

City of Stanwood



City Council Packet

Stanwood City Council Regular Meeting

Thursday, February 8, 2024



AGENDA
CITY COUNCIL REGULAR MEETING
February 8, 2024 | 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**
- 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 – January 2024 6.1
 - b. Finance 2023 Q4 Report 6.23
 - c. Transportation Benefit Fund 2023 Annual Report 6.83
- 7. COUNCIL COMMITTEE REPORTS**
 - a. Economic Development Board Meeting Minutes Nov 17, 2023 7.1
 - b. Finance Committee Meeting Minutes January 25, 2024 7.5
 - c. Parks and Trails Advisory Committee Meeting Minutes Nov 20, 2023 7.7
- 8. CONSENT AGENDA**
 - a. Approve Vouchers and Payroll Checks 8.1
 - b. Approve City Council Regular Meeting Minutes - January 25, 2024 8.7
- 9. UNFINISHED BUSINESS**
 - Approve First Reading of Ordinance 1518 Amending SMC Title 14 9.1
 - Uniform Codes - Building and Fire Code Updates
- 10. PUBLIC HEARING**
 - Six Year Transportation Improvement Plan 2025-2030 10.1
 - i. Open Public Hearing
 - ii. Adopt Resolution 2024-02 Six Year Transportation Improvement Plan 2025-2030
- 11. NEW BUSINESS**
 - a. Municipal Finance and Budget 101 11.1
 - b. Approve First Reading Ordinance 1527 – Sewer Utility Rates 11.19
- 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 - NONE**
- 15. ADJOURN**

Upcoming Meetings:

Thursday, February 22, 2024 City Council Meeting 7:00 pm
Thursday, March 14, 2024 City Council Meeting 7:00 pm



**CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT**

ITEM NUMBER: **6a**

DATE: February 08, 2024

SUBJECT: Police Compstat Report

CONTACT PERSON: Chief Jason Toner

ATTACHMENTS: A – January 2024 Compstat

SUMMARY STATEMENT

Attached is the January 2024 Compstat Report 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

JANUARY 2024

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.

JANUARY 2024

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	6	0	100%
School Resource Officer No longer a PD employee - SCSO contract	1	0	100%
Detective	1	0	100%

JANUARY 2024

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.

	2024	2023	2022	2021	Year to Date
Public Records Requests	40	47	38	29	40
Concealed Pistol License Issued	60	54	25	44	60
Pistol Transfer Checks	39	26	31	44	39
Fingerprinting & Approximate Time	33 8.25 hrs	41 10.25 hrs	24 6.0 hrs	1 0.25 hrs	33 8.25 hrs

JANUARY 2024

Stanwood Police Department

Message from the Chief



I like snow days, even though they are no longer a stay home from school (work) excuse. During the recent Stanwood's snow days, we saw an increase in vehicle collisions. Thankfully no one was injured and mostly damage to vehicles was minor.

February 1st is the annual bid rotation for the Sheriff's Office and Contract Cities where Sergeants and deputies are placed in new assignments based on seniority. Typically Stanwood sees several new faces. This year I am excited to welcome Sergeant Korede Oyetuga, and Deputies Rebecca Bonnell and Aaron Goldsmith. Stanwood will be fully staffed starting in February, and with hiring trend within the Sheriff's Office, I expect that Stanwood will stay fully staffed for all of 2024.

SPIDRTECH:

SPIDRTECH works in conjunction with our 911 dispatch center and is a system used to communicate via text and email with 911 callers. From the time someone calls 911 through the investigation, callers are given updates on their case. These texts include updates on wait time if an officer is going to be delayed, provides updates days and weeks later of the investigation, and conducts a survey on the public's satisfaction with Stanwood PD's response and service to their call. SPIDRTECH is only used for non-violent crimes. All the agencies in Snohomish County currently use SPIDRTECH and Stanwood PD was the test agency in 2021.

As with any online survey, most people ignored it, but the few that did respond scored Stanwood PD and our 911 Dispatchers very high.

How satisfied with the level Professionalism: 88% very satisfied/satisfied, 12% Neutral

How satisfied the interaction with Stanwood P: 87% very satisfied/satisfied, 13% Neutral

Another question the survey asks is "What are the top three issues you are most concerned about in your neighborhood?" The highest concerns were Drug abuse, burglaries/thefts, vehicle prowls/vehicle thefts and Traffic issues

Crime rates tend to be very low in Stanwood and from time to time we will have an uptick vehicle prowls or burglaries, typically committed by a group of criminals from outside our community targeting our neighborhoods or businesses. Some of the things we are currently doing to combat these upticks is proactive policing where our officers are making more contacts throughout the night.

Stanwood Case:

Stanwood Officers responded to a domestic violence weapon call at one of the apartment complexes in town. The suspect, after a family disputed, pointed a loaded firearm at his Father-in-Law and threatening to kill him. Our officers arrived on scene and successfully convinced the suspect to surrender without incident. Luckily no was harmed and after a search warrant the firearm was recovered. The suspect was placed under arrest and booked into the Snohomish County Jail for DV Assault and Unlawful Possession of a Firearm.

Chief Toner

JANUARY 2024

Stanwood Police Department

Detective Report



Update Stanwood Police Cases-23-9408 and 23-9409 Burglary and Stolen Vehicle Recovery

Blood stains discovered in the stolen vehicle associated with a burglary were swabbed and submitted to the Washington State Patrol Crime Lab for DNA testing.

On 01-25-2024 WSP Crime Lab results identified DNA profiles from two males associated with the swabbed blood stains. The DNA evidence in this case matched DNA evidence from a WSP drive-by shooting case.

Detective Martin will be working with WSP detectives to obtain DNA reference samples from suspects via search warrant. Suspect reference samples will be submitted to the WSP Crime Lab for comparison



JANUARY 2024

Stanwood Camano School District

SCHOOL RESOURCE OFFICER



TINY HOMES

Stanwood High School's CTE Program received a large supply of lumber from Lowes on January 19th. Students in the Construction Geometry class will be using the supplies to construct FOUR tiny houses for the Low Income Housing Institute. Not only does this allow students to apply their learnings in real-world construction, it helps those that are under-housed. Once complete, the houses will be transported to Tiny Home Villages in Western WA.



COUNTRY LIVING AND MODERN HOMESTEADING EXPO

January 27th marked the return of the annual Country Living and Modern Homesteading Expo. All day long community members were able to gather and learn about various topics, which were taught in different learning sessions. Welding, gardening, building/construction, food preservation, animal care and processing were just some of the classes offered. Along with a fun gathering, the staff also put on a big lunch for all attendees!



SPARTAN SATURDAYS

Spartan Saturdays continued into January. Students needing extra time and extra help to finish assignments have been coming in on Saturdays to meet with staff to get a helping hand. Not only is it a great time to catch up on work, it is a fun time for students to socialize and get to know each other.

JANUARY 2024



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 Haggens, it counts here once.



Previous Month Over Time

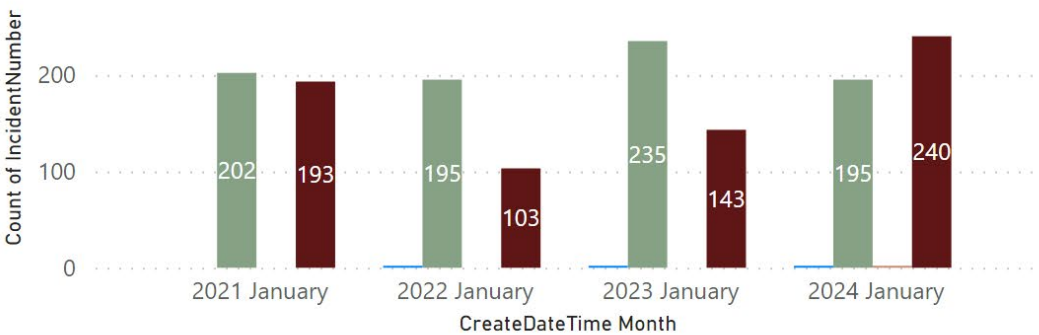
Stanwood West, Incidents by Origination

Call Origination (Blank) 911 call ASAP Officer-Initiated



Stanwood East, Incidents by Origination

Call Origination (Blank) 911 call ASAP Officer-Initiated



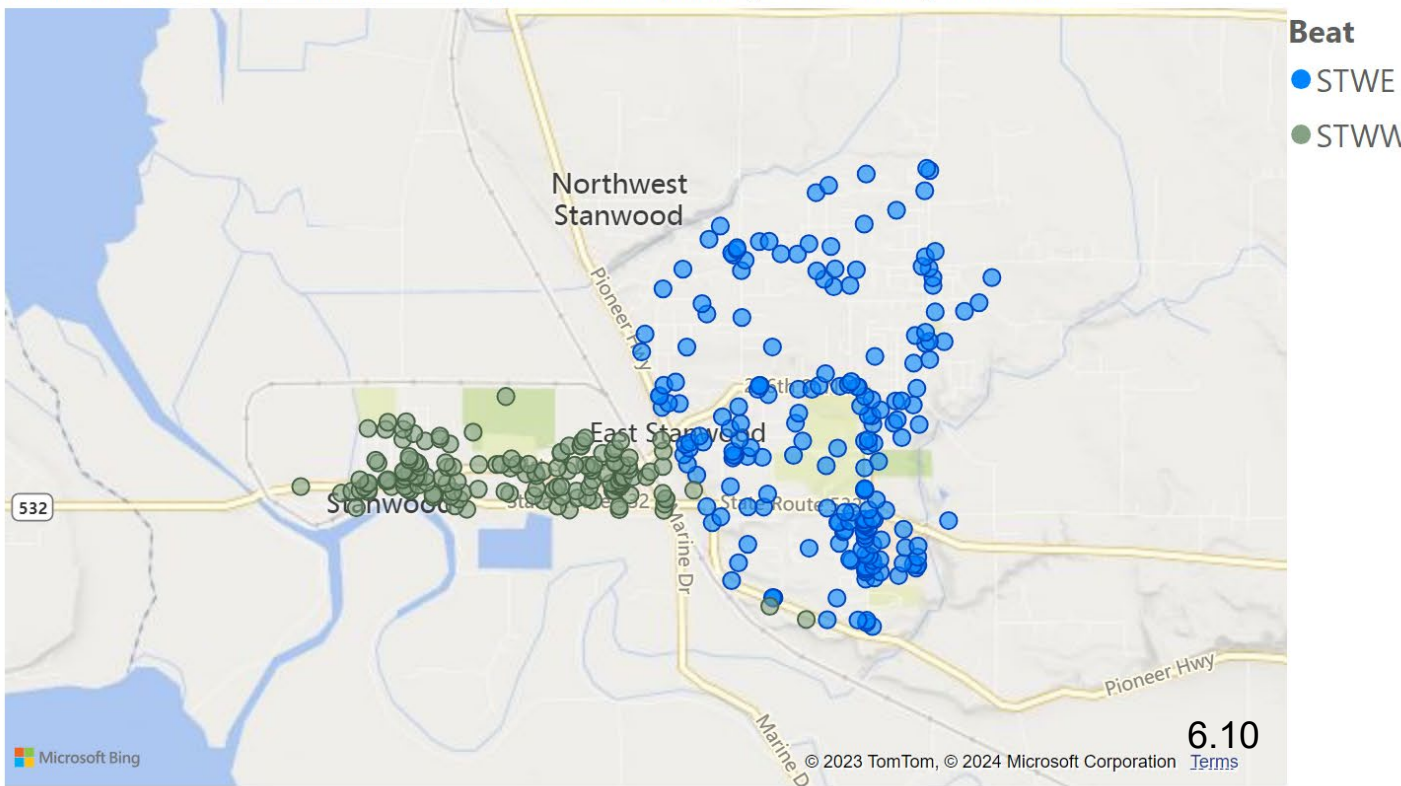
TOTAL INCIDENTS - ALL ORIS inside STW

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

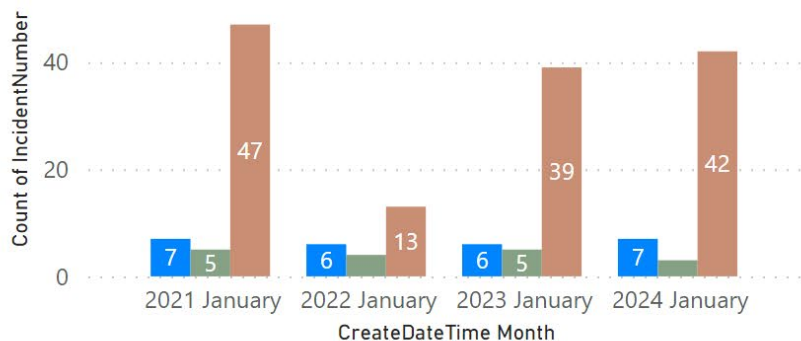




Previous Month Over Time

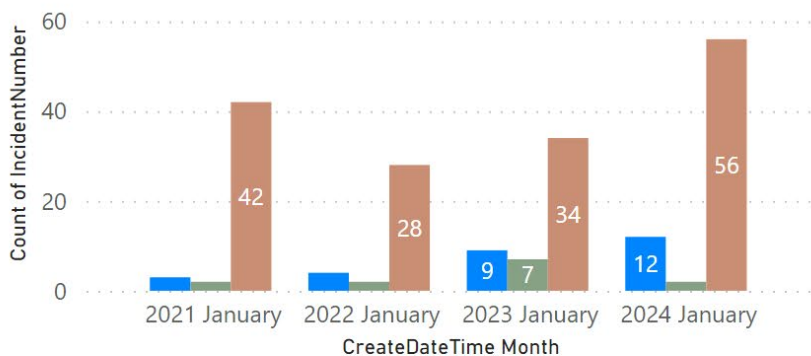
Stanwood West

IncidentType ● Collision ● DUI ● Traffic



Stanwood East

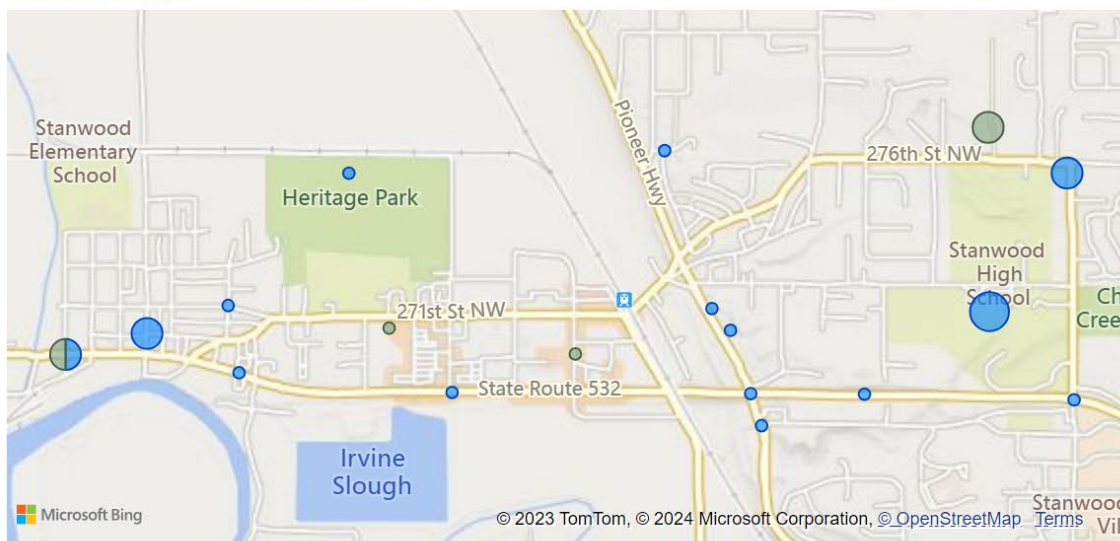
IncidentType ● Collision ● DUI ● Traffic



Collision, DUI, and Traffic INCIDENTS

Previous Month, Current Year

IncidentType ● Collision ● DUI

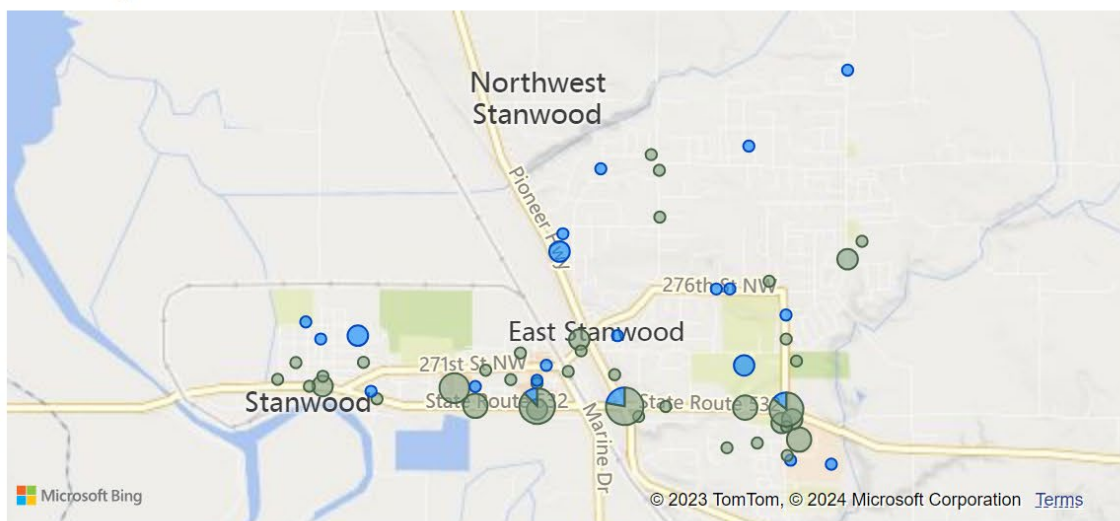


STWW & STWE

Year	Collision	DUI
2023		
August	13	6
September	26	11
October	13	7
November	20	5
December	17	6
2024		
January	19	5

Traffic - Previous Month, Current Year

Call Origination ● 911 call ● Officer-Initiated



STWW & STWE

Year	Traffic
2023	
August	96
September	101
October	255
November	69
December	110
2024	
January	98



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

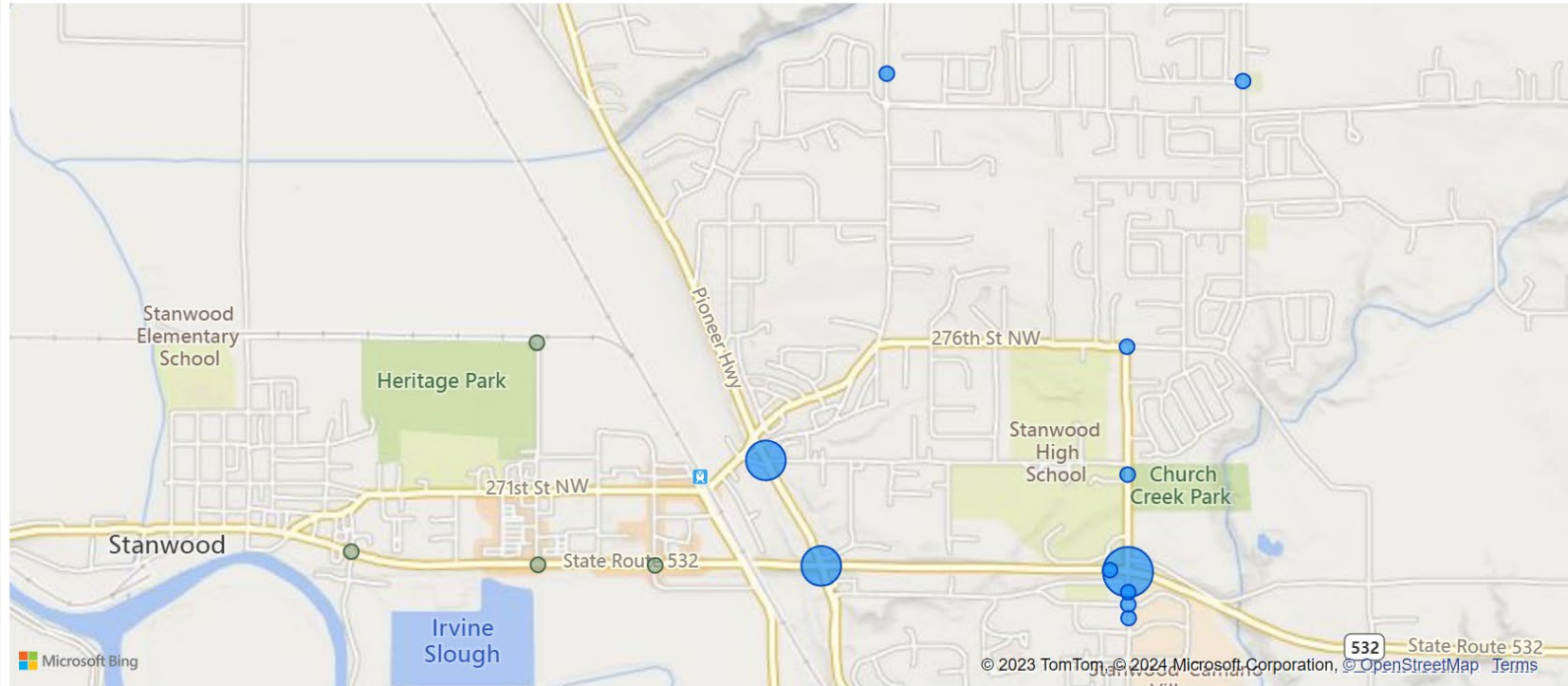
17

of Citations - This CY

19

Location of Citations this CY

Beat ● STWE ● STWW



Total Tickets

Month	2023	2024
January	18	19
February	36	
March	16	
April	16	
May	23	
June	30	
July	9	
August	36	
September	38	
October	102	
November	26	
December	28	

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

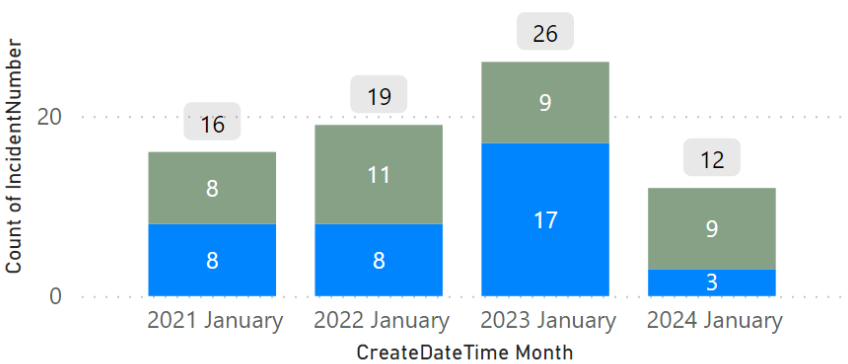
70



Alarms

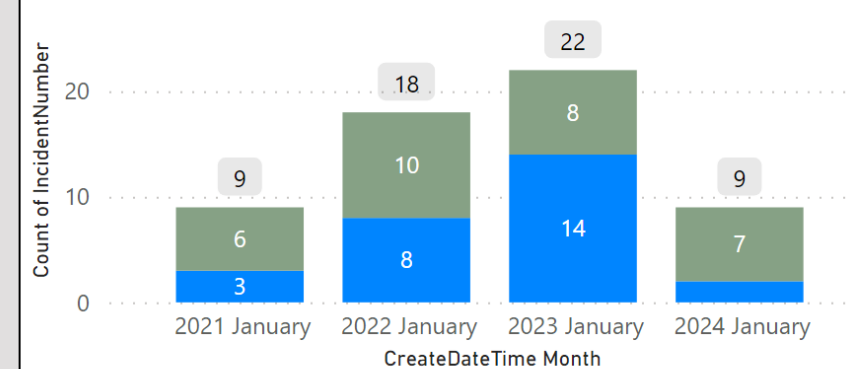
Alarms

Beat ● STWE ● STWW



Alarms that were False Alarms

Beat ● STWE ● STWW



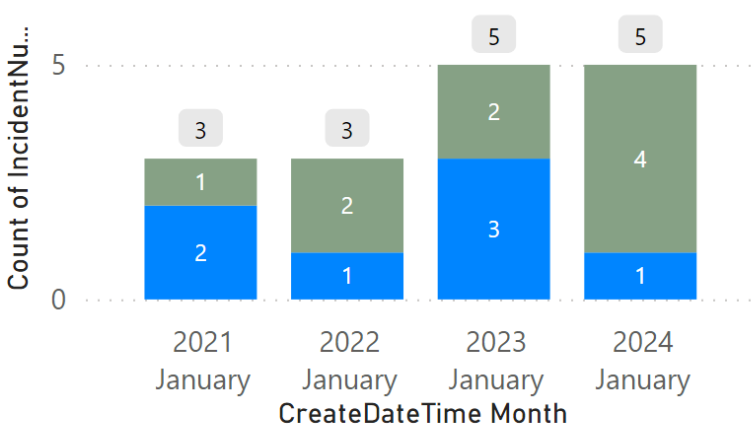
STWW & STWE

Year	Alarm
2023	
August	9
September	21
October	26
November	23
December	20
2024	12

Abandon Vehicles

Abandon Vehicles

Beat ● STWE ● STWW

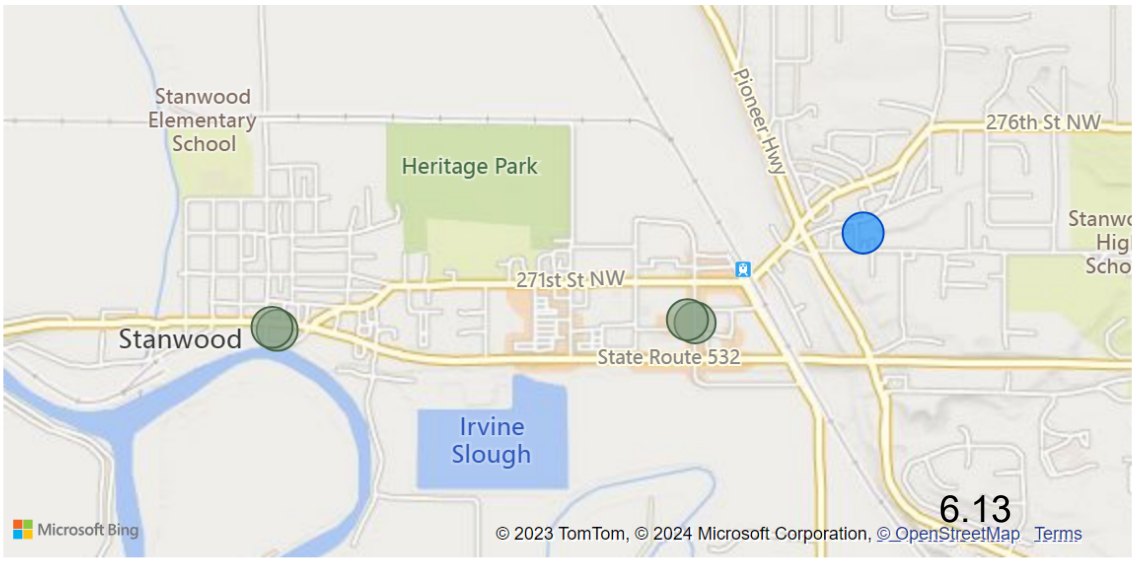


STWW & STWE

Year	Abandoned Vehicle
2023	
August	8
September	6
October	1
November	3
December	3
2024	5

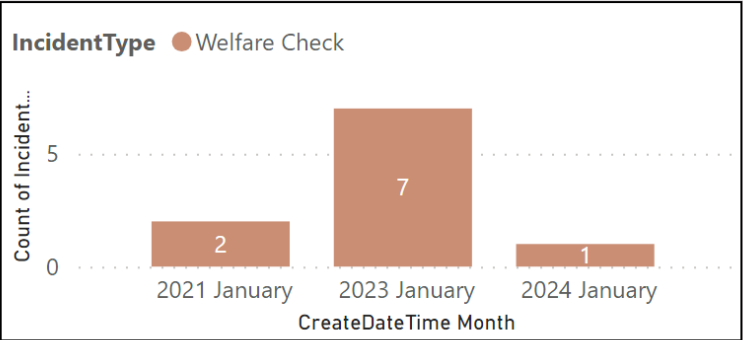
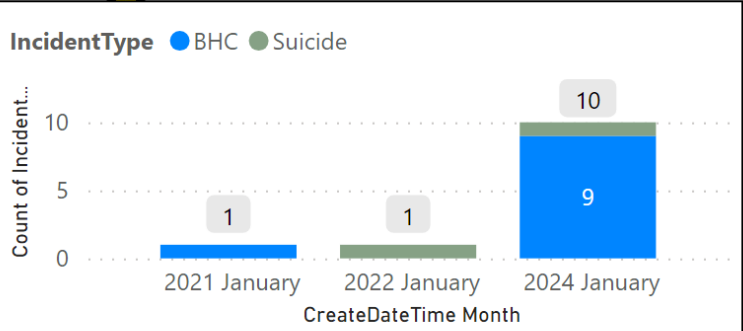
Abandon Vehicles Past Calendar Month, ThisYear

Beat ● STWE ● STWW





Stanwood West



Death Investigations - STWW

CreateDateTime Month

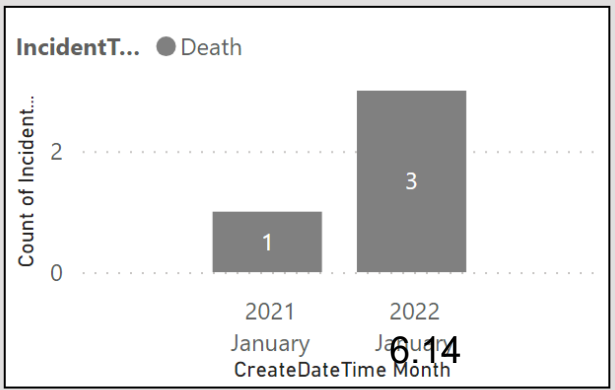
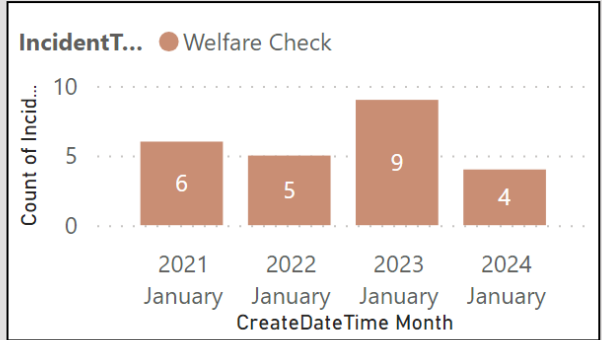
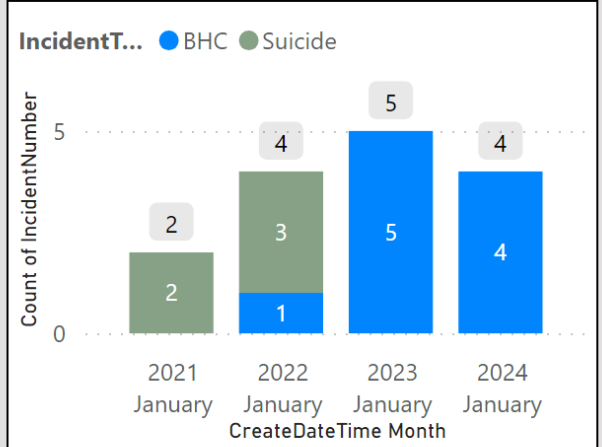
Year	BHC	Suicide
2023		
August	7	
September	2	2
October	6	
November	4	
December	7	3
2024	9	1

Year	Welfare Check
2023	
August	8
September	3
November	2
December	9
2024	1

Stanwood East

Year	BHC	Suicide
2023		
August	12	2
September	4	2
October	15	4
November	16	1
December	17	1
2024	4	

Year	Welfare Check
2023	
August	9
September	10
October	12
November	12
December	1
2024	4



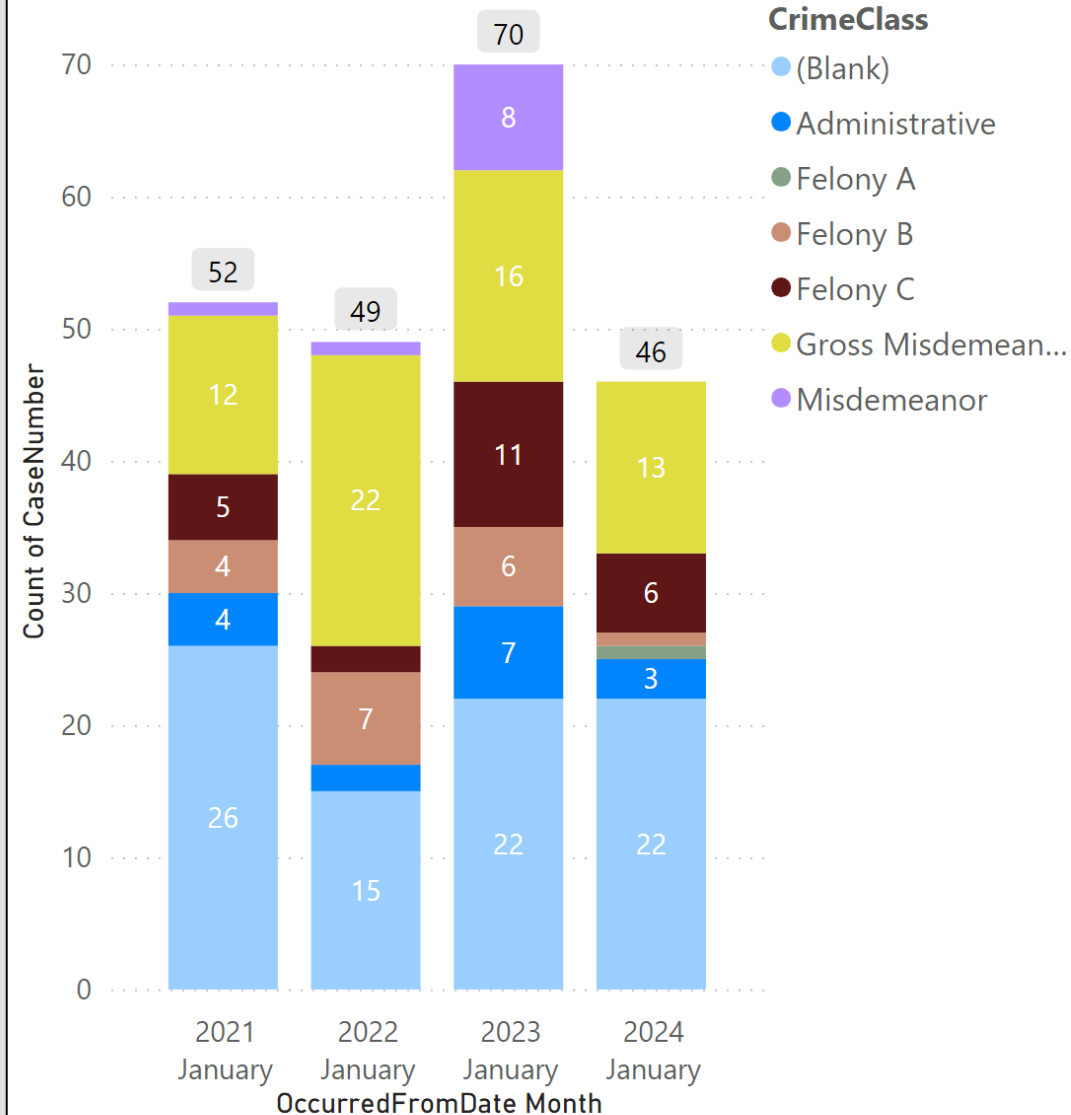


The following pages cover case data. The key difference between cases and incidents data is a Deputy has determined something did transpire that justifies writing a case report.

