166,334.00	853.84	216,223.11	(49,889.11)	0.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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597 Interfund Transfers

597 00 00 04	Transfer To Park Improvement	50,000.00	0.00	50,000.00	0.00	0.0%
597 Interfund Transfers		50,000.00	0.00	50,000.00	0.00	0.0%

999 Ending Balance

508 31 01 06	Restricted End Cash & Invest	116,334.00	0.00	0.00	116,334.00	100.0%
999 Ending Balance		116,334.00	0.00	0.00	116,334.00	100.0%

Fund Expenditures:	166,334.00	0.00	50,000.00	116,334.00	69.9%
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Fund Excess/(Deficit):	0.00	853.84	166,223.11
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107 Equipment Reserve Fund

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 51 01 07	Assigned Beg Cash & Invest	656,076.00	0.00	656,076.41	(0.41)	0.0%
308 Beginning Balances		656,076.00	0.00	656,076.41	(0.41)	0.0%

360 Misc Revenues

361 11 01 07	State Pool/cd Interest	4,900.00	2,730.48	15,414.27	(10,514.27)	0.0%
360 Misc Revenues		4,900.00	2,730.48	15,414.27	(10,514.27)	0.0%

390 Other Revenues

395 10 01 07	Proceeds From Sales Of Asset	20,000.00	0.00	0.00	20,000.00	100.0%
390 Other Revenues		20,000.00	0.00	0.00	20,000.00	100.0%

397 Interfund Transfers

397 01 00 01	Transfer In From GF	80,165.00	0.00	80,165.00	0.00	0.0%
397 01 01 01	Transfer In From Streets	82,500.00	0.00	82,500.00	0.00	0.0%
397 Interfund Transfers		162,665.00	0.00	162,665.00	0.00	0.0%

Fund Revenues:	843,641.00	2,730.48	834,155.68	9,485.32	1.1%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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594 Capital Expenditures

594 18 64 07	Machinery & Equipment - Admin	0.00	0.00	35,693.25	(35,693.25)	0.0%
594 18 64 08	Machinery & Equipment - Parks	75,000.00	0.00	217,089.12	(142,089.12)	0.0%
594 18 64 09	Machinery & Equipment - Street	92,298.00	0.00	24,898.34	67,399.66	73.0%
594 18 64 10	Machinery & Equipment - B&G	19,000.00	0.00	24,898.34	(5,898.34)	0.0%
594 Capital Expenditures		186,298.00	0.00	302,579.05	(116,281.05)	0.0%

999 Ending Balance

508 51 01 07	Assigned End Cash & Invest	657,343.00	0.00	0.00	657,343.00	100.0%
999 Ending Balance		657,343.00	0.00	0.00	657,343.00	100.0%

Fund Expenditures:	843,641.00	0.00	302,579.05	541,061.95	64.1%
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Fund Excess/(Deficit):	0.00	2,730.48	531,576.63
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108 Transportation Sales Tax Fund

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 31 01 08	Restricted Beg Cash & Invest	470,300.00	0.00	470,299.72	0.28	0.0%
308 Beginning Balances		470,300.00	0.00	470,299.72	0.28	0.0%

310 Taxes

313 21 01 08	Public Transportation Systems Sales Tax	477,360.00	50,174.84	426,016.41	51,343.59	10.8%
310 Taxes		477,360.00	50,174.84	426,016.41	51,343.59	10.8%

360 Misc Revenues

361 11 01 08	State Pool/cd Interest	7,500.00	1,032.47	4,859.40	2,640.60	35.2%
360 Misc Revenues		7,500.00	1,032.47	4,859.40	2,640.60	35.2%

Fund Revenues:	955,160.00	51,207.31	901,175.53	53,984.47	5.7%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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597 Interfund Transfers

597 04 01 04	Transfer to Park & Trail Impr (104)	100,000.00	0.00	100,000.00	0.00	0.0%
597 07 03 07	Transfer To Street Construction	700,000.00	0.00	550,000.00	150,000.00	21.4%
597 Interfund Transfers		800,000.00	0.00	650,000.00	150,000.00	18.8%

999 Ending Balance

508 31 01 08	Restricted End Cash & Invest	155,160.00	0.00	0.00	155,160.00	100.0%
999 Ending Balance		155,160.00	0.00	0.00	155,160.00	100.0%

Fund Expenditures:	955,160.00	0.00	650,000.00	305,160.00	31.9%
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Fund Excess/(Deficit):	0.00	51,207.31	251,175.53
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109 Contingency Fund

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 51 01 09	Assigned Beg Cash & Invest	478,354.00	0.00	478,353.69	0.31	0.0%
308 Beginning Balances		478,354.00	0.00	478,353.69	0.31	0.0%

360 Misc Revenues

361 11 01 09	State Pool/cd Interest	4,000.00	3,197.80	13,199.68	(9,199.68)	0.0%
360 Misc Revenues		4,000.00	3,197.80	13,199.68	(9,199.68)	0.0%

397 Interfund Transfers

397 02 00 01	Transfer In From General Fun	138,000.00	0.00	131,000.00	7,000.00	5.1%
397 Interfund Transfers		138,000.00	0.00	131,000.00	7,000.00	5.1%

Fund Revenues:	620,354.00	3,197.80	622,553.37	(2,199.37)	0.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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999 Ending Balance

508 51 01 09	Assigned End Cash & Invest	620,354.00	0.00	0.00	620,354.00	100.0%
999 Ending Balance		620,354.00	0.00	0.00	620,354.00	100.0%

Fund Expenditures:	620,354.00	0.00	0.00	620,354.00	100.0%
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Fund Excess/(Deficit):	0.00	3,197.80	622,553.37
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110 Building Improvement Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
308 Beginning Balances					
308 31 01 10 Restricted Beg Cash & Invest	2,746.00	0.00	2,746.00	0.00	0.0%
308 51 01 10 Assigned Beg Cash & Invest	2,814,791.00	0.00	2,814,790.93	0.07	0.0%
308 Beginning Balances	2,817,537.00	0.00	2,817,536.93	0.07	0.0%

310 Taxes

313 11 01 10 Sales Tax	75,000.00	9,375.00	46,875.00	28,125.00	37.5%
310 Taxes	75,000.00	9,375.00	46,875.00	28,125.00	37.5%

360 Misc Revenues

361 11 01 10 State Pool/cd Interest	10,000.00	16,395.87	81,039.80	(71,039.80)	0.0%
360 Misc Revenues	10,000.00	16,395.87	81,039.80	(71,039.80)	0.0%

397 Interfund Transfers

397 04 00 01 Transfer In From General Fund	1,000,000.00	0.00	1,000,000.00	0.00	0.0%
397 Interfund Transfers	1,000,000.00	0.00	1,000,000.00	0.00	0.0%

Fund Revenues:	3,902,537.00	25,770.87	3,945,451.73	(42,914.73)	0.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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594 Capital Expenditures

594 18 62 10 Building Improvements	0.00	0.00	464.36	(464.36)	0.0%
594 18 62 11 Police/City Hall Design	180,000.00	6,771.15	750,409.19	(570,409.19)	0.0%
594 18 62 13 Police/City Hall Construction	710,000.00	464.75	464.75	709,535.25	99.9%
594 Capital Expenditures	890,000.00	7,235.90	751,338.30	138,661.70	15.6%

999 Ending Balance

508 51 01 10 Assigned End Cash & Invest	3,012,537.00	0.00	0.00	3,012,537.00	100.0%
999 Ending Balance	3,012,537.00	0.00	0.00	3,012,537.00	100.0%

Fund Expenditures:	3,902,537.00	7,235.90	751,338.30	3,151,198.70	80.7%
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Fund Excess/(Deficit):	0.00	18,534.97	3,194,113.43		
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115 Tourism And Promotion

Revenues	Amt Budgeted	September	YTD	Remaining	
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308 Beginning Balances

308 51 01 15	Assigned Beg Cash & Invest	48,537.00	0.00	48,537.14	(0.14)	0.0%
308 Beginning Balances		48,537.00	0.00	48,537.14	(0.14)	0.0%

310 Taxes

313 31 00 50	Lodging Tax	1,000.00	77.50	121.44	878.56	87.9%
310 Taxes		1,000.00	77.50	121.44	878.56	87.9%

330 Intergovernmental Revenues

337 00 00 50	Grant Sno-Co DSC	8,000.00	7,500.00	7,500.00	500.00	6.3%
330 Intergovernmental Revenues		8,000.00	7,500.00	7,500.00	500.00	6.3%

340 Charges For Services

345 60 00 50	Advertising	1,000.00	0.00	0.00	1,000.00	100.0%
340 Charges For Services		1,000.00	0.00	0.00	1,000.00	100.0%

360 Misc Revenues

367 00 00 50	Donations	1,000.00	0.00	0.00	1,000.00	100.0%
367 00 00 51	Sponsorships	0.00	500.00	2,700.00	(2,700.00)	0.0%
360 Misc Revenues		1,000.00	500.00	2,700.00	(1,700.00)	0.0%

397 Interfund Transfers

397 00 01 01	Transfer In From General Fund	80,000.00	0.00	80,000.00	0.00	0.0%
397 Interfund Transfers		80,000.00	0.00	80,000.00	0.00	0.0%

Fund Revenues:	139,537.00	8,077.50	138,858.58	678.42	0.5%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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557 Community Services

557 30 31 00	Supplies	1,000.00	1,719.02	1,719.02	(719.02)	0.0%
557 30 41 00	Professional Services	48,500.00	16,294.00	38,067.38	10,432.62	21.5%
557 30 41 03	Tourism Grants	21,000.00	2,000.00	4,000.00	17,000.00	81.0%
557 30 44 00	Advertising	26,500.00	376.88	22,606.73	3,893.27	14.7%
557 30 49 02	Dues	0.00	0.00	579.39	(579.39)	0.0%
557 30 49 03	Printing	5,000.00	0.00	383.64	4,616.36	92.3%
557 Community Services		102,000.00	20,389.90	67,356.16	34,643.84	34.0%

999 Ending Balance

508 51 01 15	Assigned End Cash & Invest	37,537.00	0.00	0.00	37,537.00	100.0%
999 Ending Balance		37,537.00	0.00	0.00	37,537.00	100.0%

Fund Expenditures:	139,537.00	20,389.90	67,356.16	72,180.84	51.7%
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6.53

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115 Tourism And Promotion

Fund Excess/(Deficit):	0.00	(12,312.40)	71,502.42
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120 REET - Capital Improvements

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 31 01 20	Restricted Beg Cash & Invest	1,337,379.00	0.00	1,337,379.35	(0.35)	0.0%
308 Beginning Balances		1,337,379.00	0.00	1,337,379.35	(0.35)	0.0%

310 Taxes

318 34 00 00	REET 1 - 1st Quarter Percent	250,000.00	36,151.52	223,491.73	26,508.27	10.6%
310 Taxes		250,000.00	36,151.52	223,491.73	26,508.27	10.6%

360 Misc Revenues

361 11 01 20	State Pool/cd Interest	12,000.00	5,907.08	25,282.13	(13,282.13)	0.0%
360 Misc Revenues		12,000.00	5,907.08	25,282.13	(13,282.13)	0.0%

Fund Revenues:	1,599,379.00	42,058.60	1,586,153.21	13,225.79	0.8%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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597 Interfund Transfers

597 00 01 04	Transfer Out To Park Imp (104)	800,000.00	0.00	400,000.00	400,000.00	50.0%
597 Interfund Transfers		800,000.00	0.00	400,000.00	400,000.00	50.0%

999 Ending Balance

508 31 01 20	Restricted End Cash & Invest	799,379.00	0.00	0.00	799,379.00	100.0%
999 Ending Balance		799,379.00	0.00	0.00	799,379.00	100.0%

Fund Expenditures:	1,599,379.00	0.00	400,000.00	1,199,379.00	75.0%
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Fund Excess/(Deficit):	0.00	42,058.60	1,186,153.21
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121 REET - Growth Management

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 31 01 21	Restricted Beg Cash & Invest	1,247,636.00	0.00	1,247,636.14	(0.14)	0.0%
308 Beginning Balances		1,247,636.00	0.00	1,247,636.14	(0.14)	0.0%

310 Taxes

318 35 00 00	REET 2 - 2nd Quarter Percent	250,000.00	36,151.52	223,491.71	26,508.29	10.6%
310 Taxes		250,000.00	36,151.52	223,491.71	26,508.29	10.6%

360 Misc Revenues

361 11 01 21	State Pool/cd Interest	6,000.00	4,388.01	19,287.76	(13,287.76)	0.0%
360 Misc Revenues		6,000.00	4,388.01	19,287.76	(13,287.76)	0.0%

Fund Revenues:	1,503,636.00	40,539.53	1,490,415.61	13,220.39	0.9%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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597 Interfund Transfers

597 04 01 03	Transfer Out to Street Constr (103)	1,200,000.00	0.00	600,000.00	600,000.00	50.0%
597 Interfund Transfers		1,200,000.00	0.00	600,000.00	600,000.00	50.0%

999 Ending Balance

508 31 01 21	Restricted End Cash & Invest	303,636.00	0.00	0.00	303,636.00	100.0%
999 Ending Balance		303,636.00	0.00	0.00	303,636.00	100.0%

Fund Expenditures:	1,503,636.00	0.00	600,000.00	903,636.00	60.1%
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Fund Excess/(Deficit):	0.00	40,539.53	890,415.61
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205 Debt Service Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
308 Beginning Balances					
308 51 02 05 Assigned Beg Cash & Invest	21,036.00	0.00	21,035.71	0.29	0.0%
308 Beginning Balances	21,036.00	0.00	21,035.71	0.29	0.0%
Fund Revenues:	21,036.00	0.00	21,035.71	0.29	0.0%
Expenditures	Amt Budgeted	September	YTD	Remaining	
597 Interfund Transfers					
597 04 00 01 Transfer to GF	21,036.00	0.00	21,035.71	0.29	0.0%
597 Interfund Transfers	21,036.00	0.00	21,035.71	0.29	0.0%
Fund Expenditures:	21,036.00	0.00	21,035.71	0.29	0.0%
Fund Excess/(Deficit):	0.00	0.00	0.00		

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401 Sewer Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
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308 Beginning Balances

308 51 04 01	Assigned Beg Cash & Invest	1,508,657.00	0.00	1,508,656.77	0.23	0.0%
308 Beginning Balances		1,508,657.00	0.00	1,508,656.77	0.23	0.0%

340 Charges For Services

343 50 04 01	Sewer Service Charges	3,022,770.35	205,720.20	2,323,856.97	698,913.38	23.1%
343 50 50 01	Sewer - Other Fees	1,100.00	0.00	252.00	848.00	77.1%
340 Charges For Services		3,023,870.35	205,720.20	2,324,108.97	699,761.38	23.1%

360 Misc Revenues

359 90 51 01	Late Penalties	0.00	1,295.93	12,082.22	(12,082.22)	0.0%
361 11 04 01	State Pool/cd Interest	27,313.65	7,940.27	31,283.98	(3,970.33)	0.0%
369 91 04 01	Miscellaneous	500.00	0.00	143.00	357.00	71.4%
360 Misc Revenues		27,813.65	9,236.20	43,509.20	(15,695.55)	0.0%

Fund Revenues:	4,560,341.00	214,956.40	3,876,274.94	684,066.06	15.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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535 Sewer

535 80 10 00	Salaries & Wages	606,879.29	49,614.36	434,333.95	172,545.34	28.4%
535 80 11 00	Overtime	3,165.00	191.86	1,280.54	1,884.46	59.5%
535 80 20 00	Social Security	42,504.75	3,799.41	33,336.19	9,168.56	21.6%
535 80 21 00	Retirement	65,234.67	5,128.31	49,117.64	16,117.03	24.7%
535 80 22 00	Medical Benefits	153,788.65	12,127.26	108,234.44	45,554.21	29.6%
535 80 23 00	L & I	6,923.76	0.00	5,239.24	1,684.52	24.3%
535 80 24 00	Unemployment & PFMLA	1,190.53	0.00	822.04	368.49	31.0%
535 80 31 00	Supplies	88,800.00	44,067.80	84,025.25	4,774.75	5.4%
535 80 31 03	Uniforms	5,500.00	0.00	3,067.38	2,432.62	44.2%
535 80 32 00	Fuel	11,500.00	1,193.33	7,572.13	3,927.87	34.2%
535 80 35 00	Small Equipment	15,000.00	0.00	13,153.07	1,846.93	12.3%
535 80 41 00	Professional Services	231,300.00	14,200.26	104,094.53	127,205.47	55.0%
535 80 42 00	Communications	30,750.00	2,137.27	16,786.80	13,963.20	45.4%
535 80 43 00	Permits	13,500.00	6,044.50	11,518.29	1,981.71	14.7%
535 80 44 00	Advertising	600.00	0.00	161.64	438.36	73.1%
535 80 45 00	Rentals	4,560.00	48.50	457.44	4,102.56	90.0%
535 80 46 00	Insurance	66,000.00	0.00	67,704.00	(1,704.00)	0.0%
535 80 47 00	Utilities	186,000.00	11,623.53	100,719.75	85,280.25	45.8%
535 80 48 00	Repair/maintenance	201,000.00	2,118.63	92,322.70	108,677.30	54.1%
535 80 49 01	B & O Tax	60,000.00	7,200.10	52,266.09	7,733.91	12.9%
535 80 49 03	Meetings, Training & Travel	15,000.00	1,261.34	13,281.51	1,718.49	11.5%
535 80 49 05	Credit Card Bank Fees	13,000.00	1,116.46	12,743.27	256.73	2.0%
535 80 49 06	Dues	1,100.00	0.00	88.90	1,011.10	91.9%
535 80 49 80	Interfund Payment For Servic	205,790.40	0.00	102,896.00	102,894.40	50.0%
535 Sewer		2,029,087.05	161,872.92	1,315,222.79	713,864.26	35.2%

591 Debt Service

591 35 70 00	Leases	0.00	73.71	1,047.57	(1,047.57)	0.0%
591 35 78 02	Srf Principal-treatment Plan	465,308.02	0.00	465,029.34	278.68	0.1%

