1. Agenda

    Documents:

    10-24-19 AGENDA.PDF

2. Meeting Materials

    Documents:

    6A POLICE COMPSTAT REPORT.PDF
    6B PTAC.PDF
    6C PC.PDF
    7A CDC MEETING MINUTES.PDF
    7B PW MINUTES.PDF
    8A VOUCHERS.PDF
    8B CITY COUNCIL REGULAR MEETING MINUTES.PDF
    9A 2020 DOCKET.PDF
    9B VON MOOS DEVELOPMENT.PDF
    10A 1479.PDF
    11A RULES OF PROCEDURE.PDF
    6D FINANCE REPORT.PDF
    11B BUDGET.PDF
    11C CIP.PDF

AGENDA
CITY COUNCIL REGULAR MEETING
Thursday, October 24, 2019 – 7:00 p.m.
Stanwood-Camano School District
Administration Building Board Room
26920 Pioneer Highway, Stanwood, WA 98292

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**
3. **APPROVAL OF THE AGENDA**
4. **PRESENTATION**
   a. Staff Achievement
5. **CITIZEN COMMENTS**
6. **STAFF REPORTS**
   a. Police Compstat Report
   b. Parks and Trails Advisory Committee Meeting Minutes – 09/16/19
   c. Planning Commission Meeting Minutes – 09/09/19
   d. Finance Report-Third Quarter
7. **COMMITTEE REPORTS**
   a. Community Development Committee Meeting Minutes - 10/10/19
   b. Public Works Committee Meeting Minutes – 10/07/19
8. **CONSENT AGENDA**
   a. Approve Vouchers and Payroll Checks
   b. Approve October 10, 2019 Regular Meeting Minutes
9. **PUBLIC HEARING**
   a. To Hear Public Testimony regarding the 2020 Docket - Resolution 2019-11
      i. Take public comment on the proposed 2019 Docket List
   b. To Hear Public Testimony regarding the VonMoos Development Agreement
      i. First Reading and Final Adoption of Resolution #2019-12
10. **OLD BUSINESS**
    a. Approve Second Reading and Final Adoption Ordinance 1479-Imposition of Lodging Tax, Establish New Accounting Fund and Lodging Tax Advisory Committee
11. **NEW BUSINESS**
    a. Council Rules of Procedure Amendments
    b. 2019-2020 Mid-Biennium Budget Updates and Amendments
    c. Capital Improvement Plan Annual Update
12. **REPORTS OF OFFICERS AND COMMITTEES**
    a. Mayor's Report
    b. City Administrator's Report
    c. Councilmember Reports/Questions
13. **CITIZEN CLOSING COMMENTS**
14. **ADJOURN**

Upcoming Meetings:
November 14, 2019 Regular Meeting
November 25, 2019 Regular Meeting (moved from November 28, 2019 due to holiday)

CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 6a

DATE: October 24, 2019

SUBJECT: Police September 2019 Compstat Report

CONTACT PERSON: Amanda Slattery, Police Records Clerk

ATTACHMENTS: September 2019 Compstat Report

SUMMARY STATEMENT

Attached is the September 2019 Compstat Report for council review.

ATTACHMENT A

Stanwood Police Department

September 2019

Administrative Personnel

Chief Norm Link
Sergeant Jason Toner
Amanda Slattery – Stanwood City Employee
Stacey Davis – Stanwood City Employee

Operational Personnel

	Assigned	Vacancies	Percentage
Sergeants	2	0	100%
MPD	0	0	N/A
Deputies	6	0	100%
SRO	1	0	100%
Detectives	1	0	100%
Total	10	0	100%

Area of Operation

The City of Stanwood contracts its police services through the Snohomish County Sheriff's Office. The population for Stanwood is currently 7,070, however due to the makeup of the community the service population is 40,000+. Stanwood's city limit encompasses 2.8 square miles.