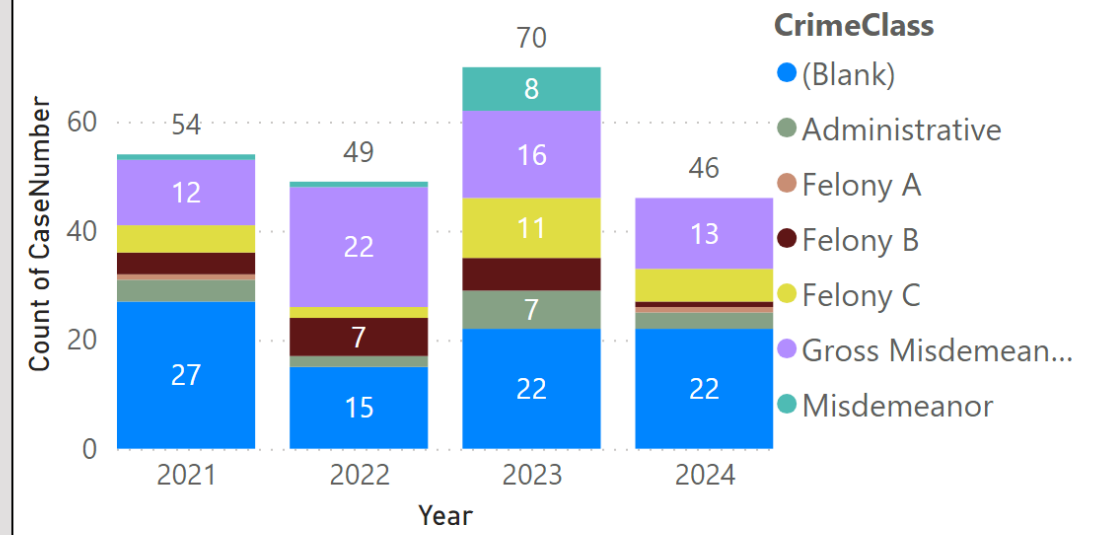
TOTAL CASES

IN THE STW BEAT

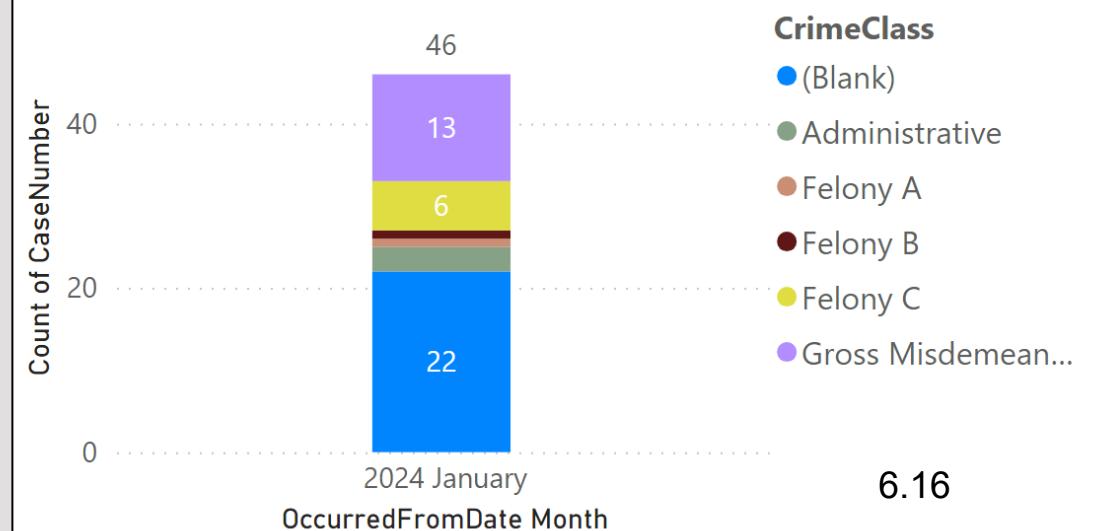
Cases, Previous Month, Yr over Yr



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



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

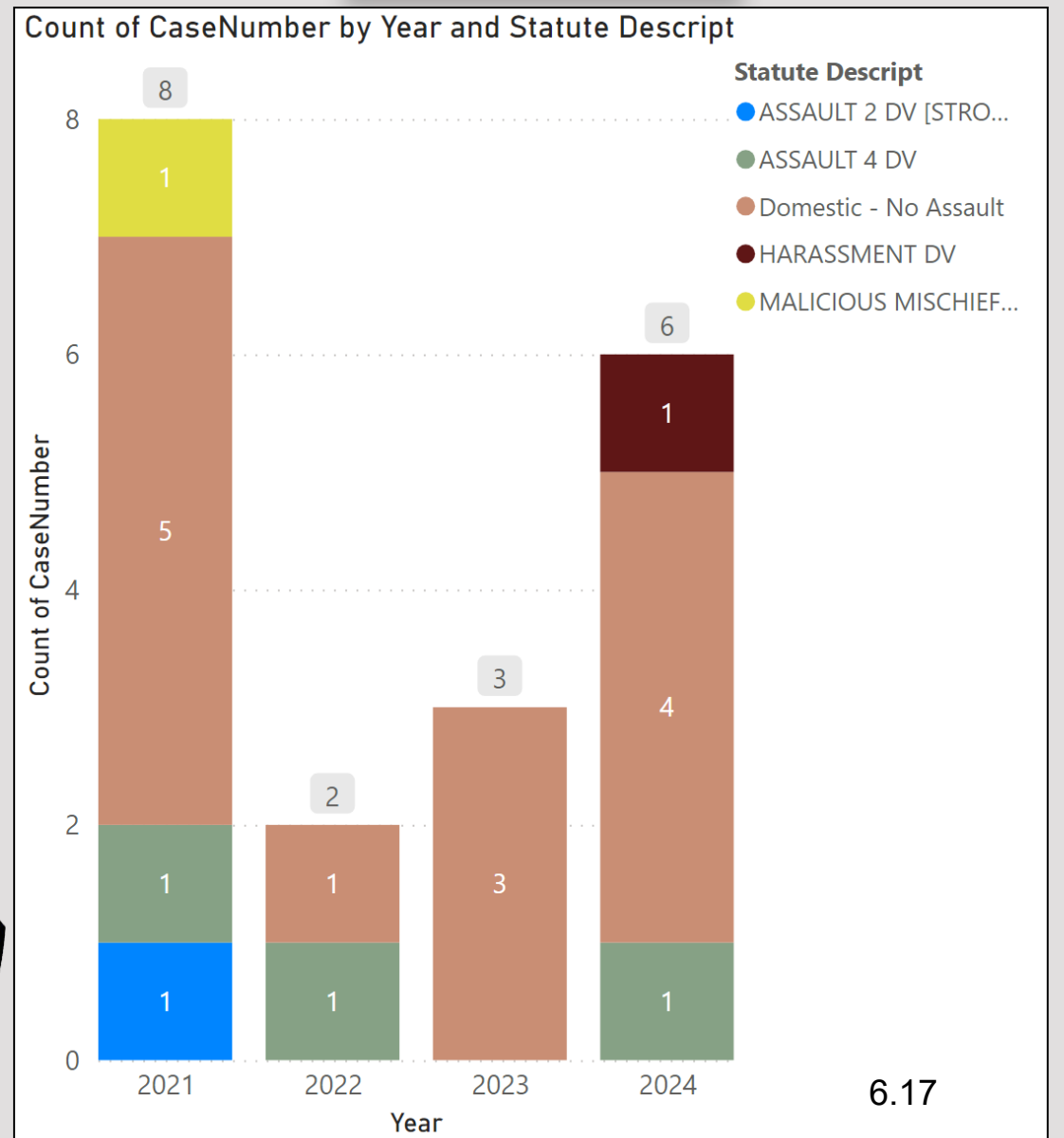
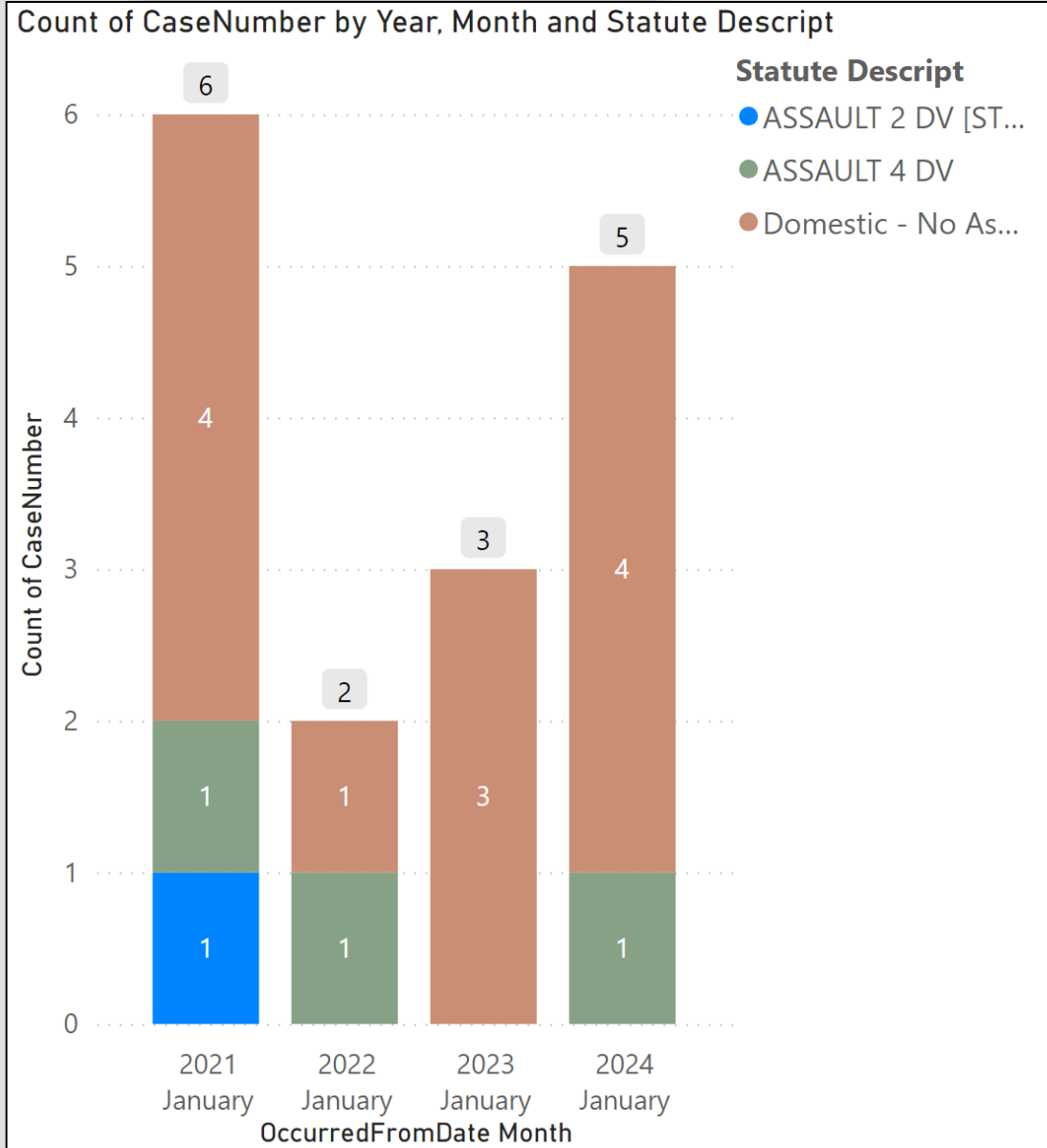


Domestic Related CASES

IN THE STW BEAT

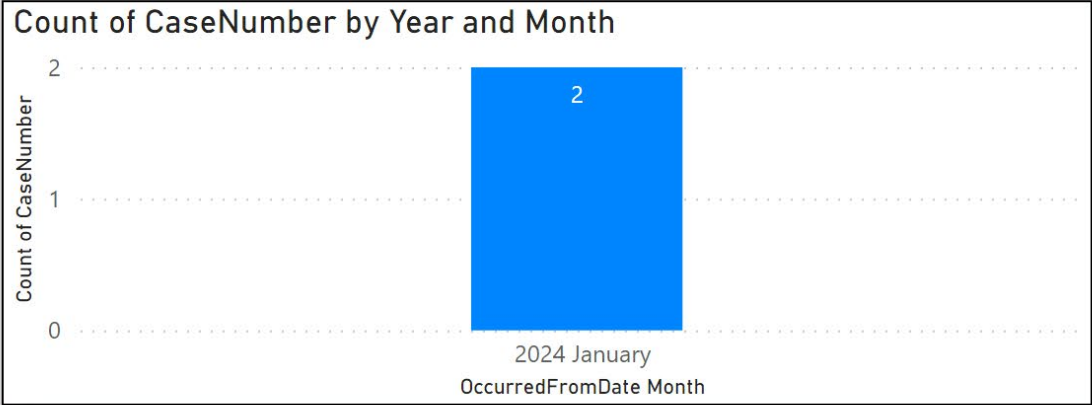
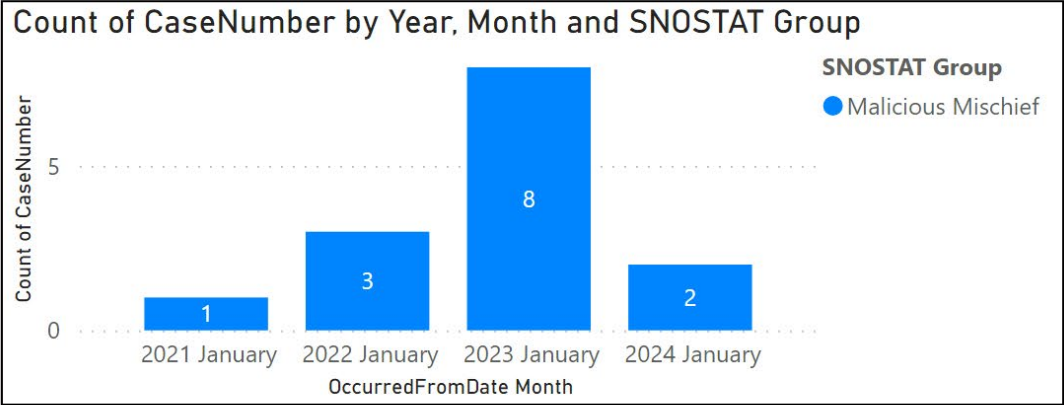
To Date By Year

Previous Month Over Time

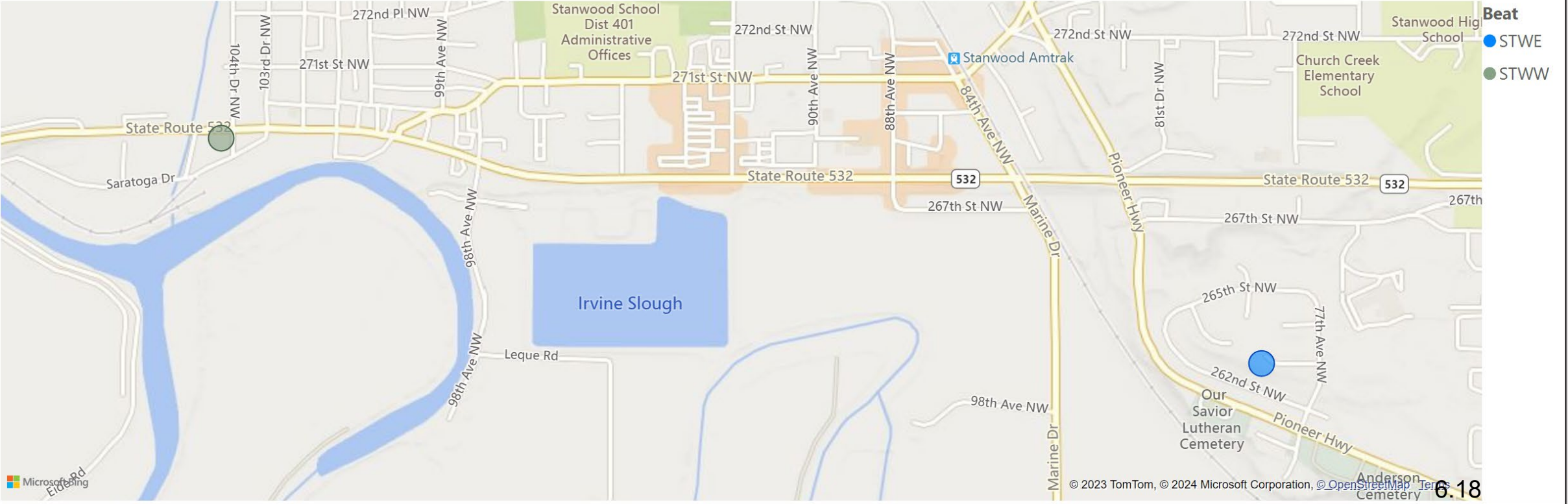




Malicious Mischief CASES



Cases in the past Calendar month, Current Year

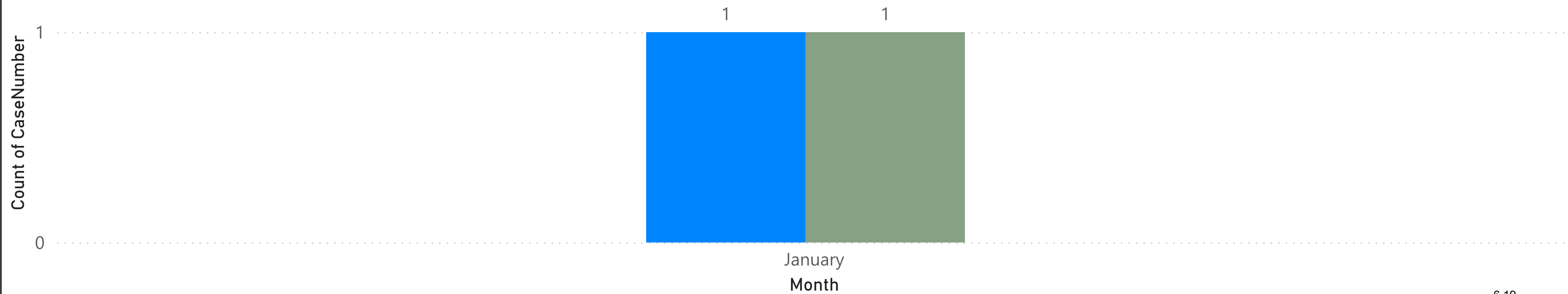




Auto Theft CASES

Jan 1 - Present, each year

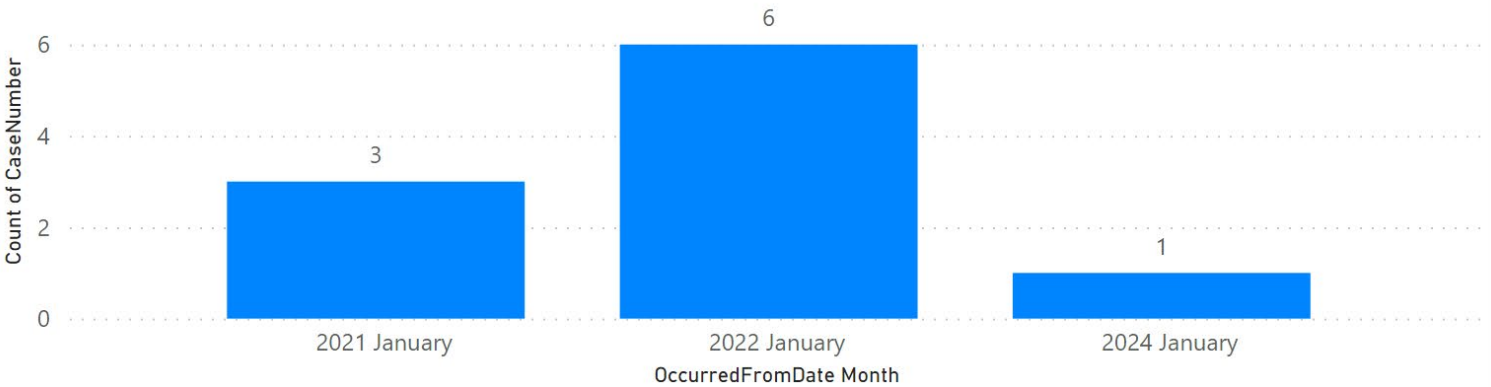
Year ● 2022 ● 2023





Vehicle Prowl CASES

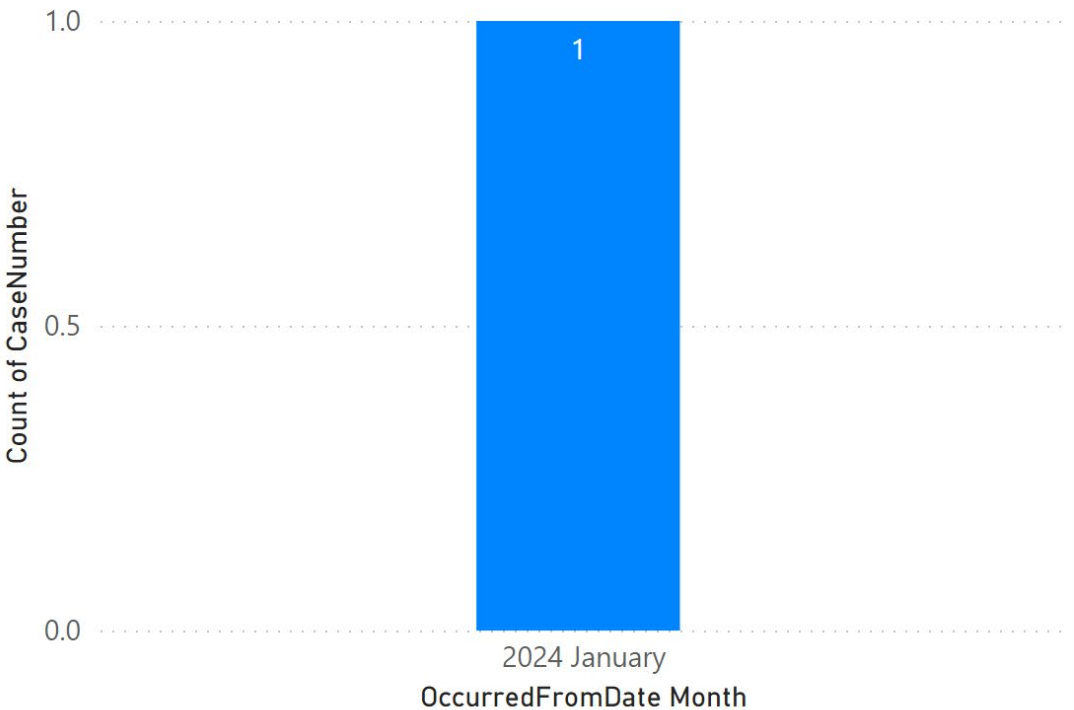
Count of CaseNumber by Year and Month



Jan 1 - Current Date, Current Year

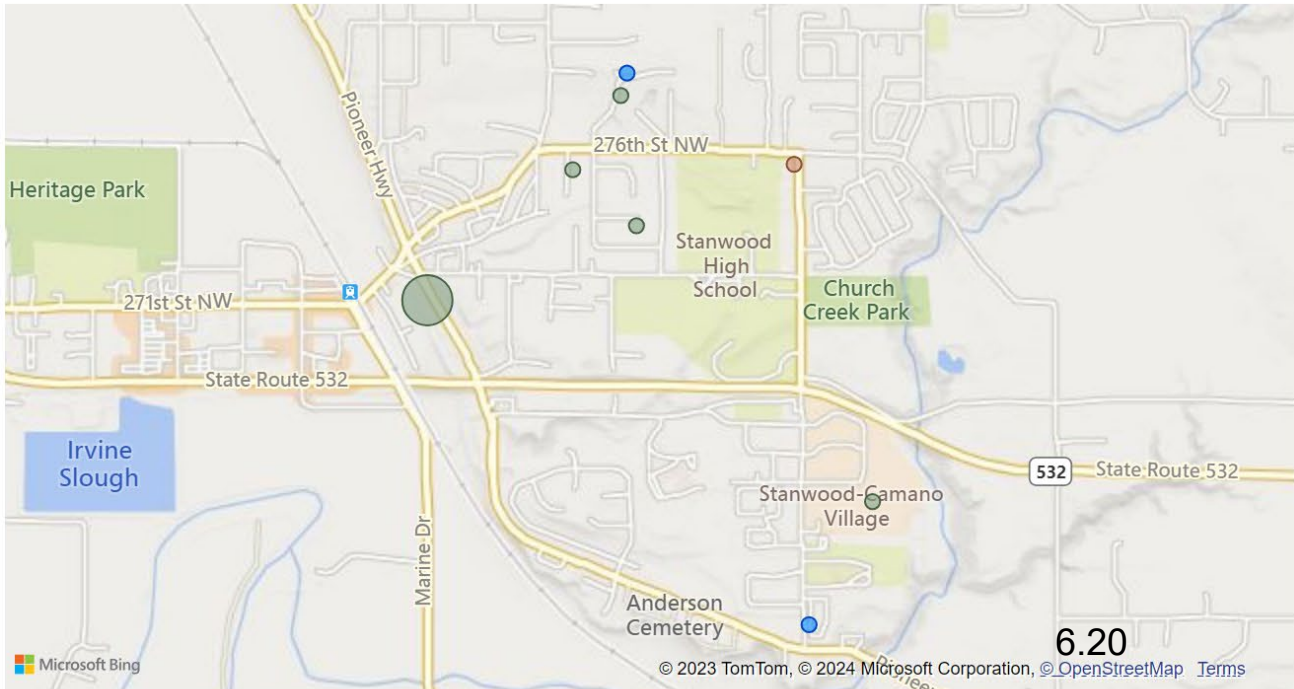
Year	Veh Prowl 2	Total
2021	2	2
2022	6	6
2024	1	1

Count of CaseNumber by Year and Month



Count of CaseNumber by Year, Lat and Lon

Year ● 2021 ● 2022 ● 2024

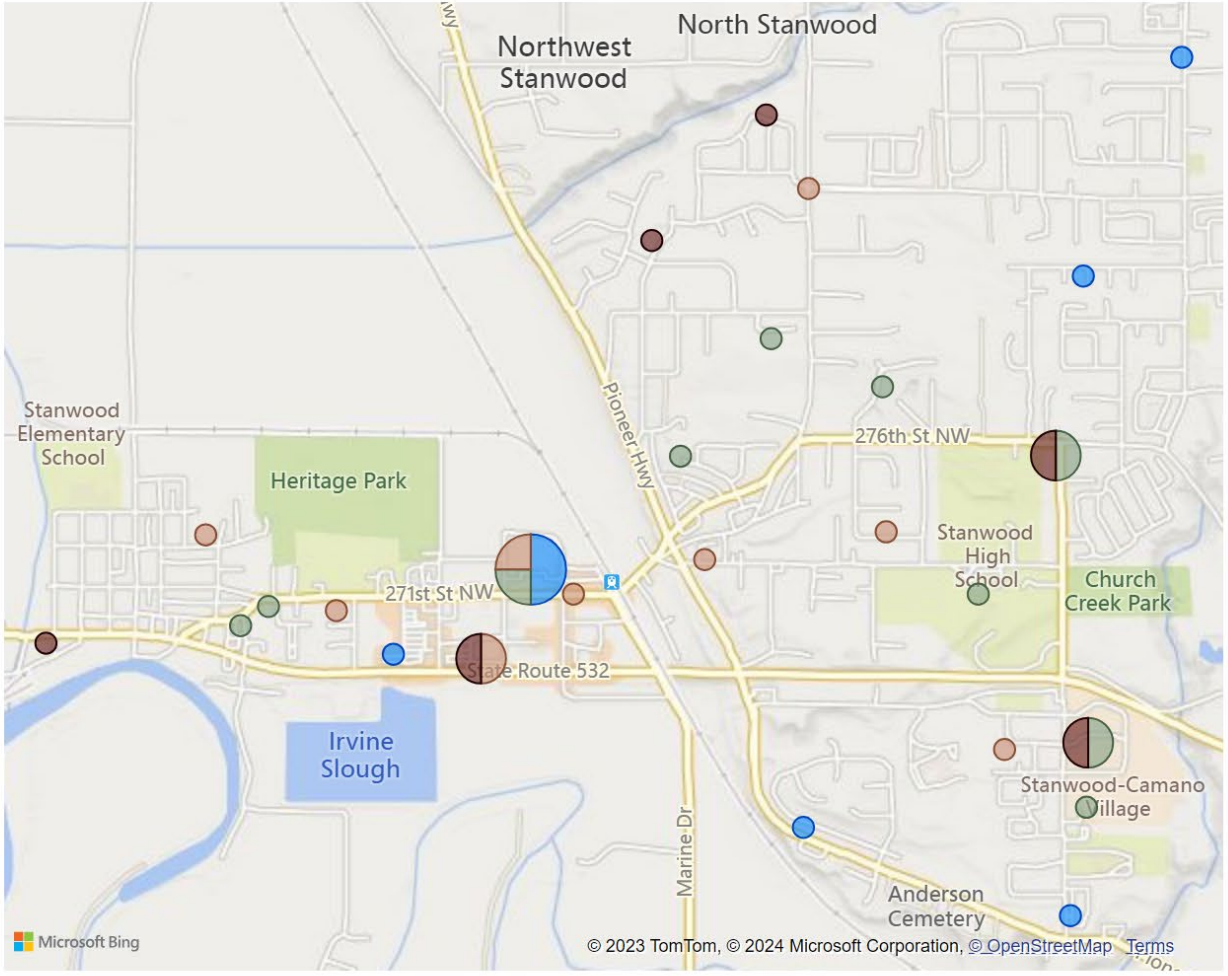




Theft CASES

Count of CaseNumber by Year, Lat and Lon

Year 2021 2022 2023 2024



Jan 1 - Current Date

Beat	2021	2022	2023	2024
STWE	3	7	3	3
STWW	3	3	3	2
Total	6	10	6	5

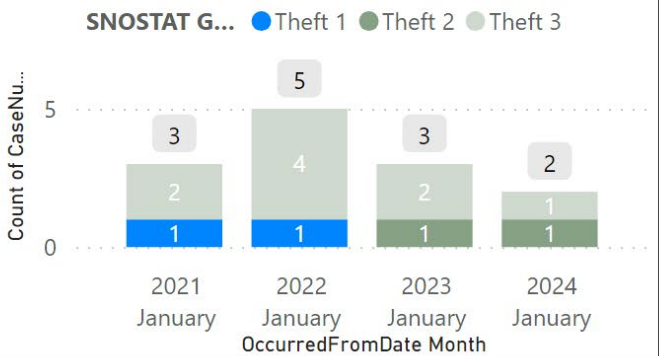
Current YTD

Year	STWE	STWW
2024	3	2

Stanwood West



Stanwood East





Burglary CASES

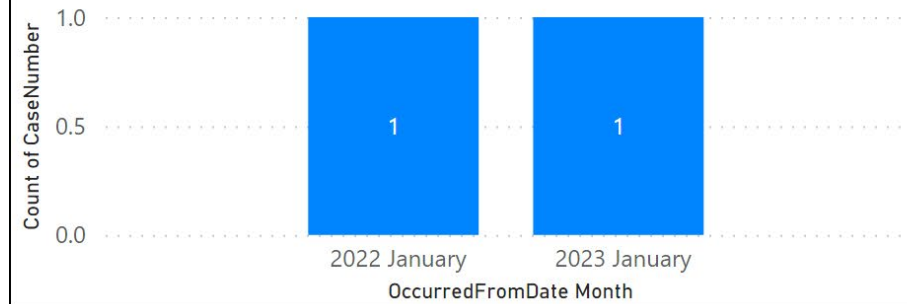
Jan 1 - Current Date

Year STWE STWW

2021	1	1
2022	1	1
2023	1	1

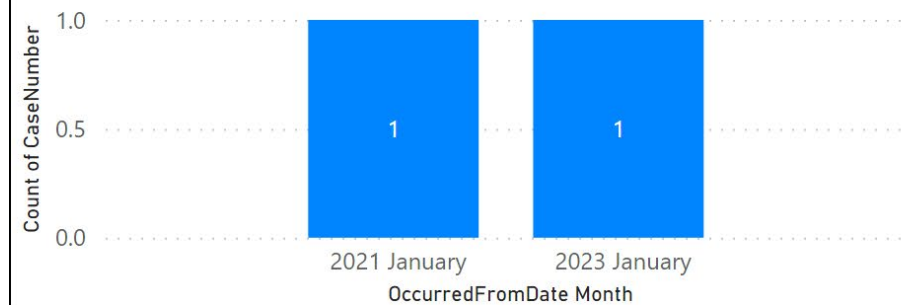
Stanwood West

SNOSTAT Group ● Burg 2 - Commercial



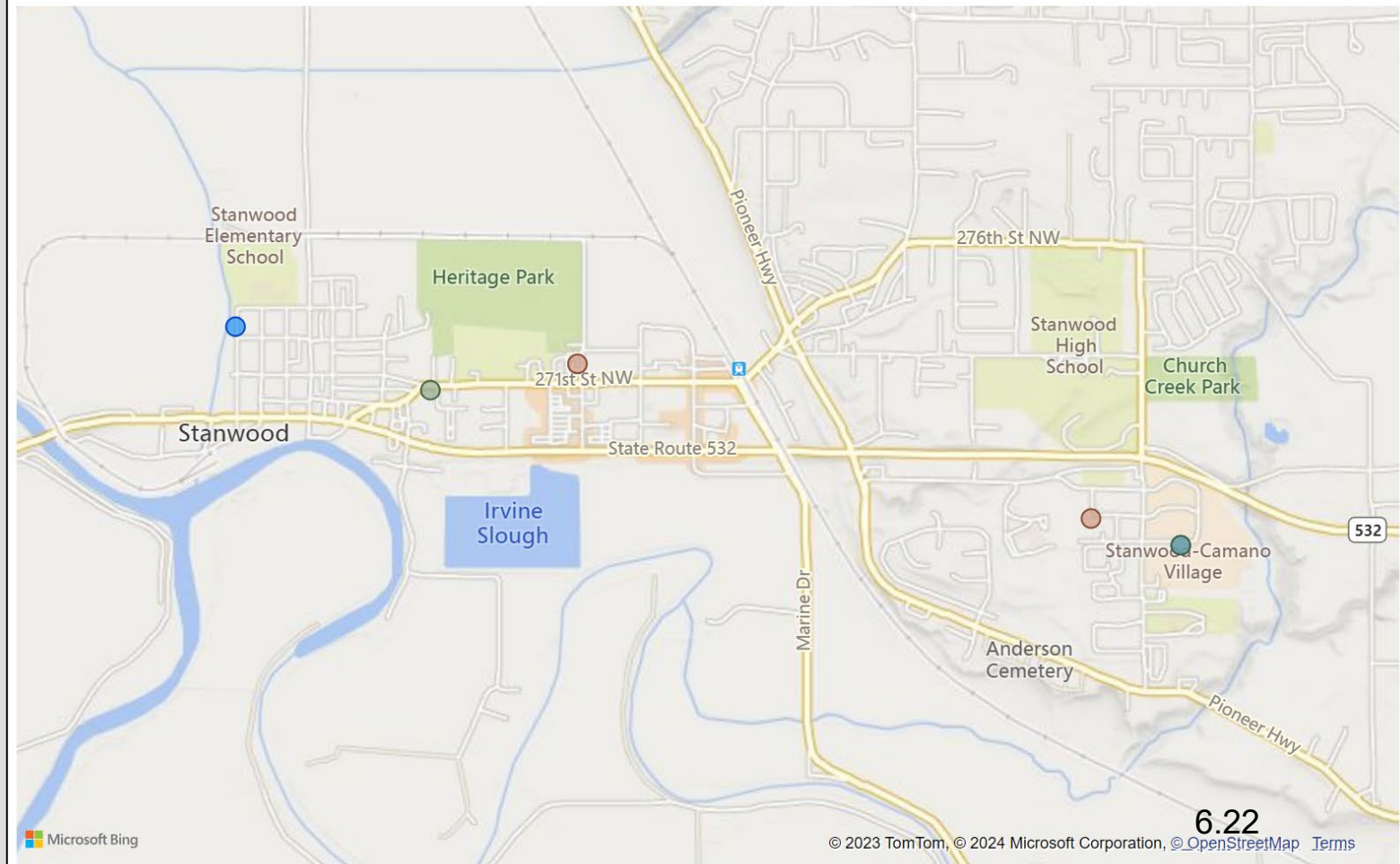
Stanwood East

SNOSTAT Group ● Burg 2 - Commercial



Count of CaseNumber by Year, Lat and Lon

Year ● 2021 ● 2022 ● 2023





CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 6a

DATE: February 8, 2024

SUBJECT: 4th Quarter 2023 Finance 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 – Impact Fee Reports
- D – Proposed 2025-2026 Budget Development Calendar
- E – Budget vs. Actual Reports for quarter ending December 31, 2023

PURPOSE

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

DISCUSSION

ATTACHMENT E is a 2023 budget versus actual revenue and expenditures report with ending fund balance for all funds as of December 31, 2023. Note that Q4 actuals have been uploaded to the Digital Budget Book, available at this [Link](#). Key Messages regarding the city's 2023 financial performance:

- Tax collections, which include property, real estate excise tax (REET), local sales taxes and utility taxes, were 2% higher than budget for the year. Of note, sales tax was 6% higher in 2023 compared to 2022. This is likely due to higher prices.
- Operating expenditures, excluding interfund transfers and debt, in the General Fund were 95% of budgeted expenses. Expenses for the Streets Operating Fund for 2023 were 49% of the two-year streets budget of \$1,356,656. Utilities Operating expenses are all slightly under budget with Sewer at 6.4%, Drainage at .1%, and Water at 5.2%. Operating funds include salary & benefit line expenditures which are mainly fixed costs and the largest portion of spending for delivering services.
- Despite the potential for a recession the latest “consensus” economic outlook is for a soft landing, i.e., the federal reserve will be able to begin lowering borrowing rates this year, without sending the economy into a tailspin. However, a significant degree of uncertainty remains.