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401 Sewer Fund

Expenditures		Amt Budgeted	September	YTD	Remaining	
591 Debt Service						
591 35 78 03	Pwtf Principal-271st Trunkli	106,985.15	0.00	106,921.05	64.10	0.1%
591 35 78 04	2021 Revenue Bond Principal	150,000.00	0.00	0.00	150,000.00	100.0%
592 35 83 03	Pwtf Interest-271st Trunk Co	2,674.60	0.00	2,138.42	536.18	20.0%
592 35 83 04	2021 Revenue Bond Interest	135,000.00	0.00	85,800.00	49,200.00	36.4%
591 Debt Service		859,967.77	73.71	660,936.38	199,031.39	23.1%
594 Capital Expenditures						
594 35 64 03	Machinery & Equipment	10,000.00	0.00	0.00	10,000.00	100.0%
594 Capital Expenditures		10,000.00	0.00	0.00	10,000.00	100.0%
597 Interfund Transfers						
597 00 04 57	Transfer To Equip Replacemen	126,000.00	0.00	126,000.00	0.00	0.0%
597 01 04 03	Transfer Out To Sewer Const (403)	182,600.00	0.00	182,600.00	0.00	0.0%
597 Interfund Transfers		308,600.00	0.00	308,600.00	0.00	0.0%
999 Ending Balance						
508 51 04 01	Assigned End Cash & Invest	1,352,686.18	0.00	0.00	1,352,686.18	100.0%
999 Ending Balance		1,352,686.18	0.00	0.00	1,352,686.18	100.0%
Fund Expenditures:		4,560,341.00	161,946.63	2,284,759.17	2,275,581.83	49.9%
Fund Excess/(Deficit):		0.00	53,009.77	1,591,515.77		

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

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403 Sewer Construction Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
308 Beginning Balances					
308 31 04 03 Restricted Beg Cash & Invest	45,463.00	0.00	45,463.00	0.00	0.0%
308 51 04 03 Assigned Beg Cash & Invest	4,572,574.00	0.00	4,572,573.77	0.23	0.0%
308 Beginning Balances	4,618,037.00	0.00	4,618,036.77	0.23	0.0%

330 Intergovernmental Revenues

334 03 10 04 DOE grant	0.00	22,921.31	57,392.08	(57,392.08)	0.0%
330 Intergovernmental Revenues	0.00	22,921.31	57,392.08	(57,392.08)	0.0%

340 Charges For Services

343 50 00 00 Sewer Connection Fees	25,000.00	0.00	31,000.00	(6,000.00)	0.0%
340 Charges For Services	25,000.00	0.00	31,000.00	(6,000.00)	0.0%

360 Misc Revenues

361 11 04 03 State Pool/cd Interest	27,800.00	25,233.08	115,463.80	(87,663.80)	0.0%
360 Misc Revenues	27,800.00	25,233.08	115,463.80	(87,663.80)	0.0%

380 Non Revenues

382 20 04 03 Retainage	0.00	14,464.77	32,842.39	(32,842.39)	0.0%
380 Non Revenues	0.00	14,464.77	32,842.39	(32,842.39)	0.0%

397 Interfund Transfers

397 01 04 05 Trfr In From Sewer Plant Inv	500,000.00	0.00	500,000.00	0.00	0.0%
397 02 04 01 Transfer In From Sewer (401)	182,600.00	0.00	182,600.00	0.00	0.0%
397 Interfund Transfers	682,600.00	0.00	682,600.00	0.00	0.0%

Fund Revenues:	5,353,437.00	62,619.16	5,537,335.04	(183,898.04)	0.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
580 Non Expenditures					
582 20 04 03 Refund Retainage	0.00	0.00	45,463.12	(45,463.12)	0.0%
580 Non Expenditures	0.00	0.00	45,463.12	(45,463.12)	0.0%

594 Capital Expenditures

594 35 41 05 Sewer System Plan Update	280,000.00	7,348.49	82,398.00	197,602.00	70.6%
594 35 41 06 Bio-solids Removal	600,000.00	0.00	138.78	599,861.22	100.0%
594 35 41 20 Wastewater Rate Study	40,000.00	1,621.55	4,655.95	35,344.05	88.4%
594 35 63 38 Church Creek Collection System (Ex5A)	0.00	0.00	2,880.00	(2,880.00)	0.0%
594 35 63 42 Sewer Main Replm 78th&Cecelia	700,000.00	142,289.91	522,195.76	177,804.24	25.4%
594 35 63 43 Sewer Main Replm 79th Dr	280,000.00	173,909.88	235,893.29	44,106.71	15.8%
594 35 63 44 Sewer Basin 1 Pipe Replmnt Program	300,000.00	0.00	0.00	300,000.00	100.0%
594 35 63 47 SR532 & Pioneer Hwy Sewer Crossing	360,000.00	0.00	19,077.30	340,922.70	94.7%

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403 Sewer Construction Fund

Expenditures	Amt Budgeted	September	YTD	Remaining	
594 Capital Expenditures					
594 Capital Expenditures	2,560,000.00	325,169.83	867,239.08	1,692,760.92	66.1%
999 Ending Balance					
508 51 04 03 Assigned End Cash & Invest	2,793,437.00	0.00	0.00	2,793,437.00	100.0%
999 Ending Balance	2,793,437.00	0.00	0.00	2,793,437.00	100.0%
Fund Expenditures:	5,353,437.00	325,169.83	912,702.20	4,440,734.80	83.0%
Fund Excess/(Deficit):	0.00	(262,550.67)	4,624,632.84		

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405 Sewer Plant Investment Fund

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 51 04 05	Assigned Beg Cash & Invest	518,739.00	0.00	518,738.97	0.03	0.0%
308 Beginning Balances		518,739.00	0.00	518,738.97	0.03	0.0%

360 Misc Revenues

361 11 04 05	State Pool/cd Interest	40.00	238.07	4,451.61	(4,411.61)	0.0%
368 10 04 05	Plant Investment Fees	25,000.00	0.00	23,157.00	1,843.00	7.4%
360 Misc Revenues		25,040.00	238.07	27,608.61	(2,568.61)	0.0%

Fund Revenues:	543,779.00	238.07	546,347.58	(2,568.58)	0.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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597 Interfund Transfers

597 00 04 03	Transfer To Sewer Constructi	500,000.00	0.00	500,000.00	0.00	0.0%
597 Interfund Transfers		500,000.00	0.00	500,000.00	0.00	0.0%

999 Ending Balance

508 51 04 05	Assigned End Cash & Invest	43,779.00	0.00	0.00	43,779.00	100.0%
999 Ending Balance		43,779.00	0.00	0.00	43,779.00	100.0%

Fund Expenditures:	543,779.00	0.00	500,000.00	43,779.00	8.1%
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Fund Excess/(Deficit):	0.00	238.07	46,347.58
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410 Drainage Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
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308 Beginning Balances

308 51 04 10	Assigned Beg Cash & Invest	507,333.00	0.00	507,333.31	(0.31)	0.0%
308 Beginning Balances		507,333.00	0.00	507,333.31	(0.31)	0.0%

340 Charges For Services

343 10 00 00	Drainage Service Charges	1,573,380.00	137,804.81	1,129,113.77	444,266.23	28.2%
343 10 00 10	Drainage - Other Fees	200.00	0.00	0.00	200.00	100.0%
340 Charges For Services		1,573,580.00	137,804.81	1,129,113.77	444,466.23	28.2%

360 Misc Revenues

359 90 51 02	Late Penalties	0.00	608.13	5,668.40	(5,668.40)	0.0%
361 11 04 10	State Pool/cd Interest	5,100.00	3,276.34	9,958.49	(4,858.49)	0.0%
360 Misc Revenues		5,100.00	3,884.47	15,626.89	(10,526.89)	0.0%

Fund Revenues:	2,086,013.00	141,689.28	1,652,073.97	433,939.03	20.8%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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531 Natural Resources

531 50 10 00	Salaries & Wages	216,254.51	17,458.17	148,639.17	67,615.34	31.3%
531 50 11 00	Overtime	1,695.00	584.27	4,287.39	(2,592.39)	0.0%
531 50 20 00	Social Security	16,641.21	1,377.82	11,674.70	4,966.51	29.8%
531 50 21 00	Retirement	22,185.11	1,644.04	15,726.60	6,458.51	29.1%
531 50 22 00	Medical Benefits	48,207.58	3,681.19	33,460.01	14,747.57	30.6%
531 50 23 00	L & I	3,372.24	0.00	1,684.97	1,687.27	50.0%
531 50 24 00	Unemployment & PFMLA	453.94	0.00	284.97	168.97	37.2%
531 50 31 00	Supplies	8,500.00	398.63	4,108.79	4,391.21	51.7%
531 50 31 03	Uniforms	1,550.00	0.00	1,029.56	520.44	33.6%
531 50 32 00	Fuel	7,250.00	326.31	4,020.88	3,229.12	44.5%
531 50 35 00	Small Equipment	2,501.50	0.00	1,090.41	1,411.09	56.4%
531 50 41 00	Professional Services	65,157.00	2,245.22	34,213.22	30,943.78	47.5%
531 50 42 00	Communications	1,500.90	72.57	677.21	823.69	54.9%
531 50 43 00	Permits	600.36	0.00	0.00	600.36	100.0%
531 50 45 00	Rentals	10,506.30	3,244.67	4,631.74	5,874.56	55.9%
531 50 46 00	Insurance	20,000.00	0.00	28,507.00	(8,507.00)	0.0%
531 50 47 00	Utilities	12,000.00	1,101.17	6,977.01	5,022.99	41.9%
531 50 48 00	Repairs And Maintenance	42,000.00	815.60	13,441.59	28,558.41	68.0%
531 50 49 01	B & O Tax	12,007.20	2,112.74	17,258.04	(5,250.84)	0.0%
531 50 49 02	Dues	0.00	0.00	45.75	(45.75)	0.0%
531 50 49 03	Meetings, Training & Travel	1,500.60	0.00	881.42	619.18	41.3%
531 50 49 05	Credit Card Bank Fees	4,002.40	478.46	5,467.49	(1,465.09)	0.0%
531 50 49 50	Interfund Payment For Servic	129,739.00	0.00	64,870.00	64,869.00	50.0%
531 Natural Resources		627,624.85	35,540.86	402,977.92	224,646.93	35.8%

591 Debt Service

591 31 70 00	Leases	0.00	73.71	669.05	(669.05)	0.0%
591 31 78 01	SnoCo PW Assist Fund Princ	125,075.00	0.00	51,258.95	73,816.05	59.0%
591 31 78 02	2022 Revenue Bond Principal	0.00	120,000.00	120,000.00	(120,000.00)	0.0%
592 31 83 01	SnoCo PW Assist Fund Interest	5,003.00	0.00	13,071.03	(8,068.03)	0.0%

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410 Drainage Fund

Expenditures	Amt Budgeted	September	YTD	Remaining	
591 Debt Service					
592 31 83 02 2022 Revenue Bonds Interest	0.00	61,920.00	123,840.00	(123,840.00)	0.0%
591 Debt Service	130,078.00	181,993.71	308,839.03	(178,761.03)	0.0%
597 Interfund Transfers					
597 01 04 11 Transfer To DCF (411)	320,000.00	0.00	320,000.00	0.00	0.0%
597 03 04 58 Trsfr To 458 Equip Repl	61,000.00	0.00	61,000.00	0.00	0.0%
597 Interfund Transfers	381,000.00	0.00	381,000.00	0.00	0.0%
999 Ending Balance					
508 51 04 10 Assigned End Cash & Invest	947,310.15	0.00	0.00	947,310.15	100.0%
999 Ending Balance	947,310.15	0.00	0.00	947,310.15	100.0%
Fund Expenditures:	2,086,013.00	217,534.57	1,092,816.95	993,196.05	47.6%
Fund Excess/(Deficit):	0.00	(75,845.29)	559,257.02		

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411 Drainage Construction Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
308 Beginning Balances					
308 31 04 11 Restricted Beg Cash & Invest	118,980.00	0.00	118,980.00	0.00	0.0%
308 51 04 11 Assigned Beg Cash & Invest	3,816,649.00	0.00	3,816,649.60	(0.60)	0.0%
308 Beginning Balances	3,935,629.00	0.00	3,935,629.60	(0.60)	0.0%

330 Intergovernmental Revenues

334 03 10 01 Department Of Ecology	6,000,000.00	0.00	0.00	6,000,000.00	100.0%
330 Intergovernmental Revenues	6,000,000.00	0.00	0.00	6,000,000.00	100.0%

340 Charges For Services

343 10 04 11 Drainage Connection Fees	8,000.00	0.00	11,800.00	(3,800.00)	0.0%
343 10 04 12 Drainage Development Fee	0.00	0.00	400.00	(400.00)	0.0%
340 Charges For Services	8,000.00	0.00	12,200.00	(4,200.00)	0.0%

360 Misc Revenues

361 11 04 11 State Pool/cd Interest	24,000.00	23,723.95	103,702.65	(79,702.65)	0.0%
360 Misc Revenues	24,000.00	23,723.95	103,702.65	(79,702.65)	0.0%

397 Interfund Transfers

397 01 04 10 Transfer From Drainage (410)	320,000.00	0.00	320,000.00	0.00	0.0%
397 02 04 12 Transfer In From Drainage PIF	160,000.00	0.00	160,000.00	0.00	0.0%
397 10 00 01 Transfer In From Gen Fund	150,000.00	0.00	150,000.00	0.00	0.0%
397 Interfund Transfers	630,000.00	0.00	630,000.00	0.00	0.0%

Fund Revenues:	10,597,629.00	23,723.95	4,681,532.25	5,916,096.75	55.8%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
594 Capital Expenditures					
594 31 63 01 Irvine Slough Stormwtr Sep & Pump Station	3,800,000.00	22,017.31	53,296.39	3,746,703.61	98.6%
594 31 63 02 SR 532 Flood Berm	0.00	0.00	1,097.50	(1,097.50)	0.0%
594 31 63 03 Skagit Bay Dike Repair	6,000,000.00	0.00	4,466.40	5,995,533.60	99.9%
594 31 63 04 Flood Wall Florence Rd	714,000.00	38,807.68	58,848.71	655,151.29	91.8%
594 31 63 05 Stormwater Comp Plan Update	250,000.00	2,322.16	6,151.56	243,848.44	97.5%
594 31 63 07 Drainage System Receiving Station	0.00	0.00	496.86	(496.86)	0.0%
594 34 41 24 Drainage Rate Study	40,000.00	909.65	2,613.35	37,386.65	93.5%
594 Capital Expenditures	10,804,000.00	64,056.80	126,970.77	10,677,029.23	98.8%

999 Ending Balance

508 51 04 11 Assigned End Cash & Invest	58,000.00	0.00	0.00	58,000.00	100.0%
999 Ending Balance	58,000.00	0.00	0.00	58,000.00	100.0%

Fund Expenditures:	10,862,000.00	64,056.80	126,970.77	10,735,029.23	98.8%
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411 Drainage Construction Fund

Fund Excess/(Deficit):	(264,371.00)	(40,332.85)	4,554,561.48
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412 Drainage Plant Investment Fund

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 51 04 12	Assigned Beg Cash & Invest	209,131.00	0.00	209,131.07	(0.07)	0.0%
308 Beginning Balances		209,131.00	0.00	209,131.07	(0.07)	0.0%

360 Misc Revenues

361 11 04 12	State Pool/cd Interest	700.00	500.59	2,569.36	(1,869.36)	0.0%
368 10 04 12	Plant Investment Fees	56,560.00	0.00	86,254.00	(29,694.00)	0.0%
360 Misc Revenues		57,260.00	500.59	88,823.36	(31,563.36)	0.0%

Fund Revenues:	266,391.00	500.59	297,954.43	(31,563.43)	0.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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597 Interfund Transfers

597 02 01 03	Transfer Out To Streets Const (103)	40,500.00	0.00	40,500.00	0.00	0.0%
597 02 04 11	Transfer Out Drainage Const	160,000.00	0.00	160,000.00	0.00	0.0%
597 Interfund Transfers		200,500.00	0.00	200,500.00	0.00	0.0%

999 Ending Balance

508 51 04 12	Assigned End Cash & Invest	65,891.00	0.00	0.00	65,891.00	100.0%
999 Ending Balance		65,891.00	0.00	0.00	65,891.00	100.0%

Fund Expenditures:	266,391.00	0.00	200,500.00	65,891.00	24.7%
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Fund Excess/(Deficit):	0.00	500.59	97,454.43
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421 Water Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
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308 Beginning Balances

308 51 04 21	Assigned Beg Cash & Invest	1,140,615.00	0.00	1,140,614.94	0.06	0.0%
308 Beginning Balances		1,140,615.00	0.00	1,140,614.94	0.06	0.0%

340 Charges For Services

343 40 00 21	Water - Other Fees	7,100.00	430.01	7,283.79	(183.79)	0.0%
343 40 04 21	Water Service Charges	2,288,850.90	226,041.44	1,849,426.73	439,424.17	19.2%
340 Charges For Services		2,295,950.90	226,471.45	1,856,710.52	439,240.38	19.1%

360 Misc Revenues

359 90 51 00	Late Penalties	40,020.00	1,113.04	8,652.51	31,367.49	78.4%
361 11 04 21	State Pool/cd Interest	22,011.00	5,437.51	22,201.76	(190.76)	0.0%
369 91 04 21	Miscellaneous	200.10	0.00	635.00	(434.90)	0.0%
360 Misc Revenues		62,231.10	6,550.55	31,489.27	30,741.83	49.4%

397 Interfund Transfers

397 00 00 01	Transfer In From GF (hydrants)	110,000.00	0.00	110,000.00	0.00	0.0%
397 00 04 23	Transfer In From Cederhome PIF(423)	10,000.00	0.00	10,000.00	0.00	0.0%
397 Interfund Transfers		120,000.00	0.00	120,000.00	0.00	0.0%

Fund Revenues:	3,618,797.00	233,022.00	3,148,814.73	469,982.27	13.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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534 Water Utilities