COMPSTAT REPORT

Type of Crime	September 2019	Year To Date 2019	September 2018	Year to Date 2018
Homicide	0	**0**	1	**1**
Rape	0	**0**	0	**2**
Robbery	0	**1**	0	**3**
Assault	2	**32**	2	**32**
Burglary	0	**10**	2	**17**
Larceny	8	**109**	9	**71**
Motor Vehicle Theft	1	**9**	1	**13**
General	**September 2019**	**Year To Date 2019**	**September 2018**	**Year To Date 2018**
Calls for Service (Incidents)	932	**7707**	615	**5637**
Case Reports	58	**481**	45	**419**
Traffic Collisions	13	**85**	6	**94**
Arrests (Adult/Juvenile)	13	**152**	13	**126**
Drug Arrests	2	**14**	2	**14**
Warrant Arrests	5	**42**	2	**20**
Impaired Driving Arrests	1	**13**	1	**5**
Infractions Issued	24	**262**	13	**72**
Public Disclosure Requests	30	**301**	31	**344**
Concealed Pistol Licenses	15	**396**	24	**447**
Pistol Transfer Checks	21	**193**	N/A	**N/A**
Fingerprinting & Approx. timeframe	31 @ 7.75 hrs	**381 @ 95.25 hrs**	30@7.5hrs	**368@92 hrs**

City Collisions for September 2019

City Collisions for September Totals: 13

Date	Case Number	Location	H & R	Injured	Reason
9/2/2019	2019-6813	26900 Block of SR 532	x		Stopped veh suddenly lurched forward
9/3/2019	2019-6839	8800 Block of SR 532			Inattentive/Failure to Stop
9/10/2019	2019-7061	8800 Block of SR 532			Following too close/Failure to Stop
9/11/2019	2019-7110	7400 Block of HWY 532			Inattentive/Failure to Stop
9/16/2019	2019-7286	27500 Block of 102nd AVE NW			Inattentive/sleepy
9/17/2019	2019-7313	26900 Block of HWY 532		x	Vehicle into ditch/poss med event
9/18/2019	2019-7348	9800 Block of HWY 532		x	Failure to Yeild
9/20/2019	2019-7427	27100 Block of 72nd AVE NW			Inattentive/Failure to yeild
9/22/2019	2019-7475	27000 Block of PIONEER HWY			Vehicle into ditch to avoid a collision
9/22/2019	2019-7478	26700 Block of 72nd AVE NW			Failure to Yeild
9/26/2019	2019-7597	27100 Block of 102nd AVE NW			Contact made entering parking spot
9/27/2019	2019-7642	7100 Block of SR 532			DUI/Failure to stop
9/30/2019	2019-7700	7200 Block of SR 532			Run red light/sun-blinded

SEPTEMBER STANWOOD CAMANO SCHOOL DISTRICT SRO REPORT 9/30/2019

STANWOOD HIGH SCHOOL

INCIDENT	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		TOTAL
ADMINISTRATIVE			1	4	3	4			2	3	3	4	5			2	3	1	3	1			3	2	4	2				3		53
ARSON																																0
ASSAULT																			1													1
ASSIST PATROL																																0
BOMB THREAT																																0
BURGLARY																																0
COACHING SPORTS		1	1	1	1	1			1	1	1	1	1	1		1	1	1	1	1	1		1	1	1	1	1	1	1			24
COLLISION																				1												1
COUNSELING																																0
CPS REFERRAL																																0
CRISIS PLANNING/DRILL																			1													1
DISTURBANCE																																0
FELONY VUCSA																																0
FIGHT																			2													2
HARASSMENT																																0
MAL-MIS																																0
MARIJUANA																																0
MENTAL HEALTH																																0
MIP																																0
ORDER VIOLATION																																0
PARAPHERNALIA																																0
PARENT MEETING																				1												1
PARKING PROBLEM						1			1			1	1			1											1					6
PUBLIC ASSIST					1								1				1			1												4
RUNAWAY												1	1																			2
SEXUAL ASSAULT																																0
STUDENT MEETING						1						1	1					2									1					6
SUSPICIOUS											1																					1
TEACHING																		1					1				1			2		5
THEFT						1																										1
VAPING / TOBACCO																																0
TRAFFIC INCIDENT																																0
TRESPASS																																0
WARRANT																																0
WEAPONS																																0
OTHER																									1							1