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 - Q4 2023				
	October	November	December	Quarter Average
Amount Invested	\$ 32,961,592	\$ 32,968,068	\$ 33,921,190	\$ 33,283,617
Return (average percentage yield)	3.50%	3.64%	3.55%	3.56%
Benchmark*	3.45%	3.62%	3.79%	3.62%
*Per Finance Policy, Two Year Average of Two-Year Treasury Note				

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

	Investment	Maturity	Return	Balance
October 2023				
purchase	Interamer Dev Bank	6/9/2028	4.83%	\$ 957,380
purchase	Fed Home Loan Bank	9/8/2028	4.75%	\$ 983,651
purchase	US Treasury	11/30/2028	4.71%	\$ 854,961
November 2023				
no purchases or maturities				
December 2023				
no purchases or maturities				

Table Three below provides a detailed listing of holdings, allocations by type of investment, and durations in the city's investment portfolio as of Dec. 31, 2023:

Investment Category/Accounts	Amount	Current Allocation	December APY
CASH			
Cash (Treasurer's Checking)	\$ (194,004)	-1%	0
INVESTMENTS			
Washington Federal Public Funds	\$ 1,274,362	3.8%	2.98%
WA State LGIP	\$ 2,579,972	8%	5.43%
Snohomish County Inv. Pool	\$ 4,974,814	15%	2.49%
US Bank Municipal Investor	\$ 110,636	0%	0.00%
U.S.Treasury Notes Agency Securities	\$ 24,981,406	74%	3.63%
Total	\$ 33,727,186		

Detailed Investment Holdings						
Investments	Maturity Date	Return (APY)	Balance	% of total balance	Weighted rate	Duration Years
WA Federal Public Funds	N/A	2.980%	\$ 1,274,362	3.76%	0.112%	0.01
WA LGIP	N/A	5.429%	\$ 2,579,972	7.61%	0.41%	0.01
Snoh. County Inv. Pool	N/A	2.489%	\$ 4,974,814	14.67%	0.37%	0.29
US Bank Municipal Investor	N/A		\$ 110,636	0.33%		0.00
U.S. Notes & Securities:						
U.S. Treasury Notes (5/5/202	12/31/2023	2.720%	\$ 968,329	2.85%	0.08%	0.00
FHLB (9/15/2022)	3/15/2024	3.700%	\$ 1,000,000	2.95%	0.11%	0.21
FHLB (9/29/22)	4/29/2024	4.000%	\$ 1,000,000	2.95%	0.12%	0.33
FHLB (9/20/2022)	6/20/2024	3.541%	\$ 1,001,050	2.95%	0.10%	0.47
U.S. Treasury Notes (5/5/202	6/30/2024	2.730%	\$ 979,640	2.89%	0.08%	0.50
U.S. Treasury Notes (5/5/202	8/15/2024	2.880%	\$ 988,906	2.92%	0.08%	0.62
Freddie Mac (5/5/2023)	9/10/2024	4.443%	\$ 474,165	1.40%	0.06%	0.70
FHLB (9/13/22)	9/13/2024	3.700%	\$ 2,000,000	5.90%	0.22%	0.70
U.S. Treasury Notes (5/5/202	12/31/2024	2.878%	\$ 984,063	2.90%	0.08%	1.00
FFCB (1/20/2023)	1/10/2025	4.500%	\$ 1,004,640	2.96%	0.13%	1.03
FHLB (5/6/2022)	3/14/2025	2.920%	\$ 998,754	2.94%	0.09%	1.20
U.S. Treasury Notes (5/12/20	6/30/2025	2.830%	\$ 923,125	2.72%	0.08%	1.50
U.S. Treasury Notes (6/3/202	6/30/2025	2.865%	\$ 923,560	2.72%	0.08%	1.50
FHLM (2/15/2023)	8/28/2025	4.160%	\$ 983,468	2.90%	0.12%	1.66
U.S. Treasury Notes (9/1/202	8/31/2025	3.450%	\$ 909,618	2.68%	0.09%	1.67
U.S. Treasury Notes (9/2/202	8/31/2025	3.538%	\$ 907,344	2.67%	0.09%	1.67
U.S. Treasury Notes (5/12/20	12/31/2025	2.860%	\$ 914,773	2.70%	0.08%	2.00
FHLB (9/12/22)	3/12/2026	4.000%	\$ 1,000,000	2.95%	0.12%	2.20
U.S. Treasury Notes (9/2/202	6/30/2026	3.506%	\$ 906,563	2.67%	0.09%	2.50
FHLM (5/5/2023)	10/28/2026	3.777%	\$ 451,875	1.33%	0.05%	2.83
FHLB (5/5/2023)	11/27/2026	3.740%	\$ 991,286	2.92%	0.11%	2.91
FFCB (5/5/2023)	4/27/2027	3.680%	\$ 991,025	2.92%	0.11%	3.32
FFCB (5/5/2023)	9/21/2027	3.661%	\$ 883,231	2.60%	0.10%	3.73
Interamer Dev Bank (10/13/2	6/9/2028	4.832%	\$ 957,380	2.82%	0.14%	4.44
FHLB (10/13/2023)	9/8/2028	4.750%	\$ 983,651	2.90%	0.14%	4.69
US Treasury (10/13/2023)	11/30/2028	4.715%	\$ 854,961	2.52%	0.12%	4.92
Subtotal U.S. Notes & Securities			\$ 24,981,406			
Investment Total			\$ 33,921,190	Weighted Return 3.55%		
Cash (Treasurer's Checking)			\$ (194,004)			
Total Cash and Investments			\$ 33,727,186	Average Weighted Duration 1.62		
Interest Earned October			\$ 96,138			
Interest Earned November			\$ 100,003			
Interest Earned December			\$ 100,401			
Total Interest Earned Q4			\$ 296,542			

General Fund

General Fund Revenue

At the end of the first year of the biennial budget, general fund revenues were 56% of the two-year budget, which is slightly higher than expected. Highlights for the year are provided below, and line-item detail is provided in ATTACHMENT E.

Sales Tax

Sales tax received in 2023 was 6% higher than the sales tax collected in 2022. The City received 4.6% more than the budgeted sales tax for 2023 through December. The table below provides detail by industry category and compares 2022 to 2023.

2023 through December				
Retail Sales Tax				
Industry Category	FY 2023 YTD	FY 2022 Same Period	Dollar Change	Percent Change
Convenience & Grocers	\$ 120,086	\$ 107,725	\$ 12,361	11.5%
Auto/RV Dealer	\$ 218,979	\$ 205,110	\$ 13,869	6.8%
Department Store	\$ 129,837	\$ 118,900	\$ 10,937	9.2%
Specialty Retail	\$ 598,107	\$ 577,336	\$ 20,771	3.6%
Restaurants	\$ 319,298	\$ 300,219	\$ 19,079	6.4%
Building & Construction	\$ 568,653	\$ 528,702	\$ 39,951	7.6%
All Other Sales & Use Tax	\$ 545,580	\$ 520,467	\$ 25,113	4.8%
Total	\$ 2,500,540	\$ 2,358,459	\$ 142,081	6.0%
Other Sales Taxes				
Criminal Justice	\$ 204,955	\$ 193,026	\$ 11,929	6.2%
Affordable Housing	\$ 15,960	\$ 14,362	\$ 1,598	11.1%
Transportation Benefit District	\$ 588,325	\$ 554,842	\$ 33,483	6.0%

Licenses & Permits

Through the 4th quarter the city received \$521,594 or 30% more than budgeted for License and Permit Revenues. The building permit revenue budget for 2023 is \$264,164 and the City received \$390,712, reflecting continued development in Stanwood.

State Generated Revenues

State Generated revenues include the city's share of liquor excise tax (\$58,938) and liquor board profits (\$64,271), PUD Privilege Tax (\$44,321) along with other miscellaneous state shared revenues. In 2023 the City received a FEMA disaster grant, a State Military Department grant, and a Department of Commerce grant for a total of \$103,343.

Charges for Services

Charges for Services include a portion of the development-related fees that the city collects and in 2023 total revenue of \$553,403. This was 76% higher than the budget of \$313,800.

General Fund Expenditures

General fund expenditures, excluding transfers, were within budget of \$5,942,750 ending the year at \$5,661,761 or 95% of budget. Departmental expenditure summary performance is included in ATTACHMENT E.

Street Operating Fund

The Street fund was budgeted and received transfer of \$370,000 from the General Fund to support operations. The City also receives \$29,815 in maintenance fees from Waste Management. The other major revenue the street fund relies on is unrestricted motor vehicle excise tax (MVFT), or "fuel tax". The city has received \$166,562 in 2023 in fuel taxes, which is 72% of the budget. Operating expenditures, excluding transfers, are at 101% of budget through December 30. The Associate Engineer is charged to Streets and project time is tracked and moved quarterly to specific projects. See ATTACHMENT E 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. In 2023, the City has collected 115% 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 Attachments D and E 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 E 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 or complete in 2023.

Major Active Construction Projects	Biennial Budget	2023 Actual
Street Construction		
Viking Way	\$ 2,585,000	\$ 323,405
80th Ave Reconstruction	\$ 1,400,000	\$ 508,142
Twin City Mile	\$ 2,355,000	\$1,669,715
Park & Trail Improvement		
Hamilton Landing	\$ 1,600,000	\$1,089,828
Stanwood Port Susan Trail	\$ 1,825,379	\$ 168,165
Johnson Farm	\$ 485,000	\$ 254,884
Heritage Park	\$ 1,003,000	\$ 344,548
Sewer Construction		
Sewer Main Replacements	\$ 980,000	\$ 765,400
Drainage Construction		
Irvine Slough Stormwater Separator & Pump Station	\$ 3,800,000	\$ 320,864
Flood Wall Florence Rd	\$ 714,000	\$ 81,659
Skagit Bay Dike Repair	\$ 6,000,000	\$ 6,809
Water Construction		
Water Trtmnt Plnt Media Replacement	\$ 307,488	\$ 307,843

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 December 31, 2023 are described below and line-item detail is shown in ATTACHMENT E.

Sewer Fund

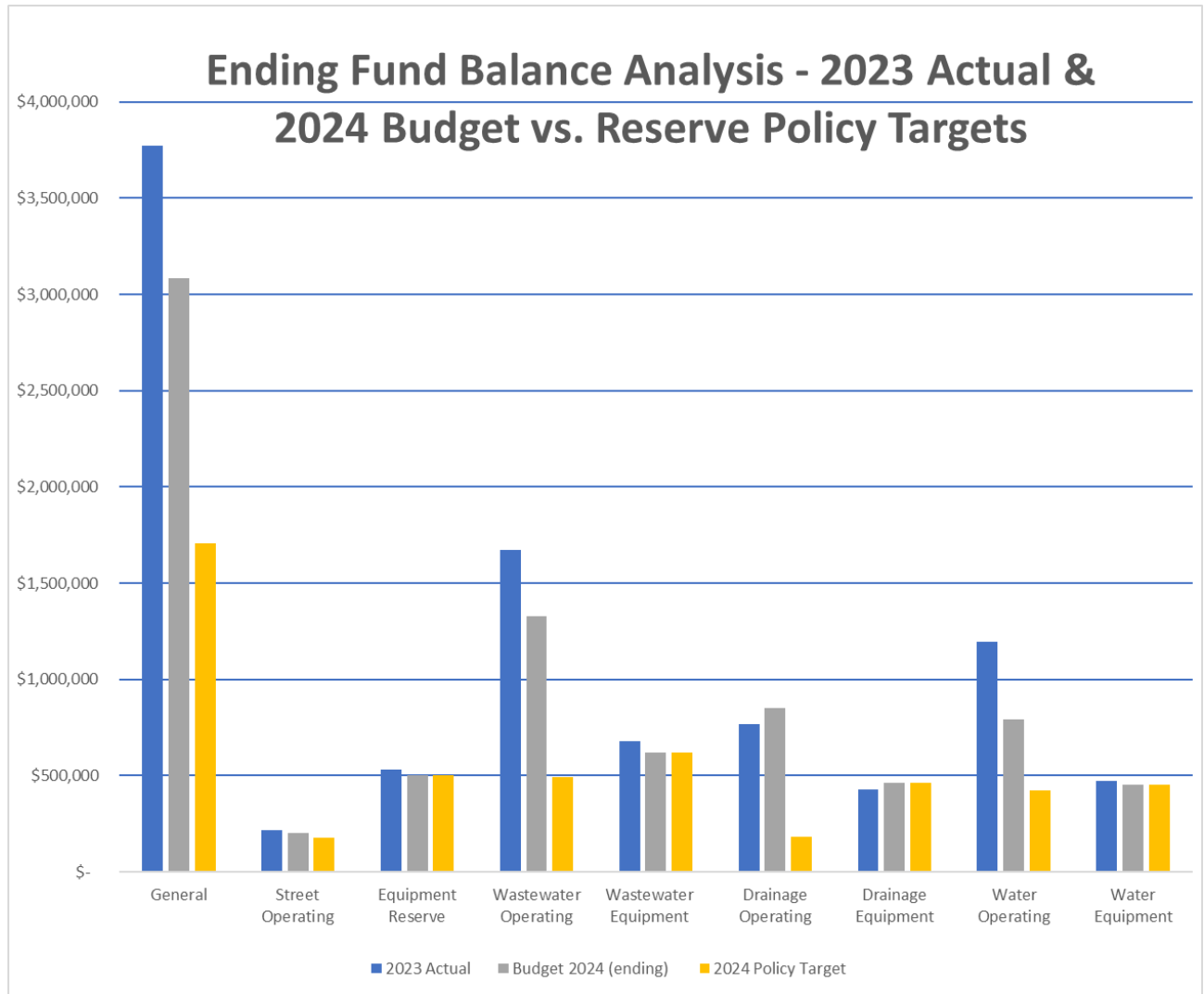
Sewer operating revenues for 2023 are \$3,217,287 which is 4% more than budgeted for 2023 and 8% higher than collected in 2022. Sewer rates were increased 6.5% effective January 1, 2023. Operating expenditures, excluding debt and transfers ended the year at \$1,880,448 or 95% of the budget. Debt payments for this fund for the year are \$857,062. The two largest capital projects for Wastewater are several Sewer Main Replacements and 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 in 2023 are \$1,527,237 which is 1.4% lower than the 2023 budgeted amount but 8% higher than revenues in 2022. Drainage rates were increased by 9.3% effective January 1, 2023. Drainage fund operating expenditures excluding debt payments and transfers are \$579,102 or 93% 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 2023 is \$2,700,774 or 2% over budget targets. Revenue for 2023 was 1.2% higher than 2022 operating revenue. Water rates were increased 3% effective January 1, 2023. Operating expenditures for the Water Fund, excluding debt and transfers, are \$1,661,226 or 94% of budget. Debt payments and transfers out to capital were \$689,285 and \$284,000, respectively. The Water System plan update is currently underway. Another major capital project for the Water fund was the Water Treatment Plant Media Replacement.



ENDING FUND BALANCE ANALYSIS - 2023 Actual vs. 2024 Budget & Reserve Targets									
	General	Street Operating	Equipment Reserve	Wastewater Operating	Wastewater Equipment	Drainage Operating	Drainage Equipment	Water Operating	Water Equipment
2023 Actual	\$ 3,770,450	\$ 215,079	\$ 532,496	\$1,671,300	\$ 678,044	\$ 765,355	\$ 427,301	\$1,195,052	\$471,422
Budget 2024 (ending)	\$3,082,579	\$ 202,748	\$ 499,897	\$1,329,660	\$ 620,805	\$ 849,806	\$ 464,190	\$ 791,417	\$454,519
2024 Policy Target	\$1,704,726	\$175,648	\$ 499,897	\$ 491,836	\$ 620,805	\$ 180,724	\$ 464,190	\$ 425,865	\$454,519

ATTACHMENT A

Contracts that did not go to Council During Q4 2023 (Finance Policy Section 9.13)			
NUMBER	CONTRACT/AGREEMENT	PROJECT	AMOUNT
2023-96	Stanwood Commerce Alliance	Summer Concert Management	\$15,000
2023-107	Stanwood Commerce Alliance	Light Up Your Holidays Management	\$5,000
2023-111	Monarch Tree Services	Hamilton Park Major Maintenance	\$32,528
2023-114	Maul Foster and Alongi	Asbestor Survey-Remodel Police Station	\$11,604
2023-123	Maul Foster and Alongi	Asbestor Survey-Remodel City Hall	\$5,157
2023-124	Gray & Osborne	Cedarhome Square Sewer Main	\$29,350
2023-125	Harmsen	Liberty Properties Site Plan	\$840
2023-132	FCS Group - Supplemental 2	Utility Rate Studies	\$17,630

ATTACHMENT B

Sole Source Contracts		
Company	Product	Cost
APSCO, LLC	KSB pump parts	\$ 8,144.90
APSCO, LLC	KSB Anoxic Mixer	\$ 33,695.07
Cimco-GC System	CLAVAL inspect, repair & maint.	\$ 12,361.83
General Pacific	Badger water meters	\$ 68,734.22
TMG	OSEC Cell unit	\$ 19,873.30
Xylem	WEDECO UV parts	\$ 19,944.77

Change Orders Approved		
Contractor	Project	Amount
Award Construction, Inc	Bryant Well	\$ 1,316.73
In-Depth Excavation	92nd Ave Intersection	\$ 41,972.93

ATTACHMENT C

2023 Impact Fee Reports

2023 Street Impact Fee	
Fund 102	
Beginning Cash:	
Restricted Beg Cash	\$ 984,791
Total Cash	\$ 984,791
Revenue	
transfers in	
street impact fees	\$ 95,890
interest	\$ 15,412
Total Available	\$ 1,096,093
Expense	
transfer out to 103	\$ 605,000
Restricted End Cash	\$ 491,093
Total Cash	\$ 491,093
Fund 102 transfers used for street projects:	
Sidewalk Installation	\$ 26,365
276th Sidewalk	\$ 131
Viking Way ENG	\$ 18,110
Viking Way ROW	\$ 224,443
Misc Capital Projs	\$ 10,770
92nd Ave Sidewalk	\$ 95
80th Ave Reconstruction	\$ 152,443

2023 Park Impact Fee	
Fund 106	
Beginning Cash:	
Restricted Beg Cash	\$ 95,294
Total Cash	\$ 95,294
Revenue	
Park Impact Fees	\$ 123,904
Interest	\$ 3,242
Total Available	\$ 222,440
Expense	
Transfer to 104	\$ 50,000
Restricted End Cash	\$ 172,440
Total Cash	\$ 172,440

Fund 106 transfers used for parks projects:	
Hamilton	\$ 50,000

BUDGET EVENT**DATE**

Special Council Workshop to discuss Priorities	May 9
Dept. Heads and City Administrator meet to discuss policy issues & discuss Priorities/Initiatives	May
Second Dept. Heads meeting with City Administrator And Mayor discuss Priorities/Initiatives	June
Finance Dept. Preliminary Revenue Analysis and YTD Reports, budget kickoff with Dept Heads	July
Council Budget Workshop—CIP	August 8
Dept. one-on-one meetings with Finance Director and City Administrator with budget requests • All funds not otherwise covered (David, Wendy) • Streets & Parks (Kevin, Alan) • Water/Sewer/Storm (Kevin/Leigh) • Community Development (Patricia) • Police (Jason)	September
Public Works Committee Review Draft CIP	September 9
Council Budget Workshop—Operating Budgets	September 12
Budget requests consolidated into preliminary budget book For final review	October
Dept. budget review with Mayor, City Administrator and Finance Director	October
Council Budget Workshop [Capital Projects focus]	October 10
Salary & Benefit Resolution to City Council	October 10
Property tax public hearing and ordinance 1 st reading	November 14
Budget 1 st public hearing 1 st reading of budget ordinance	November 14
Capital Improvement Plan, Public Hearing, 1 st Reading	November 14
Property tax ordinance second reading & adoption	November 25
Capital Improvement Plan, 2 nd Reading & adoption	November 25
2nd reading and adoption of the 2025-26 Biennial Budget	November 25

Note: Council must adopt a budget by no later than December 31, 2024.

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 1

001 General Fund

Revenues		Amt Budgeted	December	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	19,518.57	2,041,290.17	(8,342.17)	0.0%
311 10 10 00	EMS. Levy	0.00	0.00	(94.10)	94.10	100.0%
313 11 00 00	Sales Tax	2,315,000.00	200,348.65	2,425,543.76	(110,543.76)	0.0%
313 27 00 00	Affordable/Supportiv Housing Sales Tax	16,392.00	1,818.74	15,959.63	432.37	2.6%
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	16,813.74	204,955.28	(4,955.28)	0.0%
316 43 00 00	Gas Utility Tax	170,000.00	14,612.17	172,539.52	(2,539.52)	0.0%
316 45 00 00	Garbage Utility Tax	165,000.00	14,078.76	164,308.43	691.57	0.4%
316 46 00 00	Cable Tv Utility Tax	41,360.00	0.00	26,321.28	15,038.72	36.4%
316 47 00 00	Telephone Utility Tax	90,000.00	5,079.64	83,379.62	6,620.38	7.4%
316 48 00 00	Electric Utility Tax	335,000.00	57,009.91	364,579.41	(29,579.41)	0.0%
316 49 10 00	Water/Sewer/Drainage Utility Tax	575,000.00	48,579.43	580,765.77	(5,765.77)	0.0%
316 81 00 00	Gambling Tax	30,000.00	0.00	19,758.79	10,241.21	34.1%
337 00 00 00	Local Grants, Entitlements, And Other Payments	1,010.00	0.00	677.59	332.41	32.9%
310 Taxes		5,974,228.89	377,859.61	6,099,985.15	(125,756.26)	0.0%

320 Licenses & Permits

321 91 00 00	Cable Tv Franchise Fee	52,000.00	0.00	45,827.02	6,172.98	11.9%
321 99 00 00	Business Lic & Permits	60,600.00	5,937.48	65,808.23	(5,208.23)	0.0%
322 10 00 00	Building Permits	203,814.00	26,748.83	289,255.95	(85,441.95)	0.0%
322 10 00 01	Mechanical Permits	12,500.00	4,341.75	38,562.69	(26,062.69)	0.0%
322 10 00 02	Plumbing Permits	6,000.00	466.50	25,960.84	(19,960.84)	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	97.25	1,248.80	2,001.20	61.6%
322 10 00 06	Sign Permit	3,000.00	10.00	3,120.00	(120.00)	0.0%
322 10 00 07	5% Permit Technology Fee	30,300.00	2,705.13	31,698.52	(1,398.52)	0.0%
322 30 00 00	Animal Licenses	8,500.00	80.00	1,800.00	6,700.00	78.8%
322 90 00 00	Gun Permits	7,575.00	880.25	9,289.00	(1,714.00)	0.0%
322 90 00 01	Right Of Way And Utility Admin	105.00	301.50	4,672.52	(4,567.52)	0.0%
322 90 00 02	Other Licenses & Permits	8,000.00	0.00	3,485.00	4,515.00	56.4%
320 Licenses & Permits		400,944.00	41,568.69	521,593.57	(120,649.57)	0.0%

330 Intergovernmental Revenues

333 97 00 00	F E M A	0.00	0.00	50,008.15	(50,008.15)	0.0%
334 01 80 01	State Grant Military Dept	0.00	0.00	8,334.69	(8,334.69)	0.0%
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	3,040.22	(4.22)	0.0%
336 06 25 00	Contracted Police Services	14,140.00	0.00	17,894.70	(3,754.70)	0.0%
336 06 26 00	Criminal Justice Special Pro	10,674.00	0.00	10,730.20	(56.20)	0.0%

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 2

001 General Fund

Revenues		Amt Budgeted	December	YTD	Remaining	
330 Intergovernmental Revenues						
336 06 42 00	Marijuana Excise Tax Distribution	10,000.00	2,525.70	9,404.58	595.42	6.0%
336 06 51 00	Crim Justice--dui Cities	1,313.00	0.00	581.68	731.32	55.7%
336 06 94 00	Liquor Excise Tax	57,658.00	0.00	58,938.33	(1,280.33)	0.0%
336 06 95 00	Liquor Board Profits	64,298.00	16,068.03	64,271.06	26.94	0.0%
330 Intergovernmental Revenues		305,619.00	18,593.73	312,524.27	(6,905.27)	0.0%
340 Charges For Services						
341 43 00 01	Credit Card Proc Fee	7,500.00	832.41	4,302.47	3,197.53	42.6%
341 81 00 00	Services	0.00	10.00	270.00	(270.00)	0.0%
345 81 00 00	Zoning/inspection Fees	150,000.00	1,947.50	196,852.26	(46,852.26)	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	91,400.56	316,131.72	(241,131.72)	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	234.00	20,026.40	15,323.60	43.3%
347 30 00 00	Park Fees	10,500.00	1,110.00	12,835.00	(2,335.00)	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	0.00	865.00	(415.00)	0.0%
340 Charges For Services		313,800.00	95,534.47	553,402.85	(239,602.85)	0.0%
350 Fines & Forfeitures						
353 10 00 00	Court Fines	7,000.00	903.44	9,190.47	(2,190.47)	0.0%
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	610.11	4,832.27	(3,232.27)	0.0%
350 Fines & Forfeitures		9,600.00	1,513.55	14,022.74	(4,422.74)	0.0%
360 Misc Revenues						
361 11 00 01	State Pool/cd Interest	60,600.00	4,637.81	81,370.13	(20,770.13)	0.0%
361 40 00 01	Sales Tax Interest	2,060.00	1,003.32	8,866.51	(6,806.51)	0.0%
362 00 00 01	Rents And Leases	0.00	0.00	3,999.16	(3,999.16)	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	(48.72)	11,426.33	(8,321.33)	0.0%
360 Misc Revenues		66,265.00	5,592.41	105,662.13	(39,397.13)	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	1,844.49	17,253.06	(17,253.06)	0.0%
380 Non Revenues		0.00	1,844.49	17,453.06	(17,453.06)	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%

6.36

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 3

001 General Fund

Revenues	Amt Budgeted	December	YTD	Remaining	
----------	--------------	----------	-----	-----------	--

397 Interfund Transfers

397 Interfund Transfers	21,036.00	0.00	21,035.71	0.29	0.0%
-------------------------	-----------	------	-----------	------	------

Fund Revenues:	13,512,170.89	542,506.95	14,066,357.99	(554,187.10)	0.0%
----------------	---------------	------------	---------------	--------------	------

Expenditures	Amt Budgeted	December	YTD	Remaining	
--------------	--------------	----------	-----	-----------	--

511 Clerk & City Council

511 60 10 00	Salaries & Wages	148,222.20	12,635.75	152,408.61	(4,186.41)	0.0%
511 60 11 00	Overtime	510.00	0.00	0.00	510.00	100.0%
511 60 20 00	Social Security	11,339.00	965.29	11,631.83	(292.83)	0.0%
511 60 21 00	Retirement	10,586.43	824.58	10,569.62	16.81	0.2%
511 60 22 00	Medical Benefits	15,860.39	953.89	15,474.72	385.67	2.4%
511 60 23 00	L & I	1,824.00	0.00	286.14	1,537.86	84.3%
511 60 24 00	Unempl, PFMLA, LTC	206.56	0.00	213.86	(7.30)	0.0%
511 60 31 00	Supplies	1,000.00	50.76	332.61	667.39	66.7%
511 60 35 00	Small Equipment	1,500.00	0.00	0.00	1,500.00	100.0%
511 60 41 00	Professional Services	93,000.00	409.09	67,101.82	25,898.18	27.8%
511 60 42 00	Communications	500.00	0.00	198.14	301.86	60.4%
511 60 44 00	Advertising	3,000.00	441.87	4,285.71	(1,285.71)	0.0%
511 60 49 00	Miscellaneous	500.00	289.89	289.89	210.11	42.0%
511 60 49 01	Meetings, Training & Travel	3,500.00	509.24	4,352.70	(852.70)	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		305,548.58	17,080.36	281,298.17	24,250.41	7.9%

512 Judicial

512 52 49 01	Cascade Court Costs	12,000.00	2,624.56	13,473.79	(1,473.79)	0.0%
512 Judicial		12,000.00	2,624.56	13,473.79	(1,473.79)	0.0%

513 Executive Activities

513 10 10 00	Salaries & Wages	142,390.00	11,283.34	146,304.44	(3,914.44)	0.0%
513 10 20 00	Social Security	12,596.74	344.13	9,656.96	2,939.78	23.3%
513 10 21 00	Retirement	15,023.45	958.64	14,559.98	463.47	3.1%
513 10 22 00	Medical Benefits	28,739.46	1,180.24	14,496.65	14,242.81	49.6%
513 10 23 00	L & I	456.00	0.00	244.28	211.72	46.4%
513 10 24 00	Unempl, PFMLA, LTC	316.84	0.00	244.30	72.54	22.9%
513 10 31 00	Supplies	500.00	131.82	131.82	368.18	73.6%
513 10 35 00	Small Equipment	0.00	0.00	1,090.81	(1,090.81)	0.0%
513 10 41 00	Professional Services	5,000.00	4,268.66	14,541.63	(9,541.63)	0.0%
513 10 42 00	Communications	700.00	42.23	4,620.63	(3,920.63)	0.0%
513 10 42 01	Mayor's Newsletter	0.00	0.00	4,098.10	(4,098.10)	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	95.00	1,722.91	777.09	31.1%
513 10 49 02	Volunteer Appreciation	3,000.00	0.00	0.00	3,000.00	100.0%
513 Executive Activities		211,722.49	18,304.06	211,712.51	9.98	0.0%

514 Administration

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 4

001 General Fund

Expenditures		Amt Budgeted	December	YTD	Remaining	
514 Administration						
514 23 10 00	Salaries & Wages	495,834.72	39,429.68	453,062.09	42,772.63	8.6%
514 23 10 99	Salaries Indirect Cost Allocation	(264,682.00)	(79,244.00)	(264,682.00)	0.00	0.0%
514 23 11 00	Overtime	1,500.00	0.00	257.83	1,242.17	82.8%
514 23 20 00	Social Security	37,883.61	2,995.01	34,232.15	3,651.46	9.6%
514 23 21 00	Retirement	55,459.93	3,708.91	48,637.74	6,822.19	12.3%
514 23 22 00	Medical Benefits	113,999.48	8,365.75	103,861.89	10,137.59	8.9%
514 23 22 99	Benefits Indirect Cost Allocation	(118,606.00)	(43,316.00)	(118,606.00)	0.00	0.0%
514 23 23 00	L & I	1,140.00	0.00	969.39	170.61	15.0%
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	899.02	104.87	10.4%
514 23 31 00	Supplies	3,000.00	652.65	3,501.78	(501.78)	0.0%
514 23 31 99	Supplies Indirect Cost Allocation	(9,775.00)	12,221.00	(9,775.00)	0.00	0.0%
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	4,876.52	58,278.99	(11,828.99)	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	3,673.97	50,287.98	(15,287.98)	0.0%
514 23 41 99	Services Indirect Cost Allocation	(304,971.00)	(85,591.00)	(304,971.00)	0.00	0.0%
514 23 42 00	Communications	2,500.00	132.47	3,161.81	(661.81)	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	378.61	4,127.87	12,372.13	75.0%
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	(100.52)	9,506.80	(4,006.80)	0.0%
514 23 49 05	Credit Card Bank Fees	12,000.00	221.40	4,565.38	7,434.62	62.0%
514 23 49 06	Dues	1,100.00	0.00	998.55	101.45	9.2%
514 Administration		143,357.63	(131,595.55)	87,709.78	55,647.85	38.8%

515 Legal Services

515 41 41 21	External Legal Services-Advice	85,000.00	4,258.55	82,883.24	2,116.76	2.5%
515 45 41 22	External Legal Serv-Claims & Litigation	2,500.00	0.00	0.00	2,500.00	100.0%
515 93 41 23	Adult Misdemeanor Public Def	24,000.00	4,770.00	28,644.00	(4,644.00)	0.0%
515 93 41 24	Adult Misdemeanor Prosecuting Attorny	0.00	0.00	5,271.65	(5,271.65)	0.0%
515 Legal Services		111,500.00	9,028.55	116,798.89	(5,298.89)	0.0%

518 Centralized Services

518 10 10 00	Salaries & Wages	63,214.00	5,474.00	60,025.10	3,188.90	5.0%
518 10 20 00	Social Security	4,835.54	413.67	4,541.54	294.00	6.1%
518 10 21 00	Retirement	12,652.97	507.69	5,972.01	6,680.96	52.8%
518 10 22 00	Medical Benefits	12,362.15	1,155.52	12,749.62	(387.47)	0.0%
518 10 23 00	L & I	114.00	0.00	100.28	13.72	12.0%
518 10 24 00	Unempl, PFMLA, LTC	126.42	0.00	117.38	9.04	7.2%
518 10 31 00	Supplies	1,000.00	9.83	592.91	407.09	40.7%
518 10 41 00	Professional Services	6,000.00	7,145.88	22,285.75	(16,285.75)	0.0%
518 10 44 00	Advertsing	10,000.00	0.00	548.00	9,452.00	94.5%
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	298.00	298.00	4,702.00	94.0%
518 10 49 06	Dues	500.00	0.00	244.00	256.00	51.2%

6.38

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 5

001 General Fund

Expenditures		Amt Budgeted	December	YTD	Remaining	
518 Centralized Services						
518 10 49 10	Wellness Program	2,000.00	595.95	2,670.98	(670.98)	0.0%
	010 Personnel Services	120,805.08	15,600.54	110,200.67	10,604.41	8.8%
518 30 10 00	Salaries & Wages	76,718.00	8,005.79	85,599.17	(8,881.17)	0.0%
518 30 11 00	Overtime	415.00	458.59	2,832.46	(2,417.46)	0.0%
518 30 20 00	Social Security	3,000.00	644.89	6,744.47	(3,744.47)	0.0%
518 30 21 00	Retirement	14,104.00	919.44	10,065.21	4,038.79	28.6%
518 30 22 00	Medical Benefits	9,070.00	2,002.39	20,819.86	(11,749.86)	0.0%
518 30 23 00	L & I	493.68	0.00	854.64	(360.96)	0.0%
518 30 24 00	Unempl, PFMLA, LTC	77.61	0.00	149.03	(71.42)	0.0%
518 30 31 00	Supplies	6,500.00	178.69	8,064.90	(1,564.90)	0.0%
518 30 31 05	Uniforms	1,600.00	0.00	982.44	617.56	38.6%
518 30 32 00	Fuel	2,500.00	545.85	5,383.37	(2,883.37)	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	2,968.32	23,846.13	15,653.87	39.6%
518 30 42 00	Communications	600.00	293.90	838.02	(238.02)	0.0%
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	1,828.41	13,828.14	4,231.86	23.4%
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	603.06	6,004.93	5,995.07	50.0%
518 30 49 01	Meetings, Training & Travel	2,000.00	0.00	274.60	1,725.40	86.3%
518 30 49 06	Dues	0.00	0.00	154.61	(154.61)	0.0%
	030 Buildings & Grounds	337,388.29	18,449.33	365,124.89	(27,736.60)	0.0%
518 90 31 90	General Gov't Supplies & Mat'l's	6,000.00	69.44	4,808.98	1,191.02	19.9%
518 90 35 90	Other General Governmental Services (SA) - Small Tools And Minor Equipment	1,000.00	2,096.37	2,096.37	(1,096.37)	0.0%
518 90 42 00	General Gov't Communications	10,000.00	653.39	4,079.38	5,920.62	59.2%
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	0.18	65.89	434.11	86.8%
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	2,819.38	27,379.50	8,320.50	23.3%
	518 Centralized Services	493,893.37	36,869.25	502,705.06	(8,811.69)	0.0%

521 Law Enforcement

521 10 10 00	Salaries & Wages	146,926.29	13,768.21	151,033.21	(4,106.92)	0.0%
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	1,051.79	11,551.37	(235.01)	0.0%
521 10 21 00	Retirement	18,030.45	1,382.24	17,653.85	376.60	2.1%
521 10 22 00	Medical Benefits	41,903.52	4,887.75	54,172.99	(12,269.47)	0.0%
521 10 23 00	L & I	456.00	0.00	481.98	(25.98)	0.0%
521 10 24 00	Unempl, PFMLA, LTC	295.86	0.00	299.74	(3.88)	0.0%
521 10 31 00	Supplies	2,500.00	58.79	3,416.08	(916.08)	0.0%
521 10 31 01	Supplies - Nat'l Night Out	4,000.00	366.75	3,687.71	312.29	7.8%
521 10 31 02	Training Supplies	275.00	0.00	0.00	275.00	100.0%

6.39

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 6

001 General Fund

Expenditures	Amt Budgeted	December	YTD	Remaining	
521 Law Enforcement					
521 10 31 03 Citizen Patrol	0.00	1,687.80	2,753.76	(2,753.76)	0.0%
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%
521 10 41 00 Professional Services	400.00	22.39	316.97	83.03	20.8%
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	2,032.76	12,266.29	(2,166.29)	0.0%
521 10 48 03 Repair\maintenance	1,000.00	0.00	11,205.82	(10,205.82)	0.0%
521 10 49 00 Miscellaneous	1,000.00	139.36	616.94	383.06	38.3%
521 10 49 02 Dues	700.00	0.00	499.88	200.12	28.6%
521 10 49 03 Meeting, Training & Travel	2,000.00	0.00	1,661.79	338.21	16.9%
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	2,111,430.00	0.00	0.0%
521 10 49 08 Sno911&SERS (wasDispatch)	109,841.00	27,460.26	109,841.04	(0.04)	0.0%
521 10 49 10 Animal Control	3,630.00	264.32	5,690.20	(2,060.20)	0.0%
521 Law Enforcement	2,469,789.48	229,074.92	2,500,012.69	(30,223.21)	0.0%

522 Fire Control

522 22 49 03 Administrative Service Contract	20,000.00	0.00	17,735.02	2,264.98	11.3%
522 Fire Control	20,000.00	0.00	17,735.02	2,264.98	11.3%

523 Jail Costs

523 50 49 03 County Jail	55,000.00	6,389.56	43,921.34	11,078.66	20.1%
523 Jail Costs	55,000.00	6,389.56	43,921.34	11,078.66	20.1%

525 Emergency Services

525 10 49 03 Emergency Services-SnoCo DEM	10,110.00	0.00	11,637.00	(1,527.00)	0.0%
525 Emergency Services	10,110.00	0.00	11,637.00	(1,527.00)	0.0%

551 Public Housing Services

551 10 49 09 Resource Cntr-Housing	65,000.00	0.00	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	0.00	36,348.65	30,391.35	45.5%

558 Community Planning & Economic Development

558 60 10 00 Salaries & Wages	477,068.00	43,162.09	505,759.06	(28,691.06)	0.0%
558 60 10 99 PW Lead Construction Sal & Ben Allocation	0.00	(11,754.93)	(26,633.82)	26,633.82	100.0%
558 60 11 00 Overtime	900.00	889.09	6,206.95	(5,306.95)	0.0%
558 60 20 00 Social Security	37,594.52	3,359.33	39,105.78	(1,511.26)	0.0%
558 60 21 00 Retirement	53,586.45	4,316.12	53,287.56	298.89	0.6%
558 60 22 00 Medical Benefits	84,744.11	6,759.77	82,353.79	2,390.32	2.8%
558 60 23 00 L & I	1,872.00	0.00	1,238.79	633.21	33.8%
558 60 24 00 Unempl, PFMLA, LTC	996.33	0.00	972.02	24.31	2.4%
558 60 31 00 Supplies	4,000.00	309.94	5,570.49	(1,570.49)	0.0%
558 60 32 00 Fuel	875.00	79.99	560.35	314.65	36.0%
558 60 35 00 Small Equipment	1,500.00	0.00	0.00	1,500.00	100.0%