534 80 10 00	Salaries & Wages	530,728.05	50,382.98	415,891.40	114,836.65	21.6%
534 80 11 00	Overtime	3,875.00	1,152.09	5,977.12	(2,102.12)	0.0%
534 80 20 00	Social Security	39,753.63	3,932.77	32,335.06	7,418.57	18.7%
534 80 21 00	Retirement	59,885.13	5,208.07	46,874.76	13,010.37	21.7%
534 80 22 00	Medical Benefits	126,231.72	9,983.70	88,793.80	37,437.92	29.7%
534 80 23 00	L & I	5,659.92	0.00	4,111.09	1,548.83	27.4%
534 80 24 00	Unemployment & PFMLA	1,105.30	0.00	817.26	288.04	26.1%
534 80 31 00	Supplies	75,000.00	1,016.27	18,506.54	56,493.46	75.3%
534 80 31 05	Uniforms	5,000.00	0.00	2,602.01	2,397.99	48.0%
534 80 31 08	Chemicals	16,000.00	2,819.64	18,900.73	(2,900.73)	0.0%
534 80 32 00	Fuel	14,000.00	1,271.69	8,880.45	5,119.55	36.6%
534 80 35 00	Small Equipment	20,000.00	0.00	2,160.88	17,839.12	89.2%
534 80 35 01	Meters/installs	35,000.00	0.00	3,791.61	31,208.39	89.2%
534 80 41 00	Professional Services	115,000.00	20,439.26	73,347.90	41,652.10	36.2%
534 80 42 00	Communications	12,750.00	240.38	4,313.23	8,436.77	66.2%
534 80 43 00	Permits	6,000.00	0.00	4,575.20	1,424.80	23.7%
534 80 44 00	Advertising	500.00	0.00	31.66	468.34	93.7%
534 80 45 00	Rentals	5,000.00	46.34	428.85	4,571.15	91.4%
534 80 46 00	Insurance	45,000.00	0.00	57,014.00	(12,014.00)	0.0%
534 80 47 00	Utilities	95,000.00	8,346.01	61,732.20	33,267.80	35.0%
534 80 48 00	Repair/maintenance	120,000.00	67.52	38,099.26	81,900.74	68.3%
534 80 49 01	B & O Tax	105,000.00	11,731.19	89,044.93	15,955.07	15.2%
534 80 49 05	Credit Card Bank Fees	13,200.00	1,063.30	12,150.36	1,049.64	8.0%

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421 Water Fund

Expenditures	Amt Budgeted	September	YTD	Remaining	
534 Water Utilities					
534 80 49 06 Dues	1,600.00	0.00	318.58	1,281.42	80.1%
534 80 49 09 Meetings, Training & Travel	11,000.00	0.00	2,579.37	8,420.63	76.6%
534 80 49 80 Interfund Payments For Servi	276,815.00	0.00	138,406.00	138,409.00	50.0%
534 Water Utilities	1,739,103.75	117,701.21	1,131,684.25	607,419.50	34.9%

591 Debt Service

591 34 70 00 Leases	0.00	73.71	1,159.46	(1,159.46)	0.0%
591 34 78 03 Pwtf Principal-cedarhome Rsr	139,602.71	0.00	139,519.09	83.62	0.1%
591 34 78 04 Pwtf Princ Water Trtmnt Plan	172,488.43	0.00	172,384.52	103.91	0.1%
591 34 78 06 2019 Revenue Bond Principal	133,079.80	0.00	0.00	133,079.80	100.0%
592 34 83 05 Pwtf Interest-cedarhome Rsrv	2,791.67	0.00	2,092.79	698.88	25.0%
592 34 83 06 Pwtf Int Water Trtmnt Plant	4,312.59	0.00	3,447.69	864.90	20.1%
592 34 83 09 2019 Revenue Bond Interest	77,642.56	0.00	37,075.85	40,566.71	52.2%
591 Debt Service	529,917.76	73.71	355,679.40	174,238.36	32.9%

594 Capital Expenditures

594 34 64 02 Machinery & Equipment	25,000.00	0.00	7,799.56	17,200.44	68.8%
594 Capital Expenditures	25,000.00	0.00	7,799.56	17,200.44	68.8%

597 Interfund Transfers

597 00 04 22 Transfer to Capital (422)	400,000.00	0.00	400,000.00	0.00	0.0%
597 00 04 59 Transfer To Water Equip REs	84,000.00	0.00	84,000.00	0.00	0.0%
597 Interfund Transfers	484,000.00	0.00	484,000.00	0.00	0.0%

999 Ending Balance

508 51 04 21 Assigned End Cash & Invest	840,775.49	0.00	0.00	840,775.49	100.0%
999 Ending Balance	840,775.49	0.00	0.00	840,775.49	100.0%

Fund Expenditures:	3,618,797.00	117,774.92	1,979,163.21	1,639,633.79	45.3%
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Fund Excess/(Deficit):	0.00	115,247.08	1,169,651.52		
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422 Water Construction Fund

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 51 04 22	Assigned Beg Cash & Invest	2,295,245.00	0.00	2,295,245.47	(0.47)	0.0%
308 Beginning Balances		2,295,245.00	0.00	2,295,245.47	(0.47)	0.0%

340 Charges For Services

343 40 00 00	Water Connection Fees	20,000.00	0.00	38,549.98	(18,549.98)	0.0%
340 Charges For Services		20,000.00	0.00	38,549.98	(18,549.98)	0.0%

360 Misc Revenues

361 11 04 22	State Pool/cd Interest	8,800.00	18,192.01	73,498.88	(64,698.88)	0.0%
360 Misc Revenues		8,800.00	18,192.01	73,498.88	(64,698.88)	0.0%

380 Non Revenues

382 20 04 22	Retainage	0.00	13,957.12	13,957.12	(13,957.12)	0.0%
380 Non Revenues		0.00	13,957.12	13,957.12	(13,957.12)	0.0%

397 Interfund Transfers

397 01 04 21	Transfer In From Water Fund	400,000.00	0.00	400,000.00	0.00	0.0%
397 01 04 24	Trfr In From Water Plant Inv	800,000.00	0.00	800,000.00	0.00	0.0%
397 Interfund Transfers		1,200,000.00	0.00	1,200,000.00	0.00	0.0%

Fund Revenues:	3,524,045.00	32,149.13	3,621,251.45	(97,206.45)	0.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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594 Capital Expenditures

594 34 41 05	Water System Plan Update	125,000.00	2,466.48	19,366.39	105,633.61	84.5%
594 34 41 20	F4 Ch Well Water Right Trsfr	40,000.00	0.00	0.00	40,000.00	100.0%
594 34 63 02	Annual Water Main	100,000.00	1,070.18	25,509.93	74,490.07	74.5%
594 34 63 03	Water Trtmnt Plnt & Cedarhome Well Syst Upgrds	75,000.00	0.00	0.00	75,000.00	100.0%
594 34 63 04	Water Trtmnt Plnt Media Replcmnt	500,000.00	305,102.58	307,488.39	192,511.61	38.5%
594 34 63 47	Telemetry Upgrades	350,000.00	0.00	971.46	349,028.54	99.7%
594 34 64 01	Water Meter Replacement Program	55,000.00	0.00	20,948.93	34,051.07	61.9%
594 Capital Expenditures		1,245,000.00	308,639.24	374,285.10	870,714.90	69.9%

999 Ending Balance

508 51 04 22	Assigned End Cash & Invest	2,279,045.00	0.00	0.00	2,279,045.00	100.0%
999 Ending Balance		2,279,045.00	0.00	0.00	2,279,045.00	100.0%

Fund Expenditures:	3,524,045.00	308,639.24	374,285.10	3,149,759.90	89.4%
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422 Water Construction Fund

Fund Excess/(Deficit):	0.00	(276,490.11)	3,246,966.35
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MONTHLY EXPENSE & REVENUE REPORT

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423 Cedar Home Plant Investment

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 51 04 23	Assigned Beg Cash & Invest	331,652.00	0.00	331,651.66	0.34	0.0%
308 Beginning Balances		331,652.00	0.00	331,651.66	0.34	0.0%

360 Misc Revenues

361 11 04 23	State Pool/cd Interest	2,100.00	1,717.70	7,615.01	(5,515.01)	0.0%
368 10 04 23	Plant Investment Fees	5,000.00	0.00	5,140.00	(140.00)	0.0%
360 Misc Revenues		7,100.00	1,717.70	12,755.01	(5,655.01)	0.0%

Fund Revenues:	338,752.00	1,717.70	344,406.67	(5,654.67)	0.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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597 Interfund Transfers

597 02 04 21	Transfer Out Water Oper (421	10,000.00	0.00	10,000.00	0.00	0.0%
597 Interfund Transfers		10,000.00	0.00	10,000.00	0.00	0.0%

999 Ending Balance

508 51 04 23	Assigned End Cash & Invest	328,752.00	0.00	0.00	328,752.00	100.0%
999 Ending Balance		328,752.00	0.00	0.00	328,752.00	100.0%

Fund Expenditures:	338,752.00	0.00	10,000.00	328,752.00	97.0%
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Fund Excess/(Deficit):	0.00	1,717.70	334,406.67
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424 Water Plant Investment Fund

Revenues		Amt Budgeted	September	YTD	Remaining	
308 Beginning Balances						
308 51 04 24	Assigned Beg Cash & Invest	1,074,827.00	0.00	1,074,826.51	0.49	0.0%
308 Beginning Balances		1,074,827.00	0.00	1,074,826.51	0.49	0.0%
360 Misc Revenues						
361 11 04 24	State Pool/cd Interest	5,000.00	3,666.68	17,376.33	(12,376.33)	0.0%
368 10 04 24	Plant Investment Fees	25,000.00	0.00	421,632.00	(396,632.00)	0.0%
360 Misc Revenues		30,000.00	3,666.68	439,008.33	(409,008.33)	0.0%
Fund Revenues:		1,104,827.00	3,666.68	1,513,834.84	(409,007.84)	0.0%
Expenditures		Amt Budgeted	September	YTD	Remaining	
597 Interfund Transfers						
597 01 04 22	Transfer To Water Const. (42	800,000.00	0.00	800,000.00	0.00	0.0%
597 Interfund Transfers		800,000.00	0.00	800,000.00	0.00	0.0%
999 Ending Balance						
508 51 04 24	Assigned End Cash & Invest	304,827.00	0.00	0.00	304,827.00	100.0%
999 Ending Balance		304,827.00	0.00	0.00	304,827.00	100.0%
Fund Expenditures:		1,104,827.00	0.00	800,000.00	304,827.00	27.6%
Fund Excess/(Deficit):		0.00	3,666.68	713,834.84		

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457 Sewer Equipment Reserve

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 51 04 57	Assigned Beg Cash & Invest	772,114.00	0.00	772,114.43	(0.43)	0.0%
308 Beginning Balances		772,114.00	0.00	772,114.43	(0.43)	0.0%

360 Misc Revenues

361 11 04 57	State Pool/cd Interest	4,000.00	3,474.45	18,605.16	(14,605.16)	0.0%
360 Misc Revenues		4,000.00	3,474.45	18,605.16	(14,605.16)	0.0%

390 Other Revenues

395 10 04 57	Proceeds From Sale Of Assets	40,000.00	0.00	0.00	40,000.00	100.0%
390 Other Revenues		40,000.00	0.00	0.00	40,000.00	100.0%

397 Interfund Transfers

397 01 04 01	Transfer In From Sewer	126,000.00	0.00	126,000.00	0.00	0.0%
397 Interfund Transfers		126,000.00	0.00	126,000.00	0.00	0.0%

Fund Revenues:	942,114.00	3,474.45	916,719.59	25,394.41	2.7%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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594 Capital Expenditures

594 35 64 02	Machinery & Equipment	349,000.00	0.00	240,308.76	108,691.24	31.1%
594 Capital Expenditures		349,000.00	0.00	240,308.76	108,691.24	31.1%

999 Ending Balance

508 51 04 57	Assigned End Cash & Invest	593,114.00	0.00	0.00	593,114.00	100.0%
999 Ending Balance		593,114.00	0.00	0.00	593,114.00	100.0%

Fund Expenditures:	942,114.00	0.00	240,308.76	701,805.24	74.5%
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Fund Excess/(Deficit):	0.00	3,474.45	676,410.83
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458 Drainage Equipment Reserve

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 51 04 58	Assigned Beg Cash & Invest	380,488.00	0.00	380,488.29	(0.29)	0.0%
308 Beginning Balances		380,488.00	0.00	380,488.29	(0.29)	0.0%

360 Misc Revenues

361 11 04 58	State Pool/cd Interest	3,600.00	2,190.52	9,863.18	(6,263.18)	0.0%
360 Misc Revenues		3,600.00	2,190.52	9,863.18	(6,263.18)	0.0%

397 Interfund Transfers

397 03 04 10	Trfr In From Drainage	61,000.00	0.00	61,000.00	0.00	0.0%
397 Interfund Transfers		61,000.00	0.00	61,000.00	0.00	0.0%

Fund Revenues:	445,088.00	2,190.52	451,351.47	(6,263.47)	0.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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594 Capital Expenditures

594 31 64 02	Machinery & Equipment	92,298.00	0.00	24,898.32	67,399.68	73.0%
594 Capital Expenditures		92,298.00	0.00	24,898.32	67,399.68	73.0%

999 Ending Balance

508 51 04 58	Assigned End Cash & Invest	352,790.00	0.00	0.00	352,790.00	100.0%
999 Ending Balance		352,790.00	0.00	0.00	352,790.00	100.0%

Fund Expenditures:	445,088.00	0.00	24,898.32	420,189.68	94.4%
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Fund Excess/(Deficit):	0.00	2,190.52	426,453.15
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459 Water Equipment Reserve

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 51 04 59	Assigned Beg Cash & Invest	438,919.00	0.00	438,919.37	(0.37)	0.0%
308 Beginning Balances		438,919.00	0.00	438,919.37	(0.37)	0.0%

360 Misc Revenues

361 11 04 59	State Pool/cd Interest	4,600.00	2,415.63	11,366.43	(6,766.43)	0.0%
360 Misc Revenues		4,600.00	2,415.63	11,366.43	(6,766.43)	0.0%

397 Interfund Transfers

397 02 04 21	Transfer In From Water (421)	84,000.00	0.00	84,000.00	0.00	0.0%
397 Interfund Transfers		84,000.00	0.00	84,000.00	0.00	0.0%

Fund Revenues:	527,519.00	2,415.63	534,285.80	(6,766.80)	0.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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594 Capital Expenditures

594 34 64 03	Machinery & Equipment	0.00	0.00	64,000.00	(64,000.00)	0.0%
594 Capital Expenditures		0.00	0.00	64,000.00	(64,000.00)	0.0%

999 Ending Balance

508 51 04 59	Assigned End Cash & Invest	527,519.00	0.00	0.00	527,519.00	100.0%
999 Ending Balance		527,519.00	0.00	0.00	527,519.00	100.0%

Fund Expenditures:	527,519.00	0.00	64,000.00	463,519.00	87.9%
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Fund Excess/(Deficit):	0.00	2,415.63	470,285.80
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630 Agency Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
308 Beginning Balances					
308 31 06 30 Restricted Beg Cash & Invest	(431.00)	0.00	0.00	(431.00)	0.0%
308 91 00 10 Unassigned Beg Cash & Invest	0.00	0.00	(431.26)	431.26	100.0%
308 Beginning Balances	(431.00)	0.00	(431.26)	0.26	0.1%

380 Non Revenues

389 30 00 02 Gun Permits	0.00	704.25	7,913.00	(7,913.00)	0.0%
389 30 00 03 Building Fee St. Surcharge	0.00	82.50	1,298.00	(1,298.00)	0.0%
389 30 00 04 Park Sales Tax And Other Sales Tax	0.00	7.44	1,215.63	(1,215.63)	0.0%
389 30 00 05 Leasehold Excise Tax	0.00	0.00	552.03	(552.03)	0.0%
380 Non Revenues	0.00	794.19	10,978.66	(10,978.66)	0.0%

Fund Revenues:	(431.00)	794.19	10,547.40	(10,978.40)	0.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
580 Non Expenditures					
589 30 00 02 Gun Permits	0.00	719.25	7,116.50	(7,116.50)	0.0%
589 30 00 03 Building Fee St. Surcharge	0.00	226.00	1,215.50	(1,215.50)	0.0%
589 30 00 04 Park Sales Tax And Other Sales Tax	0.00	395.48	1,217.90	(1,217.90)	0.0%
589 30 00 05 Leasehold Excise Tax	0.00	0.00	654.74	(654.74)	0.0%
580 Non Expenditures	0.00	1,340.73	10,204.64	(10,204.64)	0.0%

999 Ending Balance

508 31 06 30 Restricted End Cash & Invest	56.00	0.00	0.00	56.00	100.0%
999 Ending Balance	56.00	0.00	0.00	56.00	100.0%

Fund Expenditures:	56.00	1,340.73	10,204.64	(10,148.64)	0.0%
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Fund Excess/(Deficit):	(487.00)	(546.54)	342.76		
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MONTHLY EXPENSE & REVENUE REPORT

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Fund	Revenue	September	Received		Expenditures	September	Spent	
001 General Fund	13,251,356.89	436,772.08	11,701,520.51	11.7%	13,251,356.89	527,910.93	9,023,009.39	31.9%
101 Street Fund	875,317.00	22,644.23	838,275.58	4.2%	875,317.00	52,846.87	522,346.20	40.3%
102 Street Impact Fee Fund	1,027,030.00	2,444.14	1,080,832.27	0.0%	1,027,030.00	0.00	605,000.00	41.1%
103 Street Construction Fund	5,481,561.00	12,143.73	3,630,078.06	33.8%	5,481,561.00	552,071.60	1,817,987.89	66.8%
104 Park And Trail Improvement Fund	6,399,425.00	34,854.11	3,948,750.60	38.3%	6,399,425.00	441,008.14	1,271,118.03	80.1%
106 Park Impact Fees	166,334.00	853.84	216,223.11	0.0%	166,334.00	0.00	50,000.00	69.9%
107 Equipment Reserve Fund	843,641.00	2,730.48	834,155.68	1.1%	843,641.00	0.00	302,579.05	64.1%
108 Transportation Sales Tax Fund	955,160.00	51,207.31	901,175.53	5.7%	955,160.00	0.00	650,000.00	31.9%
109 Contingency Fund	620,354.00	3,197.80	622,553.37	0.0%	620,354.00	0.00	0.00	100.0%
110 Building Improvement Fund	3,902,537.00	25,770.87	3,945,451.73	0.0%	3,902,537.00	7,235.90	751,338.30	80.7%
115 Tourism And Promotion	139,537.00	8,077.50	138,858.58	0.5%	139,537.00	20,389.90	67,356.16	51.7%
120 REET - Capital Improvements	1,599,379.00	42,058.60	1,586,153.21	0.8%	1,599,379.00	0.00	400,000.00	75.0%
121 REET - Growth Management	1,503,636.00	40,539.53	1,490,415.61	0.9%	1,503,636.00	0.00	600,000.00	60.1%
205 Debt Service Fund	21,036.00	0.00	21,035.71	0.0%	21,036.00	0.00	21,035.71	0.0%
401 Sewer Fund	4,560,341.00	214,956.40	3,876,274.94	15.0%	4,560,341.00	161,946.63	2,284,759.17	49.9%
403 Sewer Construction Fund	5,353,437.00	62,619.16	5,537,335.04	0.0%	5,353,437.00	325,169.83	912,702.20	83.0%
405 Sewer Plant Investment Fund	543,779.00	238.07	546,347.58	0.0%	543,779.00	0.00	500,000.00	8.1%
410 Drainage Fund	2,086,013.00	141,689.28	1,652,073.97	20.8%	2,086,013.00	217,534.57	1,092,816.95	47.6%
411 Drainage Construction Fund	10,597,629.00	23,723.95	4,681,532.25	55.8%	10,862,000.00	64,056.80	126,970.77	98.8%
412 Drainage Plant Investment Fund	266,391.00	500.59	297,954.43	0.0%	266,391.00	0.00	200,500.00	24.7%
421 Water Fund	3,618,797.00	233,022.00	3,148,814.73	13.0%	3,618,797.00	117,774.92	1,979,163.21	45.3%
422 Water Construction Fund	3,524,045.00	32,149.13	3,621,251.45	0.0%	3,524,045.00	308,639.24	374,285.10	89.4%
423 Cedar Home Plant Investment	338,752.00	1,717.70	344,406.67	0.0%	338,752.00	0.00	10,000.00	97.0%
424 Water Plant Investment Fund	1,104,827.00	3,666.68	1,513,834.84	0.0%	1,104,827.00	0.00	800,000.00	27.6%
457 Sewer Equipment Reserve	942,114.00	3,474.45	916,719.59	2.7%	942,114.00	0.00	240,308.76	74.5%
458 Drainage Equipment Reserve	445,088.00	2,190.52	451,351.47	0.0%	445,088.00	0.00	24,898.32	94.4%
459 Water Equipment Reserve	527,519.00	2,415.63	534,285.80	0.0%	527,519.00	0.00	64,000.00	87.9%
630 Agency Fund	-431.00	794.19	10,547.40	0.0%	56.00	1,340.73	10,204.64	0.0%
	70,694,604.89	1,406,451.97	58,088,209.71	17.8%	70,959,462.89	2,797,926.06	24,702,379.85	65.2%



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 7

DATE: November 9, 2023

SUBJECT: Finance/Personnel Committee Report

CONTACT PERSON: David A. Hammond, Finance Director

ATTACHMENTS: A – Finance/Personnel Committee Meeting
Minutes Oct. 26, 2023

SUMMARY STATEMENT

The minutes of the October 26, 2023, Finance/Personnel Meeting are attached to this staff report for council review.