Stanwood Camano School District Resource Officer SEPTEMBER NEWSLETTER

SEPTEMBER 2019

START OF A NEW SCHOOL YEAR! 2019-2020

The 2019-2020 Stanwood Camano school year officially began September 4th. The first couple days were fairly calm with most of the issues being students not knowing where their classes were, as well as a smattering of parking issues.

NEW SCHOOL CONSTRUCTION:

The new Stanwood High School and Church Creek campus schools are well under way. Walls are going up, classrooms are taking shape, roofs are mostly on and the new brick facing is being put on in some places. The large amount of construction workers and extra construction equipment in the area are causing some traffic congestion and parking problems. SRO Deputy McCurry (via the Stanwood Police Department Facebook page) sent out a video explaining various traffic laws and common traffic violations, and how to avoid them. Even with the informational video, the Stanwood Police are still dealing with parking violations such as parking too close to fire hydrant, parking too close to a crosswalk, and restricted parking violations (parking without a permit).

SPORTS:

Along with the new school year comes the new fall sports season. Football, boys tennis, girls swimming, cross country, girls soccer, volleyball and cheer are now in full swing. The new stadium turf is amazing and the athletes love it!

Stanwood Police Department Detective Report September Newsletter

September 2019

GO WIRELESS FRAUD

On 08-26-19 Deputy Scott responded to a fraud complaint at the Stanwood Go Wireless (Verizon) store. On 07-24-19 a woman entered the store, identified herself as a specific Verizon customer and purchased two iPhones valued at $999.99 each. The woman's boyfriend paid the tax and setup fees and financed the remaining balance of more than $2000.00 on the Verizon customer's account. The Verizon Wireless customer (victim) did not authorize the purchase and was not in the store on the day of the transaction.

A Go Wireless Fraud Investigator contacted Deputy Scott and identified the male and female suspects in the Stanwood case. Deputy Scott learned the same suspects were involved in approximately 70 similar fraudulent transactions in various Washington cities since February of 2019.

The woman is currently in custody.

Charges of Identity Theft and Theft Second Degree have been referred to the Prosecutor's Office.

FINANCIAL EXPLOITATION OF VULNERABLE ADULT

On 09-19-19 Deputy Fuchs contacted an elderly male in response to an Adult Protective Services complaint of financial fraud. The victim's accountant gained control of his finances after the victim signed a document giving the accountant Durable Power of Attorney in 2017.

The Adult Protective Services referral alleges the theft of approximately $300,000.00 from the victim over the past several years.

THEFT FROM CAR WASH

On 09-07-19 Deputy LaFrance responded to a report of theft from a local car wash. An unknown subject used a tool to gain access to pay station.

Detective Martin is waiting on the video from the car wash to compare to video from similar incidents in Marysville and Mount Vernon over the past month.

Detective Martin will be working with Marysville Police detectives as they have identified a possible suspect.

CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 6b

DATE: October 24, 2019

SUBJECT: Parks and Trails Advisory Committee Meeting Minutes

CONTACT PERSON: Patricia Love, Community Development Director

ATTACHMENTS: A – September 16, 2019 Meeting Minutes

SUMMARY STATEMENT

Minutes from the September 16, 2019 Parks and Trails Advisory Committee meeting are attached to this staff report for approval as presented.