6.40

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 7

001 General Fund

Expenditures		Amt Budgeted	December	YTD	Remaining	
558 Community Planning & Economic Development						
558 60 41 00	Professional Services	479,500.00	31,985.75	329,579.76	149,920.24	31.3%
558 60 41 09	Prof Serv-Reimbursable	35,500.00	3,238.75	24,885.70	10,614.30	29.9%
558 60 41 10	Prof Serv-Utilities Reimbursable	0.00	225.50	47,273.69	(47,273.69)	0.0%
558 60 42 00	Communications	2,000.00	161.69	1,565.28	434.72	21.7%
558 60 44 00	Advertising	4,000.00	647.79	3,473.39	526.61	13.2%
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	0.00	799.92	400.08	33.3%
558 60 49 00	Meetings, Training & Travel	6,000.00	0.00	8,397.48	(2,397.48)	0.0%
558 60 49 02	Dues	13,500.00	105.00	14,202.29	(702.29)	0.0%
558 60 49 80	Interfund Payment for Eng Service	0.00	1,632.54	5,856.36	(5,856.36)	0.0%
060 Community Development		1,208,436.41	85,118.42	1,104,649.25	103,787.16	8.6%
558 70 10 00	Salaries & Wages	98,066.81	0.00	96,663.80	1,403.01	1.4%
558 70 20 00	Social Security	7,502.11	0.00	7,394.81	107.30	1.4%
558 70 21 00	Retirement	10,051.85	0.00	8,311.47	1,740.38	17.3%
558 70 22 00	Medical Benefits	23,857.20	0.00	16,378.29	7,478.91	31.3%
558 70 23 00	L & I	228.00	0.00	240.69	(12.69)	0.0%
558 70 24 00	Unempl, PFMLA, LTC	196.13	0.00	197.35	(1.22)	0.0%
558 70 31 00	Supplies	1,000.00	0.00	410.79	589.21	58.9%
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	780.27	12,295.74	87,704.26	87.7%
558 70 42 00	Communications	1,500.00	42.23	463.48	1,036.52	69.1%
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	0.00	1,697.67	(197.67)	0.0%
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	822.50	144,054.09	105,348.01	42.2%
558 Community Planning & Economic		1,457,838.51	85,940.92	1,248,703.34	209,135.17	14.3%
566 Substance Abuse						
566 00 49 05	Liquor Board Excise Tax	1,602.00	598.82	2,452.26	(850.26)	0.0%
566 Substance Abuse		1,602.00	598.82	2,452.26	(850.26)	0.0%
569 Aging And Disability Services						
569 10 49 08	Sr Center LEAP	10,000.00	0.00	10,000.00	0.00	0.0%
569 Aging And Disability Services		10,000.00	0.00	10,000.00	0.00	0.0%
572 Libraries						
572 10 47 00	Utilities	12,360.00	712.24	13,833.54	(1,473.54)	0.0%
572 10 48 00	Repair/maintenance	2,500.00	0.00	0.00	2,500.00	100.0%
572 Libraries		14,860.00	712.24	13,833.54	1,026.46	6.9%
576 Park Facilities						
576 80 10 00	Salaries & Wages	299,594.32	22,249.75	291,344.95	8,249.37	2.8%
576 80 11 00	Overtime	2,685.80	111.02	2,708.26	(22.46)	0.0%

6.41

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 8

001 General Fund

Expenditures	Amt Budgeted	December	YTD	Remaining	
576 Park Facilities					
576 80 20 00 Social Security	22,968.04	1,691.98	22,409.81	558.23	2.4%
576 80 21 00 Retirement	35,555.09	2,301.17	30,073.10	5,481.99	15.4%
576 80 22 00 Medical Benefits	63,360.24	5,091.77	63,773.53	(413.29)	0.0%
576 80 23 00 L & I	3,569.28	0.00	3,457.46	111.82	3.1%
576 80 24 00 Unempl, PFMLA, LTC	640.63	0.00	574.45	66.18	10.3%
576 80 31 00 Supplies	25,025.00	1,047.35	14,302.84	10,722.16	42.8%
576 80 32 00 Fuel	8,200.00	726.49	14,917.71	(6,717.71)	0.0%
576 80 35 00 Small Equipment	5,050.00	1,919.35	4,275.32	774.68	15.3%
576 80 35 01 Uniforms	1,600.00	466.50	1,273.36	326.64	20.4%
576 80 41 00 Professional Services	19,540.00	3,611.09	26,642.52	(7,102.52)	0.0%
576 80 42 00 Communications	1,500.00	196.81	2,575.65	(1,075.65)	0.0%
576 80 45 06 Rent	2,500.00	275.93	335.35	2,164.65	86.6%
576 80 47 00 Utilities	22,750.00	1,583.52	38,093.33	(15,343.33)	0.0%
576 80 48 00 Repair/maintenance	18,000.00	102.91	21,965.45	(3,965.45)	0.0%
576 80 49 01 Meetings, Training & Travel	1,250.00	0.00	2,233.14	(983.14)	0.0%
576 80 49 02 Dues	0.00	0.00	529.90	(529.90)	0.0%
576 Park Facilities	533,788.40	41,375.64	541,486.13	(7,697.73)	0.0%

580 Non Expenditures

582 30 00 01 Court Collections	0.00	4,984.67	15,994.41	(15,994.41)	0.0%
589 90 00 01 Payroll EE Deductions Clearing	0.00	(3,643.93)	(4,839.62)	4,839.62	100.0%
589 90 00 02 Payroll Draw Clearing	0.00	0.00	(550.00)	550.00	100.0%
580 Non Expenditures	0.00	1,340.74	10,604.79	(10,604.79)	0.0%

591 Debt Service

591 18 70 00 Leases	0.00	693.34	7,813.05	(7,813.05)	0.0%
591 58 70 00 Leases	0.00	194.43	1,971.89	(1,971.89)	0.0%
591 76 70 00 Leases	0.00	0.00	259.18	(259.18)	0.0%
591 Debt Service	0.00	887.77	10,044.12	(10,044.12)	0.0%

594 Capital Expenditures

594 18 64 01 Machinery & Equipment	25,000.00	0.00	1,283.84	23,716.16	94.9%
594 Capital Expenditures	25,000.00	0.00	1,283.84	23,716.16	94.9%

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	111,000.00	(20,000.00)	111,000.00	0.00	0.0%
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%

6.42

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 9

001 General Fund

Expenditures	Amt Budgeted	December	YTD	Remaining	
597 Interfund Transfers					
597 Interfund Transfers	4,591,165.00	(20,000.00)	4,591,165.00	0.00	0.0%
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:	12,925,879.83	298,631.84	10,252,925.92	2,672,953.91	20.7%
Fund Excess/(Deficit):	586,291.06	243,875.11	3,813,432.07		

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 10

101 Street Fund

Revenues	Amt Budgeted	December	YTD	Remaining	
----------	--------------	----------	-----	-----------	--

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	4,903.38	29,814.91	(9,814.91)	0.0%
320 Licenses & Permits		20,000.00	4,903.38	29,814.91	(9,814.91)	0.0%

330 Intergovernmental Revenues

336 00 71 00	Multimodal Transportation	11,000.00	2,728.75	10,914.83	85.17	0.8%
336 00 87 00	Mvft Unrestricted Fuel Tax	147,362.00	14,397.92	155,647.36	(8,285.36)	0.0%
330 Intergovernmental Revenues		158,362.00	17,126.67	166,562.19	(8,200.19)	0.0%

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	310.75	9,865.79	(7,865.79)	0.0%
360 Misc Revenues		2,000.00	310.75	9,865.79	(7,865.79)	0.0%

380 Non Revenues

382 20 01 01	Retainage	0.00	0.00	1,510.98	(1,510.98)	0.0%
380 Non Revenues		0.00	0.00	1,510.98	(1,510.98)	0.0%

397 Interfund Transfers

397 00 00 00	Transfer In From GF	400,000.00	0.00	370,000.00	30,000.00	7.5%
397 Interfund Transfers		400,000.00	0.00	370,000.00	30,000.00	7.5%

Fund Revenues:	891,179.00	22,340.80	890,213.18	965.82	0.1%
----------------	------------	-----------	------------	--------	------

Expenditures	Amt Budgeted	December	YTD	Remaining	
--------------	--------------	----------	-----	-----------	--

542 Streets - Maintenance

542 30 10 00	Salaries & Wages	275,761.00	22,860.59	285,426.21	(9,665.21)	0.0%
542 30 10 99	Engineering Sal & Ben Allocation	(75,000.00)	(15,899.52)	(65,620.26)	(9,379.74)	0.0%
542 30 11 00	Overtime	1,705.00	472.50	5,402.20	(3,697.20)	0.0%
542 30 20 00	Social Security	14,523.91	1,652.94	21,786.49	(7,262.58)	0.0%
542 30 21 00	Retirement	20,000.00	2,298.32	29,455.05	(9,455.05)	0.0%
542 30 22 00	Medical Benefits	50,000.00	5,116.87	62,363.60	(12,363.60)	0.0%
542 30 23 00	L & I	945.16	0.00	2,797.79	(1,852.63)	0.0%
542 30 24 00	Unemployment & PFMLA	599.43	0.00	576.36	23.07	3.8%
542 30 31 00	Supplies	38,511.25	1,333.55	49,185.01	(10,673.76)	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	588.00	5,678.46	883.89	13.5%

6.44

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 11

101 Street Fund

Expenditures		Amt Budgeted	December	YTD	Remaining	
542 Streets - Maintenance						
542 30 35 00	Small Tools & Equipment	700.00	1,350.28	2,015.36	(1,315.36)	0.0%
542 30 41 00	Professional Services	48,000.00	2,904.49	24,215.75	23,784.25	49.6%
542 30 42 00	Communications	1,188.00	71.57	974.43	213.57	18.0%
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	68,000.00	5,634.04	65,522.26	2,477.74	3.6%
542 30 48 00	Repair/maintenance	75,020.00	1,961.68	49,985.18	25,034.82	33.4%
542 30 48 01	SnoCo PW Striping	17,000.00	9,388.71	15,135.80	1,864.20	11.0%
542 30 49 01	Meetings, Training & Travel	2,468.00	60.00	910.47	1,557.53	63.1%
542 30 49 03	Dues	100.00	0.00	178.85	(78.85)	0.0%
542 Streets - Maintenance		571,565.00	39,794.02	583,178.63	(11,613.63)	0.0%
591 Debt Service						
591 95 70 00	Leases	0.00	0.00	259.18	(259.18)	0.0%
591 Debt Service		0.00	0.00	259.18	(259.18)	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:		848,500.47	39,794.02	665,937.81	182,562.66	21.5%
Fund Excess/(Deficit):		42,678.53	(17,453.22)	224,275.37		

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 12

102 Street Impact Fee Fund

Revenues	Amt Budgeted	December	YTD	Remaining
----------	--------------	----------	-----	-----------

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	96,000.00	0.00	95,889.95	110.05	0.1%
340 Charges For Services		96,000.00	0.00	95,889.95	110.05	0.1%

360 Misc Revenues

361 11 01 02	State Pool/cd Interest	4,000.00	630.51	15,411.78	(11,411.78)	0.0%
360 Misc Revenues		4,000.00	630.51	15,411.78	(11,411.78)	0.0%

Fund Revenues:	1,084,791.00	630.51	1,096,093.18	(11,302.18)	0.0%
----------------	--------------	--------	--------------	-------------	------

Expenditures	Amt Budgeted	December	YTD	Remaining
--------------	--------------	----------	-----	-----------

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%
--------------------	--------------	------	------------	------------	-------

Fund Excess/(Deficit):	57,761.00	630.51	491,093.18
------------------------	-----------	--------	------------

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 13

103 Street Construction Fund

Revenues	Amt Budgeted	December	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	247,000.00	0.00	2,305.72	244,694.28	99.1%
330 Intergovernmental Revenues	247,000.00	0.00	2,305.72	244,694.28	99.1%

360 Misc Revenues

361 11 01 03 State Pool/cd Interest	60,000.00	2,512.07	62,301.08	(2,301.08)	0.0%
360 Misc Revenues	60,000.00	2,512.07	62,301.08	(2,301.08)	0.0%

380 Non Revenues

382 20 01 03 Retainage	29,764.00	5,671.10	48,757.41	(18,993.41)	0.0%
380 Non Revenues	29,764.00	5,671.10	48,757.41	(18,993.41)	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	700,000.00	0.00	0.0%
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	40,500.00	0.00	40,500.00	0.00	0.0%
397 04 01 21 Transfer In From Reet (121)	1,200,000.00	0.00	1,200,000.00	0.00	0.0%
397 Interfund Transfers	3,735,500.00	0.00	3,735,500.00	0.00	0.0%

Fund Revenues:	4,627,425.00	8,183.17	4,404,025.60	223,399.40	4.8%
----------------	--------------	----------	--------------	------------	------

Expenditures	Amt Budgeted	December	YTD	Remaining	
--------------	--------------	----------	-----	-----------	--

580 Non Expenditures

582 20 01 03 Refund Retainage	0.00	0.00	(743.68)	743.68	100.0%
580 Non Expenditures	0.00	0.00	(743.68)	743.68	100.0%

594 Capital Expenditures

595 10 61 06 Sidewalk Installation	812,204.00	1,449.00	263,653.37	548,550.63	67.5%
595 10 63 07 276th Sidewalk	0.00	1,305.25	1,305.25	(1,305.25)	0.0%
595 10 63 08 Viking Way Eng	25,000.00	14,988.50	24,147.28	852.72	3.4%
595 10 63 09 Viking Way ROW	300,000.00	252,051.17	299,257.65	742.35	0.2%
595 30 63 05 Misc Capital Projects	9,229.00	0.00	21,540.00	(12,311.00)	0.0%
595 30 63 08 SR 532 Beautification	35,955.00	0.00	0.00	35,955.00	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)	0.00	2,003.00	508,142.24	(508,142.24)	0.0%
595 30 63 49 City Beautification	50,000.00	688.62	51,990.24	(1,990.24)	0.0%
595 30 63 53 Twin City Mile Dwntrwn Reno Proj	1,600,000.00	125,732.52	1,669,715.42	(69,715.42)	0.0%
594 Capital Expenditures	2,832,388.00	398,218.06	2,840,706.14	(8,318.14)	0.0%

6.47

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 14

103 Street Construction Fund

Expenditures	Amt Budgeted	December	YTD	Remaining	
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:	3,333,149.00	398,218.06	2,839,962.46	493,186.54	14.8%
Fund Excess/(Deficit):	1,294,276.00	(390,034.89)	1,564,063.14		

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 15

104 Park And Trail Improvement Fund

Revenues	Amt Budgeted	December	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 50 00 WDFW	0.00	516,970.25	516,970.25	(516,970.25)	0.0%
334 02 70 72 RCO	500,000.00	74,666.67	74,666.67	425,333.33	85.1%
334 03 10 10 DOE-Floodplains By Design	286,812.00	0.00	77,805.78	209,006.22	72.9%
330 Intergovernmental Revenues	786,812.00	591,636.92	669,442.70	117,369.30	14.9%

360 Misc Revenues

361 11 01 04 State Pool/cd Interest	75,000.00	2,707.93	77,144.66	(2,144.66)	0.0%
362 00 01 04 Rents And Leases	1,000.00	0.00	600.00	400.00	40.0%
369 91 01 04 Miscellaneous Revenue	0.00	0.00	500.00	(500.00)	0.0%
360 Misc Revenues	76,000.00	2,707.93	78,244.66	(2,244.66)	0.0%

380 Non Revenues

382 20 01 04 Retainage	0.00	0.00	72,068.05	(72,068.05)	0.0%
380 Non Revenues	0.00	0.00	72,068.05	(72,068.05)	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	800,000.00	0.00	0.0%
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	2,450,000.00	0.00	0.0%

Fund Revenues:	5,031,577.00	594,344.85	4,988,519.91	43,057.09	0.9%
----------------	--------------	------------	--------------	-----------	------

Expenditures	Amt Budgeted	December	YTD	Remaining	
--------------	--------------	----------	-----	-----------	--

580 Non Expenditures

582 10 01 04 Refund Of Deposits	1,200.00	0.00	1,200.00	0.00	0.0%
582 20 01 04 Refund Retainage	45,675.00	0.00	45,674.94	0.06	0.0%
580 Non Expenditures	46,875.00	0.00	46,874.94	0.06	0.0%

594 Capital Expenditures

594 76 61 21 Hamilton Improvements	1,600,000.00	12,220.77	1,089,827.64	510,172.36	31.9%
594 76 63 03 Dwntrwn Park Clean-up & Development	100,000.00	2,920.00	92,652.07	7,347.93	7.3%
594 76 63 05 Johnson Farm Improvements	355,248.00	8,295.65	380,102.48	(24,854.48)	0.0%
594 76 63 06 Raplee Property Eval	10,000.00	212.50	9,315.04	684.96	6.8%
594 76 63 18 Heritage Park Improvemments	400,000.00	25,599.20	373,362.15	26,637.85	6.7%
594 76 63 19 Stanwood Port Susan Trail	187,379.00	709.80	212,718.55	(25,339.55)	0.0%
594 76 63 22 Church Creek	240,000.00	248.30	133,069.35	106,930.65	44.6%

6.49

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 16

104 Park And Trail Improvement Fund

Expenditures	Amt Budgeted	December	YTD	Remaining	
594 Capital Expenditures					
594 Capital Expenditures	2,892,627.00	50,206.22	2,291,047.28	601,579.72	20.8%
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:	5,120,927.00	50,206.22	2,337,922.22	2,783,004.78	54.3%
Fund Excess/(Deficit):	(89,350.00)	544,138.63	2,650,597.69		

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 17

106 Park Impact Fees

Revenues	Amt Budgeted	December	YTD	Remaining
----------	--------------	----------	-----	-----------

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	119,400.00	0.00	123,904.00	(4,504.00)	0.0%
340 Charges For Services		119,400.00	0.00	123,904.00	(4,504.00)	0.0%

360 Misc Revenues

361 11 01 06	State Pool/cd Interest	600.00	221.39	3,242.00	(2,642.00)	0.0%
360 Misc Revenues		600.00	221.39	3,242.00	(2,642.00)	0.0%

Fund Revenues:		215,294.00	221.39	222,440.02	(7,146.02)	0.0%
----------------	--	------------	--------	------------	------------	------

Expenditures	Amt Budgeted	December	YTD	Remaining
--------------	--------------	----------	-----	-----------

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%
--------------------	--	------------	------	-----------	------------	-------

Fund Excess/(Deficit):		48,960.00	221.39	172,440.02		
------------------------	--	-----------	--------	------------	--	--

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 18

107 Equipment Reserve Fund

Revenues	Amt Budgeted	December	YTD	Remaining
----------	--------------	----------	-----	-----------

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	15,335.00	684.14	16,698.14	(1,363.14)	0.0%
360 Misc Revenues		15,335.00	684.14	16,698.14	(1,363.14)	0.0%

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:	834,076.00	684.14	835,439.55	(1,363.55)	0.0%
----------------	------------	--------	------------	------------	------

Expenditures	Amt Budgeted	December	YTD	Remaining
--------------	--------------	----------	-----	-----------

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	19,000.00	0.00	217,089.12	(198,089.12)	0.0%
594 18 64 09	Machinery & Equipment - Street	264,579.00	182.28	25,080.62	239,498.38	90.5%
594 18 64 10	Machinery & Equipment - B&G	19,000.00	182.28	25,080.62	(6,080.62)	0.0%
594 Capital Expenditures		302,579.00	364.56	302,943.61	(364.61)	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:	959,922.00	364.56	302,943.61	656,978.39	68.4%
--------------------	------------	--------	------------	------------	-------

Fund Excess/(Deficit):	(125,846.00)	319.58	532,495.94
------------------------	--------------	--------	------------

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 19

108 Transportation Sales Tax Fund

Revenues	Amt Budgeted	December	YTD	Remaining
----------	--------------	----------	-----	-----------

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	514,000.00	49,343.97	588,325.07	(74,325.07)	0.0%
310 Taxes		514,000.00	49,343.97	588,325.07	(74,325.07)	0.0%

360 Misc Revenues

361 11 01 08	State Pool/cd Interest	6,000.00	275.54	5,330.26	669.74	11.2%
360 Misc Revenues		6,000.00	275.54	5,330.26	669.74	11.2%

Fund Revenues:	990,300.00	49,619.51	1,063,955.05	(73,655.05)	0.0%
----------------	------------	-----------	--------------	-------------	------

Expenditures	Amt Budgeted	December	YTD	Remaining
--------------	--------------	----------	-----	-----------

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	700,000.00	0.00	0.0%
597 Interfund Transfers		800,000.00	0.00	800,000.00	0.00	0.0%

999 Ending Balance

508 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	800,000.00	155,160.00	16.2%
--------------------	------------	------	------------	------------	-------

Fund Excess/(Deficit):	35,140.00	49,619.51	263,955.05
------------------------	-----------	-----------	------------

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 20

109 Contingency Fund

Revenues	Amt Budgeted	December	YTD	Remaining
----------	--------------	----------	-----	-----------

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	801.21	14,703.27	(10,703.27)	0.0%
360 Misc Revenues		4,000.00	801.21	14,703.27	(10,703.27)	0.0%

397 Interfund Transfers

397 02 00 01	Transfer In From General Fun	138,000.00	(20,000.00)	111,000.00	27,000.00	19.6%
397 Interfund Transfers		138,000.00	(20,000.00)	111,000.00	27,000.00	19.6%

Fund Revenues:	620,354.00	(19,198.79)	604,056.96	16,297.04	2.6%
----------------	------------	-------------	------------	-----------	------

Expenditures	Amt Budgeted	December	YTD	Remaining
--------------	--------------	----------	-----	-----------

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%
--------------------	------------	------	------	------------	--------

Fund Excess/(Deficit):	0.00	(19,198.79)	604,056.96
------------------------	------	-------------	------------

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 21

110 Building Improvement Fund

Revenues		Amt Budgeted	December	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	75,000.00	0.00	0.0%
310 Taxes		75,000.00	9,375.00	75,000.00	0.00	0.0%

360 Misc Revenues

361 11 01 10	State Pool/cd Interest	20,000.00	4,961.11	90,215.20	(70,215.20)	0.0%
361 30 01 10	Gain/Loss on Sale of Invest	646,724.00	0.00	0.00	646,724.00	100.0%
360 Misc Revenues		666,724.00	4,961.11	90,215.20	576,508.80	86.5%

390 Other Revenues

395 10 01 10	Proceeds from Sales of Assets	0.00	0.00	646,723.77	(646,723.77)	0.0%
390 Other Revenues		0.00	0.00	646,723.77	(646,723.77)	0.0%

397 Interfund Transfers

397 02 01 20	Transfer In REET 1 (120)	800,000.00	0.00	0.00	800,000.00	100.0%
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		1,800,000.00	0.00	1,000,000.00	800,000.00	44.4%

Fund Revenues:	5,359,261.00	14,336.11	4,629,475.90	729,785.10	13.6%
----------------	--------------	-----------	--------------	------------	-------

Expenditures		Amt Budgeted	December	YTD	Remaining	
--------------	--	--------------	----------	-----	-----------	--

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	120,464.00	423.75	755,078.79	(634,614.79)	0.0%
594 18 62 13	Police/City Hall Construction	710,000.00	0.00	858.92	709,141.08	99.9%
594 Capital Expenditures		830,464.00	423.75	756,402.07	74,061.93	8.9%

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:	3,843,001.00	423.75	756,402.07	3,086,598.93	80.3%
--------------------	--------------	--------	------------	--------------	-------

Fund Excess/(Deficit):	1,516,260.00	13,912.36	3,873,073.83		
------------------------	--------------	-----------	--------------	--	--

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 22

115 Tourism And Promotion

Revenues	Amt Budgeted	December	YTD	Remaining	
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	194.77	460.81	539.19	53.9%
310 Taxes	1,000.00	194.77	460.81	539.19	53.9%

330 Intergovernmental Revenues

337 00 00 50 Grant Sno-Co DSC	8,000.00	0.00	7,500.00	500.00	6.3%
330 Intergovernmental Revenues	8,000.00	0.00	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	0.00	3,100.00	(3,100.00)	0.0%
360 Misc Revenues	1,000.00	0.00	3,100.00	(2,100.00)	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	194.77	139,597.95	(60.95)	0.0%
----------------	------------	--------	------------	---------	------

Expenditures	Amt Budgeted	December	YTD	Remaining	
557 Community Services					
557 30 31 00 Supplies	1,000.00	0.00	1,792.94	(792.94)	0.0%
557 30 41 00 Professional Services	48,500.00	1,994.00	42,312.88	6,187.12	12.8%
557 30 41 03 Tourism Grants	21,000.00	4,282.93	8,282.93	12,717.07	60.6%
557 30 44 00 Advertising	26,500.00	112.71	26,856.22	(356.22)	0.0%
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	6,389.64	80,208.00	21,792.00	21.4%

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	6,389.64	80,208.00	59,329.00	42.5%
--------------------	------------	----------	-----------	-----------	-------

6.56

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 23

115 Tourism And Promotion

Fund Excess/(Deficit):	0.00	(6,194.87)	59,389.95
------------------------	------	------------	-----------

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 24

120 REET - Capital Improvements

Revenues	Amt Budgeted	December	YTD	Remaining
----------	--------------	----------	-----	-----------

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	268,000.00	24,924.60	306,945.39	(38,945.39)	0.0%
310 Taxes		268,000.00	24,924.60	306,945.39	(38,945.39)	0.0%

360 Misc Revenues

361 11 01 20	State Pool/cd Interest	12,000.00	1,087.14	27,359.95	(15,359.95)	0.0%
360 Misc Revenues		12,000.00	1,087.14	27,359.95	(15,359.95)	0.0%

Fund Revenues:	1,617,379.00	26,011.74	1,671,684.69	(54,305.69)	0.0%
----------------	--------------	-----------	--------------	-------------	------

Expenditures	Amt Budgeted	December	YTD	Remaining
--------------	--------------	----------	-----	-----------

597 Interfund Transfers

597 00 01 04	Transfer Out To Park Imp (104)	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 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	800,000.00	799,379.00	50.0%
--------------------	--------------	------	------------	------------	-------

Fund Excess/(Deficit):	18,000.00	26,011.74	871,684.69
------------------------	-----------	-----------	------------

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 25

121 REET - Growth Management

Revenues	Amt Budgeted	December	YTD	Remaining
----------	--------------	----------	-----	-----------

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	270,000.00	24,924.60	306,945.36	(36,945.36)	0.0%
310 Taxes		270,000.00	24,924.60	306,945.36	(36,945.36)	0.0%

360 Misc Revenues

361 11 01 21	State Pool/cd Interest	10,000.00	449.19	20,206.80	(10,206.80)	0.0%
360 Misc Revenues		10,000.00	449.19	20,206.80	(10,206.80)	0.0%

Fund Revenues:	1,527,636.00	25,373.79	1,574,788.30	(47,152.30)	0.0%
----------------	--------------	-----------	--------------	-------------	------

Expenditures	Amt Budgeted	December	YTD	Remaining
--------------	--------------	----------	-----	-----------

597 Interfund Transfers

597 04 01 03	Transfer Out to Street Constr (103)	1,200,000.00	0.00	1,200,000.00	0.00	0.0%
597 Interfund Transfers		1,200,000.00	0.00	1,200,000.00	0.00	0.0%

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	1,200,000.00	303,636.00	20.2%
--------------------	--------------	------	--------------	------------	-------

Fund Excess/(Deficit):	24,000.00	25,373.79	374,788.30
------------------------	-----------	-----------	------------

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 26

205 Debt Service Fund

Revenues	Amt Budgeted	December	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	December	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		

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 27

401 Sewer Fund

Revenues	Amt Budgeted	December	YTD	Remaining	
----------	--------------	----------	-----	-----------	--

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	3,051,170.00	291,599.24	3,165,501.16	(114,331.16)	0.0%
343 50 50 01	Sewer - Other Fees	1,100.00	0.00	336.00	764.00	69.5%
	340 Charges For Services	3,052,270.00	291,599.24	3,165,837.16	(113,567.16)	0.0%

360 Misc Revenues

359 90 51 01	Late Penalties	24,000.00	1,250.26	15,771.91	8,228.09	34.3%
361 11 04 01	State Pool/cd Interest	27,313.65	2,348.68	35,535.28	(8,221.63)	0.0%
369 91 04 01	Miscellaneous	500.00	0.00	143.00	357.00	71.4%
	360 Misc Revenues	51,813.65	3,598.94	51,450.19	363.46	0.7%

Fund Revenues:	4,612,740.65	295,198.18	4,725,944.12	(113,203.47)	0.0%
----------------	--------------	------------	--------------	--------------	------

Expenditures	Amt Budgeted	December	YTD	Remaining	
--------------	--------------	----------	-----	-----------	--

535 Sewer

535 80 10 00	Salaries & Wages	558,972.00	50,550.41	568,648.85	(9,676.85)	0.0%
535 80 11 00	Overtime	3,165.00	525.81	2,115.65	1,049.35	33.2%
535 80 20 00	Social Security	39,568.00	3,688.05	43,038.18	(3,470.18)	0.0%
535 80 21 00	Retirement	60,503.00	5,447.82	63,519.84	(3,016.84)	0.0%
535 80 22 00	Medical Benefits	141,471.00	12,127.26	144,616.22	(3,145.22)	0.0%
535 80 23 00	L & I	6,880.00	0.00	6,948.56	(68.56)	0.0%
535 80 24 00	Unemployment & PFMLA	1,047.00	0.00	1,122.40	(75.40)	0.0%
535 80 31 00	Supplies	88,800.00	3,175.79	129,961.02	(41,161.02)	0.0%
535 80 31 03	Uniforms	5,500.00	270.17	3,337.55	2,162.45	39.3%
535 80 32 00	Fuel	11,500.00	1,803.68	11,186.62	313.38	2.7%
535 80 35 00	Small Equipment	15,000.00	275.36	13,428.43	1,571.57	10.5%
535 80 41 00	Professional Services	231,300.00	14,969.25	126,953.98	104,346.02	45.1%
535 80 42 00	Communications	30,750.00	1,933.90	22,888.65	7,861.35	25.6%
535 80 43 00	Permits	13,500.00	0.00	12,517.29	982.71	7.3%
535 80 44 00	Advertising	600.00	0.00	161.64	438.36	73.1%
535 80 45 00	Rentals	4,560.00	47.38	595.84	3,964.16	86.9%
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	14,507.18	139,379.31	46,620.69	25.1%
535 80 48 00	Repair/maintenance	201,000.00	28.69	92,738.18	108,261.82	53.9%
535 80 49 01	B & O Tax	60,000.00	4,791.44	70,552.13	(10,552.13)	0.0%
535 80 49 03	Meetings, Training & Travel	15,000.00	318.00	13,959.51	1,040.49	6.9%
535 80 49 05	Credit Card Bank Fees	13,000.00	2,123.78	17,663.19	(4,663.19)	0.0%
535 80 49 06	Dues	1,100.00	309.32	542.42	557.58	50.7%
535 80 49 80	Interfund Payment For Servic	205,790.40	95,985.00	293,173.00	(87,382.60)	0.0%
	535 Sewer	1,961,006.40	212,878.29	1,846,752.46	114,253.94	5.8%

591 Debt Service

591 35 70 00	Leases	0.00	109.24	1,483.45	(1,483.45)	0.0%
591 35 78 00	Pwtf Principal - Sewer Imprv	115,140.00	0.00	0.00	115,140.00	100.0%

6.61

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 28

401 Sewer Fund

Expenditures		Amt Budgeted	December	YTD	Remaining	
591 Debt Service						
591 35 78 02	Srf Principal-treatment Plan	465,308.02	0.00	465,029.34	278.68	0.1%
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	148,500.00	148,500.00	1,500.00	1.0%
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	47,190.00	132,990.00	2,010.00	1.5%
591 Debt Service		975,107.77	195,799.24	857,062.26	118,045.51	12.1%
594 Capital Expenditures						
594 35 64 03	Machinery & Equipment	10,000.00	33,695.07	33,695.07	(23,695.07)	0.0%
594 Capital Expenditures		10,000.00	33,695.07	33,695.07	(23,695.07)	0.0%
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:		4,607,400.35	442,372.60	3,046,109.79	1,561,290.56	33.9%
Fund Excess/(Deficit):		5,340.30	(147,174.42)	1,679,834.33		

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 29

403 Sewer Construction Fund

Revenues	Amt Budgeted	December	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	57,392.00	0.00	57,392.08	(0.08)	0.0%
330 Intergovernmental Revenues	57,392.00	0.00	57,392.08	(0.08)	0.0%

340 Charges For Services

343 50 00 00 Sewer Connection Fees	31,000.00	0.00	33,000.00	(2,000.00)	0.0%
340 Charges For Services	31,000.00	0.00	33,000.00	(2,000.00)	0.0%

360 Misc Revenues

361 11 04 03 State Pool/cd Interest	120,000.00	5,822.12	126,463.81	(6,463.81)	0.0%
360 Misc Revenues	120,000.00	5,822.12	126,463.81	(6,463.81)	0.0%

380 Non Revenues

382 20 04 03 Retainage	32,842.00	0.00	32,842.39	(0.39)	0.0%
380 Non Revenues	32,842.00	0.00	32,842.39	(0.39)	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:	5,541,871.00	5,822.12	5,550,335.05	(8,464.05)	0.0%
----------------	--------------	----------	--------------	------------	------

Expenditures	Amt Budgeted	December	YTD	Remaining	
580 Non Expenditures					
582 20 04 03 Refund Retainage	45,464.00	0.00	45,463.12	0.88	0.0%
580 Non Expenditures	45,464.00	0.00	45,463.12	0.88	0.0%

594 Capital Expenditures

594 35 41 05 Sewer System Plan Update	140,000.00	19,534.73	155,815.47	(15,815.47)	0.0%
594 35 41 06 Bio-solids Removal	849.00	425.88	1,274.46	(425.46)	0.0%
594 35 41 20 Wastewater Rate Study	10,000.00	1,214.62	12,533.02	(2,533.02)	0.0%
594 35 63 38 Church Creek Collection System (Ex5A)	2,880.00	0.00	2,880.00	0.00	0.0%
594 35 63 42 Sewer Main Replm 78th&Cecelia	765,016.00	283.92	526,480.30	238,535.70	31.2%
594 35 63 43 Sewer Main Replm 79th Dr	0.00	0.00	238,819.85	(238,819.85)	0.0%
594 35 63 44 Sewer Basin 1 Pipe Replmnt Program	34,689.00	0.00	34,689.40	(0.40)	0.0%
594 35 63 47 SR532 & Pioneer Hwy Sewer Crossing	19,077.00	5,077.38	24,154.68	(5,077.68)	0.0%

6.63

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 30

403 Sewer Construction Fund

Expenditures	Amt Budgeted	December	YTD	Remaining	
594 Capital Expenditures					
594 Capital Expenditures	972,511.00	26,536.53	996,647.18	(24,136.18)	0.0%
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:	3,811,412.00	26,536.53	1,042,110.30	2,769,301.70	72.7%
Fund Excess/(Deficit):	1,730,459.00	(20,714.41)	4,508,224.75		

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 31

405 Sewer Plant Investment Fund

Revenues	Amt Budgeted	December	YTD	Remaining
----------	--------------	----------	-----	-----------

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	5,000.00	99.33	4,603.22	396.78	7.9%
368 10 04 05	Plant Investment Fees	25,000.00	17,985.00	72,018.00	(47,018.00)	0.0%
	360 Misc Revenues	30,000.00	18,084.33	76,621.22	(46,621.22)	0.0%

Fund Revenues:	548,739.00	18,084.33	595,360.19	(46,621.19)	0.0%
----------------	------------	-----------	------------	-------------	------

Expenditures	Amt Budgeted	December	YTD	Remaining
--------------	--------------	----------	-----	-----------

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%
--------------------	------------	------	------------	-----------	------

Fund Excess/(Deficit):	4,960.00	18,084.33	95,360.19
------------------------	----------	-----------	-----------

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 32

410 Drainage Fund

Revenues	Amt Budgeted	December	YTD	Remaining	
----------	--------------	----------	-----	-----------	--

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	1,544,340.00	130,656.60	1,508,229.68	36,110.32	2.3%
343 10 00 10	Drainage - Other Fees	200.00	0.00	(0.91)	200.91	100.5%
340 Charges For Services		1,544,540.00	130,656.60	1,508,228.77	36,311.23	2.4%

360 Misc Revenues

359 90 51 02	Late Penalties	0.00	585.38	7,437.64	(7,437.64)	0.0%
361 11 04 10	State Pool/cd Interest	5,100.00	923.09	11,570.26	(6,470.26)	0.0%
360 Misc Revenues		5,100.00	1,508.47	19,007.90	(13,907.90)	0.0%

Fund Revenues:	2,056,973.00	132,165.07	2,034,569.98	22,403.02	1.1%
----------------	--------------	------------	--------------	-----------	------

Expenditures	Amt Budgeted	December	YTD	Remaining	
--------------	--------------	----------	-----	-----------	--

531 Natural Resources

531 50 10 00	Salaries & Wages	197,815.00	14,622.13	192,692.25	5,122.75	2.6%
531 50 11 00	Overtime	1,695.00	458.59	5,289.54	(3,594.54)	0.0%
531 50 20 00	Social Security	15,020.00	1,088.69	14,932.69	87.31	0.6%
531 50 21 00	Retirement	19,745.00	1,631.15	20,641.88	(896.88)	0.0%
531 50 22 00	Medical Benefits	43,805.00	3,681.19	44,498.09	(693.09)	0.0%
531 50 23 00	L & I	3,500.00	0.00	2,584.60	915.40	26.2%
531 50 24 00	Unemployment & PFMLA	400.00	0.00	400.44	(0.44)	0.0%
531 50 31 00	Supplies	59,725.00	3,433.13	10,339.53	49,385.47	82.7%
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	571.63	5,516.05	1,733.95	23.9%
531 50 35 00	Small Equipment	2,500.00	1,129.71	2,220.12	279.88	11.2%
531 50 41 00	Professional Services	35,160.00	19,415.80	60,827.82	(25,667.82)	0.0%
531 50 42 00	Communications	1,500.00	71.57	897.35	602.65	40.2%
531 50 43 00	Permits	600.00	0.00	0.00	600.00	100.0%
531 50 45 00	Rentals	10,500.00	21.85	4,694.51	5,805.49	55.3%
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	1,628.76	9,237.55	2,762.45	23.0%
531 50 48 00	Repairs And Maintenance	42,000.00	3,443.99	17,143.75	24,856.25	59.2%
531 50 49 01	B & O Tax	12,000.00	1,868.35	20,981.96	(8,981.96)	0.0%
531 50 49 02	Dues	0.00	0.00	103.06	(103.06)	0.0%
531 50 49 03	Meetings, Training & Travel	1,500.00	0.00	881.42	618.58	41.2%
531 50 49 05	Credit Card Bank Fees	4,000.00	910.17	7,575.96	(3,575.96)	0.0%
531 50 49 50	Interfund Payment For Servic	129,740.00	28,342.00	125,647.00	4,093.00	3.2%
531 Natural Resources		622,005.00	82,318.71	576,642.13	45,362.87	7.3%