Councilmembers Present: Andreena Bergman, Darren Robb, Marcus Metz

Staff present: David Hammond, Finance Director, Pat Adams, Human Resources Manager

Chair Bergman called the meeting to order at 6:00pm

Agenda Items Discussed

1. NeoGov Human Resources Management Software Subscription

Human Resources Manager Adams provided an overview of the services agreement and the terms of the three-year agreement. Committee members discussed and based on the efficiencies gained by the modern software, and consistent processes that will integrate with the city's Laserfiche Electronic Content Management System, they support staff recommendation to renew the agreement.

Meeting adjourned at: 6:26 pm



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: **8a**

DATE: November 9, 2023

SUBJECT: Approval of Voucher and Payroll Checks

CONTACT PERSON: Amy Bergemeier, Accounting Specialist

ATTACHMENTS: A - Voucher Check Detail

SUMMARY STATEMENT

Approve issuance of Washington Federal Bank voucher checks 37674 through 37711 and electronic fund transfers in the amount of \$365,286.59. Approve issuance of Washington Federal payroll electronic fund transfers in the amount of \$46,350.00.

RECOMMENDED MOTION

MOTION TO APPROVE ISSUANCE OF WASHINGTON FEDERAL BANK VOUCHER CHECKS 37674 THROUGH 37711 AND ELECTRONIC FUND TRANSFERS IN THE AMOUNT OF \$365,286.59. APPROVE ISSUANCE OF WASHINGTON FEDERAL PAYROLL ELECTRONIC FUND TRANSFERS IN THE AMOUNT OF \$46,350.00.

CHECK REGISTER

City Of Stanwood

Time: 13:40:19 Date: 11/01/2023

10/17/2023 To: 11/01/2023

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5164	10/23/2023	Payroll	3	EFT		3,350.00	October 2023 Draw
5165	10/23/2023	Payroll	3	EFT		1,800.00	October 2023 Draw
5166	10/23/2023	Payroll	3	EFT		2,000.00	October 2023 Draw
5167	10/23/2023	Payroll	3	EFT		2,500.00	October 2023 Draw
5168	10/23/2023	Payroll	3	EFT		2,000.00	October 2023 Draw
5169	10/23/2023	Payroll	3	EFT		1,000.00	October 2023 Draw
5170	10/23/2023	Payroll	3	EFT		2,000.00	October 2023 Draw
5171	10/23/2023	Payroll	3	EFT		2,700.00	October 2023 Draw
5172	10/23/2023	Payroll	3	EFT		4,000.00	October 2023 Draw
5173	10/23/2023	Payroll	3	EFT		1,600.00	October 2023 Draw
5174	10/23/2023	Payroll	3	EFT		2,000.00	October 2023 Draw
5175	10/23/2023	Payroll	3	EFT		1,600.00	October 2023 Draw
5176	10/23/2023	Payroll	3	EFT		2,000.00	October 2023 Draw
5177	10/23/2023	Payroll	3	EFT		500.00	October 2023 Draw
5178	10/23/2023	Payroll	3	EFT		1,500.00	October 2023 Draw
5179	10/23/2023	Payroll	3	EFT		1,800.00	October 2023 Draw
5180	10/23/2023	Payroll	3	EFT		1,000.00	October 2023 Draw
5181	10/23/2023	Payroll	3	EFT		2,500.00	October 2023 Draw
5182	10/23/2023	Payroll	3	EFT		2,000.00	October 2023 Draw
5183	10/23/2023	Payroll	3	EFT		500.00	October 2023 Draw
5184	10/23/2023	Payroll	3	EFT		4,500.00	October 2023 Draw
5185	10/23/2023	Payroll	3	EFT		1,500.00	October 2023 Draw
5360	10/26/2023	Claims	3	EFT	Aramark Uniform Services, LLC	54.68	937963000
5361	10/26/2023	Claims	3	EFT	Aramark Uniform Services, LLC	54.68	937963000
5362	10/26/2023	Claims	3	EFT	Perteet Inc.	22,087.50	City of Stanwood
5444	10/26/2023	Claims	3	EFT	HSA Bank	5.00	H.S.A. fee for Oct
5455	10/27/2023	Payroll	3	EFT		2,000.00	Draw J Stark
5363	10/26/2023	Claims	3	37674	APP- Associated Petroleum Products	5,649.33	AP0100494
5364	10/26/2023	Claims	3	37675	Asphalt Patch Systems, Inc	28,708.58	City of stanwood
5365	10/26/2023	Claims	3	37676	BHC Consultants, LLC	4,818.51	City of Stanwood
5366	10/26/2023	Claims	3	37677	Bonner Electrical Contracting LLC	3,215.02	City of Stanwood
5367	10/26/2023	Claims	3	37678	Cascade Natural Gas Corp	188.96	127 540 0000 3; 498 440 0000 7; 931 607 9072 6; 953 540 0000 2
5368	10/26/2023	Claims	3	37679	Databar Inc.	773.54	8952; 8952
5369	10/26/2023	Claims	3	37680	Ford Hall Company Inc	1,478.02	City of stanwood
5370	10/26/2023	Claims	3	37681	GC Systems Inc	12,361.83	City of stanwood
5371	10/26/2023	Claims	3	37682	H D Fowler Company, Inc	13,390.79	City of stanwood
5372	10/26/2023	Claims	3	37683	Lenz Enterprises Inc	44.50	City of stanwood
5373	10/26/2023	Claims	3	37684	Les Schwab Tire Centers	288.42	s34-00006
5374	10/26/2023	Claims	3	37685	Samuel E Lidgard	150.00	City of stanwood
5375	10/26/2023	Claims	3	37686	Mackenzie	2,583.25	City of stanwood
5376	10/26/2023	Claims	3	37687	ODP Business Solutions, LLC	66.32	36274097; 36274097
5377	10/26/2023	Claims	3	37688	PUD Of Snohomish County *	385.12	200103539; 202423729
5378	10/26/2023	Claims	3	37689	Pace Engineers, Inc	18,124.50	City of stanwood; City of stanwood
5379	10/26/2023	Claims	3	37690	Pape' Machinery	208.58	6109854
5380	10/26/2023	Claims	3	37691	Platt Electric Supply, Inc	109.61	24127
5381	10/26/2023	Claims	3	37692	Puget Tech LLC	894.00	City of stanwood
5382	10/26/2023	Claims	3	37693	Ricoh USA, Inc.	318.23	1316669-3816549; 1316669-3800326
5383	10/26/2023	Claims	3	37694	Robert Half International, Inc	3,146.40	city of stanwood; City of stanwood
5384	10/26/2023	Claims	3	37695	Sidney G Roberts	256.13	City of stanwood
5385	10/26/2023	Claims	3	37696	Gina N Seegert	92.00	City of stanwood
5386	10/26/2023	Claims	3	37697	Skagit Farmers Supply	649.86	135052; 135052; 135052; 135052; 135052; 135052
5387	10/26/2023	Claims	3	37698	Skagit Valley Publishing	150.15	48893
5388	10/26/2023	Claims	3	37699	Sno Co District Court	224.27	DCT34003
5389	10/26/2023	Claims	3	37700	Sno Co Sheriff's Office - CB	6,347.36	91-6001368

CHECK REGISTER

City Of Stanwood

Time: 13:40:19 Date: 11/01/2023

10/17/2023 To: 11/01/2023

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5390	10/26/2023	Claims	3	37701	Sno Co Sheriffs Office *	175,952.50	SSH00001
5391	10/26/2023	Claims	3	37702	Snohomish County Treasurer	25.61	City of stanwood
5392	10/26/2023	Claims	3	37703	Stanwood Ace Hardware #14901	664.56	20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013; 20013
5393	10/26/2023	Claims	3	37704	Stanwood Auto Parts	670.49	56100; 56100; 56100; 56100
5394	10/26/2023	Claims	3	37705	USA Bluebook	1,806.36	478228; 478228
5395	10/26/2023	Claims	3	37706	WA St Treasurer	1,410.46	City of stanwood
5396	10/26/2023	Claims	3	37707	Whitney Equipment Co Inc	871.75	06052023 WWME city of
5397	10/26/2023	Claims	3	37708	Wrecking Ball Demolition, LLC	36,403.51	City of stanwood
5398	10/26/2023	Claims	3	37709	Xylem Water Solutions U.S.A., Inc.	19,944.77	129265
5399	10/26/2023	Claims	3	37710	Zipty Fiber	85.93	360-939-0579-080320-5
5400	10/26/2023	Claims	3	37711	Zumar Industries, Inc	625.51	000683

001 General Fund	241,667.69	
101 Street Fund	30,193.67	
103 Street Construction Fund	22,087.50	
104 Park And Trail Improvement Fund	39,618.53	
110 Building Improvement Fund	2,583.25	
115 Tourism And Promotion	894.00	
401 Sewer Fund	26,333.63	
410 Drainage Fund	791.62	
411 Drainage Construction Fund	18,124.50	
421 Water Fund	29,259.70	
630 Agency Fund	82.50	
		Claims: 365,286.59
* Transaction Has Mixed Revenue And Expense Accounts	411,636.59	Payroll: 46,350.00

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein and that the claim is a just, due and unpaid obligation against the City of Stanwood, and that I am authorized to authenticate and certify to said claim.

() Finance Director () Auditing Officer
 (X) Deputy Finance Director

Wendy Dorn

Date: 10-31-23

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**CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT**

ITEM NUMBER: 8b
DATE: November 9, 2023
SUBJECT: City Council Regular Meeting Minutes – October 26, 2023
CONTACT PERSON: Lisa Sokolik, City Clerk
ATTACHMENTS: A – Council Regular Meeting Minutes

SUMMARY STATEMENT

October 26, 2023, Regular City Council Meeting minutes are attached.

RECOMMENDED MOTION

MOTION TO APPROVE THE OCTOBER 26, 2023, CITY COUNCIL REGULAR MEETING MINUTES AS PRESENTED.

CITY OF STANWOOD
Regular Meeting of the City Council
Thursday, October 26, 2023 – 7:00 p.m.
MINUTES

1. Call to Order and Pledge of Allegiance

Mayor Sid Roberts called the meeting to order at 7:00 p.m. Councilmember Gaumond led the Pledge of Allegiance.

2. Roll Call

City Clerk Lisa Sokolik called the roll with the following Councilmembers Present: Dani Gaumond, Marcus Metz, Darren Robb, Timothy Pearce, Steve Shepro, Andreena Bergman, and Tim Schmitt. The meeting was quorate.

Also present: City Administrator Shawn Smith, Finance Director David Hammond, Community Development Director Patricia Love, Police Chief Jason Toner, City Attorney Nikki Thompson, Associate Engineer Alan Lytton, Stanwood-Camano School District Student Representative Bee Hartell, City Clerk Lisa Sokolik, and Utilities Supervisor Leigh Danielson via zoom.

3. Approval of the Agenda

*Motion by Councilmember Metz, second by Councilmember Gaumond to approve the agenda as published. **Motion carried unanimously.***

4. Presentation

Lincoln Hill High School

Student Body Representative Bee Hartell said there are several activities planned to engage the students and bring them together as a community. Activities include a spirit week, pancake breakfast, fall social dance, and the leadership team is working on a Camano Island Animal Shelter foundation.

5. Public Comments

Verbal

Cathy Wooten, Stanwood

Topic

Thanked Councilmembers for serving in city government.

6. Staff / Department Report

No council comments on the Police CompStat Report for September 2023.

7. Council Committee Reports

No Council comments on the following committee reports:

- a. Community Development Committee Meeting Minutes 10/5/2023
- b. Planning Commission Meeting Minutes 9/11/2023
- c. Parks and Trails Advisory Committee Meeting Minutes 9/18/2023

8. Consent Agenda

- a. Approve Vouchers and Payroll Checks

- b. Approve City Council Regular Meeting Minutes 10/12/2023
- c. Approve City Council Special Workshop Minutes 10/12/2023
- d. Approve Second Water Leak Adjustment for Account 1481

*Motion by Councilmember Shepro, second by Councilmember Metz to approve the consent agenda items A through D. **Motion carried unanimously.***

9. Unfinished Business:

- a. Authorize the Mayor to Execute Documents to Purchase PUD Property for the Viking Way Project

Associate City Engineer Lytton presented this item to council and answered questions. Schmitt asked about ground contamination from creole-soaked power poles. Lytton answered that the City's Geotech consultant did not find any ground source contamination. PUD did their own contaminate remediation a few years ago and cleaned up the soil.

Motion by Councilmember Robb, second by Councilmember Bergman to authorize the Mayor to execute documents necessary for the acquisition of approximately 18,094 square feet of property and for the required temporary construction easements from Snohomish County Public Utility District to enable completion of the Viking Way Phase 2 project not to exceed \$247,000.

Motion carried unanimously.

- b. Approve Second Reading and Adoption SMC Title 3 – Revenue & Finance

Community Development Director Love highlighted the changes made to SMC Title 3 in response to council's questions during the first reading:

- Purpose and History of Impact Fee Incentives.
- What has been the financial impact of the 10% commercial fee reduction?
- What is the impact of the re-use of existing buildings impact fee credit in the downtown?
- Low Income Impact Fee Credit.
- Definition of an Accessory Dwelling Unit (ADU) and can the 50% credit be applied differently to family members or renters?
- How is the gambling tax applied to "card games"?

Council discussed and asked questions.

*Motion by Councilmember Shepro, second by Councilmember Robb to accept the second reading of Ordinance 1520 as set forth in attachment "A" and to proceed with the third and final reading of the ordinance on November 20, 2023. **Motion carried unanimously.***

- c. Approve Second Reading and Adoption SMC Title 5 – Business Licenses

Love answered questions and highlighted the proposed changes made to SMC Title 5 in response to council's questions during the first reading:

- Language added regarding food trucks.
- Seasonal fruit stands.

- Internet service fees and charges.
- Fireworks language amendment.

Council discussed and asked questions.

*Motion by Councilmember Robb, second by Councilmember Shepro to accept the second reading of Ordinance 1521 as set forth in attachment “A” and to proceed with the third and final reading of the ordinance on November 20, 2023. **Motion carried unanimously.***

10. Public Hearing:

a. First Reading of Ordinance 1525 2024 Property Tax Levy

Finance Director Hammond led the discussion on the proposed 2024 property tax levy and briefed the city council on major general revenue sources and the economic outlook.

Mayor Roberts opened the Public Hearing at 8:32 p.m. to take public comments and testimony. With no public comments, Mayor Roberts closed the Public Hearing at 8:32 p.m.

Council discussed, asked questions, and made comments in support of the levy especially with regard to significantly rising public safety costs.

Motion by Councilmember Shepro, second by Councilmember Gaumond to approve the first reading of Ordinance 1525 levying taxes upon all property subject to taxation within the corporate limits of the City of Stanwood, Washington for 2024, with one percent levy increase from 2023.

Motion carried unanimously.

b. Adopt Resolution 2023-14 Capital Improvement Plan 2024-2029

Lytton presented the proposed 2024-2029 CIP and highlighted the line items that may be unclear or have changed.

- Parks - projects have been split out per park.
- Church Creek Park Forest Mitigation Plan item for 2026-2028 is intended to be a general amount for future Church Creek Park projects, but the actual amounts are unknown.
- 2024 dollars are budgeted amounts, and the 2025-2029 may be grant dependent or require additional funding sources.

Council discussed and asked questions.

Mayor Roberts opened the Public Hearing at 8:48 p.m. to take public comments and testimony.

Written Comment:

Jerry Fure, Stanwood

Topic:

Add paving the bottom section of Cedarhome Road North (brick hill) and tying into Pioneer Hwy.

With no further public comments, Mayor Roberts closed the Public Hearing at 8:49 p.m.

Motion by Councilmember Robb, second by Councilmember Metz to adopt Resolution 2023-14 – Six Year Capital Improvement Plan 2024-2029.