ATTACHMENT A

PARKS and TRAILS ADVISORY COMMITTEE
September 16, 2019 Meeting
Meeting Notes

Attendance:

Committee Members:	Staff:	Public:
Steve Shepro	Patricia Love, Community Development Director	Gordy Holmes
Gordon Bell	Carly Ruacho, Senior Planner	Deb Bell
Dave Hall	Krista Hintz, Administrative Assistant	Judy Williams
Marshall Will		
Matt Withers		
Rick Hawkins		
Lisa Bruce		

Call to Order and Roll Call

The September meeting of the PTAC was called to order at 3:00 pm on Monday, September 16, 2019

Approval of Minutes

A motion to approve the July 15, 2019 meeting minutes was made by Dave Hall, seconded by Steve Shepro. The minutes were approved as presented.

Hamilton Landing Park Design Discussion

Community Development Director Patricia Love presented the Hamilton Landing Park design update with the following edits:

- The Lyons Club requires a 185'-200' cable to hoist the holiday lights which will require the berm play area to split in two to allow the cable to be stretched. The parking area will be closed while the cable is in active use. Closures will be messaged out through signage, social media and website.
- The Lyons Club asked for wider sidewalks to transport the lights from storage to the stack. Widen from ten feet to twelve feet.
- The Lyons Club also asked for fencing around the stack to maintain the structural integrity. The Department of Ecology has agreed to allow us to use a portion of the innovative planning grant money towards structural integrity. Structural Engineers will their evaluation on September 20, 2019.
- Doubled the amount of picnic tables and benches

Ovenell Banner Update

The barn has been cleaned and the murals have been printed. The Public Works department is constructing frames for the canvas and will be hanging the murals on the east end of the barn, leaving potential for a second banner project in the future. The murals will be in place in time for a scheduled unveiling October 21, 2019. The committee should plan to meet at the Ovenell Barn at 3:00pm.

2020 Parks Capital Improvemen4t Project (CIP) list of projects we hope to achieve in the next six years.

- Phase II of the Ovenell Park cleanup is underway, crews are removing concrete, rebar, old tires, and other debris.
- Heritage Park Ballfields and Trails-The City received the Youth Athletic Field grant for Heritage ballfields.
- Hamilton design has been approved, the goal is to finish the project in 2020.
- Trail Implementation project on the Berm.
- Acquisition of Heritage Park-Council made a motion to move forward with the property purchase. Heritage Park Master Plan coming soon.
- Church Creek Park- Purchase playground equipment next year and make the basketball court a multi-purpose court. The city received verbal approval from Snohomish County for $10,000 playground equipment grant. In addition, FoSPAT has a check in the amount of $1,300, proceeds of GivingTuesday, to present to the city for playground equipment. Patricia Love suggested a mini committee meet early November to discuss options for playground equipment.

Other topics covered:

- Fitness trail or play area for teens and adults at Church Creek Park
- A new skate park at Church Creek Park
- Expanding the Heritage Park Skate Park
- Basketball/Pickelball-multi-purpose courts
- Soccer Fields at Heritage Park
- Expanding the Dog Park at Heritage Park
- Patricia Love will be working with the Finance Director regarding budgeting to add the discussed projects to the next round of the CIP, along with adding a BMX bike track to Heritage Park.

<u>Winter projects for the committee</u>

- Disuss a donation program to fund various aspects of the parks.
- Look into a Memorial Dedication program to fund benches
- The committee will also be tasked with creating bi-laws and nominating a Chair and Vice Chair to formalize meeting procedures.

The New "Downtown" Park discussion will be pushed to a future meeting.

Next Meeting

The next meeting is scheduled for Monday, October 21, 2019 beginning with a ribbon cutting ceremony at Ovenell Park to unveil the banners.

The meeting was adjourned at 4:40 pm.

CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT

ITEM NUMBER:	6c
DATE:	October 24, 2019
SUBJECT:	Planning Commission Meeting Minutes
CONTACT PERSON:	Patricia Love, Community Development Director
ATTACHMENTS:	A – September 9, 2019 Meeting Minutes

SUMMARY STATEMENT

Minutes from the September 9, 2019 Planning Commission Meeting are attached to this staff report for approval as presented.