591 Debt Service

591 31 70 00	Leases	0.00	62.68	918.73	(918.73)	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	0.00	120,000.00	(120,000.00)	0.0%
592 31 83 01	SnoCo PW Assist Fund Interest	5,000.00	0.00	13,071.03	(8,071.03)	0.0%

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 33

410 Drainage Fund						
Expenditures		Amt Budgeted	December	YTD	Remaining	
591 Debt Service						
592 31 83 02	2022 Revenue Bonds Interest	0.00	0.00	123,840.00	(123,840.00)	0.0%
591 Debt Service		130,075.00	62.68	309,088.71	(179,013.71)	0.0%
597 Interfund Transfers						
597 01 04 11	Transfer To DCF (411)	454,703.00	0.00	320,000.00	134,703.00	29.6%
597 03 04 58	Trsfr To 458 Equip Repl	61,000.00	0.00	61,000.00	0.00	0.0%
597 Interfund Transfers		515,703.00	0.00	381,000.00	134,703.00	26.1%
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:		2,215,093.15	82,381.39	1,266,730.84	948,362.31	42.8%
Fund Excess/(Deficit):		(158,120.15)	49,783.68	767,839.14		

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 34

411 Drainage Construction Fund

Revenues	Amt Budgeted	December	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%

340 Charges For Services

343 10 04 11 Drainage Connection Fees	8,000.00	0.00	12,600.00	(4,600.00)	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	13,000.00	(5,000.00)	0.0%

360 Misc Revenues

361 11 04 11 State Pool/cd Interest	59,200.00	5,389.36	114,026.08	(54,826.08)	0.0%
360 Misc Revenues	59,200.00	5,389.36	114,026.08	(54,826.08)	0.0%

380 Non Revenues

382 20 04 11 Retainage	0.00	0.00	(71,594.31)	71,594.31	100.0%
380 Non Revenues	0.00	0.00	(71,594.31)	71,594.31	100.0%

397 Interfund Transfers

397 01 04 10 Transfer From Drainage (410)	454,703.00	0.00	320,000.00	134,703.00	29.6%
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	764,703.00	0.00	630,000.00	134,703.00	17.6%

Fund Revenues:	4,767,532.00	5,389.36	4,621,061.37	146,470.63	3.1%
----------------	--------------	----------	--------------	------------	------

Expenditures	Amt Budgeted	December	YTD	Remaining	
594 Capital Expenditures					
594 31 63 01 Irvine Slough Stormwtr Sep & Pump Station	0.00	19,861.20	320,863.73	(320,863.73)	0.0%
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	0.00	1,490.58	6,808.74	(6,808.74)	0.0%
594 31 63 04 Flood Wall Florence Rd	321,550.00	9,944.88	81,659.31	239,890.69	74.6%
594 31 63 05 Stormwater Comp Plan Update	50,000.00	1,348.37	38,893.22	11,106.78	22.2%
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	40.00	681.38	6,880.28	(6,840.28)	0.0%
594 Capital Expenditures	371,590.00	33,326.41	456,699.64	(85,109.64)	0.0%

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:	429,590.00	33,326.41	456,699.64	(27,109.64)	0.0%
--------------------	------------	-----------	------------	-------------	------

6.68

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 35

411 Drainage Construction Fund

Fund Excess/(Deficit):	4,337,942.00	(27,937.05)	4,164,361.73
------------------------	--------------	-------------	--------------

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 36

412 Drainage Plant Investment Fund

Revenues	Amt Budgeted	December	YTD	Remaining
----------	--------------	----------	-----	-----------

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	4,000.00	132.70	2,812.02	1,187.98	29.7%
368 10 04 12	Plant Investment Fees	86,000.00	0.00	91,910.00	(5,910.00)	0.0%
360 Misc Revenues		90,000.00	132.70	94,722.02	(4,722.02)	0.0%

Fund Revenues:	299,131.00	132.70	303,853.09	(4,722.09)	0.0%
----------------	------------	--------	------------	------------	------

Expenditures	Amt Budgeted	December	YTD	Remaining
--------------	--------------	----------	-----	-----------

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%
--------------------	------------	------	------------	-----------	-------

Fund Excess/(Deficit):	32,740.00	132.70	103,353.09
------------------------	-----------	--------	------------

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 37

421 Water Fund

Revenues	Amt Budgeted	December	YTD	Remaining	
----------	--------------	----------	-----	-----------	--

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	942.50	9,389.40	(2,289.40)	0.0%
343 40 04 21	Water Service Charges	2,467,803.00	197,339.38	2,534,911.73	(67,108.73)	0.0%
340 Charges For Services		2,474,903.00	198,281.88	2,544,301.13	(69,398.13)	0.0%

360 Misc Revenues

359 90 51 00	Late Penalties	40,020.00	577.47	10,464.86	29,555.14	73.9%
361 11 04 21	State Pool/cd Interest	22,000.00	1,770.78	25,373.20	(3,373.20)	0.0%
369 91 04 21	Miscellaneous	2,000.00	0.00	635.00	1,365.00	68.3%
360 Misc Revenues		64,020.00	2,348.25	36,473.06	27,546.94	43.0%

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:	3,799,538.00	200,630.13	3,841,389.13	(41,851.13)	0.0%
----------------	--------------	------------	--------------	-------------	------

Expenditures	Amt Budgeted	December	YTD	Remaining	
--------------	--------------	----------	-----	-----------	--

534 Water Utilities

534 80 10 00	Salaries & Wages	474,862.00	53,145.07	564,246.49	(89,384.49)	0.0%
534 80 11 00	Overtime	3,875.00	2,329.50	9,490.28	(5,615.28)	0.0%
534 80 20 00	Social Security	36,138.00	4,055.62	43,408.69	(7,270.69)	0.0%
534 80 21 00	Retirement	54,398.00	5,410.75	62,506.62	(8,108.62)	0.0%
534 80 22 00	Medical Benefits	116,146.00	9,972.74	118,728.66	(2,582.66)	0.0%
534 80 23 00	L & I	5,623.00	0.00	5,545.34	77.66	1.4%
534 80 24 00	Unemployment & PFMLA	955.00	0.00	1,113.52	(158.52)	0.0%
534 80 31 00	Supplies	75,000.00	4,442.62	48,342.04	26,657.96	35.5%
534 80 31 05	Uniforms	5,000.00	1,057.91	3,659.92	1,340.08	26.8%
534 80 31 08	Chemicals	16,000.00	0.00	22,553.82	(6,553.82)	0.0%
534 80 32 00	Fuel	14,000.00	2,632.24	14,107.96	(107.96)	0.0%
534 80 35 00	Small Equipment	20,000.00	0.00	2,804.75	17,195.25	86.0%
534 80 35 01	Meters/installs	35,000.00	31,981.18	35,772.79	(772.79)	0.0%
534 80 41 00	Professional Services	190,243.00	11,082.78	81,584.21	108,658.79	57.1%
534 80 42 00	Communications	12,750.00	508.11	5,748.22	7,001.78	54.9%
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	45.25	560.94	4,439.06	88.8%
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	8,404.28	79,656.75	15,343.25	16.2%
534 80 48 00	Repair/maintenance	120,000.00	19,873.30	70,721.29	49,278.71	41.1%
534 80 49 01	B & O Tax	105,000.00	9,361.82	120,865.20	(15,865.20)	0.0%
534 80 49 05	Credit Card Bank Fees	13,200.00	2,022.65	16,836.00	(3,636.00)	0.0%

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 38

421 Water Fund

Expenditures	Amt Budgeted	December	YTD	Remaining	
534 Water Utilities					
534 80 49 06 Dues	1,600.00	0.00	553.41	1,046.59	65.4%
534 80 49 09 Meetings, Training & Travel	11,000.00	0.00	3,784.37	7,215.63	65.6%
534 80 49 80 Interfund Payments For Servi	276,815.00	71,603.00	279,214.00	(2,399.00)	0.0%
534 Water Utilities	1,739,105.00	237,928.82	1,653,426.13	85,678.87	4.9%

591 Debt Service

591 34 70 00 Leases	0.00	105.35	1,579.83	(1,579.83)	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	136,000.00	136,000.00	(2,920.20)	0.0%
591 34 78 11 2021 Revenue Bond Principal	150,000.00	121,500.00	121,500.00	28,500.00	19.0%
592 34 83 05 Pwtf Interest-cedarhome Rsr	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	37,075.85	74,151.70	3,490.86	4.5%
592 34 83 11 2021 Revenue Bond Interest	50,000.00	38,610.00	38,610.00	11,390.00	22.8%
591 Debt Service	729,917.76	333,291.20	689,285.62	40,632.14	5.6%

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)	200,000.00	(200,000.00)	200,000.00	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	284,000.00	(200,000.00)	284,000.00	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:	3,618,798.25	371,220.02	2,634,511.31	984,286.94	27.2%
--------------------	--------------	------------	--------------	------------	-------

Fund Excess/(Deficit):	180,739.75	(170,589.89)	1,206,877.82		
------------------------	------------	--------------	--------------	--	--

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 39

422 Water Construction Fund

Revenues	Amt Budgeted	December	YTD	Remaining	
----------	--------------	----------	-----	-----------	--

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	38,000.00	2,000.00	47,949.98	(9,949.98)	0.0%
	340 Charges For Services	38,000.00	2,000.00	47,949.98	(9,949.98)	0.0%

360 Misc Revenues

361 11 04 22	State Pool/cd Interest	94,507.00	4,114.21	81,271.28	13,235.72	14.0%
	360 Misc Revenues	94,507.00	4,114.21	81,271.28	13,235.72	14.0%

380 Non Revenues

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

397 Interfund Transfers

397 01 04 21	Transfer In From Water Fund	200,000.00	(200,000.00)	200,000.00	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	1,000,000.00	(200,000.00)	1,000,000.00	0.00	0.0%

Fund Revenues:	3,427,752.00	(193,885.79)	3,438,423.85	(10,671.85)	0.0%
----------------	--------------	--------------	--------------	-------------	------

Expenditures	Amt Budgeted	December	YTD	Remaining	
--------------	--------------	----------	-----	-----------	--

594 Capital Expenditures

594 34 41 05	Water System Plan Update	100,000.00	15,863.44	56,812.34	43,187.66	43.2%
594 34 63 02	Annual Water Main	100,000.00	0.00	25,509.93	74,490.07	74.5%
594 34 63 03	Water Trtmnt Plnt & Cedarhome Well Syst Upgrds	0.00	0.00	141.96	(141.96)	0.0%
594 34 63 04	Water Trtmnt Plnt Media Replcmnt	307,488.00	0.00	307,843.29	(355.29)	0.0%
594 34 63 47	Telemetry Upgrades	10,000.00	212.94	1,184.40	8,815.60	88.2%
594 34 64 01	Water Meter Replacement Program	76,928.00	1,190.28	57,701.97	19,226.03	25.0%
	594 Capital Expenditures	594,416.00	17,266.66	449,193.89	145,222.11	24.4%

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:	2,873,461.00	17,266.66	449,193.89	2,424,267.11	84.4%
--------------------	--------------	-----------	------------	--------------	-------

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 40

422 Water Construction Fund

Fund Excess/(Deficit):	554,291.00	(211,152.45)	2,989,229.96
------------------------	------------	--------------	--------------

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 41

423 Cedar Home Plant Investment

Revenues	Amt Budgeted	December	YTD	Remaining
----------	--------------	----------	-----	-----------

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	440.28	8,432.57	(6,332.57)	0.0%
368 10 04 23	Plant Investment Fees	5,000.00	0.00	12,850.00	(7,850.00)	0.0%
360 Misc Revenues		7,100.00	440.28	21,282.57	(14,182.57)	0.0%

Fund Revenues:	338,752.00	440.28	352,934.23	(14,182.23)	0.0%
----------------	------------	--------	------------	-------------	------

Expenditures	Amt Budgeted	December	YTD	Remaining
--------------	--------------	----------	-----	-----------

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%
--------------------	------------	------	-----------	------------	-------

Fund Excess/(Deficit):	0.00	440.28	342,934.23
------------------------	------	--------	------------

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 42

424 Water Plant Investment Fund

Revenues		Amt Budgeted	December	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	30,000.00	1,001.61	19,183.30	10,816.70	36.1%
368 10 04 24	Plant Investment Fees	420,000.00	16,105.00	502,226.00	(82,226.00)	0.0%
360 Misc Revenues		450,000.00	17,106.61	521,409.30	(71,409.30)	0.0%
Fund Revenues:		1,524,827.00	17,106.61	1,596,235.81	(71,408.81)	0.0%
Expenditures		Amt Budgeted	December	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):		420,000.00	17,106.61	796,235.81		

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 43

457 Sewer Equipment Reserve

Revenues	Amt Budgeted	December	YTD	Remaining
----------	--------------	----------	-----	-----------

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	20,000.00	870.53	20,238.82	(238.82)	0.0%
360 Misc Revenues		20,000.00	870.53	20,238.82	(238.82)	0.0%

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:	918,114.00	870.53	918,353.25	(239.25)	0.0%
----------------	------------	--------	------------	----------	------

Expenditures	Amt Budgeted	December	YTD	Remaining
--------------	--------------	----------	-----	-----------

594 Capital Expenditures

594 35 64 02	Machinery & Equipment	240,309.00	0.00	240,308.76	0.24	0.0%
594 Capital Expenditures		240,309.00	0.00	240,308.76	0.24	0.0%

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:	833,423.00	0.00	240,308.76	593,114.24	71.2%
--------------------	------------	------	------------	------------	-------

Fund Excess/(Deficit):	84,691.00	870.53	678,044.49
------------------------	-----------	--------	------------

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 44

458 Drainage Equipment Reserve

Revenues	Amt Budgeted	December	YTD	Remaining
----------	--------------	----------	-----	-----------

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	9,000.00	548.85	10,893.16	(1,893.16)	0.0%
	360 Misc Revenues	9,000.00	548.85	10,893.16	(1,893.16)	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:	450,488.00	548.85	452,381.45	(1,893.45)	0.0%
----------------	------------	--------	------------	------------	------

Expenditures	Amt Budgeted	December	YTD	Remaining
--------------	--------------	----------	-----	-----------

594 Capital Expenditures

594 31 64 02	Machinery & Equipment	24,898.00	182.28	25,080.60	(182.60)	0.0%
	594 Capital Expenditures	24,898.00	182.28	25,080.60	(182.60)	0.0%

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:	377,688.00	182.28	25,080.60	352,607.40	93.4%
--------------------	------------	--------	-----------	------------	-------

Fund Excess/(Deficit):	72,800.00	366.57	427,300.85
------------------------	-----------	--------	------------

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 45

459 Water Equipment Reserve

Revenues	Amt Budgeted	December	YTD	Remaining
----------	--------------	----------	-----	-----------

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	11,000.00	605.28	12,502.31	(1,502.31)	0.0%
360 Misc Revenues		11,000.00	605.28	12,502.31	(1,502.31)	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:	533,919.00	605.28	535,421.68	(1,502.68)	0.0%
----------------	------------	--------	------------	------------	------

Expenditures	Amt Budgeted	December	YTD	Remaining
--------------	--------------	----------	-----	-----------

594 Capital Expenditures

594 34 64 03	Machinery & Equipment	64,000.00	0.00	64,000.00	0.00	0.0%
594 Capital Expenditures		64,000.00	0.00	64,000.00	0.00	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:	591,519.00	0.00	64,000.00	527,519.00	89.2%
--------------------	------------	------	-----------	------------	-------

Fund Excess/(Deficit):	(57,600.00)	605.28	471,421.68
------------------------	-------------	--------	------------

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 46

630 Agency Fund

Revenues	Amt Budgeted	December	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	891.00	10,547.50	(10,547.50)	0.0%
389 30 00 03 Building Fee St. Surcharge	0.00	269.50	1,714.00	(1,714.00)	0.0%
389 30 00 04 Park Sales Tax And Other Sales Tax	0.00	103.23	1,326.52	(1,326.52)	0.0%
389 30 00 05 Leasehold Excise Tax	0.00	0.00	590.55	(590.55)	0.0%
380 Non Revenues	0.00	1,263.73	14,178.57	(14,178.57)	0.0%

Fund Revenues:	(431.00)	1,263.73	13,747.31	(14,178.31)	0.0%
----------------	----------	----------	-----------	-------------	------

Expenditures	Amt Budgeted	December	YTD	Remaining	
580 Non Expenditures					
589 30 00 02 Gun Permits	0.00	887.50	9,478.00	(9,478.00)	0.0%
589 30 00 03 Building Fee St. Surcharge	0.00	146.50	1,444.50	(1,444.50)	0.0%
589 30 00 04 Park Sales Tax And Other Sales Tax	0.00	7.66	1,233.00	(1,233.00)	0.0%
589 30 00 05 Leasehold Excise Tax	0.00	0.00	770.30	(770.30)	0.0%
580 Non Expenditures	0.00	1,041.66	12,925.80	(12,925.80)	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	1,041.66	12,925.80	(12,869.80)	0.0%
--------------------	-------	----------	-----------	-------------	------

Fund Excess/(Deficit):	(487.00)	222.07	821.51		
------------------------	----------	--------	--------	--	--

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 12:53:12 Date: 01/11/2024

Page: 47

Fund	Revenue	December	Received		Expenditures	December	Spent	
001 General Fund	13,512,170.89	542,506.95	14,066,357.99	0.0%	12,925,879.83	298,631.84	10,252,925.92	20.7%
101 Street Fund	891,179.00	22,340.80	890,213.18	0.1%	848,500.47	39,794.02	665,937.81	21.5%
102 Street Impact Fee Fund	1,084,791.00	630.51	1,096,093.18	0.0%	1,027,030.00	0.00	605,000.00	41.1%
103 Street Construction Fund	4,627,425.00	8,183.17	4,404,025.60	4.8%	3,333,149.00	398,218.06	2,839,962.46	14.8%
104 Park And Trail Improvement Fund	5,031,577.00	594,344.85	4,988,519.91	0.9%	5,120,927.00	50,206.22	2,337,922.22	54.3%
106 Park Impact Fees	215,294.00	221.39	222,440.02	0.0%	166,334.00	0.00	50,000.00	69.9%
107 Equipment Reserve Fund	834,076.00	684.14	835,439.55	0.0%	959,922.00	364.56	302,943.61	68.4%
108 Transportation Sales Tax Fund	990,300.00	49,619.51	1,063,955.05	0.0%	955,160.00	0.00	800,000.00	16.2%
109 Contingency Fund	620,354.00	-19,198.79	604,056.96	2.6%	620,354.00	0.00	0.00	100.0%
110 Building Improvement Fund	5,359,261.00	14,336.11	4,629,475.90	13.6%	3,843,001.00	423.75	756,402.07	80.3%
115 Tourism And Promotion	139,537.00	194.77	139,597.95	0.0%	139,537.00	6,389.64	80,208.00	42.5%
120 REET - Capital Improvements	1,617,379.00	26,011.74	1,671,684.69	0.0%	1,599,379.00	0.00	800,000.00	50.0%
121 REET - Growth Management	1,527,636.00	25,373.79	1,574,788.30	0.0%	1,503,636.00	0.00	1,200,000.00	20.2%
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	4,612,740.65	295,198.18	4,725,944.12	0.0%	4,607,400.35	442,372.60	3,046,109.79	33.9%
403 Sewer Construction Fund	5,541,871.00	5,822.12	5,550,335.05	0.0%	3,811,412.00	26,536.53	1,042,110.30	72.7%
405 Sewer Plant Investment Fund	548,739.00	18,084.33	595,360.19	0.0%	543,779.00	0.00	500,000.00	8.1%
410 Drainage Fund	2,056,973.00	132,165.07	2,034,569.98	1.1%	2,215,093.15	82,381.39	1,266,730.84	42.8%
411 Drainage Construction Fund	4,767,532.00	5,389.36	4,621,061.37	3.1%	429,590.00	33,326.41	456,699.64	0.0%
412 Drainage Plant Investment Fund	299,131.00	132.70	303,853.09	0.0%	266,391.00	0.00	200,500.00	24.7%
421 Water Fund	3,799,538.00	200,630.13	3,841,389.13	0.0%	3,618,798.25	371,220.02	2,634,511.31	27.2%
422 Water Construction Fund	3,427,752.00	-193,885.79	3,438,423.85	0.0%	2,873,461.00	17,266.66	449,193.89	84.4%
423 Cedar Home Plant Investment	338,752.00	440.28	352,934.23	0.0%	338,752.00	0.00	10,000.00	97.0%
424 Water Plant Investment Fund	1,524,827.00	17,106.61	1,596,235.81	0.0%	1,104,827.00	0.00	800,000.00	27.6%
457 Sewer Equipment Reserve	918,114.00	870.53	918,353.25	0.0%	833,423.00	0.00	240,308.76	71.2%
458 Drainage Equipment Reserve	450,488.00	548.85	452,381.45	0.0%	377,688.00	182.28	25,080.60	93.4%
459 Water Equipment Reserve	533,919.00	605.28	535,421.68	0.0%	591,519.00	0.00	64,000.00	89.2%
630 Agency Fund	-431.00	1,263.73	13,747.31	0.0%	56.00	1,041.66	12,925.80	0.0%
	65,291,961.54	1,749,620.32	65,187,694.50	0.2%	54,676,035.05	1,768,355.64	31,460,508.73	42.5%

This Page Intentionally Left Blank



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

ITEM: 6c
DATE: February 8, 2024
SUBJECT: 2023 Transportation Benefit Fund Annual Report
CONTACT PERSON: David Hammond, Finance Director
ATTACHMENT(S): A – 2023 Transportation Benefit Fund Annual Report

ISSUE

RCW 36.73.160 requires the transportation benefit fund to issue an annual report, indicating the status of transportation improvement costs, transportation improvement expenditures, revenues, and construction schedules, to the public and to newspapers of record in the district.

In 2015, the Stanwood City Council approved the City's assumption of the Transportation Benefit District (TBD), however, staff will continue to prepare an annual report on the uses and status of the transportation sales tax authorized by the former TBD.

COMMITTEE REVIEWS:

This report has not gone to committee.

COUNCIL OPTIONS

1. Approve 2023 annual report.
2. Do not approve 2023 annual report.
3. Do not approve 2023 annual report and direct committee to provide additional information.

RECOMMENDED MOTION

"I MOVE TO APPROVE THE 2023 TRANSPORTATION BENEFIT FUND ANNUAL REPORT".

Stanwood Transportation Benefit Fund 2023 Annual Report

Report Purpose

This report provides information on the status of the Stanwood Transportation Benefit Fund and fulfills the requirements of the State of Washington for an annual report.

Following is an excerpt from the relevant state law.

RCW 36.73.160(2): A District shall issue an annual report, indicating the status of transportation improvement costs, transportation improvement expenditures, revenues, and construction schedules, to the public and to newspapers of record in the District.

Background

Cities and counties are authorized to form transportation benefit Districts under state law (Chapter 36.73 RCW) for the purpose of funding transportation projects. A transportation benefit District may cover an entire city; if so, it must be governed by a board comprised of the same members that are on the city council. Funding may be from various sources, including an additional 0.3% sales tax designated for TBD purposes.

In late 2012, the Stanwood City Council adopted Ordinance No. 1328 to establish a transportation benefit District that could fund selected transportation projects.

In February 2013, a ballot measure was passed by the citizens of the City of Stanwood to increase the city's sales tax by two tenths of one percent (0.2%); the proceeds of the additional sales tax would go to the newly formed TBD for the purpose of constructing and maintaining city streets. The sales tax increase became effective on July 1, 2013. In 2023, Stanwood voters overwhelmingly approved a ten-year extension, through 2033.

In 2015, Second Engrossed Substitute Senate Bill 5987 (2ESSB 5987) was passed by the State allowing cities to assume the rights, powers, functions and obligations of a transportation benefit Funds. In October 2015, the Stanwood City Council conducted a public hearing and authorized the assumption of the TBD. Effective January 1, 2016, The Stanwood Transportation Benefit District governance and oversight was assumed by the City of Stanwood, and all assets and liabilities were transferred to City Fund 108, Transportation Sales Tax Fund.

2023 Revenues

In 2023, the Transportation Sales Tax Fund received \$588,325 in taxes, this is a 6% increase from 2022. The 2023 revenue collected exceeded our budgeted revenue by 14.5%. The fund also received interest of \$5,330, for total revenues of \$593,655.

2023 Expenditures

In 2023, Fund 108 transferred \$100,000 to the Park and Trail Improvement fund and \$700,000 to the Street Construction fund. These funds helped pay for Port Susan Trail Project, the 92nd Ave sidewalk installation, sidewalk survey on 276th, and sidewalk repairs on 72nd Ave. Viking Way Street Improvement, and the 80th Ave reconstruction project.

Ending Cash Reserves

The Transportation Benefit Fund ended the 2023 year with cash reserves of \$263,955 to carry forward to 2024 as follows:

2023 Ending Cash Reserves

Description	Budget	Actual	Difference
Beginning Cash Reserves	\$ 470,300	\$ 470,300	\$ -
Total Revenue	\$ 520,000	\$ 593,655	\$ 73,655
Total Resources Available	\$ 990,300	\$ 1,063,955	\$ 73,655
Less Expenditures	\$ 800,000	\$ 800,000	\$ -
Ending Cash Reserves	\$ 190,300	\$ 263,955	\$ 73,655

This Page Intentionally Left Blank



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 7a

DATE: February 8, 2024

SUBJECT: Economic Development Board Meeting Minutes

CONTACT PERSON: Patricia Love, Community Development Director

ATTACHMENTS: A – November 17, 2023, Meeting Minutes

SUMMARY STATEMENT

Minutes from the November 17, 2023, Economic Development Board meeting are attached to this staff report for approval as presented. These minutes were approved at the January 19, 2024, Economic Development Board Meeting.



Economic Development Board
Meeting Minutes
Friday, November 17, 2023 | 7:30 am

Economic Development Board Members Present: Teresa LaFluer (online), Paul Brar, Les Anderson, Kristine Birkenkopf, Dave Pelletier, Camrie Ingram

Staff Present: Patricia Love, Audrey Rotrock

Others Present: N/A

Les Anderson called the meeting to order at 7:30 a.m.

1. Receive the Minutes of the June 16, 2023 Meeting

The minutes of the June 16, 2023 were approved unanimously.

2. New Member Introductions

- Camrie Ingram: Stanwood High School student, freshman class vice president and member of the Future Business Leaders of America (FBLA).
- Teresa LaFluer: Local business owner with three children in the Stanwood Camano School system.
- Paul Brar: Local business owner living in the Cedarhome neighborhood.

3. East End Traffic Calming Options

Mid-block: Ensure that the lights in the ground will be visible in daylight as well as nighttime. Keep the flashing lights that are currently there. Hold an informational meeting with local businesses and the Stanwood Commerce alliance.

88th Ave & 271st Street: Trucks could damage the structures on the corners. Consider relocating planter pots. The planter pots would look nice and be an effective traffic calming option.

Cedarhome Drive Triangle and Mini Roundabout: Consider making the triangle a one-way street in the future. Large trucks may have difficulty getting through the roundabout.

Alternative A: SE corner will also be difficult for large trucks.

Alternative B: Visibility of planter pots will be difficult. Look at sight distance on NE and NW corners, large trucks will have difficulties here as well. This design is good for pedestrians, especially since it is near the Amtrak station and the new future City Park. Adding lighting would be helpful on the west side crossing.

4. SR 532 Downtown Impact Analysis

Board members would prefer to see the cycle track on the south side of SR532 and have wayfinding signs in the new medians.



Economic Development Board Meeting Minutes Friday, November 17, 2023 | 7:30 am

5. Business License Analytics

Moving forward, Board members would like to see the business license analytics presented in a different way, such as how many new Brick and Mortar businesses have come to town, their locations, and number of employees.

6. EDB Next Meeting on January 19, 2024

In the next meeting, Staff will present a summary on the Storefront Improvement Program including funds that have been granted so far and project progress. Staff will also provide an update on the Johnson Farm Property.

Adjourn: 9:00 am



This Page Intentionally Left Blank



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 7b

DATE: February 8, 2024

SUBJECT: Finance/Personnel Committee Report

CONTACT PERSON: David A. Hammond, Finance Director

ATTACHMENTS: A – Finance/Personnel Committee Meeting
Minutes for January 25, 2024

SUMMARY STATEMENT

The minutes of the January 25, 2024, Finance/Personnel Meeting are attached to this staff report for council review.

ATTACHMENT A

	Finance & Personnel Committee Meeting Minutes January 25, 2024
---	--

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. Fourth Quarter 2023 Finance Committee Report

Hammond reported key issues from the report and councilmembers discussed. Councilmember Robb asked if the report of contracts approved might be amended in future to note which project the contracts are associated with.

Meeting adjourned at: 6:53 pm



**CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT**

ITEM NUMBER: 7c

DATE: November 20, 2023

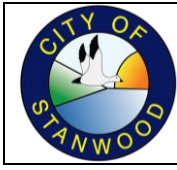
SUBJECT: Parks and Trails Advisory Committee Meeting Minutes

CONTACT PERSON: Kevin Hushagen, Public Works Director

ATTACHMENTS: A – PTAC Minutes

SUMMARY STATEMENT

Minutes from the November 20, 2023, Parks and Trails Advisory Committee Meeting are attached to this staff report for approval as presented. These minutes were approved at the January 16, 2024, PTAC Meeting.



Parks and Trails Advisory Committee Meeting Minutes November 20, 2023

1. Call to Order/Roll Call: 3:03 PM

Members Present:

Gordy Holmes
Dave Hall
Meagen Watne
Cathy Wooten
Lisa Bruce

Members Absent:

Judy Williams
Matt Withers

Others Present:

Carly Ruacho, Parks Planning Manager
Kevin Pellham, Parks Maintenance Lead
Tansy Schroeder, City Planner
Peter Kamb, Public

2. Public Comments

Peter Kamb attended the Q4 Leafline Trails coalition meeting. He learned about a grant called Rails-to-Trails Conservancy grant. He asked that the city pursue this same grant in 2024. Carly Ruacho suggested to the committee that they form a committee to work on the grant together.

3. Approval of October 2023 Meeting Minutes

Gordy Holmes moved to approve the minutes of October 16, 2023, with the following changes: The meeting minutes noted Camaloch golf course recently closed, and it should be Kayak Point. Dave Hall seconded motion.

4. PROS Plan Draft

Tansy Schroeder, City Planer reviewed the Pros Plan Draft. The members offered comments on the Plan draft. Tansy will send PTAC members a final copy when it's completed. No action taken.

5. Park Policies

Tansy Schroeder, City Planer reviewed the updates to the Park Policies that were applied after the June 2023 PTAC meeting. The committee discussed the changes and gave feedback. No action taken.

6. 2024 Capital Improvement Plan

Carly Ruacho presented the 2024 Capital Improvement Plan. The committee discussed the plan and requested that further budget discussions occur and review of park prioritization lists. No action taken.

7. Parks/Trail Updates

Carly provided the Committee updates on Parks and Trails projects. No action taken.

Adjourn: 5:00 PM



**CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT**

ITEM NUMBER: 8a

DATE: February 8, 2024

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 38011 through 38075 and electronic fund transfers in the amount of \$1,432,117.20. Approve issuance of Washington Federal payroll electronic fund transfers in the amount of \$48,650.00.

RECOMMENDED MOTION

MOTION TO APPROVE ISSUANCE OF WASHINGTON FEDERAL BANK VOUCHER CHECKS 38011 THROUGH 38075 AND ELECTRONIC FUND TRANSFERS IN THE AMOUNT OF \$1,432,117.20. APPROVE ISSUANCE OF WASHINGTON FEDERAL PAYROLL ELECTRONIC FUND TRANSFERS IN THE AMOUNT OF \$48,650.00.