11. New Business - None

12. Public Closing Comments - None

13. Executive/Legislative Reports

a. Mayor's Report

- Attended the AWC Mayor's Exchange Conference in Leavenworth. Thank you to Mayor Pro Tem Pearce for running the last council meeting. A take-away from the conference is he is amazed at how much Stanwood gets done with the budget and the number of employees we have. Other cities our size have 30%-40% more employees and have big box stores for tax revenue.
- Attended the Snohomish County Cities meeting with Councilmembers Gaumond and Metz, affordable housing was the topic of discussion.
- Spoke at the Rotary Club, City Administrator Smith also attended.
- Thanked all the councilmembers for their contribution to the discussion on all items tonight. Thanked staff, especially Director Love, for all the hard work that goes into the staff reports.

b. City Administrator Report

- 84th from 270th to SR532 was paved today and looks very nice.
- A semi-truck and trailer going east bound on Lover's Lane took the sharp corner onto 92nd, it looks like the trailer broke off some of the asphalt on the corner making it an even tighter corner. This corner will need to be added to the CIP and possibly need to be an emergency fix.
- The Everett Herald had an interesting article about tax levies and using banked capacity.
- Reminded councilmembers to attend the AWC Elective Officials Essential training on December 9th.

c. Councilmember's Report/Questions

- Councilmember Gaumond asked for an update on the Community Farm that was going to go in at Ovenell. Smith answered that Andrew Davis was working with the Food Bank on this project, the Food Bank has a new executive director who doesn't want to proceed with the same legal structure, so Davis is working on setting up his own non-profit before he proceeds, hopefully in 2024.
- Councilmember Pearce walked in the homecoming parade with six other alumni.
- Councilmember Shepro is seeing comments and concerns on Facebook that parade floats will not be able to drive down Main Street due to the new divider. Smith answered that he does not anticipate any problems, if the float is built on a trailer made for street travel, it should be fine.

- Councilmember Shepro asked when Hamilton Landing will be completed. Lytton answered it will be finished in the next couple months, just waiting for the restrooms to be completed.
- Councilmember Bergman thanked Finance Director Hammond for his work on the budget and keeping the numbers conservative.
- Councilmember Schmitt has enjoyed seeing all the Halloween decorations around town.

14. Recess to Executive Session - None

15. Adjourn

There being no further business before the Council, and hearing no objection to adjournment, Mayor Roberts adjourned the meeting at 9:00 p.m.

CITY OF STANWOOD

ATTEST:

Sid Roberts, Mayor

Lisa Sokolik, City Clerk



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 8c

DATE: November 9, 2023

SUBJECT: Confirm Mayor's Appointment to Economic Development Board

CONTACT PERSON: Patricia Love, Community Development Director

ATTACHMENTS: A – Economic Development Board Roster
B – Paul Brar Application Narrative
C – Teresa LaFleur Application Narrative

PURPOSE

The purpose of this agenda item is for Council consideration of and confirmation of the Mayor's appointment of Paul Brar and Teresa LaFleur to the Stanwood Economic Development Board and to reappoint the existing members for an additional two-year terms.

BACKGROUND

The Stanwood City Council established an Economic Development Board with the intent to promote a favorable business environment, retain businesses, and to encourage tourism in the City. Their responsibilities include:

- Provide a communication link between the city and the business community.
- Advise the City on implementation of the Economic Development Work Program.
- Advise the City on the business perspective on a range of policy issues such as capital planning, zoning amendments and land use policy plans.
- Advise the city on grant applications for 1) special events grants that benefit Stanwood and 2) small capital projects grants benefiting Stanwood Downtown.

The Board consists of seven (7) voting members, representing a cross section of the business community. All seven members are at large members located within the boundaries of the Stanwood Camano School District. Members are appointed by the Mayor with City Council ratification.

The Economic Development Board currently has three vacancies.

ANALYSIS

The Mayor is responsible for recommending appointments to the various City boards and commissions when terms expire, or as a vacancy occurs. Seats 1, 5 and 6 are currently vacant. The Mayor is recommending Paul Brar to fill seat 1 finishing out the 2023 – 2024 term and Teresa LaFleur for seat 5 finishing out the 2023 – 2024 term.

Paul Brar is a Stanwood resident with 15 years of experience as an owner / operator of gas stations and has managed several residential development projects in recent years. Paul has lived in Stanwood since 2020 and appreciates the City's small-town environment and wants to help the City meet its economic development goals while preserving its charm.

Teresa LaFleur is a Camano Island resident and jointly owns a commercial building on the Brick Road where she owns and operates, LaFleur Counseling. Theresa has owned and operated her own private mental health practice since 2009 and previous to that worked in the corporate sector. She believes that the key to a thriving community lies in the collaboration between cities and local businesses to build a collaborative, fiscally responsible, and healthy economy.

In addition, as three existing board member terms are about to expire at the end of year, the Mayor is recommending that Dave Pelletier, Les Anderson, and Kristine Birkenkopf be reappointed for an additional two-year term expiring on December 31, 2025.

Fiscal Impact			
No fiscal impact associated with this action			
Fund(s):			
Amount:	\$ -	Project Estimate:	\$ -
Budget Authorized	☐ Yes ☐ No	Amendment Required	☐ Yes ☐ No ☐ Monitor

RECOMMENDATIONS

Staff Recommendation: Mayor Roberts recommends the appointment of Paul Brar and Teresa LaFleur to the Economic Development Board to fill two of the three vacant positions, for the remaining two-year terms term ending December 31, 2024.

In addition, as three existing board member terms are about to expire at the end of the year, the Mayor is recommending that Dave Pelletier, Les Anderson, and Kristine Birkenkopf be reappointed for an additional two-year term expiring December 31, 2025.

Seat #6, with a term expiring December 31, 2024 remains vacant at this time.

Committee/Board Recommendation: N/A

CITY COUNCIL OPTIONS

- 1) Appoint the recommended individuals to the Economic Development Board.
- 2) Do not appoint members to the Economic Development Board at this time.

PROPOSED MOTION

I MOVE TO APPOINT PAUL BRAR AND TERESA LAFLEUR TO THE STANWOOD ECONOMIC DEVELOPMENT BOARD, SEAT #1 AND SEAT #5 WITH A TERM EXPIRING DECEMBER 31, 2024.

I MOVE TO REAPPOINT DAVE PELLETIER, LES ANDERSON, AND KRISTINE BIRKENKOPF TO THE STANWOOD ECONOMIC DEVELOPMENT BOARD, SEAT #3, SEAT #4, AND SEAT #7 WITH A TERM EXPIRING DECEMBER 31, 2025.



Economic Development Board

Position #	Name and Address	Term
1	Paul Brar Owner / Operator Gas Stations	2023-2024
2	Randy Heagle -Windermere Realty	2023-2024
3	Dave Pelletier – Pelletier & Schaar Architects	2024-2025
4	Les Anderson – <i>Chair</i> Twin City Idler’s Car Show	2024-2025
5	Teresa LaFleur LaFleur Counseling, PLLC	2023-2024
6	Vacant	2023-2024
7	Kristine Birkenkopf – <i>Vice Chair</i> S.A.A.L Brewing Co.	2024-2025

Paul Brar

425-478-2285

6635 Jensen Road

Stanwood WA 92892

October 12, 2023

To whom it may concern,

My name is Lakhpal (Paul) Brar and I am keenly applying to fill the vacancy on the City of Stanwood's Economic Development Board. I believe I have the skills, experience and tenacity to help support Stanwood's continued growth and development.

My business experience is deeply rooted in the gas station and real estate sectors. I have 15 years of experience as an owner/operator of numerous gas stations throughout Washington state. I most recently purchased the Chevron station at 26625 Old 99N in May of this year, which I oversee the daily operations of. Since acquiring this business, I have received countless compliments from customers regarding how much the store has improved in its aesthetics, customer service and range of products offered. In addition to this site, while not directly in Stanwood I have also owned and managed the Shell station in Conway since 2020, which serves a great deal of Stanwood residents who take Pioneer Highway on their way to and from work every day.

I also have extensive knowledge of building a business from the ground up. From 2019-2021 I managed the design and development of a \$3-million-dollar commercial business project – a gas station and convenience store I own in Kitsap County. The property was previously a residential home on a main road in an area with a charming, small town feel that was growing quickly, not unlike Stanwood. I liaised with architects in the design process, consulted with city planners throughout the rezoning and permitting process, oversaw the construction process from ground zero to completion and, most importantly, met regularly with neighboring residents to ensure their concerns were heard and addressed. Although it undoubtedly feels good to contribute to the local economy, it feels even better to know that I did right by the community and that the business has the support of locals who have lived in that area for generations.

In terms of real estate, I have managed and invested in numerous residential projects over the past decade, including ones in Stanwood in more recent years. These projects include remodels, rentals, rezoning and subdividing properties, and more. I'm extremely passionate about both residential and commercial real estate and continue to actively look for future projects I can manage and/or invest in in Stanwood and the wider Snohomish County.

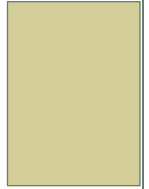
My experience in the gas station and real estate spaces have provided me with great networking opportunities over the past 15 years. I regularly provide guidance and support to other business owners who are new in their respective fields or are needing help on something they haven't come across before. This includes mutual friends of business contacts I've helped in the past, as well as individuals

unknown to me who have stopped by one of my stores and asked to speak to the owner simply because they like how the business is being managed. It feels incredibly rewarding to help other small business owners with like-minded interests succeed and is something I'm extremely passionate about continuing throughout my career.

On a more personal level, I have been a resident of Stanwood since 2020 and I really love being part of this community. As someone who grew up in busy King County, moving here has been a breath of fresh air. I deeply appreciate Stanwood's small-town-feel and how friendly people are. It's these values and qualities that make Stanwood unique and, along with my interests in business development, are what have inspired me to seek a position on the Economic Development Board. I hope to gain a position on the Board so that I can help Stanwood meet its economic development goals while preserving its charm for years to come as the city continues to grow and become home to more and more people.

**LA FLEUR COUNSELING, PLLC
TERESA LAFLEUR**

10003 270th St NW, STE D, Stanwood, WA 98292
425.681.1528 * Teresa.lafleur@gmail.com



10/19/2023

City of Stanwood: 10220 270th Street NW, Stanwood, WA 98292

Subject: Stanwood Economic Development Board Position

To whom it may concern:

I am writing to express my strong interest in joining the Stanwood economic Development Board and to offer my candidature for consideration. I am genuinely excited about the opportunity to contribute to the growth and well-being of our community.

I have resided on Camano island since 2019, arriving just before the onset of the COVID-19 pandemic. In January 2022, my husband and I made an important investment in purchasing a commercial building on the brick road in West Stanwood. This move allowed me to transition my business to this location, and I am proud to say that I am now a business owner and property owner in Stanwood.

A bit about my background: I hold an undergraduate degree from the University of Washington and a master's degree from the school of education at Seattle University, specializing in mental health counseling. I am a licensed mental health therapist in both the state of Washington and Arizona. Professionally, I have been working as a mental health therapist since 2009. Over the years, I have gained a wealth of experience across various settings, including community mental health, psychiatric hospitals, and private practice. In 2009, I established La Fleur Counseling PLLC, which I continue to operate independently to this day. In 2010, I, along with several partners developed a group therapy program in Bellevue, Washington, where we provided adherent dialectical behavioral therapy (DBT) to individuals and their families. This program not only offered essential services but also trained associate therapists in DBT, enabling them to build their own businesses and independent caseload. Our work also involved close collaboration with local hospitals and medical providers to ensure the delivery of evidence-based services to high risk clients. In 2020, I made the decision to sell my interest in DBT Eastside, PLLC, and have since focused on LaFleur Counseling PLLC.

Before embarking on my career in the mental health field, I worked in the corporate sector, gaining valuable experience in high-tech companies(RealNetworks, Medio Systems). I also had the privilege of working at the Gates Foundation, where I made the transition from the corporate world to a clinical internship, and where I solidified my belief in the importance of empowering individuals communities, businesses, and the economy with the necessary skills and tools for independence, productivity, health, and overall prosperity.

I firmly believe that the key to a thriving community lies in the collaboration between cities and local businesses to build a collaborative, fiscally responsible, and healthy economy. This approach benefits all aspects of the community, ensuring greater stability and safety for everyone. With my background, skills, and unwavering dedication to community and economic development, I am confident that I would be a valuable addition to the Stanwood economic Development Board. I am eager to contribute my expertise, and I would welcome the opportunity to discuss the opportunity further. Thank you for your consideration, and I look forward to the opportunity to make a positive impact on our community.

Sincerely,

Teresa La Fleur

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CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 9

DATE: November 9, 2023

SUBJECT: Second Reading and Adoption of Ordinance 1525 -
2024 Property Tax Levy

CONTACT PERSON: David A. Hammond, Finance Director

ATTACHMENT: A - Ordinance 1525, 2024 Property Tax Levy

Reference: [2023-2024 Operating and Capital Budgets, Amendment One](#)

PURPOSE

The purpose of this agenda item is to consider second reading and adoption of Ordinance 1525, establishing the 2024 property tax levy.

BACKGROUND

The 2023-2024 mid-biennial budget adjustment and the 2024-29 Capital Improvement Plan update were discussed by the City Council during council workshop on October 12, 2024. As reference, see the link above to review the current biennial budget. The property tax levy was discussed at the October 26, 2023 City Council Regular meeting; a public hearing was held and the council unanimously approved the first reading of Ordinance 1525.

As part of the mid-biennial budget adjustment process, revenues for the current expense (General Fund) are forecast. The impact of the COVID-19 pandemic has receded, but the economy is faced with significant uncertainty resulting from persistent high inflation. The real estate market has cooled, which affects impact fees, real estate excise taxes and utility plant investment fees. The general economic outlook is for a possible recession in the upcoming year. It is impossible to predict the depth or the duration of a recession, and although a recession is possible, it may not significantly impact the city's operating funding sources. The city's forecast for sales tax is most threatened by a recession, so the forecast is appropriately conservative, year-to-date the city's sales tax receipts are trending ahead of budget by 10 percent.

One source of revenue within the General Fund is property taxes and the City Council must take final action on a property tax levy no later than November 30th. Adoption of a property tax ordinance is required.

The 2023-2024 Biennial General Fund Budget included revenue of \$6,925,973 in 2024. This amount is currently estimated to increase to \$6,994,311. The city's biennial budget began with a fund balance of \$6,502,324 and a forecast ending 2023 Fund Balance of

\$2,391,964. Through October of 2023, it appears the city will end the biennium ahead of this estimate. Current estimate is an ending fund balance of \$3.1 million. This ending fund balance represents approximately 44% of preliminary budgeted 2024 General Fund expenditures, which is well above the 25% reserve level required by the city's Financial Management Policy (Section 2.a.). This surplus arose due to taxes and fees greater than estimates, and expenditures running under budget, primarily due to less than 100 percent staffing during the first half of the biennium.

ECONOMIC OUTLOOK

The revenue forecast for the biennium is required by the Financial Management Policy to be conservative, and staff was particularly attentive to this direction as the economy continues to be impacted by persistent inflation and rising interest rates.

- Economic conditions are difficult to gauge at this time as we are nearing the end of the Federal Reserve's rate tightening cycle. They may continue, hold steady and will eventually lower their target rates as they address high inflation rates. Inflation has declined over the year from 6% in January to 3.9% for September. This has raised hopes that the Federal Reserve will raise rates only one more time at their June meeting.
- Mortgage rates remain above eight percent.
- Unemployment in Washington declined to 3.6% in September.
- Housing prices have increased from their low point at the beginning of the year. apparently due to low inventory. Existing home sales are weak due to low inventory, while new homes are selling.
- The Consumer Confidence *Expectations Index*—based on consumers' short-term outlook for income, business, and labor market conditions—fell slightly to 75.6 (1985=100) in October, after declining to 76.4 in September. The Expectations index is still below 80—the level that historically signals a recession within the next year. Consumer fears of an impending recession remain elevated, consistent with the short and shallow economic contraction we anticipate for the first half of 2024.

DISCUSSION

The General Fund is the main operating fund of the City, funded by six revenue categories: Taxes, Licenses & Permits, State Shared sources, Charges for Services, Fines & Forfeitures, and Miscellaneous. Each of these sources is discussed in more detail below.

Chart 1 below provides an extended General Fund outlook to 2028. The data supporting Chart One is provided on the following page.

Chart 1—General Fund Six Year Outlook (see data in table on following page):

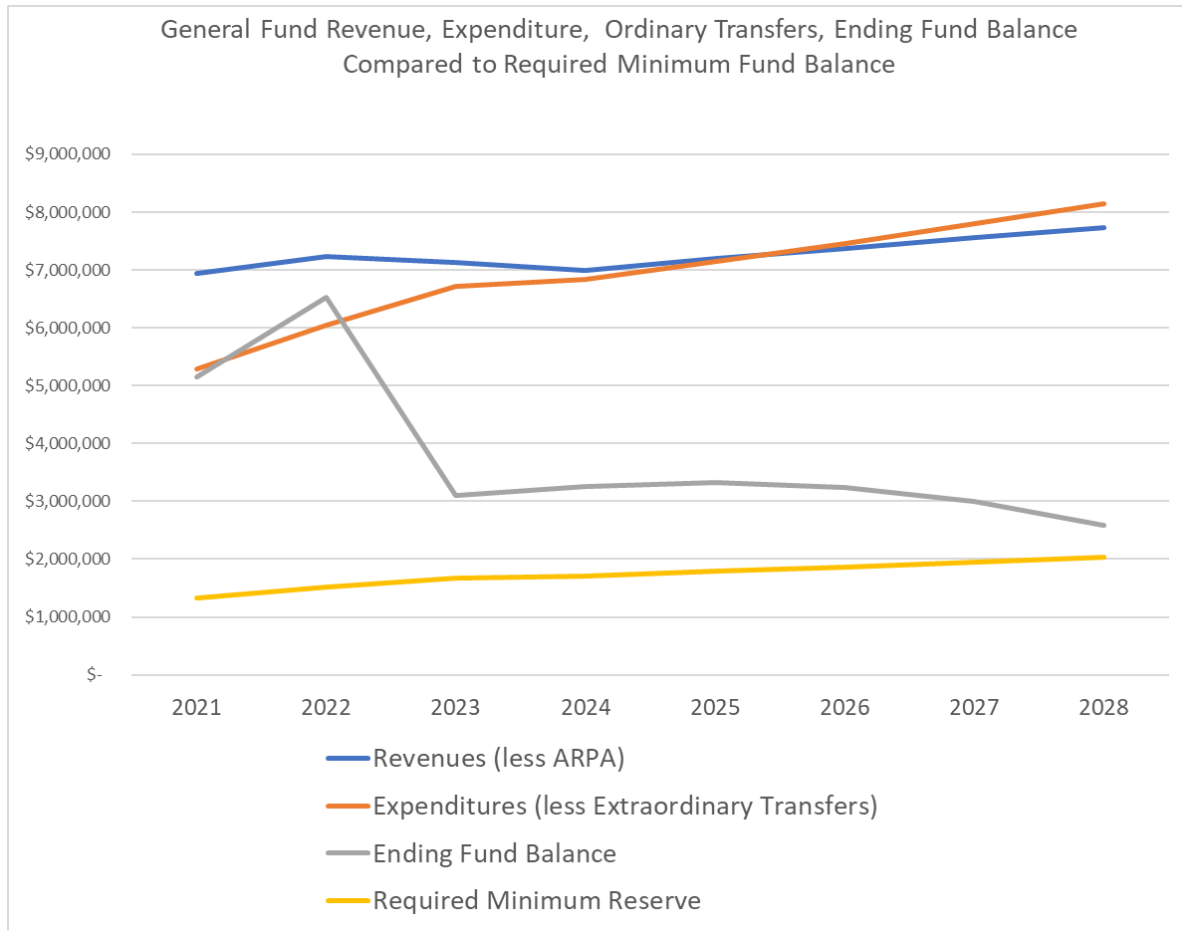
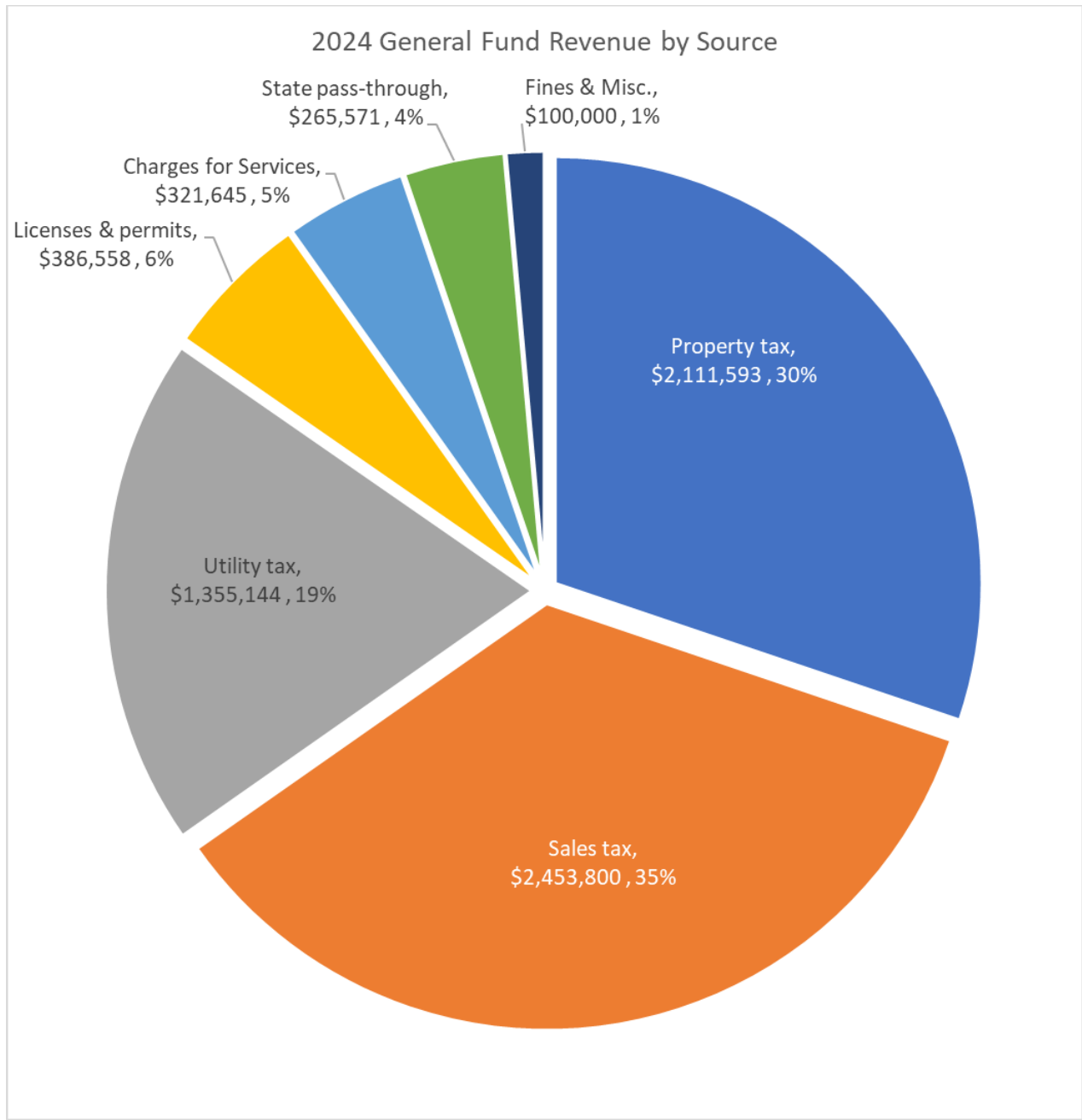


Table 1—General Fund Data

	Actual 2021	Actual 2022	Projection 2023	MBA 2024	Outlook 2025	Outlook 2026	Outlook 2027	Outlook 2028
Beginning Fund Balance	\$ 4,428,700	\$ 5,152,241	\$ 6,521,008	\$ 3,102,833	\$ 3,264,543	\$ 3,328,615	\$ 3,244,284	\$ 3,001,240
General Fund Revenue								
Property tax	\$ 1,826,734	\$ 1,939,484	\$ 2,032,948	\$ 2,111,593				
Sales tax	\$ 2,523,757	\$ 2,565,845	\$ 2,433,760	\$ 2,453,800				
Utility tax	\$ 1,176,351	\$ 1,383,328	\$ 1,372,020	\$ 1,355,144				
Licenses & permits	\$ 510,985	\$ 438,551	\$ 450,000	\$ 386,558				
Charges for Services	\$ 388,009	\$ 508,862	\$ 425,000	\$ 321,645				
State pass-through	\$ 1,398,640	\$ 1,364,795	\$ 305,619	\$ 265,571				
Fines & Misc.	\$ 139,941	\$ 58,890	\$ 115,000	\$ 100,000				
	\$ 7,964,417	\$ 8,259,755	\$ 7,134,347	\$ 6,994,311	\$ 7,204,140	\$ 7,377,040	\$ 7,554,089	\$ 7,735,387
Less: ARPA	\$ 1,018,070	\$ 1,018,070						
	\$ 6,946,347	\$ 7,241,685	\$ 7,134,347	\$ 6,994,311	\$ 7,204,140	\$ 7,377,040	\$ 7,554,089	\$ 7,735,387
General Fund Expenditure								
Operating Expenditures:								
Salaries and Wages	\$ 1,352,689	\$ 1,450,896	\$ 1,645,000	\$ 1,690,108				
Personnel Benefits	\$ 520,807	\$ 562,254	\$ 735,000	\$ 649,448				
Supplies	\$ 39,088	\$ 89,624	\$ 69,927	\$ 111,067				
Services	\$ 448,427	\$ 694,411	\$ 625,000	\$ 710,976				
Professional Services	\$ 447,904	\$ 549,989	\$ 750,000	\$ 640,985				
Police Services Contracts	\$ 1,880,685	\$ 1,999,071	\$ 2,111,430	\$ 2,357,567				
Capital	\$ 13,500	\$ 10,400	\$ 25,000	\$ 26,250				
Operating Subtotal	\$ 4,703,100	\$ 5,356,645	\$ 5,961,357	\$ 6,186,401	\$ 6,234,789	\$ 6,515,355	\$ 6,808,546	\$ 7,114,930
Transfers Out:								
Streets	\$ 300,000	\$ 340,000	\$ 370,000	\$ 400,000				
Equipment	\$ 110,710	\$ 90,343	\$ 80,165	\$ 47,000				
Tourism	\$ 43,750	\$ 105,000	\$ 80,000	\$ 80,000				
Contingency	\$ 34,313	\$ 50,000	\$ 111,000	\$ 10,000				
Water (Hydrant Reimb.)	\$ 100,000	\$ 100,000	\$ 110,000	\$ 109,200				
Ordinary Transfers Out Subtotal	\$ 588,773	\$ 685,343	\$ 751,165	\$ 646,200				
Operating and Ordinary Transfers	\$ 5,291,873	\$ 6,041,988	\$ 6,712,522	\$ 6,832,601	\$ 7,140,068	\$ 7,461,371	\$ 7,797,133	\$ 8,148,004
Extraordinary Transfers								
Floodwall		\$ 564,000	\$ 150,000					
Street Construction		\$ 285,000	\$ 1,190,000					
Parks Construction	\$ 449,003		\$ 1,500,000					
Facilities Capital	\$ 1,500,000		\$ 1,000,000					
Transfers Out Total	\$ 2,537,776	\$ 1,534,343	\$ 4,591,165	\$ 646,200				
Total Expenditures	\$ 7,240,876	\$ 6,890,988	\$ 10,552,522	\$ 6,832,601				
Ending Fund Balance	\$ 5,152,241	\$ 6,521,008	\$ 3,102,833	\$ 3,264,543	\$ 3,328,615	\$ 3,244,284	\$ 3,001,240	\$ 2,588,623
Required Minimum Reserve	\$ 1,322,968	\$ 1,510,497	\$ 1,678,131	\$ 1,708,150	\$ 1,785,017	\$ 1,865,343	\$ 1,949,283	\$ 2,037,001

The chart below illustrates the composition of General Fund Revenue sources, with utility taxes, sales taxes and property taxes comprising the majority.



Building Permits and Development Related Charges:

Development-related revenues are based on the number of permits the city expects to issue. The 2023-24 budget estimated revenues associated with building activity with an assumption of issuing 45 residential permits each year. Through October, the city has issued 60 single family residential permits, and 7 MFR permits which is ahead of forecast. One development, Chandler's ridge, comprised most of the residential permits. The Community Development Department has been busy with additional, smaller permits related to improvements, and through October 16th, has received \$437,387 for all licenses and permits, which is \$60,257 more than the budget of \$377,130.

The Community Development Department generates most of the General Fund Charges for Services revenues, and the bulk of these are engineering, zoning and inspection fees. Through October 16th, the total received was \$404,949, which is \$91,149 more than budget.

City staff anticipates residential building activity to continue into the new biennium but are reluctant to predict speedy progress on those projects in the immediate pipeline. The current budgeted revenues assume issuing 30 residential permits and a mix of other building permit-related revenue, as well as zoning fees, engineering fees, plan checking fees, environmental fees etc. to generate approximately \$708,203 in general fund revenue in 2024, compared to budget of \$690,930 in 2023. These fees are used to offset the actual costs of providing community development services (matching one-time revenues to one-time expenditures).

Sales Tax:

General Fund Retail Sales tax received through September 2023 was \$1,810,667, which was two percent more than received through September 2022. The city budgeted \$2,032,948 for General Fund retail sales tax revenues in 2023 in anticipation of moderate strength in the economy and new construction. Currently, the city Sales Tax received is \$173,417 ahead of budget, or 10.6%; if this trend holds true for the remainder of the year, then 2023 General Fund Sales Tax will be \$2,217,368. The city also receives approximately \$200,000 of sales tax passed through from the state on a per capita basis for support of criminal justice programs. Total of all sales tax is estimated to be \$2.45 million in 2023.

Sales tax from construction year-to-date is 22.2 percent, which is very slightly lower than 2022 (through September), when 23 percent was from construction, and this is down from 25.1 percent ratio in 2021.

Utility Tax

The 2023 budget included utility rate increases, as well as additional utility connections, which generally point to increased utility tax revenue in the General Fund, depending on weather. Utility Tax is estimated to total \$1,372,020, which is approximately the same as 2022.

State-Shared Revenues

State distributed revenues, such as liquor excise taxes and the criminal justice sales taxes are allocated based on population. The 2023 population estimate is 8,405 which is an increase of 425 over the prior year. Although the city population is higher, estimates from the State indicate the 2024 state-shared revenue will slightly decrease, from \$282,346 in 2023 to \$265,000 in 2024.

Streets Fund

The street fund accounts for operating revenues and expenditures associated with the maintenance and repair of city streets. As of September 30, 2023, this fund had a cash operating reserve of \$282,047. The motor vehicle fuel tax (MvFT) can be used for Streets operations and maintenance is estimated at \$161,500 in 2023 and \$163,115 in 2024. This estimate appears reasonable after three quarters of 2023.

Chart Two below illustrates the six-year outlook for the Streets Fund. The primary revenue sources for Streets are MvFT and transfers from the General Fund and Transportation Benefit Fund. Complicating the Street fund budget is the fact that MvFT has not significantly increased over time and may even decline because it is based on gallons sold, while drivers are increasingly choosing hybrid or electric vehicles. At the same time, street maintenance costs, such as labor and electricity for streetlights continue to increase. Beyond 2025, the city will need to explore long term solutions to address a gap at current service and funding levels. The chart below is based on gradually increasing support from the TBF, starting with \$30,000 in 2024, then approximately \$20,000 per year additional each year beginning in 2025.

Chart Two—Streets Fund Six Year Outlook (see data on following page):

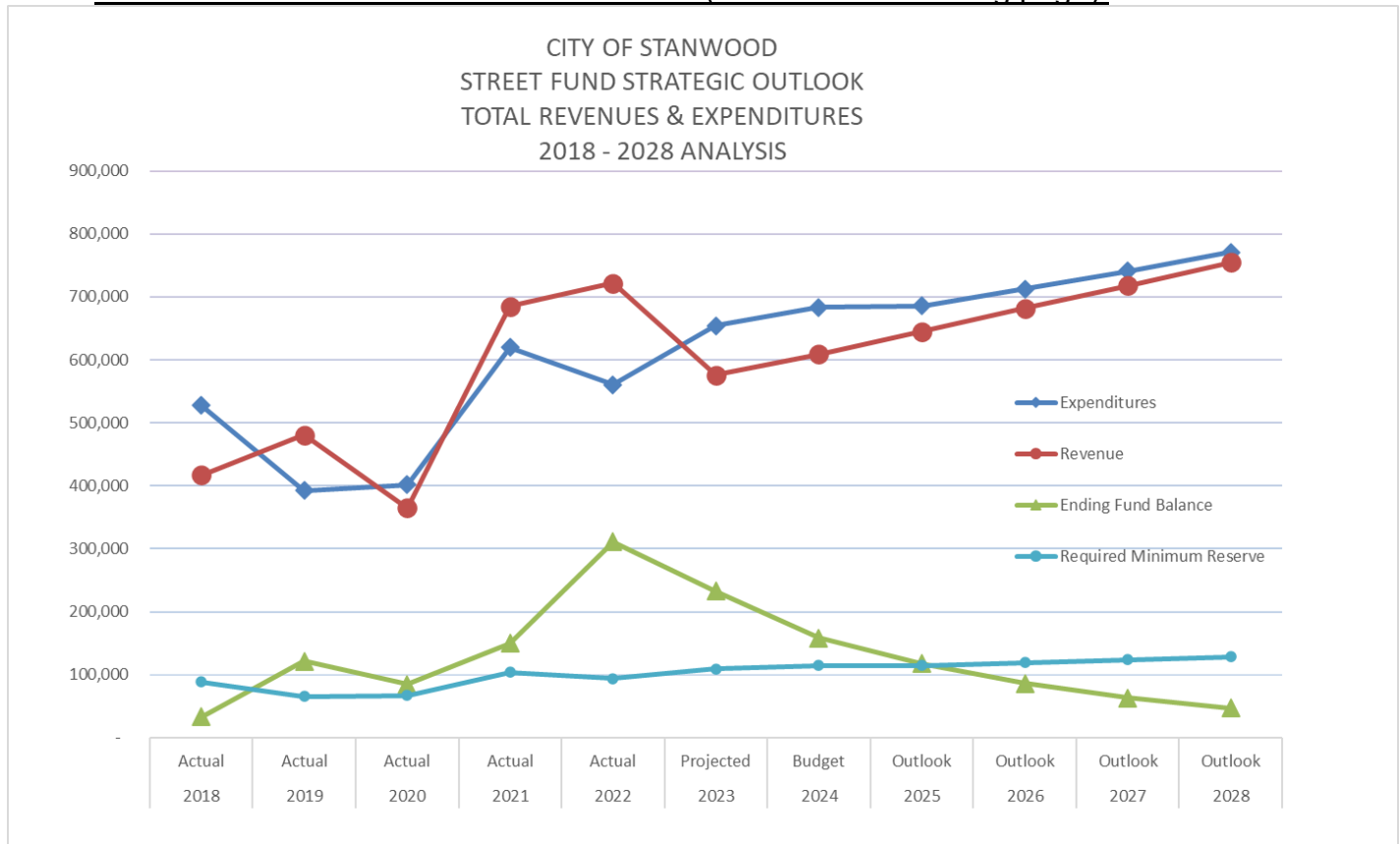


Table Two—Streets Fund Data

STRATEGIC OUTLOOK STREET OPERATING FUND CITY OF STANWOOD TOTAL REVENUES & EXPENDITURES 2018 - 2028 ANALYSIS											
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
	Actual	Actual	Actual	Actual	Actual	Projected	Budget	Outlook	Outlook	Outlook	Outlook
Beginning Fund Balances	143,818	33,231	121,222	84,587	149,313	310,819	232,750	157,934	117,331	86,012	63,003
Revenue											
Property Taxes	202,365	227,184	141,503	-	-	-	-	-	-	-	1
Street Maintenance Fee	19,491	18,369	20,454	19,131	20,043	22,634	23,313	24,012	24,733	25,475	26,239
Multimodal Transportation	9,555	9,462	9,570	9,731	10,511	11,000	11,110	11,443	11,787	12,140	12,504
Mvft Unrestricted Fuel Tax	148,652	144,100	129,312	138,319	149,793	161,500	163,115	168,008	173,049	178,240	183,587
Miscellaneous Revenues	1,709	20,403	1,461	17,440	1,329	10,862	11,188	11,523	11,869	12,225	12,592
Transfers	35,000	61,200	62,730	500,000	540,000	370,000	400,000	430,000	460,000	490,000	520,000
Total Revenues	416,771	480,718	365,030	684,620	721,676	575,996	608,726	644,988	681,437	718,080	754,924
Revenue Growth / (Decline)	-98.5%	15.3%	-24.1%	87.6%	5.4%	-20.2%	5.7%	6.0%	5.7%	5.4%	5.1%
Expenditures											
Labor	148,497	149,000	166,110	266,170	138,142	213,866	245,417	256,461	268,001	280,062	292,664
Benefits	63,851	64,828	70,432	102,442	106,208	119,265	127,346	133,713	140,399	147,419	154,790
Supplies	32,242	28,234	30,559	28,750	82,201	73,404	75,973	78,632	81,384	84,233	87,181
Services	129,612	150,664	134,565	140,725	165,762	165,030	170,806	176,784	182,972	189,376	196,004
Equipment reserve	153,156	-	-	81,280	67,857	82,500	64,000	40,000	40,000	40,000	40,001
Total Expenses	527,358	392,726	401,666	619,367	560,170	654,065	683,542	685,591	712,757	741,089	770,640
Expense Growth / (Decline)		-25.5%	2.3%	54.2%	-9.6%	16.8%	4.5%	0.3%	4.0%	4.0%	4.0%
Change in Ending Fund Balance	(110,587)	87,992	(36,636)	65,253	161,506	(78,069)	(74,816)	(40,603)	(31,319)	(23,009)	(15,716)
Anticipated Under-Expenditure	-	-	-	-	-	(9,811)	(10,253)	(10,284)	(10,691)	(11,116)	(11,560)
Ending Fund Balance	33,231	121,222	84,587	149,840	310,819	232,750	157,934	117,331	86,012	63,003	47,287
Required Minimum Reserve	88,069	65,585	67,078	103,434	93,548	109,229	114,152	114,494	119,030	123,762	128,697

Property Tax Levy for 2024

Property taxes and the amount that a taxing jurisdiction, the City, may levy each year is subject to strict limitations. The Levy amount is a set dollar amount that the City may levy and is based on the value of property assessed by the Snohomish County Assessor. One limitation is the levy cannot increase more than 1% from the prior year levy, unless the City has available capacity to levy more; however, this additional amount is subject to further limitations.