CHECK REGISTER

ATTACHMENT A

City Of Stanwood

Time: 11:20:52 Date: 01/31/2024

12/31/2023 To: 12/31/2023

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6682	12/31/2023	Claims	3	38011	APP- Associated Petroleum Products	4,391.65	AP0100494
6683	12/31/2023	Claims	3	38012	City of Everett *	250.00	STACITG
6684	12/31/2023	Claims	3	38013	ClearGov Inc.	3,688.88	City of stanwood
6685	12/31/2023	Claims	3	38014	Konnerup Construction Inc	411,985.00	City of Stanwood
6686	12/31/2023	Claims	3	38015	Lenz Enterprises Inc	375.39	City of Stanwood; City of Stanwood
6687	12/31/2023	Claims	3	38016	Maul Foster Alongi, Inc.	24,967.95	City of Stanwood; City of Stanwood; City of Stanwood
6688	12/31/2023	Claims	3	38017	Monarch Tree Services	32,527.68	44695
6689	12/31/2023	Claims	3	38018	North County Regional Fire Authority	15,624.44	City of Stanwood
6690	12/31/2023	Claims	3	38019	ODP Business Solutions, LLC	244.49	36274097; 36274097; 36274097
6691	12/31/2023	Claims	3	38020	PUD Of Snohomish County *	14,014.00	200142180; 200240505; 200128742; 200633634; 200738672; 201942398; 200103539
6692	12/31/2023	Claims	3	38021	PacWest Machinery	433.29	29765570; 29765570
6693	12/31/2023	Claims	3	38022	Pace Engineers, Inc	30,281.17	City of Stanwood; 2020-23; City of Stanwood; City of Stanwood
6694	12/31/2023	Claims	3	38023	Pacific Facility Solutions, Inc	10,514.66	City of Stanwood
6695	12/31/2023	Claims	3	38024	Ricoh USA, Inc-Maint	376.28	4250811; 4250811; 4250811; 4250811
6696	12/31/2023	Claims	3	38025	Ricoh USA, Inc.	543.26	1316669-3800327; 1316669-3800377
6697	12/31/2023	Claims	3	38026	Shred-it US JV LLC	44.74	1000283524
6698	12/31/2023	Claims	3	38027	Skagit Farmers Supply	1,047.13	135052; 135052
6699	12/31/2023	Claims	3	38028	Skagit River Steel & Recycling, Inc	871.47	STA613
6700	12/31/2023	Claims	3	38029	Sno Co Office Of Public Defense *	504.00	City of Stanwood
6701	12/31/2023	Claims	3	38030	Snohomish County Treasurer	29.37	City of Stanwood
6702	12/31/2023	Claims	3	38031	Stanwood Ace Hardware #14901	122.28	20013
6703	12/31/2023	Claims	3	38032	Stanwood City Utility	2,909.14	4252; 4724; 1241; 1271; 1328; 1332; 1348; 1473; 1573; 1587; 1674; 1675; 2416; 4916
6704	12/31/2023	Claims	3	38033	Swarco McCain Inc	1,912.75	4531
6705	12/31/2023	Claims	3	38034	USA Bluebook	1,197.38	478228; 478228
6706	12/31/2023	Claims	3	38035	Utilities Underground Loc	100.62	134200
6707	12/31/2023	Claims	3	38036	Verizon Wireless	2,606.01	372541731-00001
6708	12/31/2023	Claims	3	38037	WA St Dept of Licensing *	705.00	City of Stanwood
6709	12/31/2023	Claims	3	38038	WA St Treasurer	2,319.14	City of Stanwood
6710	12/31/2023	Claims	3	38039	Washington State Patrol *	39.75	0000015959
6711	12/31/2023	Claims	3	38040	Western Exterminator Company	477.55	683591; 683591; 683591
6712	12/31/2023	Claims	3	38041	Wilbur-Ellis Company LLC	3,133.20	2388993
6713	12/31/2023	Claims	3	38042	Ziply Fiber	1,523.45	206-188-0411-053105-5; 360-629-4907-072497-5

001 General Fund	29,967.95
101 Street Fund	8,955.82
104 Park And Trail Improvement Fund	466,456.09
110 Building Improvement Fund	14,532.95
401 Sewer Fund	7,308.41
410 Drainage Fund	1,193.78
411 Drainage Construction Fund	30,281.17
421 Water Fund	10,050.70
630 Agency Fund	1,014.25

* Transaction Has Mixed Revenue And Expense Accounts

Claims: 569,761.12
569,761.12

CHECK REGISTER

ATTACHMENT A

City Of Stanwood

Time: 11:20:52 Date: 01/31/2024

12/31/2023 To: 12/31/2023

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
-------	------	------	--------	-------	----------	--------	------

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 Wendy Dowhower Date: 1/31/2024
✓ Deputy Finance Director

CHECK REGISTER

ATTACHMENT A-1

City Of Stanwood

Time: 11:34:55 Date: 01/31/2024

01/13/2024 To: 01/31/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
203	01/23/2024	Payroll	3	EFT		3,350.00	January 2024 Draw
204	01/23/2024	Payroll	3	EFT		1,800.00	January 2024 Draw
205	01/23/2024	Payroll	3	EFT		2,000.00	January 2024 Draw
206	01/23/2024	Payroll	3	EFT		2,500.00	January 2024 Draw
207	01/23/2024	Payroll	3	EFT		2,000.00	January 2024 Draw
208	01/23/2024	Payroll	3	EFT		1,000.00	January 2024 Draw
209	01/23/2024	Payroll	3	EFT		2,000.00	January 2024 Draw
210	01/23/2024	Payroll	3	EFT		3,000.00	January 2024 Draw
211	01/23/2024	Payroll	3	EFT		4,000.00	January 2024 Draw
212	01/23/2024	Payroll	3	EFT		1,600.00	January 2024 Draw
213	01/23/2024	Payroll	3	EFT		2,000.00	January 2024 Draw
214	01/23/2024	Payroll	3	EFT		2,000.00	January 2024 Draw
215	01/23/2024	Payroll	3	EFT		1,600.00	January 2024 Draw
216	01/23/2024	Payroll	3	EFT		2,000.00	January 2024 Draw
217	01/23/2024	Payroll	3	EFT		500.00	January 2024 Draw
218	01/23/2024	Payroll	3	EFT		1,500.00	January 2024 Draw
219	01/23/2024	Payroll	3	EFT		1,800.00	January 2024 Draw
220	01/23/2024	Payroll	3	EFT		1,000.00	January 2024 Draw
221	01/23/2024	Payroll	3	EFT		2,500.00	January 2024 Draw
222	01/23/2024	Payroll	3	EFT		2,000.00	January 2024 Draw
223	01/23/2024	Payroll	3	EFT		500.00	January 2024 Draw
224	01/23/2024	Payroll	3	EFT		4,500.00	January 2024 Draw
225	01/23/2024	Payroll	3	EFT		1,500.00	January 2024 Draw
226	01/23/2024	Payroll	3	EFT		2,000.00	January 2024 Draw
267	01/23/2024	Claims	3	EFT	Aramark Uniform Services, LLC	54.68	937
268	01/23/2024	Claims	3	EFT	Aramark Uniform Services, LLC	54.68	937963000
269	01/23/2024	Claims	3	EFT	Aramark Uniform Services, LLC	54.68	937963000
270	01/23/2024	Claims	3	EFT	Edge Analytical, Inc	360.00	STA01
271	01/23/2024	Claims	3	EFT	Edge Analytical, Inc	120.00	STA01
272	01/23/2024	Claims	3	EFT	J.A. Brennan Associates, PLLC	1,135.50	City of Stanwood
273	01/23/2024	Claims	3	EFT	J.A. Brennan Associates, PLLC	17,743.80	City of Stanwood
274	01/23/2024	Claims	3	EFT	WA St Dept of Revenue **	17,784.86	City of Stanwood
321	01/16/2024	Claims	3	EFT	Washington Federal Bank	400.50	Jan Service Charge WAFD
323	01/16/2024	Claims	3	EFT	WA St Dept of Revenue **	38.52	Leasehold Excise Tax 4th QTR 2023
400	01/26/2024	Claims	3	EFT	HSA Bank	2.50	H.S.A. fee for January 2024
245	01/23/2024	Claims	3	38043	WSDA	75.00	City of Stanwood
275	01/23/2024	Claims	3	38044	American Water Works Association (AWWA)	412.00	City of Stanwood 00037728
276	01/23/2024	Claims	3	38045	Atwell, LLC	10,126.00	City of Stanwood
277	01/23/2024	Claims	3	38046	Cascade Septic Pumping, LLC	751.80	City of Stanwood
278	01/23/2024	Claims	3	38047	ClearGov Inc.	36,178.30	City of Stanwood; City of Stanwood
279	01/23/2024	Claims	3	38048	Databar Inc.	1,229.87	8952; 8952
280	01/23/2024	Claims	3	38049	Devil Dog Installations LLC	579.39	City of Stanwood
281	01/23/2024	Claims	3	38050	Michael Evans	98.74	City of Stanwood
282	01/23/2024	Claims	3	38051	General Pacific, Inc.	1,945.54	101681
283	01/23/2024	Claims	3	38052	H D Fowler Company, Inc	1,887.85	City of Stanwood
284	01/23/2024	Claims	3	38053	Hach Company	3,062.58	113498
285	01/23/2024	Claims	3	38054	Hamilton Lumber LLC	205.13	66; 66 City of Stanwood; 66; 66
286	01/23/2024	Claims	3	38055	Lenz Enterprises Inc	806.76	City of Stanwood; City of stanwood; City of Stanwood; City of Stanwood; City of Stanwood
287	01/23/2024	Claims	3	38056	PUD Of Snohomish County *	262.95	202423729
288	01/23/2024	Claims	3	38057	Pitney Bowes Inc- Purchase Power	17.89	8000-9090-0519-5677
289	01/23/2024	Claims	3	38058	Platt Electric Supply, Inc	120.35	24127
290	01/23/2024	Claims	3	38059	Puget Sound Regional Council	2,839.00	STANWOOD
291	01/23/2024	Claims	3	38060	Ricoh USA, Inc.	595.97	1316669-3816549; 1316669-3800236
292	01/23/2024	Claims	3	38061	Safeway	32.04	City of Stanwood 1844

CHECK REGISTER

ATTACHMENT A-1

City Of Stanwood

Time: 11:34:55 Date: 01/31/2024

01/13/2024 To: 01/31/2024

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
293	01/23/2024	Claims	3	38062	Skagit Farmers Supply	1,657.92	135052; 135052; 135052; 135052; 135052; 135052; 135052; 135052; 135052; 135052
294	01/23/2024	Claims	3	38063	Sno Co Planning & Development Svcs	2,085.00	PDS00006
295	01/23/2024	Claims	3	38064	Snohomish County 911	8,553.31	City of Stanwood
296	01/23/2024	Claims	3	38065	Springbrook Holding Company LLC	32,058.61	C-994
297	01/23/2024	Claims	3	38066	Stanwood Ace Hardware #14901	357.81	20013; 20013; 20013; 20013; 20013; 20013
298	01/23/2024	Claims	3	38067	Stanwood Auto Parts	344.49	56100; 56100
299	01/23/2024	Claims	3	38068	Stilly Auto Parts Napa	137.01	27197; 27197; 27197
300	01/23/2024	Claims	3	38069	US Bank Na Custody/ Treas Div-Money Ctr	72.00	777221717
301	01/23/2024	Claims	3	38070	Unum Life Insurance	88.40	0220603-036 2
302	01/23/2024	Claims	3	38071	WA Cities Insurance	485,090.00	City of Stanwood
303	01/23/2024	Claims	3	38072	WA St Dept of Ecology *	232,514.67	City of Stanwood; City of Stanwood
304	01/23/2024	Claims	3	38073	Association Washington Law Enforcement Info/Records	50.00	City of Stanwood
305	01/23/2024	Claims	3	38074	Wave Broadband	135.22	3201-0316547-01
306	01/23/2024	Claims	3	38075	Western Exterminator Company	234.79	683591; 683591

001 General Fund	341,958.93	
101 Street Fund	33,698.95	
104 Park And Trail Improvement Fund	18,879.30	
115 Tourism And Promotion	579.39	
401 Sewer Fund	359,805.90	
410 Drainage Fund	37,666.60	
421 Water Fund	108,149.29	
422 Water Construction Fund	10,126.00	
630 Agency Fund	141.75	
	Claims:	862,356.11
	911,006.11 Payroll:	48,650.00

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 Wendy Dowhower Date: 1/31/2024
☒ Deputy Finance Director

This Page Intentionally Left Blank



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 8b
DATE: February 8, 2024
SUBJECT: City Council Meeting Minutes – January 25, 2024
CONTACT PERSON: Lisa Sokolik, City Clerk
ATTACHMENTS: A – Council Meeting Minutes

SUMMARY STATEMENT

The City Council meeting minutes for January 25, 2024, are attached to this staff report for Council's approval.

RECOMMENDED MOTION

"I MOVE TO APPROVE THE JANUARY 25, 2024, CITY COUNCIL MEETING MINUTES AS PRESENTED".

CITY OF STANWOOD
Regular Meeting of the City Council
January 25, 2024 | 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 Bergman 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, Robert Hicks, Steve Shepro, Andreena Bergman, and Tim Schmitt. The meeting was quorate.

Also present: City Administrator Shawn Smith, Finance Director David Hammond, Public Works Director Kevin Hushagen, Community Development Director Patricia Love, Police Chief Jason Toner, City Attorney Nikki Thompson, City Engineer/Capital Projects Manager Alan Lytton, and City Clerk Lisa Sokolik.

3. Approval of the Agenda

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

4. Presentation:

Lincoln Hill High School Update - Student Representative Bee Hartell

- On December 3rd the leadership team cooked a pancake breakfast for the whole student body; ingredients were donated by the booster club.
- In December, during advisory and lunch period in the common area, students could participate in the Open Mic event. Students could sing a song or do standup comedy.
- In January, the leadership team is gearing up for the Sweet Notes fundraising event. For \$1.00, students can purchase a Valentine Graham to be delivered on Valentine's Day.

5. Public Comments

<u>Name:</u>	<u>City:</u>	<u>Topic:</u>
Michael Wooten	Stanwood	Fireworks Ban
Cathy Wooten	Stanwood	Council speak into mics so audience can hear

6. Staff / Department Report: None

7. Council Committee Reports

Community Development Committee Meeting Minutes – January 4, 2024

8. Consent Agenda

- a. Approve Vouchers and Payroll Checks
- b. Approve City Council Regular Meeting Minutes – January 11, 2024

*Motion by Councilmember Metz, second by Councilmember Robb to approve the consent agenda items A and B. **Motion carried unanimously.***

9. Unfinished Business

Authorize Final Acceptance of the 88th Ave Arch Project Completed by Interwest Construction, Inc.

Councilmember Shepro asked if the base of the arch will be landscaped. Lytton said yes, with grass seed as soon as the weather warms up.

Mayor Roberts asked about adding lights to the arch. Love said staff is looking into rope LED lights and color options.

*Motion by Councilmember Shepro, second by Councilmember Hicks to authorize the final acceptance of the 88th Avenue Archway project with Interwest Construction, Inc. **Motion carried unanimously.***

10. Public Hearing: None

11. New Business

Approve the 2024 Council Committee Selections

*Motion by Councilmember Gaumond, second by Councilmember Metz to approve the 2024 council standing committee memberships as submitted by the nominating committee. **Motion carried unanimously.***

12. Public Closing Comments: None

13. Executive/Legislative Reports

a. Mayor's Report

- City Hall and the Police Station remodel has begun. City Hall will be closed for three months, and the police station will be closed for three weeks. Staff will work remotely.
- Writing an article for the winter edition newsletter highlighting Hamilton Park and Depot Park, the new downtown park.
- Our new Communication and Marketing Specialist Niki Strachila has already helped out immensely and we are very grateful to have her.
- Everyone is invited to the ribbon cutting for Bleached Society on Friday, January 26th at 1:00 pm.
- On February 8th at 5:00 pm there will be a Council Special Workshop. Council will be discussing the next steps for the Fireworks Ban issue.

b. City Administrator Report

- Smith, Hushagen, and the mayor had an informative and productive meeting with the fire department, the flood control district, the school district and several citizens that have worked for many years fighting flood water; Jack Freeberg, Chuck Hazelton, Rick Williams, Les Anderson, Nick Hanson, John Russell, Ryan Ovenell, and Chris Kastner.

A lot was learned from all the participants, mainly how the floods have changed over the years: flood levels, where it gets over the bank, how it makes its way through the valley from Sylvanna, and how it gets into the city.

Since the meeting, staff has been working to update the Standard Operating Procedures for future floods to include staging areas, staging equipment, supplies needed, and contact information for all agencies involved. It's been nine years since the last flood wall was built and a lot has changed.

- Hushagen attended the Stillaguamish Watershed Committee meeting at the Stillaguamish Tribal Office where the flood was discussed. Hushagen said the Committee also thought it was strange that the water flooded at a lower level.
- Met with other agencies regarding the flood: Burlington Northern Railroad, and Snohomish County Emergency Management.
- At the request of the Mayor, our new Communications and Marketing Specialist Niki Strachila has been ramping up content on our social media and city website. The goal is for citizens to come to our platforms to get current and correct information, instead of relying on other accounts where incorrect information is sometimes posted.

c. Councilmember's Report/Questions

- Councilmember Gaumond requested that sidewalks on the west end of town be added to the Six Year TIP and the Capital Improvement Plan.
- Councilmember Robb thanked Smith for the flood preparation report. Robb commented that Council approved the purchase of a flood wall (using ARPA funds) which will help the response time during a flood event.
- Councilmember Hicks asked if there is still money available and if the city is still accepting applications for the City Beautification Grant program. Love answered yes to both.
- Councilmember Shepro thanked Smith for the flood response report. Requesting to have a special workshop to discuss bank capacity and if it can be used to fund sidewalk projects. When is the Hamilton Landing grand opening ribbon cutting? Lytton said the boat ramp and necessary components are finished. The restrooms and playground will be completed mid-April. The plan is to open the boat ramp now but have a ribbon cutting in May when the rest of the park is completed, this will also allow the landscaping to take root.
- Councilmember Bergman asked if there is any news on Viking Village. Love answered that the City has not received an application for this project.
- Councilmember Schmitt asked what the cause for missing check numbers in the check register would be. Hammond said he will look into it.

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 7:43 p.m.

CITY OF STANWOOD

ATTEST:

Sid Roberts, Mayor

Lisa Sokolik, City Clerk



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 9

DATE: February 8, 2024

SUBJECT: Building and Fire Code Updates

CONTACT PERSON: Patricia Love, Community Development Director
Scott Black, Building Official

ATTACHMENTS: A – Ordinance 1518 Adoption of International Building and Fire Codes

PURPOSE

The purpose of this agenda item is for Council adoption of the International Building and Fire Codes as mandated by the State of Washington.

BACKGROUND

Every three years the International Code Council (ICC) updates the International Building (IBC) and Fire Codes (IFC) which is the standard by which all building permits are reviewed against in the United States. The State of Washington mandates that all counties, cities and towns adopt the updates by March 15, 2024.

This item was initially brought before the Council in May of 2023 for adoption where the Council accepted the first reading and motioned to proceed with the second reading. Prior to the second reading, a lawsuit was filed challenging portions of the energy code which limited the use of gas heating systems and water heaters. That lawsuit has been resolved by the State Building Code Council (SBCC) by amending the energy code to allow continued use of gas based heating systems.

ANALYSIS

Stanwood Municipal Code, Title 14 – Uniform Codes, lists the adopted versions of the IBC building and fire codes. These codes establish the public safety standards for building construction and occupancy of structures throughout the nation. Title 14 has been restructured as follows for ease of readability.

Title 14
Adopted Building and Construction Codes

Chapter	Code Topic
14.02	General Provisions
14.04	Building Code
14.06	Fire Code
14.08	Street and Utility Standards

The general purpose of regular IBC code updates is to:

- Incorporate emerging technology and materials into construction to increase building safety; and
- Decrease differences in construction standards between communities.

The proposed code amendment replaces the 2018 edition of the IBC with the 2021 edition. International Code Amendments include updates to:

- Building Code
- Residential Code
- Mechanical Code
- Plumbing Code
- Fire Code
- Energy Code
- Fuel Gas Code
- Swimming and Spa Code
- Wildland Urban Interface Code (New)

General amendments:

The following changes are included in the 2021 amendments:

- The square footage exemption for accessory structures of 200 square feet consistent between the IBC and IRC.
- Deleting the annual permit section, we do not use.
- Section 109.4 creates a double permit fee for stop work orders.
- All appeals sections are amended to appoint the hearing examiner as the review body versus an appeals board
- IRC table 301.2(1) now contains the minimum design criteria for all residential structures.
- Amending the fire code to be more consistent with neighboring jurisdictions and increasing the life safety of structures

International Wildland-Urban Interface Code

- Adopts a new standalone code the International Wildland-Urban Interface Code
- Building Official to work independently with each homeowner to best identify products to meet the requirements of this code

- This code deals with the separation of structures and brush/timber for fire impacts. This will require some additional construction to mitigate for the potential fire impacts:
 - Exterior of residences to be non-combustible
 - Changing from soffit venting attics to putting ventilation on the lower portion of the roof

International Property Maintenance Code

Staff is recommending adoption the International Property Maintenance Code (IPMC) which emphasizes protection of health, safety and welfare while providing code requirements that are enforceable in the diverse types of buildings that exist. Adoption of the Property Maintenance Code is optional, not mandated by the State, and is enforced by the City's Code Enforcement Officer. The IPMC applies to all existing structures, including residential and nonresidential property and addresses the following:

1. Administration, enforcement, and penalties associated with the code.
2. Determination and assignment of responsibility for code compliance among the owner, operator, and occupant of a property.
3. Minimum property maintenance conditions for existing structures and premises in regard to structural safety, sanitation, health, and comfort.
4. Regulating the use of existing dwelling through the establishment of occupancy limitations.
5. Maintenance of egress and fire safety, with appropriate references to the International Fire Code.

General similarities / differences between the International Property Maintenance Code and the City's Nuisances codes are shown below. The IPMC deals mostly with buildings whereas the Municipal Code deals with property. However, there is some overlap when it comes to grounds maintenance, junk vehicles and pest control. Where there is overlap, the IPMC will provide additional enforcement authority.

International Property Maintenance Code	Stanwood Municipal Code: Nuisances
Fire Safety / Smoke Alarms	Noise
Basic Equipment	Dangerous Trees and Vegetation
Adequate Light	Blockage of Public Utilities / Obstruction of Streets and Sidewalks
Building Ventilation	Rotting / Rat-Harboring / Disease Causing Debris or Conditions
Permanent Heating Sources	Burning
Lack of Power and Water	Fences in Disrepair
Adequate Bathroom / Kitchen Facilities	Junk / Junk Vehicles / Junk Trailers
Wiring and Plumbing	Discarded Appliances
Property Working Windows and Doors	Weeds / Infested Trees
Rodent and Pest Control	Toxic Substances / Hazards / Noxious Fumes
Grounds / Property Maintenance	Dumping of Debris / Animal Carcasses

Inoperable / Unregistered Vehicles	
------------------------------------	--

The City manages code enforcement on a complaint basis. The Code Enforcement Officer / Building Official receives the complaint, investigates and determines if a violation exists, and then follows through with enforcement as needed. This process is not expected to change with adoption of the IPMC. It does, however, have the potential to increase the number of code enforcement cases the city receives. Based on the activity of other cities, we are not expecting that it will require an increase in staffing, but monitoring will be required over the next few years to truly understand the full effect on staffing levels.

Fiscal Impact			
None; Mandated State Update			
Fund(s):			
Amount:	\$	Project Estimate:	\$ -
Budget Authorized	☐ Yes ☐ No ☒ N/A	Amendment Required	☐ Yes ☐ No ☐ Monitor

RECOMMENDATIONS

Staff Recommendation:

The Building Official and the Fire Marshall worked together to draft the Building and Fire Codes included in these proposed amendments and recommend that the Council accept the first reading of Ordinance 1518 adopting the 2021 version of the International Building and Fire Codes. Review and discuss proposed amendments and forward for adoption on February 22, 2024.

Committee/Board Recommendation:

The Council Community Development Committee's February 2023 meeting included a briefing on the proposed update to the IBC building and fire codes. At that meeting the Committee understood that the amendments are mandated by the state and recommended forwarding the code amendment to the full Council for adoption.

The Planning Commission reviewed the Property Maintenance Code amendment on February 13, 2023, and March 13, 2023, and recommended the adoption of this code.

CITY COUNCIL OPTIONS

1. Accept the first reading of Ordinance 1518 adopting the 2021 version of the International Building and Fire Codes and proceed with the second and final reading on February 22.2024.

2. Accept the first reading of Ordinance 1518 without the International Property Maintenance Code and proceed with the second and final reading on February 22, 2024.
3. Request changes to the Ordinance and direct staff to address specific Council issues or concerns prior to Council reconsideration the ordinance.

PROPOSED MOTION

“I MOVE TO APPROVE THE FIRST READING OF ORDINANCE 1518 AS SET FORTH IN ATTACHMENT “A” AMENDING TITLE 14 OF THE STANWOOD MUNICIPAL CODE, UNIFORM CODES, AND PROCEED WITH THE SECOND AND FINAL READING OF THE ORDINANCE ON FEBRUARY 22, 2024.”

**CITY OF STANWOOD
WASHINGTON**

ORDINANCE NO. 1518

**AN ORDINANCE OF THE CITY OF STANWOOD, WASHINGTON, AMENDING
STANWOOD MUNICIPAL CODE CHAPTER 14.04, UNIFORM CODES, TO ADOPT
THE INTERNATIONAL BUILDING AND FIRE CODES AS ADOPTED BY THE STATE
OF WASHINGTON AND ESTABLISHING SEVERABILITY AND AN EFFECTIVE
DATE.**

WHEREAS, the state legislature has mandated, per RCW 19.27.031, that cities enforce the State Building Code as adopted and amended by the State Building Code Council; and

WHEREAS, the State Building Code Council, pursuant to RCW 19.27.074, reviewed and adopted the updated versions of the International Building Code, International Residential Code, International Mechanical Code and International Fire Code as published by the International Code Council, Inc. and the Uniform Plumbing Code and Uniform Plumbing Code Standards as published by the International Association of Plumbing and Mechanical Officials; and

WHEREAS, Stanwood currently is administering the 2018 International Building Codes; and

WHEREAS, the Stanwood City Council desires to update its building and fire codes consistent with state mandates; and

WHEREAS, the State Building Code Council voted to delay the effective date of the 2021 building codes from the initial July 1, 2023 date; and

WHEREAS, these revised codes will now take affect statewide on March 15th, 2024; and

WHEREAS, the Responsible Official has determined that the adoption of building codes is exempt from the State Environmental Policy Act (SEPA) under administrative actions containing no substantive standards respecting use or modification of the environment per WAC 197-11-800(19), Procedural Actions; and

WHEREAS, the proposed code amendment is not a “development regulation” as defined as RCW 36.70A.030(7) and is therefore exempt from State of Washington Department of Commerce noticing requirements; and

WHEREAS, the City Council Community Development Committee reviewed the proposed language and amendments set forth in this Ordinance at their January 4, 2024 meeting; and

WHEREAS, the City Council held their first reading of the draft code amendment on February 8, 2024, and their second and final reading on February 22, 2024, and

WHEREAS, the City Council of Stanwood has authority under Title 35A, RCW to adopt plans and regulations related to development and operations within the City of Stanwood; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANWOOD, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Code Revisions. Stanwood Municipal Code Title 14, Building and Construction, is amended as provided in Exhibit “A” attached to this ordinance and incorporated herein by reference as if set forth in full.

Section 2. Severability. The various parts, sections and clauses of this ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

Section 3. Authority to Make Necessary Corrections. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener’s clerical errors, references, ordinance numbers, section/subsection numbers and any references thereto.

Section 4. Effective Date. This Ordinance shall take effect five days after its passage and publication as required by law.

PASSED and APPROVED this ____ day of _____, 2024.

CITY OF STANWOOD:

Sid Roberts, Mayor

Attest:

Lisa Sokolik, City Clerk

Approved as to Form:

Nikki Thompson, City Attorney

Date of Publication: _____

Effective Date: _____

Exhibit A

Contents of this Part

Chapter 14.02 General Provisions	3
14.02.010 Fees and building valuation costs	3
14.02.020 Documents available for public inspection	3
14.02.030 Severability and conflicting standards	3
Chapter 14.04 Building Code.....	4
14.04.010 Adoption of international codes	4
14.04.020 Appeals.....	8
14.04.030 Penalties	8
Chapter 14.06 Fire Code.....	8
14.06.010 Adoption of international codes	8
14.06.020 Appeals.....	10
14.06.030 Penalties	11
Chapter 14.08 Street and Utility Standards	11
14.08.010 Adoption.....	11

Title 14 Adopted Building and Construction Codes

Chapter 14.02 General Provisions

14.02.010 Fees and building valuation costs

Fees are to be established by resolution of the City Council.

14.02.020 Documents available for public inspection

The codes, appendices, and standards in this Title must be kept on file with the City Clerk and made available for use and examination by the public pursuant to RCW 35A.12.140.

14.02.030 Severability and conflicting standards

i Severability clause replaced for clearer language. Conflicting provisions maintained from existing code.

- (1) If any section, sentence, clause, or phrase of this Title is held invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality may not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this Title.
- (2) If there are conflicting terms, provisions, or conditions between the codes set forth in this Title and any other section of the Stanwood Municipal Code, the more restrictive requirements must prevail.

Chapter 14.04 Building Code

i This draft reflects the 2021 Building Code, effective through state law in March 2024. The amendments have been adapted from the previous adoption ordinance on this topic, prior to the state delaying the 2021 edition's effective adoption.

14.04.010 Adoption of international codes

The following international codes, which have been adopted with amendments by the State Building Code Council pursuant to Chapter 19.27 RCW, are herewith adopted by reference as though fully set forth in this chapter:

- (1) International Building Code 2021 Edition, as published by the International Code Council, together with Washington State amendments as set forth in Chapter 51-50 WAC, together with Appendix E and Appendix J, Sections 101 through 111, together with all Washington State amendments as contained in Chapter 51-50 WAC, and together with the applicable references to the National Fire Protection Association (NFPA), current edition as amended, except that:

- (a) Section 105.2 is amended to add the following:

i #1, below, is a new addition to the adopted code.

#1. One-story detached accessory structures used as tool and storage sheds, playhouses, and similar uses, provided that the floor area is not greater than 200 square feet.

#14. Platforms not more than 30 inches above the grade and not over any basement or story below;

#15. Replacement of nonstructural siding on IRC structures except for veneer, stucco, or exterior finish and insulation systems (EIFS);

#16. In-kind window replacement for IRC structures where no alteration of structural members is required and which the window U values meet the prescriptive requirements within the Washington State Energy Code;

#17. Job shacks that are placed at a permitted job site during construction may be allowed on a temporary basis and must be removed upon final approval of construction;

#18. In-kind reroofing of one and two family dwellings provided roof sheathing is not removed or replaced;

- (b) Delete section 105.1.1 Annual Permit:

- (i) Instead of an individual permit for each alteration to an already approved electrical, gas, mechanical or plumbing installation, the building official is authorized to issue an annual permit upon application therefor to any person, firm or corporation regularly employing one or more qualified tradespersons in the building, structure or on the premises owned or operated by the applicant for the permit.

- (c) Delete section 105.1.2 Annual permit records:

- (i) The person to whom an annual permit is issued must keep a detailed record of alterations made under such an annual permit. The building official must have access to such records at all times or such records must be filed with the building official as designated.

- (d) Section 105.3.2 is amended to add the following:

i 12 marks a change from 18 months.

- (i) Applications for which no permit is issued within 12 months following the date of application must expire by limitation and plans and other data submitted for review may thereafter be returned to the applicant or destroyed in accordance with state law;
 - (ii) Applications may be cancelled for inactivity, if an applicant fails to respond to the department's written request for revisions, corrections, actions or additional information within 90 days of the date of request. The building official may extend the response period beyond 90 days; and
- (e) Section 105.5 is replaced with a new section, "Time limitation on building permits," to read as follows:
- (i) Every permit issued expires two years from the date of issuance. The building official may approve a request for an extended expiration date where a construction schedule is provided by the applicant and approved prior to permit issuance. The building official is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension must be requested in writing and justifiable cause demonstrated.

i The following amendment to Section 109.4 marks a change from current 2018 adoption.

- (f) Section 109.4 is amended to add the following:
 - (i) Any person who commences any work on a building, structure, gas, mechanical or plumbing system before obtaining the necessary permits must be subject to a fee equal to the amount of the permit fee required by this chapter and said fee must be in addition to the required permit fees. The payment of such investigation fee may not exempt any person from compliance with all other provisions of this code nor from any penalty prescribed by law.
 - (g) Section 113.1 Appeals is amended. All appeals must follow the process established in SMC 14.04.020.
- (2) International Residential Code, published by the International Code Council, 2021 Edition, together with Washington State amendments as set forth in Chapter 51-51 WAC as hereby adopted, except that:

i This amendment removes the existing sections on Appendix Q, sprinkler systems not being adopted; Sections P2501 through P3201 and E3401 through E4209 not being adopted; and, R313.1.1 being amended on sprinklers.

i The amendment on Table R301.2(1) is new based on the previous iteration of this code adoption.

- (a) Section 112.1, Appeals, is amended. All appeals must follow the process established in SMC 14.04.020.
- (b) Table R301.2(1) is amended to add the following:

Table R301.2(1) Climatic and Geographic Design Criteria

Ground Snow Load	25 (roof snow load must also be 25psf unless proven otherwise by the structural engineer of record)
Wind Speed	110 mph
Topographic Effects	No
Seismic Design Category	D2
Weathering	Moderate
Frost line depth	12"
Termites	Slight to moderate

Winter Design Temp ^e	27°
Ice Barrier Underlayment Required	No
Flood Hazards	See SMC 17.120
Air Freeze Index	175
Mean Annual Temp	50.5°
MANUAL J DESIGN CRITERIA ⁿ	
Elevation	Elevation must be specific to site
Latitude	Latitude must be specific to site
Winter heating	See footnote n for all other values indicated in this table
Summer cooling	See footnote n for all other values indicated in this table
Altitude correction factor	–
Indoor design temperature	–
Design temperature cooling	–
Heating temperature difference	–
Cooling temperature difference	–
Wind velocity heating	–
Wind velocity Cooling	–
Coincident wet bulb	–
Daily range	–
Winter humidity	–
Summer humidity	–
n. The applicable code to regulate the use and conservation of energy is the Washington State Energy Code-Residential (WSEC-R)	

i The changes to the Existing Building Code and International Mechanical Code update it to the 2021 edition.

- (3) International Existing Building Code, published by the International Code Council, 2021 Edition.
 - (a) Section 112.1 Appeals is amended. All appeals must follow the process established in SMC 14.04.020.
- (4) International Mechanical Code, published by the International Code Council, 2021 Edition, together with Washington State amendments as set forth in Chapter 51-52 WAC.
 - (a) Section 113.1 Appeals is amended. All appeals must follow the process established in SMC 14.04.020.

i The changes to the Uniform Plumbing Code include updating it to the 2021 version and updating the text to align with the WAC.

- (5) Uniform Plumbing Code, published by the International Association of Plumbing and Mechanical Officials, IAPMO, 2021 Edition, together with Washington State amendments as set forth in Chapter 51-56 WAC, is hereby adopted.
 - (a) Section 107.1 Appeals is amended. All appeals must follow the process established in SMC 14.04.020.

i The following three code adoptions by reference, Washington State Energy Code, Fuel and Gas Code, and Swimming Pool and Spa Code have been updated for the 2021 editions.

- (6) Washington State Energy Code, published by the Washington State Building Code Council, 2021 edition, together with Washington State amendments as set forth in Chapters 51-11C and 51-11R WAC, is hereby adopted, except that:
 - (a) Section C110 is amended to add the following:
 - (i) C109.1 Appeals. All appeals must follow the process established in SMC 14.04.020.
 - (b) Section R110 is amended to add the following:
 - (i) R110.1 Appeals. All appeals must follow the process established in SMC 14.04.020.
- (7) International Fuel Gas Code, published by the International Code Council, 2021 Edition, together with Washington State amendments as set forth in Chapter 51-52 WAC, is hereby adopted, except that:
 - (a) Section 113.1 Appeals is amended. All appeals must follow the process established in SMC 14.04.020.
- (8) International Swimming Pool and Spa Code, published by the International Code Council, 2021 Edition, as set forth in Chapters 51-50-3109 WAC and 51-51-0327, is hereby adopted, except that:
 - (a) All other “water recreation facilities” as defined in RCW 70.90.110 are regulated under Chapters 246-260 and 246-262 WAC. Public swimming pool barriers are regulated by WAC 246-260-031(4).
 - (b) Section 111.1 Appeals is amended. All appeals must follow the process established in SMC 14.04.020.

i Below is the addition of the 2021 Wildland Interface Code adoption. This would be a new addition.

- (9) International Wildland Interface Code, published by the International Code Council, 2021 Edition, together with Washington State amendments as set forth in Chapter 51-55 WAC, is hereby adopted, except that:
 - (a) Section 106 is amended to add the following:
 - (i) 106.3 Work exempt from permit.
 - #1. One-story detached accessory structures used as tool and storage sheds, playhouses, and similar uses, provided that the floor area is not greater than 200 square feet.
 - #2. Fences not over 7 feet (1,829 mm) high.
 - (b) Section 113.1 Appeals is amended. All appeals must follow the process established in SMC 14.04.020.

i The International Property Maintenance Code is not currently adopted. This code would ensure compliance with older buildings with code standards.

- (10) The International Property Maintenance Code, 2021 Edition, published by the International Code Council, is hereby adopted by reference. The following sections of the IPMC are hereby revised:
 - (a) Section 101.1. Insert City of Stanwood.
 - (b) Section 103.1. Insert Community Development Department.
 - (c) Section 107. Delete.
 - (d) Section 108 Appeals is amended. All appeals must follow the process established in SMC 14.04.020.
 - (e) Section 302.4. Insert 12 inches.
 - (f) Section 304.14 Insect Screens is amended to add the following:

- (i) During the period from April 1 to October 31, every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored must be supplied with approved tightly fitting screens of minimum 16 mesh per inch (16 mesh per 25 mm) and every screen door used for insect control must have a self-closing device in good working condition.

Exception: Screens may not be required where other approved means, such as air curtains or insect repellent fans, are employed.

(g) Section 602.3 Heat Supply. Insert January 1 to December 31.

(h) Section 602.4 Occupiable workspaces. Insert January 1 to December 31.

14.04.020 Appeals

i This would be a new section to handle appeals if the City wishes to proceed with the amendment deferring to the Hearing Examiner instead of the Board of Appeals (WAC 51-11C-11000).

- (a) All appeals of orders, decisions, interpretations, or determinations made by the building official relative to the application and interpretation of the adopted codes in this Chapter must be to the City of Stanwood Hearing Examiner, in accordance with SMC 2.30.
- (b) The Hearing Examiner may not have the authority to waive the requirements of this code.

14.04.030 Penalties

i The penalty section has been updated to reflect the costs under the old code (previously a class B infraction) through the adopted infractions under RCW 7.80.120

Violation of this section/chapter is a class 3 civil infraction for a first offense and a class 1 civil infraction for a second offense. Violations may also be enforced per SMC Title 13.

Chapter 14.06 Fire Code

14.06.010 Adoption of international codes

i The Fire Code was split out into a new Chapter to make the Code easier to navigate and update between Fire and Building. It has been updated to reflect the 2021 edition. Like the Building Code, changes are consistent with the previous ordinance for updating, prior to the state's delay for implementation.

The following international codes, which have been adopted with amendments by the State Building Code Council pursuant to Chapter 19.27 RCW, are herewith adopted by reference as though fully set forth in this chapter:

- (1) International Fire Code, published by the International Code Council, 2021 Edition, together with Appendices B, C, D, E, F, and G, and together with all Washington State amendments as contained in Chapter 51-54A WAC, are hereby adopted, except that:
 - (a) Section 111.1 Appeals is amended. All appeals must follow the process established in SMC 14.06.020.
 - (b) Section 903 is amended to read:
 - (i) 903.2.1.1 Group A-1.

An automatic sprinkler system must be provided throughout stories containing Group A-1 occupancies and throughout all stories from the Group A-1 occupancy to and including the levels of exit discharge serving that occupancy where one of the following conditions exists:

1. The fire area exceeds 8,000 square feet.
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.
4. The fire area contains a multiple-theater complex.

(ii) 903.2.1.3 Group A-3.

An automatic sprinkler system must be provided throughout stories containing Group A-3 occupancies and throughout all stories from the Group A-3 occupancy to and including the levels of exit discharge serving that occupancy where one of the following conditions exists:

1. The fire area exceeds 8,000 square feet.
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.

(iii) 903.2.1.4 Group A-4.

An automatic sprinkler system must be provided throughout stories containing Group A-4 occupancies and throughout all stories from the Group A-4 occupancy to and including the levels of exit discharge serving that occupancy where one of the following conditions exists:

1. The fire area exceeds 8,000 square feet.
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.

(iv) 903.2.4 Group F.

An automatic sprinkler system must be provided throughout all buildings containing a Group F-1 occupancy where one of the following conditions exists:

1. A Group F-1 fire area exceeds 8,000 square feet.
2. A Group F-1 fire area is located more than three stories above grade plane.
3. The combined area of all Group F-1 fire areas on all floors, including any mezzanines, exceeds 8,000 square feet.
4. Where a Group F-2 fire area exceeds 8,000 square feet.

(v) 903.2.7 Group B or Group M.

An automatic sprinkler system must be provided throughout buildings containing a Group B or Group M occupancy where one of the following conditions exists:

1. A Group B or Group M fire area exceeds 8,000 square feet (1115 square meters).
2. A Group B or Group M fire area is located more than three stories above grade plane.
3. The combined area of all Group B or Group M fire areas on all floors, including any mezzanines, exceeds 8,000 square feet (2230 square meters).

(vi) 903.2.9 Group S.

An automatic sprinkler system must be provided throughout all buildings containing a Group S occupancy where one of the following conditions exists:

1. A Group S fire area exceeds 8,000 square feet.
2. A Group S fire area is located more than three stories above grade plane.
3. The combined area of all Group S fire areas on all floors, including any mezzanines, exceeds 8,000 square feet (2230 square meters).
4. A Group S fire area used for the storage of commercial motor vehicles where the fire area exceeds 5,000 square feet (464 square meters).
5. In all Group S mini-storage occupancies.

(vii) 903.2.9.1 Repair garages.

An automatic sprinkler system must be provided throughout all buildings used as repair garages in accordance with Section 406.8 of the International Building Code, as shown:

1. Buildings having two or more stories above grade plane, including basements, with a fire area containing a repair garage exceeding 8,000 square feet (929 square meters).
2. Buildings not more than one story above grade plane, with a fire area containing a repair garage exceeding 8,000 square feet (1115 square meters).
3. Buildings with repair garages servicing vehicles parked in basements.
4. Group S-1 fire area used for the repair of commercial motor vehicles where the fire area exceeds 5,000 square feet (464 square meters).
5. Repair garages where the use of open flame or welding is conducted with a fire area exceeding 3,000 square feet.

(viii) 903.2.9.2 Bulk storage of tires.

Buildings and structures where the area for the storage of tires exceeds 8,000 cubic feet (566 cubic meters) must be equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1.