For 2024, the proposed tax levy is calculated by taking the 2023 levy of \$2,035,697 and increasing it 1% or \$20,357 to \$2,056,054. Additionally, the levy is also allowed to increase by the value of new construction, state utility changes, refunds and annexations that occurred in the prior year. For the 2023 levy, new construction value is estimated at \$47,284 in levy dollars. Based on a 1% increase for the 2023 levy, the city tax rate would be \$1.316 per \$1,000 of AV; a decrease of \$0.08 per \$1,000 of AV from the 2023 tax rate. The total levy, including the value from new construction, state utilities and refunds from prior years is \$2,112,243.

In addition to the 1% annual increase limitation is the \$3.60 District Aggregate Limitation. This means that the total amount of the city tax rate, the Regional Fire Authority rate and the Sno-Isle Library rates cannot cumulatively exceed \$3.60 per \$1,000 of AV. For 2024, we meet this limitation as the proposed city rate is \$1.316, the RFA is estimated to be \$1.36 and the Library is estimated to be \$0.38 for a total of \$3.11. The City Council may choose to levy banked capacity, estimated to be no more than \$873,014 in additional levy with a tax rate of no higher than \$1.86. This additional levy amount would increase the levy over a 1% limitation but is allowed by law.

The preliminary budget for 2023-2024 does not include the levy of banked capacity but does include one percent increase. Table Three below summarizes a 2024 levy with a one percent increase to remain consistent with the biennial budget, however council may elect to not increase the levy and bank the capacity for future needs. Table Four below provides examples of the impact of these options on a typical residence, including an example demonstrating the effect of a levy of \$200,000 of available banked capacity, for illustrative purposes.

Table Three – 2024 Property Tax Levy Summary- With 1% Increase

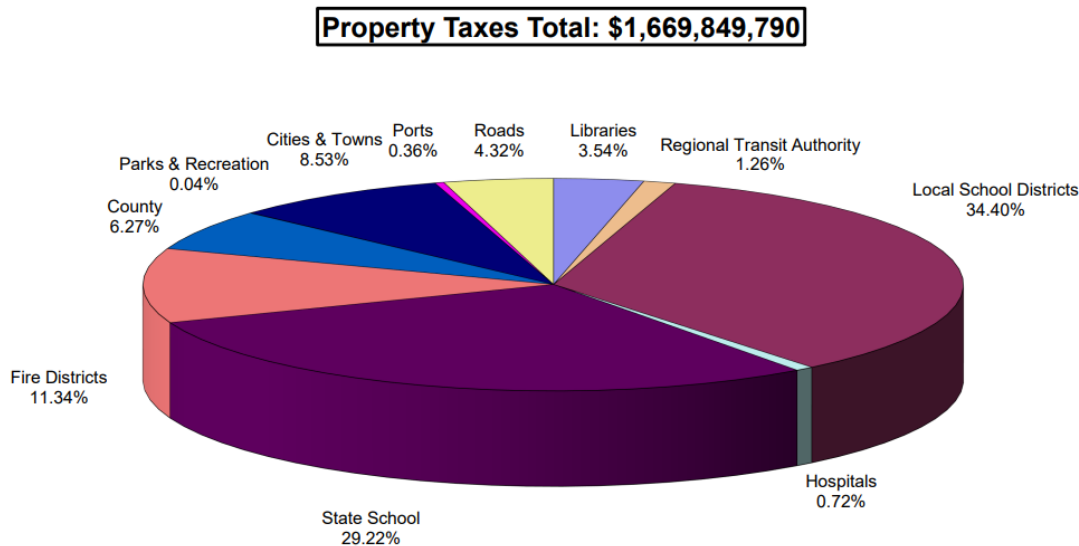
Item	Amount
2023 Total Regular Levy	\$ 2,035,697
1% Levy Increase	20,357
Est. New Construction (\$36.0 million)	44,654
Refunds	650
Annexation	0
Utilities	8,255
Banked Capacity (within \$1.60 statutory limit)	455,811
Additional Banked Capacity Estimate	417,203
Estimated 2024 Levy cap*, includes new construction and refunds, without Banked Capacity	\$2,109,613
Estimated 2024 Levy Rate, without banked capacity*	\$1.316
*Amounts per Sept. 2023 Preliminary Assessed Valuation \$1,604,627,728.	

Table Four – Example impact of levy options

Estimated 2024 Tax On Typical Residence*		Levy Rates
With no increase	\$ 662.92	\$ 1.3020
With 1% increase	\$ 669.38	\$ 1.3147
With 1% increase, and levy \$200,000 banked capacity	\$ 732.84	\$ 1.4393
For reference, 2023 tax on typical residence	\$ 654.49	\$ 1.2382
*Estimated typical 2024 residence value \$509,148		
2023 Typical Residential Value \$528,600 (3.68% decrease)		
Percentage Change on city portion of property tax:	2.28%	

The chart below illustrates the portion of a property owner's annual property tax that is levied by the city, 8.53 percent.

Snohomish County Distribution of Taxes 2023



Staff Recommendation: Staff recommends conducting the public hearing to receive public testimony and approving first reading of Ordinance 1525 which increases the 2024 Property Tax Levy by the statutorily allowed one percent over the 2023 Levy Amount. The decision whether to levy some or all available banked capacity is available to the City Council, which could be set aside in capital funds to provide reserves for future projects, such as funding bonded debt for parks or streets improvement projects. Such reserves contribute to the city's bond rating, which in turn lead to lower long-term borrowing costs.

Committee/Board Recommendation: **N/A.** The budget and property tax levy are reviewed by the full City Council.

CITY COUNCIL OPTIONS

The City Council options include:

1. Approve second reading and adoption of ordinance 1525 to increase the 2024 Property Levy 1%.
2. Approve the second reading and adoption of ordinance 1525 to increase the 2024 Property Tax Levy an additional % that is within the \$3.60 limitation, utilizing a portion of banked capacity; which can be no more than \$873,104.
3. Approve the second reading and adoption of ordinance 1525 that does not increase the Levy and remain at 2023 levy amount adding to future banked capacity.
4. Do not approve ordinance 1525 and direct staff to prepare other analysis and make further adjustments and set another adoption date for the 2024 Levy no later than November 30, 2023.

PROPOSED MOTION

I MOVE TO APPROVE THE SECOND READING OF ORDINANCE 1525 LEVYING TAXES UPON ALL PROPERTY SUBJECT TO TAXATION WITHIN THE CORPORATE LIMITS OF THE CITY OF STANWOOD, WASHINGTON FOR 2024, WITH ONE PERCENT LEVY INCREASE FROM 2023.

Note that the council must take final action on a property tax levy by November 30, as levy certifications must be prepared and submitted to the Snohomish County Assessor's Office by their 2023 deadline.



Ordinance / Resolution No. 1525
RCW 84.55.120

WHEREAS, the City Council of the City of Stanwood has met and considered
(Governing body of the taxing district) (Name of the taxing district)
its budget for the calendar year 2024; and,

WHEREAS, the districts actual levy amount from the previous year was \$ 2,035,697.00; and,
(Previous year's levy amount)

WHEREAS, the population of this district is ☐ more than or ☒ less than 10,000; and now, therefore,
(Check one)

BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2024 tax year.
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 20,357.00
which is a percentage increase of 1% from the previous year. This increase is exclusive of
(Percentage increase)

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 9 day of November, 2023.

If additional signatures are necessary, please attach additional page.

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30th. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.

To ask about the availability of this publication in an alternate format, please call 1-800-647-7706. Teletype (TTY) users may use the Washington Relay Service by calling 711. For tax assistance, call (360) 534-1400.



**CITY OF STANWOOD
CITY COUNCIL
AGENDA STAFF REPORT**

ITEM NUMBER: 11a

DATE: November 9, 2023

SUBJECT: Resolution 2023-15 - Adoption of the City's Salary and Benefits Schedule for 2024

CONTACT PERSON: Pat Adams, Human Resources Manager

ATTACHMENT: Resolution 2023-15

PURPOSE

The purpose of this agenda item is for Council approval of Resolution 2023-15, establishing the City's 2024 compensation and benefits schedule for its employees.

BACKGROUND

Represented Employees

There are two bargaining units within the City: Teamsters – Public Works and Teamsters – Administrative, (hereinafter referred to collectively as "Teamsters"). Last year, the City Council approved two, three-year term agreements expiring on December 31, 2025. As agreed, the City will provide wage increases in 2024 equivalent to 100% of the U.S. Bureau of Labor Statistics' Consumer Price Index-Urban Consumers (CPI-U) for the West Region, Size B/C Cities, June to June, with a minimum of 1% and a maximum of 5%. The CPI for 2024 will be a 3.6% increase.

The 2024 represented employees Teamsters medical plan premium rate increase is 2.7% and the dental insurance premiums are unchanged from 2023 to 2024, which are well within budgeted premium increases of 8%.

Non-represented Employees

All City employees not represented by the Teamsters are considered non-represented employees (hereinafter referred to as "non-represented"). Staff proposes the non-represented employees continue to be offered health benefits from the Association of Washington Cities (AWC) Benefit Trust in 2024. Premium increases for AWC Benefit plans were 4.1% for the Regence plans and 5.6% for the Kaiser Permanente plans. There were no increases to the dental or vision plans.

Salary Schedule Adjustment – As with the represented employees, the non-represented employee proposed 2024 salary increases will be equivalent to 100% of the U.S. Bureau of Labor Statistics' Consumer Price Index-Urban Consumers (CPI-U) for the West Region, Size B/C Cities, June to June, which is a 3.6% increase.

Dental Plan Coverage – The City proposes that we continue to offer Delta Dental Plan J, and the Willamette Dental \$15 copay plan.

High Deductible Plan - A high-deductible plan is a lower premium cost plan offered by AWC and is combined with a Health Savings Account (HSA). Beginning in 2020, this plan has been offered to employees with an incentive HSA contribution in the first two years then an ongoing HSA contribution of \$3,600 (\$1,800 for employees with no dependents). This incentivized contribution was calculated to be cost neutral with respect to the HF \$250 plan over a three-year period.

FINANCIAL IMPACT

The current biennial budget anticipated a 5% COLA for all employees, as well as 6% escalation of health care costs, as a result of lower actual increases, the Salary and Benefit schedule proposed will result in overall budget reduction across operating funds of \$115,311, as reflected in the table below.

Fund	Current Budget	Budget Amd 2	Budget Change	Percentage Changes
General	\$ 2,659,259	\$ 2,339,555	\$ (319,704)	-12%
streets	\$ 329,254	\$ 371,742	\$ 42,488	13%
Sewer	\$ 985,306	\$ 958,707	\$ (26,599)	-3%
Drainage	\$ 298,477	\$ 342,170	\$ 43,692	15%
Water	\$ 760,420	\$ 905,030	\$ 144,611	19%
Totals	\$ 5,032,515	\$ 4,917,204	\$ (115,311)	-2%

RECOMMENDED MOTION

I MOVE TO PASS RESOLUTION 2023-15 ADOPTING THE SALARY AND BENEFITS SCHEDULE FOR CITY EMPLOYEES EFFECTIVE JANUARY 1, 2024.

CITY OF STANWOOD
Stanwood, Washington

RESOLUTION 2023-15

**A RESOLUTION OF THE CITY OF STANWOOD, WASHINGTON ADOPTING
A SALARY AND BENEFIT SCHEDULE FOR CITY EMPLOYEES EFFECTIVE
JANUARY 1, 2023.**

WHEREAS, it is necessary and appropriate to establish the salary and benefits schedule for employees and elected officials of the City of Stanwood by Resolution of the City Council; and

WHEREAS, pursuant to RCW 35A.11.020, the City Council has the power to fix the compensation and working conditions of its officers and employees; and

WHEREAS, on January 12, 2023, the City Council approved agreements by and between the City of Stanwood and Teamsters Local Union No. 231 (representing the Administrative and Public Works employees) for the period from January 1, 2023 through December 31, 2025; and

WHEREAS, on July 12, 2023, the Bureau of Labor Statistics, June to June consumer price index for urban wage earners in the West, for cities of population less than 2.5 million, reported the rate for the period ending June 30, 2023 as 3.6%, and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF STANWOOD, WASHINGTON, AS FOLLOWS:

Section 1: Adopting Pay and Benefits for Teamsters Administrative Employees

That the monthly base compensation for City employees represented by Teamsters Local Union No. 231 (representing the Administrative Employees), shall be as set forth below:

<u>Classifications</u>	<u>Minimum</u>	<u>Maximum</u>
Associate Planner/GIS Analyst	\$6,085	\$7,486
Accounting Specialist	\$5,570	\$7,198
Public Works Office Specialist	\$5,570	\$7,198
Deputy City Clerk	\$5,570	\$7,198
Permit Specialist/Planner	\$5,414	\$6,620
Administrative Assistant	\$5,414	\$6,620
Accounting Technician II	\$5,414	\$6,620
Police Records Clerk	\$5,414	\$6,620
Permit Specialist	\$5,095	\$6,250
Accounting Technician I	\$4,745	\$5,822
Accounting Clerk	\$4,745	\$5,822

Other compensation and benefits for Teamsters Administrative Employees are set forth in the current Collective Bargaining Agreement. In addition, the City will provide AWC Standard LTD Insurance, Option 1, Standard Life Insurance, and the Vision Service Plan \$0 Copay plan.

Section 2: Adopting Pay and Benefits for Teamsters Public Works Employees

That the monthly base compensation for City employees represented by Teamsters Local Union No. 231 (representing the Public Works Employees), shall be as set forth below:

Classifications	Minimum	Maximum
PW Technician I	\$4,719	\$6,098
PW Technician II	\$5,323	\$6,878
Water Plant Operator I	\$5,397	\$6,975
WW Treatment Plant Operator II	\$5,667	\$7,324
Water Plant Operator II	\$5,761	\$7,445
Engineering Technician	\$5,787	\$7,478
WW Treatment Plant Operator III	\$6,063	\$7,837
PW Lead Person (Parks/Streets)	\$6,428	\$8,306
Water Plant Lead (New)	\$6,685	\$8,638
WW Treatment Plant Operator Lead	\$6,685	\$8,638

Other pay and benefits for City Teamsters Public Works Employees are set forth in the current Collective Bargaining Agreement. In addition, the City will provide AWC Standard Long Term Disability Insurance, Option 1, Standard Life Insurance, and the Vision Service Plan (VSP) \$0 Copay plan.

Section 3: Adopting Pay and Benefits for Non-Represented Employees

That the monthly base compensation for City employees and elected officials who are not represented by a union or bargaining group subject to adjustments as contained herein as set forth below, which represents a 3.6% cost-of-living adjustment from 2023.

Classification	Minimum	Maximum
City Administrator	\$15,025	\$16,971
Public Works Director	\$12,368	\$13,971
Finance Director	\$11,984	\$13,537
Community Development Director	\$11,984	\$13,537
City Engineer/Capital Projects Manager	\$11,177	\$12,581
Human Resources Manager	\$9,674	\$10,995
Finance Manager	\$9,674	\$10,995
Public Works Supervisor	\$9,674	\$10,995
Parks Planning Manager	\$8,822	\$9,928
Associate Engineer	\$8,822	\$9,928
Building Official	\$8,822	\$9,928
City Clerk	\$8,822	\$9,928
Senior Planner	\$8,334	\$9,414
Communications and Marketing Specialist	\$8,091	\$9,106
Planner	\$7,255	\$8,195

a) Health Insurance and Retirement Benefits

The City of Stanwood currently provides the following benefits for full-time non-represented employees:

- Medical –
 1. Regence Health First 250 Plan—The City pays 100% of the employee share, and 91% of spouse and dependent premiums and the employee shall pay 9%.
 2. Kaiser Permanente \$200 deductible - The City pays 100% of the employee, spouse and dependent premiums.
 3. Health First High Deductible Plan, or Kaiser Permanente High Deductible Plan. The City pays 100% of the employee, spouse and dependent premiums and will make the following Health Savings Account contributions. The initial incentive amounts will be paid in January of each year, and the regular H.S.A. contribution will be paid in 1/12th installments monthly.