14.06.020 Appeals

i This would be a new section to handle appeals if the City wishes to proceed with the amendment deferring to the Hearing Examiner instead of the Board of Appeals (WAC 51-11C-11000).

- (a) All appeals of orders, decisions, interpretations, or determinations made by the building official relative to the application and interpretation of the adopted codes in this Chapter must be to the City of Stanwood Hearing Examiner, in accordance with SMC 2.30.
- (b) The Hearing Examiner may not have the authority to waive the requirements of this code.

14.06.030 Penalties

i The penalty section has been updated to reflect the costs under the old code (previously a class B infraction) through the adopted infractions under RCW 7.80.120

Violation of this section/chapter is a class 3 civil infraction for a first offense and a class 1 civil infraction for a second offense. Violations may also be enforced per SMC Title 13.

Chapter 14.08 Street and Utility Standards

14.08.010 Adoption

The city of Stanwood “Street and Utility Standards” are hereby adopted for regulating the construction, maintenance, and operation of all public works/planning projects within the City as part of the Municipal Code as if fully set forth herein.



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 10

DATE: February 8, 2024

SUBJECT: Six-Year Transportation Improvement Plan 2025-2030
- Conduct Public Hearing
- Consider Adoption of Resolution 2024-02

CONTACT PERSON: Kevin Hushagen, Public Works Director

ATTACHMENTS: A – RCW 35.77.010
B – Map of Project Locations
C – Project Cost Spreadsheet
D – Project List
E – 20 Year Comp Plan Transportation Cost Estimates
F – Resolution 2024-02 Six-year TIP 2025-2030

PURPOSE

The purpose of this agenda item is for Council's consideration and approval of Resolution 2024-02 (attachment E) the City of Stanwood Six-Year Transportation Improvement Plan Update (TIP). The Mayor will open a Public Hearing to receive testimony regarding the proposed TIP and then consider approval of the resolution.

BACKGROUND

The 2023 Public Works Committee dedicated extensive hours to compile the 2024-2029 Transportation Improvement Plan (TIP), which was approved by council via resolution 2023-05 on April 13, 2023. Subsequently, the City worked on integrating the Capital Improvement Plan (CIP) the budget the TIP. The CIP, TIP, and Budget were presented to the council on December 13, 2023, and adopted. To streamline future processes, the city has scheduled the adoption of TIP at the beginning of each year, based on the CIP that was approved by Council in November. Over the summer of 2024, the Capital Improvement Plan will be developed concurrently with the 2025-2026 Biennial budget.

The City of Stanwood is required to prepare and adopt a Transportation Improvement Plan by July each year for the subsequent six calendar years. The City's Six-Year Transportation Improvement Plan (TIP) must align with the officially adopted comprehensive plan and be submitted to both the Washington Department of Transportation and the Puget Sound Regional Council.

ANALYSIS

There are no budget impacts or costs for development of the City's TIP. Council understands that it is not a requirement to fund all projects that are listed on the TIP. However, the TIP provides the City with a project list establishing the necessary foundation for the City to apply for State and Federal grant opportunities as well as analyzing and developing budget allocations sufficient to plan, engineer, permit, purchase right of way, and construct the proposed improvements as funds become available in the future.

RECOMMENDATIONS

Committee/Board Recommendation: The Six Year Transportation Improvement Plan was reviewed and discussed by the Public Works Committee on February 5, 2024. Staff will provide their recommendation verbally.

CITY COUNCIL OPTIONS

- 1) Adopt Resolution 2024-02 the 2025-2030 Six-Year Transportation Improvement Plan.
- 2) Do not Adopt Resolution 2024-02 at this time and refer this item back to staff and the Public Works Committee for additional information, review, and revision.

RECOMMENDED MOTION

“I MOVE TO ADOPT RESOLUTION 2024-02 THE CITY OF STANWOOD’S SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN 2025-2030”.

RCW 35.77.010**Perpetual advanced six-year plans for coordinated transportation program expenditures—Nonmotorized transportation—Railroad right-of-way.**

(1) The legislative body of each city and town, pursuant to one or more public hearings thereon, shall prepare and adopt a comprehensive transportation program for the ensuing six calendar years. If the city or town has adopted a comprehensive plan pursuant to chapter 35.63 or 35A.63 RCW, the inherent authority of a first-class city derived from its charter, or chapter 36.70A RCW, the program shall be consistent with this comprehensive plan. The program shall include any new or enhanced bicycle or pedestrian facilities identified pursuant to RCW 36.70A.070(6) or other applicable changes that promote nonmotorized transit.

The program shall be filed with the secretary of transportation not more than thirty days after its adoption. Annually thereafter the legislative body of each city and town shall review the work accomplished under the program and determine current city transportation needs. Based on these findings each such legislative body shall prepare and after public hearings thereon adopt a revised and extended comprehensive transportation program before July 1st of each year, and each one-year extension and revision shall be filed with the secretary of transportation not more than thirty days after its adoption. The purpose of this section is to assure that each city and town shall perpetually have available advanced plans looking to the future for not less than six years as a guide in carrying out a coordinated transportation program. The program may at any time be revised by a majority of the legislative body of a city or town, but only after a public hearing.

The six-year plan for each city or town shall specifically set forth those projects and programs of regional significance for inclusion in the transportation improvement program within that region.

(2) Each six-year transportation program forwarded to the secretary in compliance with subsection (1) of this section shall contain information as to how a city or town will expend its moneys, including funds made available pursuant to chapter 47.30 RCW, for nonmotorized transportation purposes.

(3) Each six-year transportation program forwarded to the secretary in compliance with subsection (1) of this section shall contain information as to how a city or town shall act to preserve railroad right-of-way in the event the railroad ceases to operate in the city's or town's jurisdiction.

[2005 c 360 § 4. Prior: 1994 c 179 § 1; 1994 c 158 § 7; 1990 1st ex.s. c 17 § 59; 1988 c 167 § 6; 1984 c 7 § 23; 1977 ex.s. c 317 § 7; 1975 1st ex.s. c 215 § 1; 1967 ex.s. c 83 § 27; 1965 c 7 § 35.77.010; prior: 1961 c 195 § 2.]

Stanwood CIP Projects

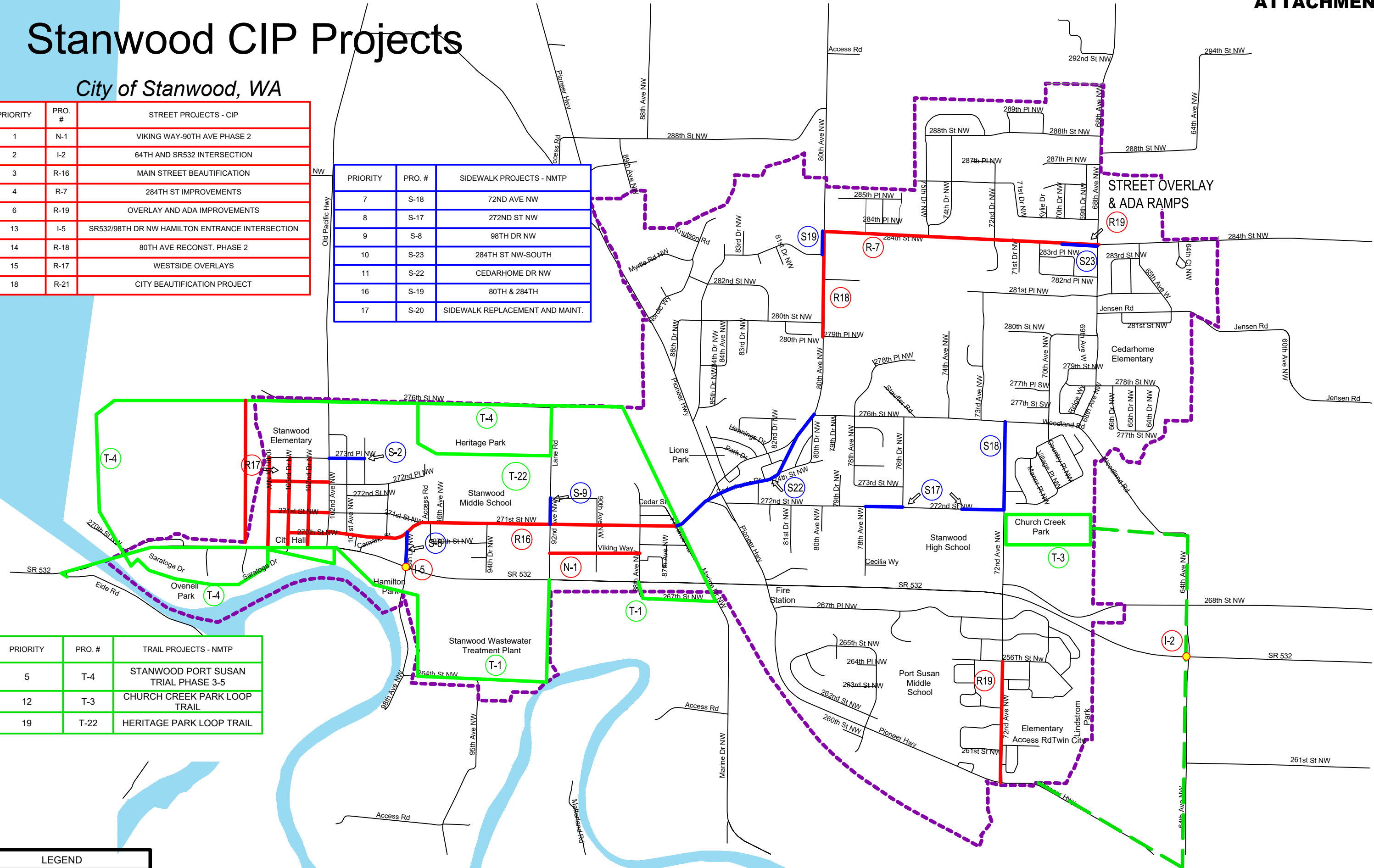
City of Stanwood, WA

PRIORITY	PRO. #	STREET PROJECTS - CIP
1	N-1	VIKING WAY-90TH AVE PHASE 2
2	I-2	64TH AND SR532 INTERSECTION
3	R-16	MAIN STREET BEAUTIFICATION
4	R-7	284TH ST IMPROVEMENTS
6	R-19	OVERLAY AND ADA IMPROVEMENTS
13	I-5	SR532/98TH DR NW HAMILTON ENTRANCE INTERSECTION
14	R-18	80TH AVE RECONST. PHASE 2
15	R-17	WESTSIDE OVERLAYS
18	R-21	CITY BEAUTIFICATION PROJECT

PRIORITY	PRO. #	SIDEWALK PROJECTS - NMTP
7	S-18	72ND AVE NW
8	S-17	272ND ST NW
9	S-8	98TH DR NW
10	S-23	284TH ST NW-SOUTH
11	S-22	CEDARHOME DR NW
16	S-19	80TH & 284TH
17	S-20	SIDEWALK REPLACEMENT AND MAINT.

PRIORITY	PRO. #	TRAIL PROJECTS - NMTP
5	T-4	STANWOOD PORT SUSAN TRIAL PHASE 3-5
12	T-3	CHURCH CREEK PARK LOOP TRAIL
19	T-22	HERITAGE PARK LOOP TRAIL

LEGEND	
	CITY LIMITS
	URBAN GROWN BOUNDARY



Priority & Project No.	Transportation Capital Project			Funding	2025	2026	2027	2028	2029	2030	Fund Total
1	Viking Way-90th Ave Phase 2			Other Grant Funding	\$ 500,000						500,000
N-1		PE		TBD Funds							\$ -
		ROW		WSDOT Funds							\$ -
		CN	\$ 2,000,000	TIB Grant Funding							\$ -
		TOTAL	\$ 2,000,000	PSRC/RTCC funding	\$ 432,500						\$ 432,000
	Comments: project will construct a continuation of Viking Way from where the previous phase ended in 2020 to 92nd Ave, ultimately connecting 88th to 92nd eliminating an existing misalignment on 92nd. This new roadway will include curb, gutter, sidewalks, landscaping, street lighting, and underground utilities.			Developer Funded							\$ -
				Local - City	\$ 67,500						\$ 67,500
				SUBTOTAL THIS PROJECT	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -		\$ 1,000,000
2	64th and SR532 Intersection			Other Grant Funding	\$ 500,000	\$ 100,000	\$ 3,000,000				\$ 3,600,000
I-2		PE	\$ 500,000	TBD Funds							\$ -
		ROW	\$ 100,000	WSDOT Funds							\$ -
		CN	\$ 3,000,000	TIB Grant Funding							\$ -
		TOTAL	\$ 3,600,000	PSRC/STP Funding							\$ -
	Comments: 64th & SR532. This project will include roundabout, curb, gutter, paving, and planter.			Developer Funded							\$ -
				Local - City							\$ -
				SUBTOTAL THIS PROJECT	\$ 500,000	\$ 100,000	\$ 3,000,000	\$ -	\$ -		\$ 3,600,000
3	Twin City Mile Downtown Renovation Project			Other Grant Funding				\$ 1,000,000	\$ 1,000,000		\$ 2,000,000
R-16		PE	\$ 700,000	TBD Funds		\$ 171,000	\$ 171,000				\$ 342,000
		ROW		WSDOT Funds							\$ -
		CN	\$ 4,381,000	TIB Grant Funding							\$ -
		TOTAL	\$ 5,081,000	PSRC/STP Funding							\$ -
	Comments: Camano Street, 92nd Ave, Brick Road/102nd Ave, 271st Street: 84th-88th AVE, 270th Street: City Hall Park to 102nd Ave, 271st Street: Central District incudes beautification, Lighting, gateway features, landscaping.			Developer Funded							\$ -
				Local - City	\$ 1,600,000	\$ 200,000	\$ 200,000				\$ 2000,000
				SUBTOTAL THIS PROJECT	\$ 1,600,000	\$ 371,000	\$ 371,000	\$ 1,000,000	\$ 1,000,000		\$ 4,342,000
4	284th St Improvements			Other Grant Funding							\$ -
R-7		PE	\$ 1,000,000	TBD Funds							\$ -
		ROW	\$ 622,000	WSDOT Funds							\$ -
		CN	\$ 4,078,000	TIB Grant Funding							\$ -
		TOTAL	\$ 5,700,000	PSRC/STP Funding							\$ -
	Comments: Reconstruction and widen 284th Street from 80th Ave NW to 68th Ave NW			Developer Funded	\$ 4,700,000						\$ 4,700,000
				Local - City	\$ 1,000,000						\$ 1,000,000
				SUBTOTAL THIS PROJECT	\$ 5,700,000	\$ -	\$ -	\$ -	\$ -		\$ 5,700,000
5	Port Susan Trail- PHASES 2, 3, 4			Other Grant Funding	\$ 1,900,000	\$ 200,000					\$ 2100,000
T-4		PE	\$ 1,000,000	TBD Funds							\$ -
		ROW		WSDOT Funds							\$ -
		CN	\$ 2,138,000	TIB Grant Funding							\$ -
		TOTAL	\$ 3,138,000	PSRC/STP Funding							\$ -
	Comments: Trail system including the following phases PHASE 2- WWTP PHASE 3- Church Creek/TCF PHASE 4- Florence Rd			Developer Funded							\$ -
				Local - City							\$ -
				SUBTOTAL THIS PROJECT	\$ 1,900,000	\$ 200,000	\$ -	\$ -	\$ -		\$ 2,100,000
6	Overlay and ADA Improvement			Other Grant Funding							\$ -
R-19		PE	\$ 600,000	TBD Funds	\$ 51,000	\$ 45,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 296,000
		ROW	\$ -	WSDOT Funds							\$ -
		CN	\$ 2,136,800	TIB Grant Funding	\$ 459,000	\$ 383,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,442,000
		TOTAL	\$ 2,736,800	PSRC/STP Funding							\$ -
	Comments: Asphalt overlay and ADA upgrades on 68th from 280th ST NW to city limits, and 72nd Ave NW from SR532 to Pioneer Hwy			Developer Funded							\$ -
				Local - City							\$ -
				SUBTOTAL THIS PROJECT	\$ 510,000	\$ 428,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 450,000	\$ 2,738,000
7	Sidewalk: 72nd AVE NW			Other Grant Funding - SRTS							\$ -
S-18		PE	\$ 5,000	TBD Funds							\$ -
		ROW	\$ 20,000	WSDOT Funds							\$ -
		CN	\$ 75,000	TIB Grant Funding	\$ 75,000						\$ 75,000
		TOTAL	\$ 100,000	PSRC/STP Funding							\$ -
	Comments: Include Curb, gutter and construct missing sidewalk panels from 272nd St - 276th St			Developer Funded							\$ -
				Local - City							\$ -
				SUBTOTAL THIS PROJECT	\$ 75,000	\$ -	\$ -	\$ -	\$ -		\$ 75,000
8	Sidewalk: 272nd St NW			Other Grant Funding							\$ -
S-17		PE	\$ 20,000	TBD Funds	\$ 75,000						\$ 75,000
		ROW		WSDOT Funds							\$ -
		CN	\$ 250,000	TIB Grant Funding							\$ -
		TOTAL	\$ 270,000	PSRC/STP Funding							\$ -
	Comments: North side between 72nd Ave and West of 78th Ave. Add curbing, gutter, sidewalk, and ADA requirements to the north side of 272nd St NW			Developer Funded							\$ -
				Local - City	\$ 175,000						\$ 175,000
				SUBTOTAL THIS PROJECT	\$ 250,000	\$ -	\$ -	\$ -	\$ -		\$ 250,000
9	Sidewalk: 98th Dr. NW			Other Grant Funding							\$ -
S-8		PE	\$ 20,540	TBD Funds	\$ 75,000						\$ 75,000
		ROW	\$ 43,240	WSDOT Funds							\$ -
		CN	\$ 59,460	TIB Grant Funding							\$ -
		TOTAL	\$ 123,240	PSRC/STP Funding							\$ -
	Comments: Widening roadway and add sidewalk on east side of 98th Dr. NW between SR532 and 270th St.			Developer Funded							\$ -
				Local - City	\$ 48,240						\$ 48,240
				SUBTOTAL THIS PROJECT	\$ 123,240	\$ -	\$ -	\$ -	\$ -		\$ 123,240
10	Sidewalk: 284th St NW- South			Other Grant Funding							\$ -
S-23		PE	\$ 30,980	TBD Funds	\$ 75,000						\$ 75,000
		ROW	\$ 65,220	WSDOT Funds							\$ -
		CN	\$ 89,680	TIB Grant Funding							\$ -
		TOTAL	\$ 185,880	PSRC/STP Funding							\$ -
	Comments: South side between 68th and east of 70th Ave			Developer Funded							\$ -
				Local - City	\$ 110,880						\$ 110,880
				SUBTOTAL THIS PROJECT	\$ 185,880	\$ -	\$ -	\$ -	\$ -		\$ 185,880
11	Sidewalk: Cedarhome Drive NW			Other Grant Funding							\$ -
S-22		PE	\$ 119,102	TBD Funds			\$ 75,000				\$ 75,000
		ROW	\$ 250,740	WSDOT Funds							\$ -
		CN	\$ 344,770	TIB Grant Funding							\$ -
		TOTAL	\$ 714,612	PSRC/STP Funding							\$ -
	Comments: South side between 271st St and 276th St. Add curbs, gutter, sidewalk and ADA requirements.			Developer Funded							\$ -
				Local - City			\$ 639,612				\$ 639,612
				SUBTOTAL THIS PROJECT	\$ -	\$ -	\$ 714,612	\$ -	\$ -		\$ 714,612

Priority & Project No.	Transportation Capital Project		Funding	2024	2025	2026	2027	2028	2029	2030	Fund Total
12	Church Creek Park Loop Trail		Other Grant Funding								\$ -
T-3	PE		TBD Funds								\$ -
	ROW		WSDOT Funds								\$ -
	CN	\$ 390,000	TIB Grant Funding								\$ -
	TOTAL	\$ 390,000	PSRC/STP Funding								\$ -
	Trail system around church creek park		Developer Funded								\$ -
			Local - City		\$ 300,000						\$ 300,000
			SUBTOTAL THIS PROJECT		\$ 300,000	\$ -	\$ -	\$ -	\$ -		\$ 300,000
13	Hamilton Entrance Intersection- SR532 and 98th DR NW		Other Grant Funding					\$ 525,000	\$ 275,000	\$ 2,700,000	\$ 3,500,000
I-5	PE	\$ 525,000	TBD Funds								\$ -
	ROW	\$ 275,000	WSDOT Funds								\$ -
	CN	\$ 2,700,000	TIB Grant Funding								\$ -
	TOTAL	\$ 3,500,000	PSRC/STP Funding								\$ -
	Comments: SR532 to 98th Dr. NW. This project will include roundabout, curb, gutter, paving and planter		Developer Funded								\$ -
			Local - City								\$ -
			SUBTOTAL THIS PROJECT		\$ -	\$ -	\$ -	\$ 525,000	\$ 275,000	\$ 2,700,000	\$ 3,500,000
14	Westside Overlays		Other Grant Funding								\$ -
R-17	PE	\$ 200,000	TBD Funds		\$ 160,000	\$ 130,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 630,000
	ROW		WSDOT Funds								\$ -
	CN	\$ 430,000	TIB Grant Funding								\$ -
	TOTAL	\$ 630,000	PSRC/STP Funding								\$ -
	Comments: Overlays on 104th DR NW, 103rd DR NW, 102nd DR NW, 273rd PL NW, 272nd PL NW, and 271st ST NW		Developer Funded								\$ -
			Local - City								\$ -
			SUBTOTAL THIS PROJECT		\$ 160,000	\$ 130,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 630,000
15	Sidewalk: 80th & 284th Sidewalk Connection (SW Corner)		Other Grant Funding								\$ -
S-19	PE	\$ 50,000	TBD Funds		\$ 150,000						\$ 150,000
	ROW		WSDOT Funds								\$ -
	CN	\$ 100,000	TIB Grant Funding								\$ -
	TOTAL	\$ 150,000	PSRC/STP Funding								\$ -
	Comments: Sidewalk connection between 283rd ST NW to 284th ST NW by Chandlers Reserve		Developer Funded								\$ -
			Local - City								\$ -
			SUBTOTAL THIS PROJECT		\$ 150,000	\$ -	\$ -	\$ -	\$ -		\$ 150,000
16	Sidewalk: Repair and Maintenance City Sidewalks		Other Grant Funding								\$ -
S-20	PE	\$ 500,000	TBD Funds								\$ -
	ROW	\$ -	WSDOT Funds								\$ -
	CN	\$ 1,730,000	TIB Grant Funding								\$ -
	TOTAL	\$ 2,230,000	PSRC/STP Funding								\$ -
	Comments: This will be used add, repair, and maintain city sidewalks.		Developer Funded								\$ -
			Local - City		\$ 230,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,230,000
			SUBTOTAL THIS PROJECT		\$ 230,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,230,000
17	City Beautification Project		Other Grant Funding								
R-21	PE		TBD Funds								\$ -
	ROW	\$ -	WSDOT Funds								\$ -
	CN	\$ 180,000	TIB Grant Funding								\$ -
	TOTAL	\$ 180,000	PSRC/STP Funding								\$ -
	Comments: smaller projects to improve the aesthetics of the City, including banners, wayfinding signage, plantings, and small art projects.		Developer Funded								\$ -
			Local - City		\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 180,000
			SUBTOTAL THIS PROJECT		\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 180,000
18	Heritage Park Loop Trail		Other Grant Funding		\$ 385,000						\$ 385,000
T-22	PE		TBD Funds								\$ -
	ROW		WSDOT Funds								\$ -
	CN	\$ 385,000	TIB Grant Funding								\$ -
	TOTAL	\$ 385,000	PSRC/STP Funding								\$ -
	Comments: Trail system around church creek park		Developer Funded								\$ -
			Local - City								\$ -
			SUBTOTAL THIS PROJECT		\$ 385,000	\$ -	\$ -	\$ -	\$ -		\$ 385,000
TOTAL PROJECT COST ESTIMATE											
					\$ 12,714,120	\$ 1,759,000	\$ 5,150,612	\$ 2,590,000	\$ 2,340,000	\$ 3,765,000	\$ 31,230,732

Funding Overview									
	Other Grant Funding		\$ 2,900,000	\$ 300,000	\$ 3,000,000	\$ 1,525,000	\$ 1,275,000	\$ 2,700,000	\$ 11,700,000
	TBD Funds		\$ 586,000	\$ 346,000	\$ 381,000	\$ 135,000	\$ 135,000	\$ 135,000	\$ 1,718,000
	WSDOT Funds		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	TIB Grant Funding		\$ 534,000	\$ 383,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,517,000
	PSRC/STP Funding		\$ 432,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 432,500
	Developer Funded		\$ 4,700,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,700,000
	Local - City		\$ 3,561,620	\$ 730,000	\$ 1,369,612	\$ 530,000	\$ 530,000	\$ 530,000	\$ 7,251,232
TOTAL PROJECT COST ESTIMATE			\$ 12,714,120	\$ 1,759,000	\$ 5,150,612	\$ 2,590,000	\$ 2,340,000	\$ 3,765,000	\$ 28,318,732

Projects List 2025-2030 TIP

Project Priority	Project Number	Name	Source
1	N-1	Viking Way-90th Ave Phase 2	CIP
2	I-2	64th and SR532 Intersection	CIP
3	R-16	Twin City Mile Downtown Renovation Project	CIP
4	R-7	284th ST Improvements	CIP
5	T-4	Port Susan Trail Phase 3-5	NMTP
6	R-19	Overlay and ADA Improvements	CIP
7	S-18	Sidewalk: 72nd Ave NW	NMTP
8	S-17	Sidewalk: 272nd ST NW	NMTP
9	S-8	Sidewalk: 98th DR NW	NMTP
10	S-23	Sidewalk: 284th ST NW- South	NMTP
11	S-22	Sidewalk: Cedarhome DR NW	NMTP
12	T-3	Church Creek Park Loop Trail	NMTP
13	I-5	Hamilton Entrance Intersection- SR532 and 98th DR NW	CIP
14	R-17	Westside Overlays	CIP
15	S-19	Sidewalk: 80th & 284th Sidewalk Connection (SW Corner)	CIP
16	S-20	Sidewalk: Sidewalk Replacement and Maintenance	CIP
17	R-21	City Beautification Project	CIP
18	T-22	Heritage Park Loop Trail	CIP

Street & Road Projects- CIP

Priority	Project No.	Description
1	N-1	Viking Way-90th Ave Phase 2
2	I-2	64th and SR532 Intersection
3	R-16	Main Street Beautification
4	R-7	284th ST Improvements
6	R-19	Overlay and ADA Improvements
13	I-5	SR532/ 98th DR NW Hamilton Entrance Intersection
14	R-17	Westside Overlays
17	R-21	City Beautification Project

Trail Projects- NMTP

Priority	Project No.	Description
5	T-4	Port Susan Trail Phase 3-5
12	T-3	Church Creek Park Loop Trail
18	T-22	Heritage Park Loop Trail

Sidewalk Projects- NMTP

Priority	Project No.	Description
7	S-18	Sidewalk: 72nd Ave NW
8	S-17	Sidewalk: 272nd ST NW
9	S-8	Sidewalk: 98th DR NW
10	S-23	Sidewalk: 284th ST NW- South
11	S-22	Sidewalk: Cedarhome DR NW
15	S-19	Sidewalk: 80th & 284th Sidewalk Connection (SW Corner)
16	S-20	Sidewalk: Sidewalk Replacement and Maintenance

ATTACHMENT E

Type	Project ID	Project Name	Total Cost Estimate	TIF Eligible?	TIF Eligible Percent ⁽¹⁾	TIF Eligible Cost	Potential Grant Percent ⁽²⁾	Potential Grants	General City Transportation Funds Percent	General City Transportation Funds Cost	Relative Priority	Time Frame
New Roadway	N-1	Viking Way 88th Avenue NW to 92nd Avenue NW	\$ 5,580,000	Partial	50%	\$2,790,000	50%	\$2,790,000	0%	\$0	High	Short
New Roadway	N-2	90th Avenue NW SR 532 to 271st Street NW	\$ 5,410,000	Partial	50%	\$2,705,000	50%	\$2,705,000	0%	\$0	High	Short
New Roadway	N-3	Downtown to East Residential Connectors	\$ 80,000	Yes	100%	\$80,000	0%	\$0	0%	\$0	Medium	Short
Pedestrian Network	P-1	Camano Street SR 532 to 271st Street NW	\$ 380,000	Partial	10%	\$38,000	0%	\$0	90%	\$342,000	High	Mid
Pedestrian Network	P-2	276th Street NW 76th Drive NW to 68th Avenue NW	\$ 780,000	Partial	10%	\$78,000	0%	\$0	90%	\$702,000	Medium	Long
Pedestrian Network	P-3	102nd Avenue NW 276th Street NW to SR 532	\$ 470,000	Partial	10%	\$47,000	0%	\$0	90%	\$423,000	Medium	Long
Pedestrian Network	P-4	Cedarhome South 276th Street NW to Florence Road	\$ 400,000	Partial	10%	\$40,000	0%	\$0	90%	\$360,000	Medium	Long
Pedestrian Network	P-5	276th Street NW (Lover's Lane) 92nd Avenue NW to 102nd Avenue NW	\$ 510,000	Partial	10%	\$51,000	0%	\$0	90%	\$459,000	Medium	Long
Bicycle Network	B-1	Pioneer Highway 288th Street NW to 72nd Avenue NW (Lindstrom Road)	\$ 5,200,000	Partial	10%	\$520,000	20%	\$1,040,000	70%	\$3,640,000	Medium	Mid
Bicycle Network	B-2	267th Street NW / 268th Street NW Pioneer Highway to 72nd Avenue NW (Lindstrom Road)	\$ 6,290,000	Partial	10%	\$629,000	20%	\$1,258,000	70%	\$4,403,000	Medium	Long
Bicycle Network	B-3	Cedarhome Drive 88th Avenue NW to 276th Street NW	\$ 3,460,000	Partial	10%	\$346,000	20%	\$692,000	70%	\$2,422,000	Medium	Long
Bicycle Network	B-4	271st St NW SR 532 (270th Street NW) to 88th Avenue NW	\$ 320,000	Partial	10%	\$32,000	0%	\$0	90%	\$288,000	Medium	Long
Bicycle Network	B-5	92nd Avenue NW SR 532 to 276th Street NW	\$ 2,660,000	Partial	10%	\$266,000	20%	\$532,000	70%	\$1,862,000	Medium	Long
Bicycle Network	B-6	276th Street NW (Lover's Lane) 92nd Avenue NW to 102nd Avenue NW	\$ 3,120,000	Partial	10%	\$312,000	0%	\$0	90%	\$2,808,000	Medium	Long
Bicycle Network	B-7	Rails to Trails Railroad line - Saratoga Dr to Lane Rd	\$ 1,110,000	Partial	10%	\$111,000	0%	\$0	90%	\$999,000	Medium	Long
Other Agency Improvements	O-1	Old Pacific Highway	n/a	No	0%	-	0%	-	0%		n/a	n/a
Other Agency Improvements	O-2	Pioneer Highway North	n/a	No	0%	-	0%	-	0%		n/a	n/a
Other Agency Improvements	O-3	268th Street NW	n/a	No	0%	-	0%	-	0%		n/a	n/a
Other Agency Improvements	O-4	Pioneer Highway South	n/a	No	0%	-	0%	-	0%		n/a	n/a
Other Agency Improvements	O-5	Marine Drive	n/a	No	0%	-	0%	-	0%		n/a	n/a
Citywide Programs	C-1	Small Capital Projects	\$ 2,050,000	No	0%	\$0	0%	\$0	100%	\$2,050,000	High	Ongoing
Citywide Programs	C-2	Maintenance & Operations	\$ 10,025,000	No	0%	\$0	0%	\$0	100%	\$10,025,000	High	Ongoing

Type	Project ID	Project Name	Total Cost Estimate	TIF Eligible?	TIF Eligible Percent ⁽¹⁾	TIF Eligible Cost	Potential Grant Percent ⁽²⁾	Potential Grants	General City Transportation Funds Percent	General City Transportation Funds Cost	Relative Priority	Time Frame
Intersection / Operations	I-1	Viking Way / 90th Avenue NW Intersection	\$ 970,000	Partial	75%	\$727,500	0%	\$0	25%	\$242,500	High	Short
Intersection / Operations	I-2	SR 532 / 64th Ave N Intersection	\$ 1,160,000	Partial	50%	\$580,000	0%	\$0	50%	\$580,000	Medium	Mid
Intersection / Operations	I-3	272nd Street NW / 72nd Ave N (Lindstrom Road) Intersection	\$ 360,000	No	0%	\$0	0%	\$0	100%	\$360,000	High	Short
Intersection / Operations	I-4	SR 532 / 270th Street NW Intersection	\$ 110,000	Partial	50%	\$55,000	0%	\$0	50%	\$55,000	Medium	Mid
Intersection / Operations	I-5	SR 532 / 98th Drive NW Intersection	\$ 1,400,000	Partial	50%	\$700,000	0%	\$0	50%	\$700,000	Medium	Mid
Widening / Reconstruction	R-1	72nd Avenue NW Improvements 268th Street NW to 276th Street NW	\$ 5,280,000	Partial	30%	\$1,584,000	50%	\$2,640,000	20%	\$1,056,000	High	Short
Widening / Reconstruction	R-2	80th Avenue NW Improvements 276th Street NW to 288th Street NW	\$ 7,030,000	Partial	30%	\$2,109,000	50%	\$3,515,000	20%	\$1,406,000	High	Short
Widening / Reconstruction	R-3	68th Avenue Reconstruction 280th Street to 288th Street	\$ 4,300,000	Partial	30%	\$1,290,000	50%	\$2,150,000	20%	\$860,000	High	Short
Widening / Reconstruction	R-4	272nd Street NW Reconstruction 72nd Avenue NW to Pioneer Highway	\$ 8,820,000	Partial	30%	\$2,646,000	50%	\$4,410,000	20%	\$1,764,000	High	Short
Widening / Reconstruction	R-5	101st Avenue NW Reconstruction 270th Street NW to 274th Place NW	\$ 2,640,000	Partial	30%	\$792,000	0%	\$0	70%	\$1,848,000	Medium	Short
Widening / Reconstruction	R-6	270th Street NW Reconstruction 102nd Avenue NW to Camano Street	\$ 12,360,000	Partial	30%	\$3,708,000	50%	\$6,180,000	20%	\$2,472,000	Medium	Short
Widening / Reconstruction	R-7	284th Street NW Improvements 68th Avenue NW to 80th Avenue NW	\$ 6,220,000	Partial	30%	\$1,866,000	50%	\$3,110,000	20%	\$1,244,000	Medium	Short
Widening / Reconstruction	R-8	102nd Avenue NW Overlay SR 532 to 276th Street NW	\$ 310,000	Partial	30%	\$93,000	0%	\$0	70%	\$217,000	Medium	Short
Widening / Reconstruction	R-9	98th Drive NW Reconstruction 268th Street NW to 271st Street NW	\$ 1,920,000	Partial	30%	\$576,000	0%	\$0	70%	\$1,344,000	Low	Long
Widening / Reconstruction	R-10	SR 532 Flood Berm Marine Drive and 92nd Avenue NW	\$ 2,700,000	No	0%	\$0	50%	\$1,350,000	50%	\$1,350,000	High	Short
Widening / Reconstruction	R-11	Pioneer Highway Slide REET 1	\$ 50,000	No	0%	\$0	0%	\$0	100%	\$50,000	Low	Short
Widening / Reconstruction	R-12	Cedarhome Drive Improvements Triangle Drive to 276th Street NW	\$ 250,000	Partial	30%	\$75,000	30%	\$75,000	40%	\$100,000	Low	Mid
Widening / Reconstruction	R-13	288th Street NW Reconstruction 80th Avenue NW to Pioneer Highway	\$ 7,250,000	Partial	30%	\$2,175,000	0%	\$0	70%	\$5,075,000	Low	Mid
Widening / Reconstruction	R-14	64th Avenue NW / Woodland Road SR 532 to 68th Ave NW	\$ 7,250,000	Partial	30%	\$2,175,000	0%	\$0	70%	\$5,075,000	Low	Mid
Widening / Reconstruction	R-15	64th Avenue SR 532 to Pioneer Hwy	\$ 5,720,000	Partial	30%	\$1,716,000	0%	\$0	70%	\$4,004,000	Low	Long

City of Stanwood

RESOLUTION 2024-02

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
STANWOOD ADOPTING A COMPREHENSIVE SIX YEAR
TRANSPORTATION IMPROVEMENT PLAN FOR THE YEARS 2025
THROUGH 2030**

WHEREAS, pursuant to the requirements of RCW 35.77.010, the City of Stanwood did prepare a Comprehensive Six Year Transportation Improvement Plan for 2025 through 2030; and

WHEREAS, pursuant to said law, the City Council of the City of Stanwood did hold a public hearing on the Comprehensive Six Year Transportation Improvement Plan in the Stanwood-Camano School District Administration Building Board Room at Stanwood, Washington on February 8, 2024; and

WHEREAS, notice of said hearing was published in the Stanwood Camano Newspaper on January 30, 2024.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
STANWOOD:**

That the Comprehensive Transportation Improvement Plan, a true copy of which is attached hereto and incorporated by reference herein, is hereby adopted.

Be it further resolved that a copy of the Comprehensive Transportation Improvement Plan for the ensuing six years, together with a copy of this resolution, be filed with the Department of Transportation and the Puget Sound Regional Council of the State of Washington.

Upon the motion duly made and seconded, the foregoing resolution was unanimously passed by the City Council.

PASSED by the Stanwood City Council this 8th day of February 2024.

CITY OF STANWOOD

Sid Roberts, Mayor

ATTEST:

Lisa Sokolik, City Clerk



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

ITEM: 11a
DATE: February 8, 2024
SUBJECT: Municipal Finance and Budget 101 Presentation
CONTACT PERSON: David Hammond, Finance Director
ATTACHMENT(S): A – Municipal Finance and Budget 101 Presentation

SUMMARY STATEMENT

Finance Director David Hammond will discuss the fundamentals of a Municipal Budget with Council.