	Year One		Year Two		All Future years	
	H.S.A.	Incentive	H.S.A.	Incentive	H.S.A.	Incentive
Family	\$ 3,000	\$ 4,200	\$ 3,000	\$ 4,200	\$ 3,600	\$ -
Single	\$ 1,500	\$ 2,100	\$ 1,500	\$ 2,100	\$ 1,800	\$ -

- Regular, full-time non-represented employees can voluntarily decline medical insurance coverage for themselves or their eligible family members and receive a monthly financial incentive for doing so. The incentive amount is to be half the savings from the employee, spouse or dependent not included in the monthly medical premium.
- The City pays 100% of the dental and vision premiums for employee, spouse and dependent:
 - 1) Delta Dental Plan J
 - 2) Willamette Dental \$15 Copay Plan
 - 3) Vision Service Plan (VSP) \$0 Copay Plan
- \$10,000 life insurance paid by the City.
- Public Employees Retirement System (PERS). Benefit levels and contributions are set by the State of Washington.
- Deferred Compensation Plans. The City offers participation in two Deferred Compensation Plans, which allows employees to make tax deferred deposits up to dollar limits defined by the IRS, as follows:
 - 1) Empower Retirement Deferred Compensation Plan
 - 2) MissionSquare Retirement (formerly ICMA-RC)

All non-represented staff shall be eligible for a City contribution of \$120 per month, up to \$1,440 annually toward their deferred compensation plan.

- AWC Standard Long Term Disability insurance, Option 1

b) Other Benefits as Provided in the Personnel Policy Manual

The City of Stanwood provides other benefits to its employees as set forth in the Personnel Policy Manual as approved by the City Council.

ADOPTED by the City Council and **APPROVED** by the Mayor this 9th day of November 2023.

CITY OF STANWOOD

By _____
Sid Roberts, Mayor

ATTEST:

By _____
Lisa Sokolik, City Clerk



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 11b

DATE: November 9, 2023

SUBJECT: Authorize Mayor to sign *eForms* and *Performs* Human Resources Software Modules Services Subscription Agreement with NEOGOV

CONTACT PERSON: Pat Adams, Human Resources Manager

ATTACHMENT: NEOGOV Subscription Agreement

PURPOSE:

The purpose of this agenda item is for Council to consider authorizing the Mayor to sign a subscription agreement with NEOGOV to provide automation software services related to digitizing all City personnel files and documents, including employee performance management and training software services to the City.

BACKGROUND:

NEOGOV offers integrated, cloud-based human resource modules designed exclusively to meet the needs of public sector HR departments through automating and streamlining multiple human resource processes all from one centralized platform. NEOGOV has been utilized by state, local and other public sector agencies for over 20 years.

Summarized below are the two (2) proposed modules to be purchased:

- 1) **NEOGOV eForms:** The function of eForms is to automate the City's personnel files and onboarding forms. By eliminating the traditional paper-based systems, authorized personnel can simply retrieve digital records with just a few clicks, saving time by removing the need for manual paper searches within filing cabinets and storage boxes. Further, by transitioning to a digital platform, sensitive employee information, including medical and health data can be stored securely with access controls and encryption measures in place. This ensures compliance with data protection regulations and safeguards employee privacy. Additionally, by capturing and analyzing data from personnel files and onboarding forms, we can gain valuable insights into various HR metrics, such as employee turnover rates. These insights can help enable data-driven decision-making, helping the City identify trends, make strategic improvements, and optimize our human resource management processes.

- 2) **NEOGOV Perform:** This performance management software module will be instrumental in optimizing the City's performance management process. This module will enable managers to efficiently set and track all employee performance goals, facilitate collaboration among multiple managers with the ability to include their input when completing evaluations, track the status of performance reviews across departments, and effectively manage and monitor employee training. By investing in this software, we can streamline our performance management efforts by having the evaluations automated and available online, enhance communication and collaboration, ensure consistency in evaluations, and promote continuous learning and development throughout the City. Further, the online performance tool will provide easy access between evaluations for managers to make journal entries related to employee performance which can be referred to later to better document successes and challenges throughout the year.

DISCUSSION:

In addition to the benefits outlined in the descriptions above, use of this cloud-based system will prepare the City for succession planning by using standardized, well-documented processes. Further, the NEOGOV system already has an established integration with the City's Electronic Content Management System (Laserfiche).

FINANCIAL IMPACT:

This agreement obligates the City to a three-year term. The first-year cost for the licenses are discounted by 45%, and one time setups are discounted by 30%. Year one costs for both eForms and Perform licensing, setups and subscription is \$11,750.75. Year two subscription costs have the licenses discounted by 20% for a total cost of \$10,372.00. Year three costs for both modules are \$13,613.25. Future year costs escalate at approximately three percent.

COMMITTEE RECOMMENDATION:

The Finance/Personnel Committee reviewed and discussed the proposed NEOGOV software services agreement, and were in support of the proposal as presented.

CITY COUNCIL OPTIONS:

- 1) Authorize the Mayor to sign a subscription with NEOGOV as presented.
- 2) Do not authorize the Mayor to sign a subscription with NEOGOV as presented and direct staff to areas of concern.

RECOMMENDED MOTION:

"I MOVE TO AUTHORIZE THE MAYOR TO SIGN e-FORMS and PERFORMS HUMAN RESOURCES SOFTWARE MODULES SERVICES SUBSCRIPTION AGREEMENT WITH NEOGOV."

NEOGOV



HUMAN RESOURCES MANAGEMENT SUITE

for the public sector

Exhibit A Order Form



NEOGOV

Customer:

Governmentjobs.com, Inc. (dba "NEOGOV")
2120 Park Pl, Suite 100
El Segundo, CA 90245
United States
billing@neogov.com
Sales Rep: Tyler Olsen

Stanwood, City of (WA)
10220 270th St. NW
Stanwood, WA 98292
USA

Quote Valid From: 10/18/2023
Quote Valid To: 11/30/2023

Quote Number: Q-13054
PaymentTerms: Annual,Net 30
Subscription Term in Months: 36

Employee Count: 36
Order Summary

Year 1

Year 1 licenses discounted 45%, setups discounted 30%

Service Description	Start Date	End Date	Term Price (USD)
Perform Subscription			\$3,889.60
eForms Subscription			\$3,241.15
Year 1 TOTAL:			\$7,130.75

Year 2

Licenses discounted 20%

Service Description	Start Date	End Date	Term Price (USD)
Perform Subscription			\$5,657.60
eForms Subscription			\$4,714.40
Year 2 TOTAL:			\$10,372.00

Year 3

Service Description	Start Date	End Date	Term Price (USD)
Perform Subscription			\$7,425.60

Service Description	Start Date	End Date	Term Price (USD)
eForms Subscription			\$6,187.65
Year 3 TOTAL:			\$13,613.25

Year 1

Year 1 licenses discounted 45%, setups discounted 30%

Service Description	Start Date	End Date	Term Price (USD)
Perform Setup			\$2,520.00
eForms Setup			\$2,100.00
Year 1 TOTAL:			\$4,620.00

ORDER TOTAL (USD) :

\$35,736.00

A. Terms and Conditions

1. Agreement. This Ordering Document and the Services purchased herein are expressly conditioned upon the acceptance by Customer of the terms of the NEOGOV Services Agreement either affixed hereto or the version most recently published prior to execution of this Ordering Form available at <https://www.neogov.com/service-specifications>. Unless otherwise stated, all capitalized terms used but not defined in this Order Form shall have the meanings given to them in the NEOGOV Services Agreement.
2. Effectiveness & Modification. Neither Customer nor NEOGOV will be bound by this Ordering Document until it has been signed by its authorized representative (the "Effective Date"). Unless otherwise stated in this Ordering Document, all SaaS Subscriptions shall commence on the Effective Date. This Ordering Document may not be modified or amended except through a written instrument signed by the parties.
3. Summary of Fees. Listed above is a summary of Fees under this Order. Once placed, your order shall be non-cancelable and the sums paid nonrefundable, except as provided in the Agreement.
4. Order of Precedence. This Ordering Document shall take precedence in the event of direct conflict with the Services Agreement, applicable Schedules, and Service Specifications.

B. Special Conditions (if any).

**"Stanwood, City of
(WA)"**

Signature:

Print Name:

Date:



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 11c

DATE: November 9, 2023

SUBJECT: Authorize the Mayor to Sign a Contract with TRICO Companies, LLC for the Stanwood City Hall and Police Station Renovation Project.

CONTACT PERSON: Kevin Hushagen – Public Works Director

ATTACHMENTS: A – Certified Bid Tab

PURPOSE

The purpose of this agenda item is to authorize the Mayor to sign a contract with TRICO Companies, LLC for the Stanwood City Hall and Police Station Renovation Project.

BACKGROUND

Over the last several years, the City Council has debated how best to provide civic buildings and functions to Stanwood residents. The Council has considered floodplain regulations, Comprehensive Plan goals and policies, the Downtown Master Plan citywide vision, public comments, and professional staff and consultant recommendations.

The 2023/2024 workplan includes two directives regarding siting a civic campus: short-term and long-term objectives.

- Short Term: Upgrade the Police Station and City Hall to maintain the buildings structural integrity and functions.
- Long Term: Continue evaluating potential sites for relocated city facilities.

In February of 2023 Council discussed the civic campus project options and directed staff to:

- Prepare City Hall and the Police Station upgrades to ensure that these buildings can continue to meet the City's needs for many years.
- Facilitate the relocation of the Police Station on the vacant lot on Pioneer Highway (Ramaley Property).

City staff have been working with McKinzie (contracted architects) to prepare plans for the building remodels. These plans have been reviewed, plans approved and advertised for bid per City standards.

ANALYSIS

As part of the 2023 - 2024 budget the Council directed staff to begin working on a renovation plan for City Hall and the Police Station. Mackenzie worked with staff to prepare draft floor plan concepts for each building. Renovations were strategically designed to fall within the 50% valuation limitations of the floodplain regulations. Work under this contract includes:

- City Hall: Bathroom remodels for ADA Accessibility, Kitchen upgrades, Floor Leveling at City Hall, Remodeling of the Clerk Space, Additional Cubical Space in Finance, and Minor Door and Cabinet Remodels.
- Police Station: Remodel Front Lobby and Front Restroom.
- Chamber Space: Addition of 2 Public Bathrooms.

Bidding Process:

Following the City's standard bidding process, the project was advertised in the Everett Herald on September 19 and 26, 2023; in the Daily Journal of Commerce on September 19, 2023; and posted on the Builder Exchange website. The project was advertised for three (3) weeks and a total of 5 bids were received. The Engineers Estimate for the project was \$710,000 and the low bid was \$724,536.58. Out of the bids received, the average bid was \$779,146.60. The budget for this work is currently \$710,000. Due to some unknowns and potential low quantities in the project, staff is requesting approval of a 10% contingency of \$72,453.60, this additional amount will be included in the mid-biennium budget adjustment.

Fiscal Impact			
Fund(s):403	594 18 62 13		
Amount:	\$724,536.58	Project Estimate:	\$710,000
Budget Authorized	[x] Yes [] No	Amendment Required	[x] Yes [] No [] Monitor

RECOMMENDATIONS

Staff Recommendation:

Staff recommends awarding the low bidder, TRICO Companies, LLC, the Stanwood City Hall and Police Station Renovation Project for \$724,536.58 with a \$72,453.60 construction contingency.

Committee/Board Recommendation:

This item did not go through committee as it is a full Council item.

CITY COUNCIL OPTIONS

1. Approve the Mayor to sign a contract with TRICO Companies, LLC for the Stanwood City Hall and Police Station Renovation Project in the amount of \$724,536.58 with a \$72,453.60 construction contingency.
2. Send to Public Works Committee for additional discussion and review.
3. Reject all bids and delay the project.

PROPOSED MOTION

I MOVE TO AUTHORIZE THE MAYOR TO EXECUTE A CONTRACT WITH TRICO COMPANIES FOR THE STANWOOD CITY HALL AND POLICE STATION RENOVATION PROJECT FOR \$724,536.58 WITH A \$72,453.60 CONSTRUCTION CONTINGENCY.



BID TABULATION
City Hall & Police Remodel

Bid Opening: Tuesday October 17, 2023 @ 2PM

Item No.	ITEM DESCRIPTION	UNITS	ENGINEERING EST.		TRICO		CDK Construction Serv. Inc.		VALDEZ Construction	
			UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	1	SUBTOTAL BASIC BID – CITY HALL RENOVATION (INCLUDING TRENCH EXCAVATION OR ALLOWANCES, IF ANY):	1	\$ -	\$ 270,076.00	\$ 270,076.00	\$ 301,000.00	\$ 301,000.00	\$ 258,112.00	\$ 258,112.00
2	2	SUBTOTAL BASIC BID – POLICE DEPARTMENT RENOVATION (INCLUDING TRENCH EXCAVATION OR ALLOWANCES, IF ANY):	1	\$ -	\$ 419,054.00	\$ 419,054.00	\$ 478,000.00	\$ 478,000.00	\$ 548,488.00	\$ 548,488.00
3	3	TOTAL BASIC BID (INCLUDING TRENCH EXCAVATION OR ALLOWANCES, IF ANY): Bid Schedule Total:				\$ 689,130.00		\$ 779,000.00		\$ 806,600.00
		TRENCH EXCAVATION SAFETY PROVISIONS								
4	4	Alternate #1 (Police Department Storage Rm 125, Interview Rm 105, Records Clerks Rm 107 & Evidence Rm 110):	1	\$ -	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -
		ALTERNATE BIDS								
5	5	Alternate #1 (Police Department Storage Rm 125, Interview Rm 105, Records Clerks Rm 107 & Evidence Rm 110):	1	\$ -	\$ 22,052.00	\$ 22,052.00	\$ 40,400.00	\$ 40,400.00	\$ 24,600.00	\$ 24,600.00
6	6	Alternate #2 (Police Department Detective Office Rm 111A, New P1A Wall & Door 111):	1	\$ -	\$ (2,456.00)	\$ (2,456.00)	\$ (6,800.00)	\$ (6,800.00)	Not Bid	Not Bid
7	7	Alternate #3 (Police Department Break Room Rm 109):	1	\$ -	\$ (8,665.00)	\$ (8,665.00)	\$ (3,100.00)	\$ (3,100.00)	Not Bid	Not Bid
8	8	Alternate #4 (Police Department Restroom Rm 116):	1	\$ -	\$ (15,121.00)	\$ (15,121.00)	\$ (11,200.00)	\$ (11,200.00)	Not Bid	Not Bid
		UNIT PRICES								
9	9	Excavation per cu. yd.	1	\$ -	\$ 35.00	\$ 35.00		No Bid	\$ 22.00	\$ 22.00
10	10	Earth Backfill per cu. yd.	1	\$ -	\$ 30.00	\$ 30.00		No Bid	\$ 35.00	\$ 35.00
11	11	Structural Fill per cu. yd.	1		\$ 35.00	\$ 35.00		No Bid	\$ 50.00	\$ 50.00
12	12	Controlled Density Fill per cu. yd.	1	\$ -	\$ 130.00	\$ 130.00		No Bid	\$ 175.00	\$ 175.00
13	13	Rock excavation in trenches, per c.y.	1	\$ -	\$ 100.00	\$ 100.00		No Bid	\$ 800.00	\$ 800.00
		CITY HALL TOTAL WITH ALL ALTERNATE BID OPTIONS:			\$ 270,076.00		\$ 301,000.00		\$ 258,112.00	
		POLICE DEPARTMENT TOTAL WITH ALL ALTERNATE BID OPTIONS:			\$ 392,812.00		\$ 456,900.00		\$ 548,488.00	
		TOTAL BASE + ALTERNATE BIDS			\$ 662,888.00		\$ 757,900.00		\$ 806,600.00	
		WA ST TAX 9.3%			\$ 61,648.58					
		TOTAL BASE + ALTERNATE BIDS INCLUDING TAX			\$ 724,536.58		\$ 757,900.00		\$ 806,600.00	



BID TABULATION
City Hall & Police Remodel

Bid Opening: Tuesday October 17, 2023 @ 2PM

	Item No.	ITEM DESCRIPTION	Wester Ventures		Boyce Construction	
			UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	1	SUBTOTAL BASIC BID – CITY HALL RENOVATION (INCLUDING TRENCH EXCAVATION OR ALLOWANCES, IF ANY):	\$ 296,000.00	\$ 296,000.00	\$ 360,000.00	\$ 360,000.00
2	2	SUBTOTAL BASIC BID – POLICE DEPARTMENT RENOVATION (INCLUDING TRENCH EXCAVATION OR ALLOWANCES, IF ANY):	\$ 540,000.00	\$ 540,000.00	\$ 512,000.00	\$ 512,000.00
3	3	TOTAL BASIC BID (INCLUDING TRENCH EXCAVATION OR ALLOWANCES, IF ANY): Bid Schedule Total:		\$ 836,000.00		\$ 872,000.00
		TRENCH EXCAVATION SAFETY PROVISIONS				
4	4	Alternate #1 (Police Department Storage Rm 125, Interview Rm 105, Records Clerks Rm 107 & Evidence Rm 110):	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -
		ALTERNATE BIDS				
5	5	Alternate #1 (Police Department Storage Rm 125, Interview Rm 105, Records Clerks Rm 107 & Evidence Rm 110):	\$ 59,000.00	\$ 59,000.00	\$ 58,852.00	\$ 58,852.00
6	6	Alternate #2 (Police Department Detective Office Rm 111A, New P1A Wall & Door 111):	\$ (4,000.00)	\$ (4,000.00)	\$ 4,764.00	\$ (4,764.00)
7	7	Alternate #3 (Police Department Break Room Rm 109):	\$ (2,000.00)	\$ (2,000.00)	\$ 51,689.00	\$ (51,689.00)
8	8	Alternate #4 (Police Department Restroom Rm 116):	\$ (13,000.00)	\$ (13,000.00)	\$ 25,850.00	\$ (25,850.00)
		UNIT PRICES				
9	9	Excavation per cu. yd.	\$ 50.00	\$ 50.00	\$ 150.00	\$ 150.00
10	10	Earth Backfill per cu. yd.	\$ 50.00	\$ 50.00	\$ 150.00	\$ 150.00
11	11	Structural Fill per cu. yd.	\$ 65.00	\$ 65.00	\$ 150.00	\$ 150.00
12	12	Controlled Density Fill per cu. yd.	\$ 70.00	\$ 70.00	\$ 150.00	\$ 150.00
13	13	Rock excavation in trenches, per c.y.	\$ 100.00	\$ 100.00	\$ 150.00	\$ 150.00
		CITY HALL TOTAL WITH ALL ALTERNATE BID OPTIONS:		\$ 296,000.00		\$ 360,000.00
		POLICE DEPARTMENT TOTAL WITH ALL ALTERNATE BID OPTIONS:		\$ 521,000.00		\$ 429,697.00
		TOTAL BASE + ALTERNATE BIDS		\$ 817,000.00		\$ 789,697.00
		WA ST TAX 9.3%				
		TOTAL BASE + ALTERNATE BIDS INCLUDING TAX		\$ 817,000.00		\$ 789,697.00

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