CITY OF STANWOOD

Municipal Finance and Budget 101





Today's topics

- \$ What is a budget**
- \$ Why do a budget**
- \$ Fund Accounting**
- \$ Revenues and Allowed Uses**
- \$ Some best practices**
- \$ Mayor & Council Action**
- \$ Low Income Utility Discount**



What is a budget?

- \$ Legal document that forecasts the financial resources of a government and authorizes the spending of those resources for a specific fiscal period.**
- \$ Specifies your income and how you will spend it**
- \$ Can be annual or bi-annual**
- \$ Adopted at the level at which we will be held accountable (minimum fund level)**
- \$ Must be balanced**

Why Budget?

- \$ Legally required**
- \$ Fosters strategic planning and policy development**
- \$ Communicates fiscal information**
- \$ Provides operational guidance**
- \$ Provides accountability**





Tentative 2025-2026 Biennial Budget Development Calendar

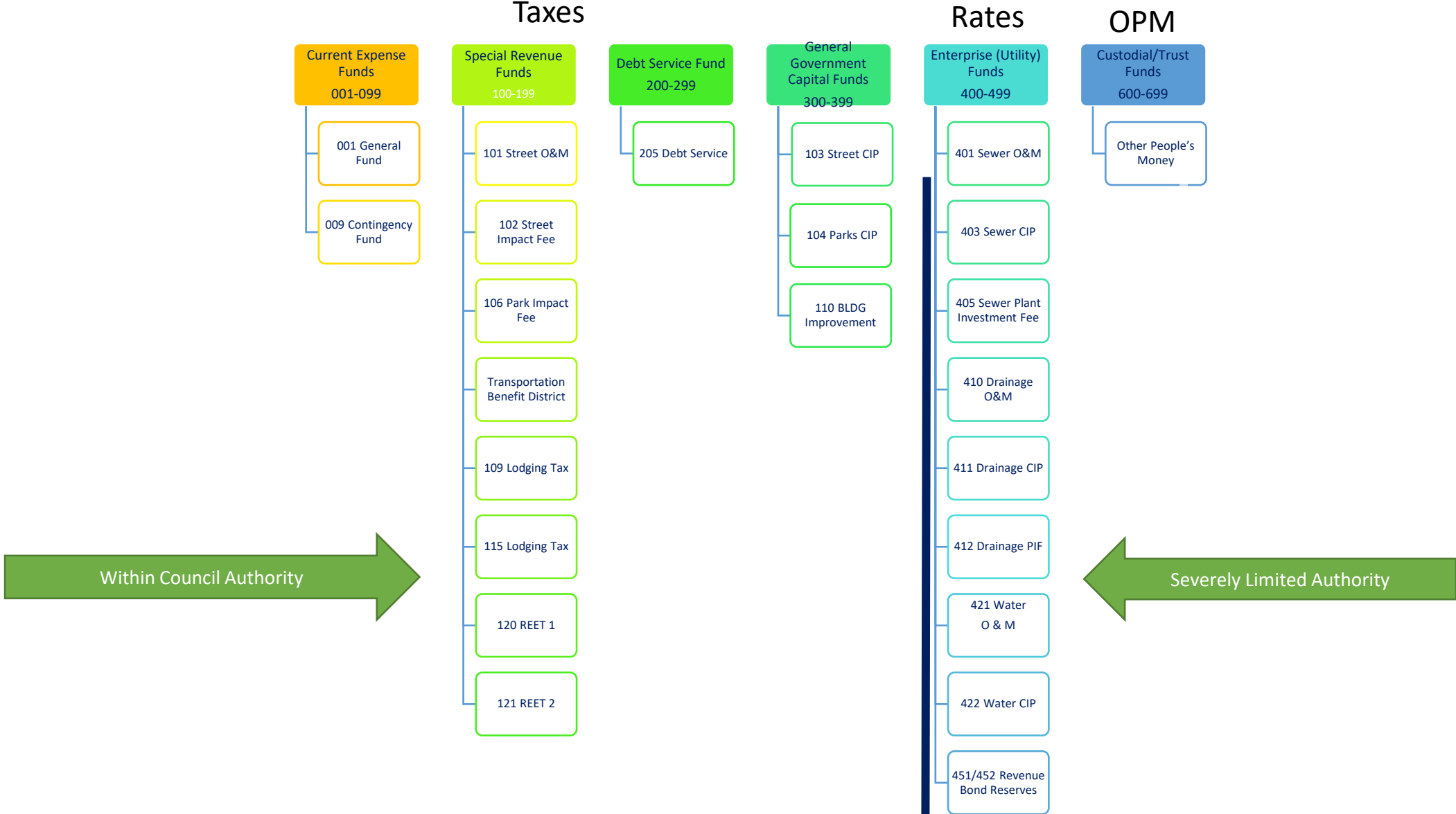
May 9, 2024 Council Workshop	2025-2030 Priorities & Capital Improvement Plan Discussion
Summer	___ Internal Departmental & Executive budget development ___ Public Works Committee review of CIP ___ Additional CIP Workshops possible ___ Public Works CIP update at September City Council Regular Meeting ___ Staff Meetings to Review Budget for Modifications, based on August actuals
October 10, 2024 Council Workshop— Budget update	___ Workshop Discussion-Capital Improvement ___ Publish Notice of Public Hearing, 2024 Property Tax Levy ___ Publish Notice of Public Hearing, Biennial Budget ___ Publish Public Hearing, CIP update Resolution
Oct 24, 2024 – 2nd Council meeting in Oct:	___ Public Hearing, 2024 Property Tax Levy ___ Public Hearing, 2024-2029 CIP update ___ Public Hearing, First Reading of 2025-2026 Budget Ordinance ___ 2025-2026 Budget Update Available to Public
Nov 14, 2024 – 1st Council	___ Utility Rate Adjustment Ordinance, First Reading ___ Ad Valorem (Property) Tax Ordinances-Adopt (DUE TO COUNTY Nov 30)



FUND ACCOUNTING

- Used by government agencies and other not-for-profits to track the amount of money assigned to different purposes and uses.
- Focus is accountability rather than profitability.
- Stanwood uses 30 separate funds in fiscal year 2024.
- The number of funds used allows greater transparency regarding budgets and fiscally supported programs/activities.

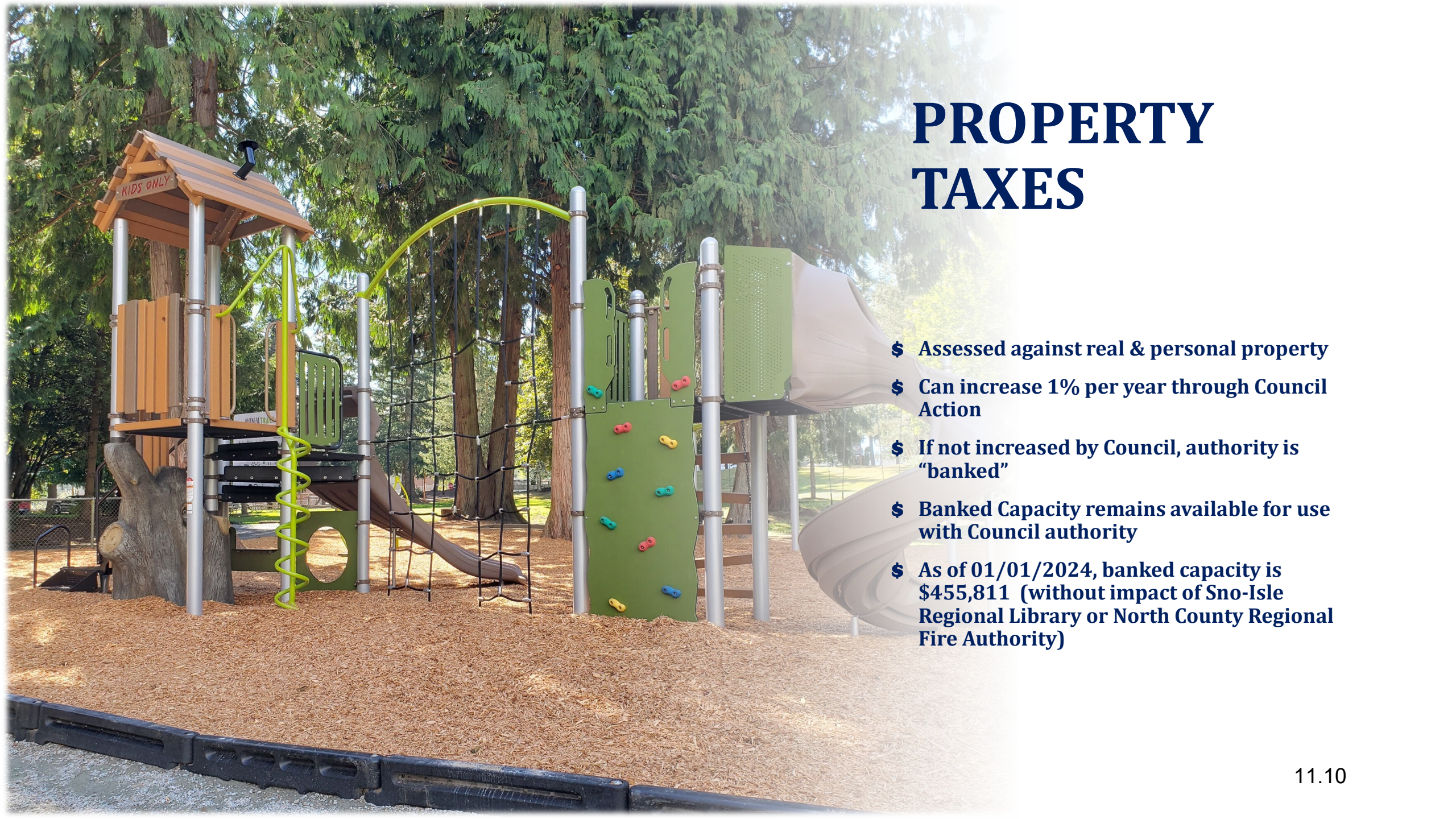
FUND ACCOUNTING



ACCOUNTING TERMINOLOGY



Appropriation —Legal authorization granted by council to make expenditures	Reserved Fund Balance —Balance not available for appropriation because it is legally restricted
Unreserved Fund Balance —Balance available for appropriation, may also be known as “ending” fund balance	GO Debt —General obligation debt. Repayment obligation uses property tax revenues as funding source
Inter-Fund Loan —Loan mechanism authorized between funds if legislative authority adopts, provides for concise repayment plan.	Revenue Debt —Typically associated with proprietary funds; repayment obligation funded with user fees.
Inter-Fund Transfer —Flow of assets (such as cash) without equivalent flow in return and without requirement to repay.	Bond —A debt instrument with a written promise to pay a specified principal amount along with periodic interest at specific future dates.
Capital Outlay —Expenditures made to acquire, reconstruct, or construct major fixed asset. A fixed asset is a tangible object of a long-term character.	Operating Budget —The operating budget is the primary means by which most of the acquisition, spending, and service delivery activities of a government are controlled.



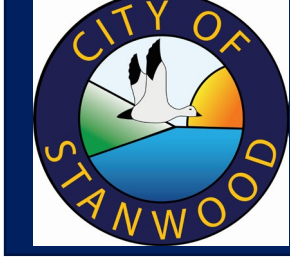
PROPERTY TAXES

- \$ Assessed against real & personal property**
- \$ Can increase 1% per year through Council Action**
- \$ If not increased by Council, authority is “banked”**
- \$ Banked Capacity remains available for use with Council authority**
- \$ As of 01/01/2024, banked capacity is \$455,811 (without impact of Sno-Isle Regional Library or North County Regional Fire Authority)**

SALES TAXES

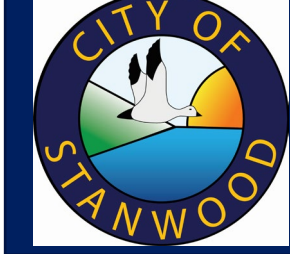
- \$ Assessed against retail sales within City limits
- \$ Added to the price of goods sold (not a B&O tax)
- \$ State's Dept of Revenue collects the tax for distribution to various jurisdiction
- \$ Total rate within the City is 9.3%
- \$ City does not receive the entire 9.3%

SALES TAXES



Jurisdiction	Rate	Notes
State of Washington	6.5%	Ongoing
State Criminal Justice tax	0.1%	Ongoing
City Regular & Optional tax	1.0%	Ongoing
Stanwood Transportation Benefit	0.2%	Ends June 30, 2033
Local Transit tax	1.2%	Ongoing
County Mental Health tax	0.1%	Ongoing
Snohomish County 911	0.1%	Ongoing
SnoCo Affordable Housing/Mental Health	0.1%	Ongoing
Stanwood Total Sales Tax	9.3%	

SALES TAXES



Local Sale Tax Components Collection and Distribution

Stanwood (3116)

As of September 18, 2023

Tax	Collection Rate	Distribution Jurisdiction
State	0.065	State general fund
Regular	0.005	85% distributed to Stanwood, 15% to Snohomish County
Optional	0.005	85% distributed to Stanwood, 15% to Snohomish County
Transportation	0.012	Community Transit 10% to county, Office of State Treasurer splits remaining
Criminal Justice	0.001	90% between county & cities based on population
Housing & Related Services	0.001	Snohomish County
Mental Health	0.001	Snohomish County
Communication 911 Local Tax	0.001	Snohomish County
Transportation Benefit District	0.002	Stanwood
Total	0.093	

Example:	100,000.00	Taxable Amount
	9,300.00	Total Sales tax
	6,500.00	State portion
	2,800.00	Local portion
Regular and optional tax	1,000.00	$100,000 * (.005 + .005)$
Administration fee retained by DOR	10.00	$1,000 * .01$
Distributed to Stanwood	841.50	$85\% * (1,000 - 10)$
Distributed to Snohomish County	148.50	$15\% * (1,000 - 10)$
Transportation Benefit District before admin fee	200.00	$100,000 * .002$
Administration fee retained by DOR	2.00	$200 * .01$
Distributed to Stanwood	198.00	
Transportation amount before admin fee	1,200.00	$100,000 * .0012$
Criminal Justice amount before split and admin fee	100.00	$100,000 * .001$
Mental Health amount before admin fee	100.00	$100,000 * .001$

RCW 82.14.530

Stanwood Sales Tax Rate Comparison

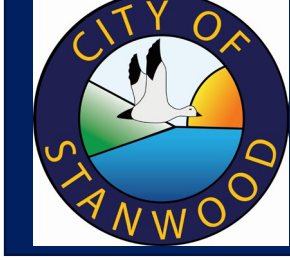
Jurisdiction	Rate
Stanwood	9.3%
Monroe	9.4%
Everett	9.9%
Gold Bar	9.1%
Granite Falls	9.1%
Lake Stevens	9.3%
Lynnwood	10.6%
Marysville	9.4%
Mill Creek	10.6%
Snohomish	9.3%
Sultan	9.1%

CONTINGENCY (RESERVE) FUND

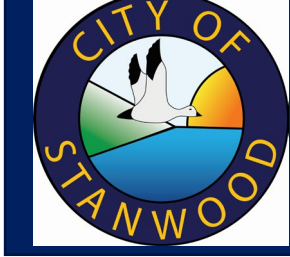
	2022	2023	2024 (budget)
Assessed Value	\$1,291,025,316	\$1,044,541,349	\$1,135,631,876
Beginning Balance	\$425,889	\$478,354	\$620,354
Contingency Max	\$484,134	\$629,903	\$629,903
Transfer in/(out)	\$50,000	\$111,000	\$0
Interest Earnings	\$2,464	\$14,703	\$4,000
Ending Balance	\$478,354	\$620,354	\$624,354

Limited to emergencies and one-time expenses

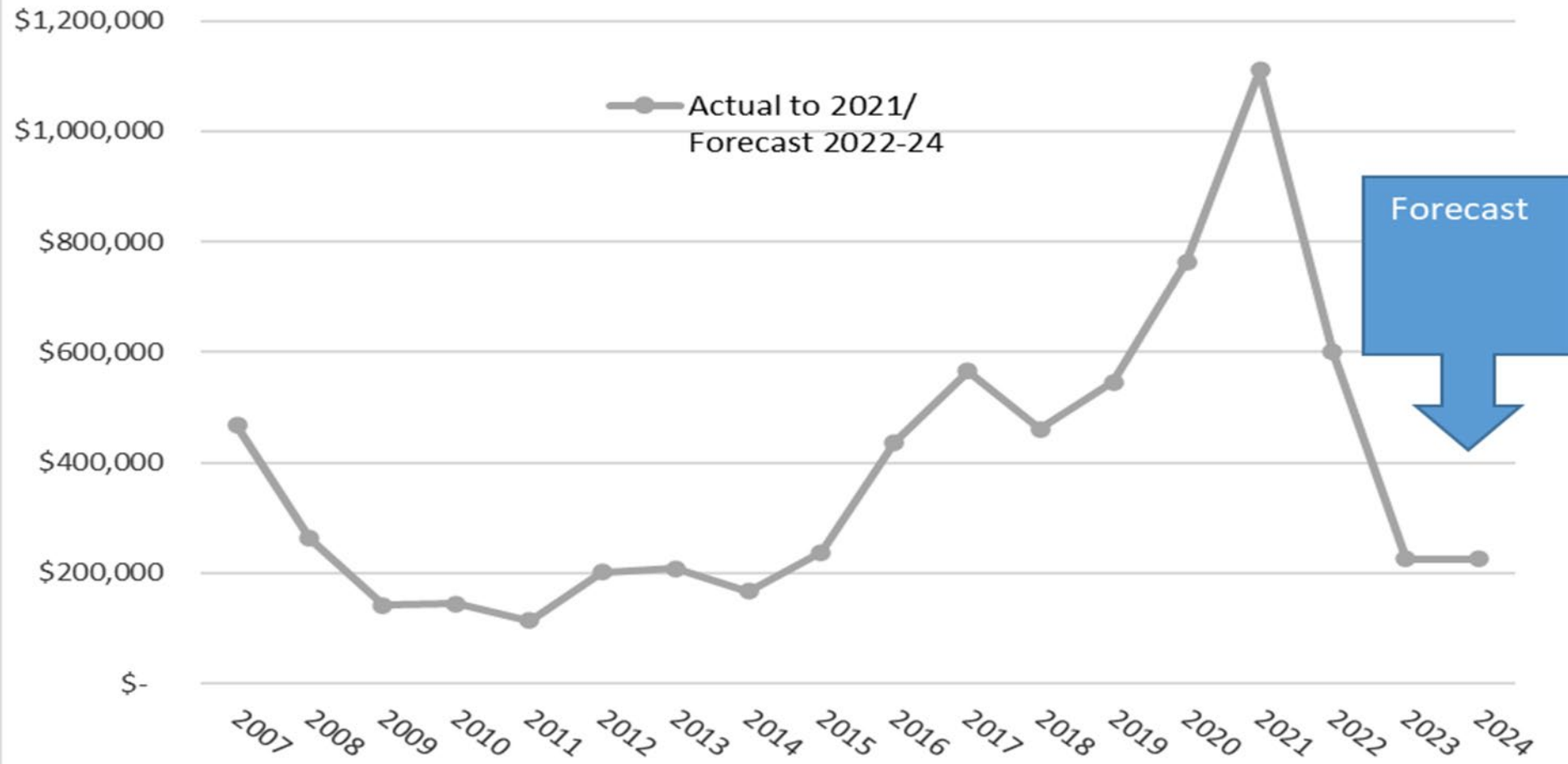
Contingency is restricted by RCW 35A.33.145 to \$0.375 per \$1,000 of assessed value or 8 percent of General Fund Budget, whichever is lower.



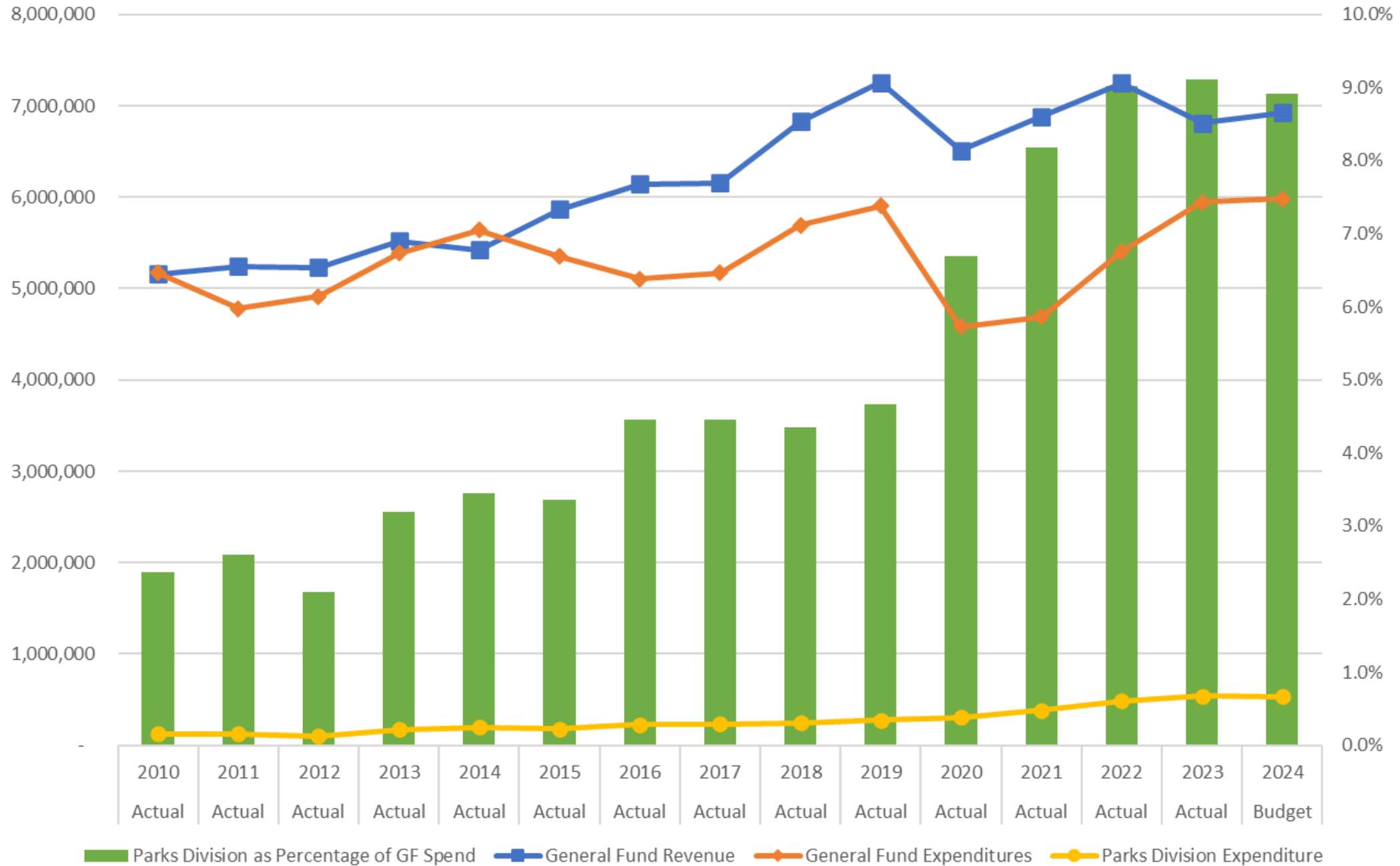
- Imposed on the value of real estate sales transactions
- Used for capital facilities (e.g., streets, parks, public buildings) identified in the City's capital improvement plan
- GMA cities can levy REET1- 0.25% & REET2- 0.25%
- Second 0.25% is more restricted
- Both 0.25% can pay for park and street planning and improvements
- Only the first 0.25% can pay for park land acquisition and civic buildings



Real Estate Excise Tax-Forecast to 2024



2010-2024 Stanwood Parks Spending Compared to General Fund Spending Overall

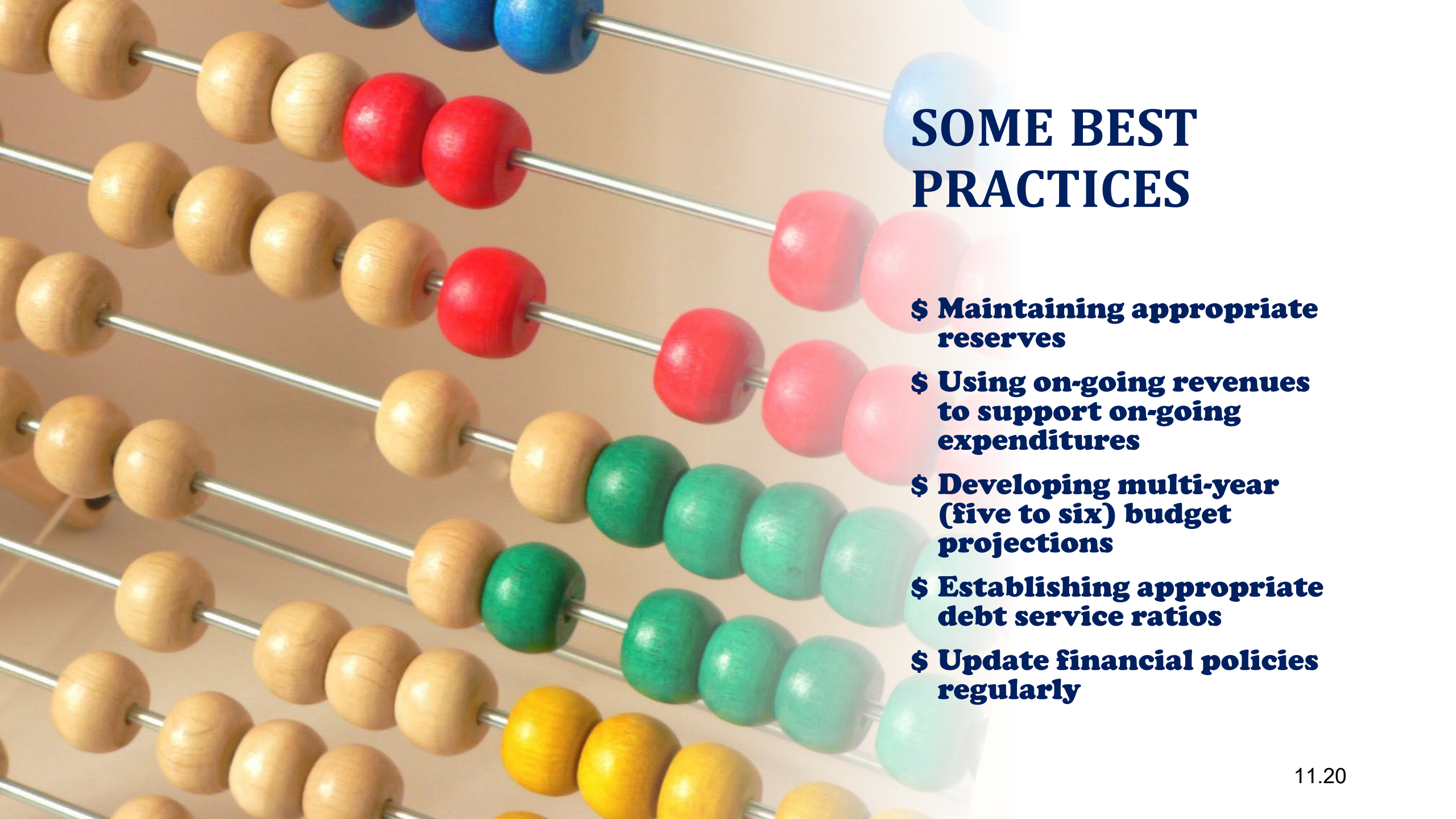


REAL ESTATE EXCISE TAXES



Table 1: Authorized uses of REET 1 and REET 2 Revenues

Planning, acquisition, re-construction, repair, replacement, rehabilitation or improvement of the following public facilities listed in the jurisdiction's capital facilities plan	1st Quarter Percent: REET 1 (0.25%) all cities/counties	2nd Quarter Percent: REET 2 (0.25%) GMA counties and cities only
Streets, Roads, Highways	Yes	Yes
Sidewalks	Yes	Yes
Street Lighting	Yes	Yes
Traffic Signals	Yes	Yes
Bridges	Yes	Yes
Domestic Water Systems	Yes	Yes
Storm and Sanitary Sewer	Yes	Yes
Parks	Yes	Yes (not land acquisition)
Recreational Facilities	Yes	No
Law Enforcement Facilities	Yes	No
Fire Protection Facilities	Yes	No
Trails	Yes	No
Libraries	Yes	No
Administrative or Judicial Facilities	Yes	No
River and/or Waterway Flood Control	Yes, if funds were expended for such purposes prior to 6/92	No
Housing Projects	Debt payment only for debt incurred between 6/92 and 12/31/95	11.19 No



SOME BEST PRACTICES

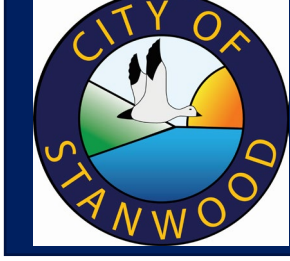
- \$ Maintaining appropriate reserves**
- \$ Using on-going revenues to support on-going expenditures**
- \$ Developing multi-year (five to six) budget projections**
- \$ Establishing appropriate debt service ratios**
- \$ Update financial policies regularly**

MAYOR AND COUNCIL ACTION

Past Mayoral and Council actions have helped the City better position itself to address unforeseen circumstances

- \$ Ensuring Contingency Fund and all targeted reserves are fully funded;**
- \$ Implementing utility tax which bolstered General Fund O&M Fund revenues**
- \$ Maintaining property tax banked capacity;**
- \$ Identifying construction sales taxes as one-time resources to be used for one-time expenditures only (not used for ongoing operations, which would then potentially need to be cut)**





Monitoring – Best Practice for Internal Control

- Single most important tool
- Relatively easy to implement
- Provides basic level of internal control
- Can be performed by either elected officials or personnel from other departments (depending upon size of entity).

Example: Review monthly financial reports using basic analytical concepts

- What do you expect to see vs. what you see
- Ask questions when you need clarity



**CITY OF STANWOOD
CITY COUNCIL
STAFF REPORT**

ITEM NUMBER: 11b

DATE: February 8, 2024

SUBJECT: Summer Sewer Discount

CONTACT PERSON: David A. Hammond, Finance Director

ATTACHMENTS: A – Ordinance 1527 - Amendment to SMC 12.04.020 Sewer Rates

PURPOSE

The purpose of this agenda item is for Council consideration whether to revise the summer sewer discount methodology.

BACKGROUND

The late summer of 2022, and especially September and October were unusually warm and dry. This led to unusually high sewer and water bills and many customer complaints. Staff added to the 2023 workplan a review of our billing practices to ensure the city practice is equitable. The reason the sewer rates were affected is due to the city's use of a summer sewer discount methodology that effectively charges residential sewer customers in summer months at the lower of their actual usage or the average amount of their winter water usage. This discount methodology is necessary because Stanwood's sewer rate is based on volume of water used, and in summer the increased usage is presumed to result from irrigation, which does not end up in the sewer treatment system, thus should not result in higher summer sewer costs. This methodology is widely used in the utility industry. In 2022, the discount expired in August so many customers were unpleasantly surprised by the size of their September and October utility bills.

On June 8, 2023, the city council adopted Ordinance 1519, which provided a temporary solution and directed staff to develop a long-term improvement.

ANALYSIS

One key issue with the summer discount method is that the city bills in two cycles, in alternate months, thus the discount is applied to different summer months for each cycle. The discount applies to May, June, July and August for Cycle One, and June, July, August and September for Cycle Two. In total, the discount runs from May through September, with all customers receiving a discount in June, July and August, but some customers receive a discount in May, while others receive a discount in September. This is perceived

as inequitable by some customers. Staff compared the eight-year average water use in each month and noted that October of 2022 was an extreme outlier (34% higher) than the average.

The city's rate consultant, FCS Group provided a recommendation to extend the winter periods that the rate is based on from four months to six, and to extend the period the discount is applied from four months to six months. This approach is considered to significantly reduce the variability between the two billing cycles, and therefore more equitable for customers. The change would reduce overall billed water usage by twelve percent. To make the proposed change revenue neutral, staff recommends increasing rates across all classes an additional 0.70 % (in addition to the 1.5 percent increase effective January 1st.) Note the percentage changes in overage rates vary, as the consultant noted the rates between classes should be linked proportionally between classes. The city is awaiting the results of the System Plan Update to determine rates in 2025 and beyond.

The following table illustrates the existing and proposed methodology.

Month	Existing		Proposed	
	Cycle 1	Cycle 2	Cycle 1	Cycle 2
January	Winter	Winter	Winter	Winter
February	Winter	Winter	Winter	Winter
March	Winter	Winter	Winter	Winter
April	Winter	Winter	Winter	Summer
May	Summer	Winter	Summer	Summer
June	Summer	Summer	Summer	Summer
July	Summer	Summer	Summer	Summer
August	Summer	Summer	Summer	Summer
September	Winter	Summer	Summer	Summer
October	Winter	Winter	Summer	Winter
November	Winter	Winter	Winter	Winter
December	Winter	Winter	Winter	Winter

EXISTING AND PROPOSED RATES.

Class	Base Rate - \$/Mo./Acct.		% Change
	Existing	Proposed	
Residential			
Individually Metered	\$ 58.70	\$ 59.11	0.70%
Master Metered	58.70	59.11	0.70%
Commercial			
Commercial - Light	58.70	59.11	0.70%
Commercial - Heavy	66.72	67.19	0.70%
General Industrial	74.76	75.28	0.70%

Class	Overage Rate - \$/ccf		% Change
	Existing	Proposed	
Residential			
Individually Metered	\$ 8.20	\$ 8.25	0.61%
Master Metered	8.27	8.25	-0.24%
Commercial			
Commercial - Light	8.20	8.25	0.61%
Commercial - Heavy	9.54	9.61	0.73%
General Industrial	10.87	10.95	0.74%

Notes: Low income rate available | Inactive rate available

Committee Recommendation

This issue is presented to the full council due to time constraint; if council approves in February, then staff will implement effective March 1, 2024.

Staff Recommendation:

Staff recommends leaving the summer sewer discount in place, however calculating the winter average over six-month periods and applying it to six-month periods, instead of four-month periods as is currently done.

Fiscal Impact NONE

RECOMMENDED MOTION

"I MOVE TO APPROVE THE FIRST READING OF ORDINANCE 1527 AMENDING THE METHODOLOGY FOR CALCULATING THE SUMMER SEWER DISCOUNT AND INCREASING THE SEWER RATE".

**CITY OF STANWOOD
WASHINGTON**

ORDINANCE NO. 1527

AN ORDINANCE OF THE CITY OF STANWOOD, WASHINGTON, AMENDING THE STANWOOD MUNICIPAL CODE (SMC) TITLE 12 TO PROVIDE FOR A REVISED METHODOLOGY FOR CALCULATING SUMMER SEWER RATES; AMENDING SEWER SYSTEM MONTHLY RATES; ESTABLISHING SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the City's sewer rates are set by ordinance and adjusted during summer months, based on winter averages; and

WHEREAS, high water use during the summer is typically associated with irrigation, as opposed to in-home use that enters the City's sewer system; and

WHEREAS, early fall in 2022 was unusually hot, causing water usage to be higher than average; and

WHEREAS, use of 2022 data anomalies in calculating summer 2023 residential sewer rates may not be reflective of actual use.

WHEREAS, on June 8, 2023 the Stanwood City Council adopted Resolution 1519, providing temporary relief and directed staff to develop and recommend a methodology to provide a longer-term solution.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANWOOD, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Stanwood Municipal Code 12.04.020(2) is hereby amended to read as follows:

SMC 12.04.020(2)(a) *Basis of Rates and Charges.* Sewer charges shall be based on the monthly water use as recorded by the city water meters unless indicated otherwise in this section. The charge for individually metered residential uses for the summer months, defined herein as May, June, July, and August, September, October for accounts in Cycle 1, and April, May, June, July, August, and September for accounts in Cycle 2, shall be based on the lesser of the water use for the billing period or the average monthly water use for the preceding November through April, or October through March, period, respectively. If data for the full September-November through April, or October through May-March, period are not available, the data will be averaged over the period for which data are available. For new accounts that begin in the defined summer months, the month's charge shall be based on the water use for that month. The charge for nonresidential uses for the months of April, May, June, July, August and September and October shall be based on the water use for that month unless indicated otherwise in this section. Routes included

in each cycle shall be determined by the city. A user may elect, at his/her own expense, to install a separate water meter to measure water used for irrigation. An irrigation-only account will then be established and billed separately by the city.

Monthly Sewer System Rates and Charges-Effective March 1, 2024

Class	Base Rate	Incremental Rate
Residential		
Individually Metered	~~(\$58.70)~~ \$59.11	~~(\$8.20)~~ \$8.25
Master Metered	~~(\$58.70)~~ \$59.11	~~(\$8.20)~~ \$8.25
Commercial		
Light Commercial	~~(\$58.70)~~ \$59.11	~~(\$8.20)~~ \$8.25
Heavy Commercial	~~(\$66.72)~~ \$67.19	~~(\$9.54)~~ \$9.61
General Industrial	~~(\$74.76)~~ \$75.28	~~(\$10.87)~~ \$10.95

Section 2. Severability. The various parts, sections and clauses of this ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

Section 3. Effective Date. This Ordinance shall take effect from and after five (5) days after its passage and publication as required by law.

PASSED AND APPROVED by the Stanwood City Council this **22nd day of February 2024.**

CITY OF STANWOOD

Sid Roberts, Mayor

ATTEST:

By: _____
Lisa Sokolik, City Clerk

APPROVED AS TO FORM:

By: _____
Nikki Thompson, City Attorney

Date of Publication: _____

Effective Date: _____

This Page Intentionally Left Blank