ATTACHMENT A

STANWOOD PLANNING COMMISSION MINUTES
September 09, 2019

Call to Order

Chair Linda Utgard called the meeting to order at 6:30PM with the following Commissioners present: Steve Shepro, Sid Roberts, and Marcus Metz. Commissioners Dennis and Robb were absent. Staff present; Community Development Director Patricia Love, Senior Planner Amy Rusko and Administrative Assistant Krista Hintz. Also known to be present, Peggy Wendel, Lisa Sather, Tim Schmitt, and Scott Wammack.

Public Requests and Comments

Citizen Tim Schmitt addressed zoning in relation to incineration.

New Business

2019 Docket

Community Development Director Patricia Love presented an overview of the 2019 Docket to include five (5) public items and three (3) City Initiated items:

- Stromberg Rezone Request-Rezone 6721 Pioneer Hwy from Light Industrial to Residential
- Nord/Beckner Rezone Request- Rezone property between 90th and 92nd Avenue from Light Industrial to Multifamily Residential
- Wammack/Sather Rezone Request-Rezone two vacant parcels within the Haggen Complex from General Commercial to General Commercial with Mixed Use Overlay
- Wammack/Sibert Rezone Request-Add Mixed Use Overlay to 72nd Avenue Parcel Zoned General Business
- 271st Street (Main Street) Rezone-City Initiated Rezone to consider rezoning the property along the north side of 271st Street between 90th Ave NW and 92nd Ave NW from Light Industrial to Mainstreet Business II (MBII)
- Buildable Lands and Population Allocation-City Initiated Code Amendment-Evaluate land capacity, density, and housing types in compliance with state law (Growth Management Act) as it relates to the upcoming buildable lands analysis and 2050 growth projections.
- Permitted use Table and Procedures-City Initiated Code Amendment to update the City's permitted use matrix and permitting procedures to ensure that the type of land uses are consistent with the intent of zoning districts and that the permitting process is efficient as possible while ensuring public participation
- Resident Initiated Code Amendment-Establish standards for type and quality of development materials.

Staff recommendation: Approve all of the 2019 Docket applications and place on the Planning Commission's 2020 work plan.

Commissioner Roberts made the motion to recommend that the 2019 Docket Applications be placed on the Final Docket and be included in the Planning Commissions 2020 Work Plan. The motion was seconded by Commissioner Shepro and approved unanimously

Miscellaneous Business

Community Development Director Patricia Love gave a brief overview of the Sales Tax Allocation Program that would allow a small percentage of State Sales Tax to come back to the city to be applied towards affordable housing programs. The city is considering partnering with the Community Resource Center to keep these dollars local.

Recent Council Action on Commission Items

Council approved: Shoreline Management Update
Youth Athletic Field Grant for Heritage Park
Hamilton Site Plan
Ovenell Clean Up

Upcoming Items

- Park Impact Fees will return to Planning Commission late October or early November.
- Trailside final plat to City Council on September 12, 2019
- Cedarhome Square final plat approval by November
- PRD will go to Council in October
- The next Planning Commission meeting will be held September 23, 2019.

Adjourn

The meeting adjourned at 7:33PM.

Krista Hintz, City of Stanwood

CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT

ITEM NUMBER:	7a
DATE:	October 24, 2019
SUBJECT:	Community Development Committee Meeting Minutes
CONTACT PERSON:	Patricia Love, Community Development Director
ATTACHMENTS:	A – October 10, 2019 Meeting Minutes

SUMMARY STATEMENT

Minutes from the October 10, 2019 Community Development Committee meeting are attached to this staff report for approval as presented.

City Council
COMMUNITY DEVELOPMENT COMMITTEE
October 10, 2019 Meeting
Meeting Notes

Attendance:

Council Committee Members and Staff:	*Citizens*
Rob Johnson, Councilmember	Tim Schmitt
Dianne White, Councilmember	Anna Nelson, Landed Gentry-Cedarhome Square
Elizabeth Callaghan, Councilmember	
Jennifer Ferguson, City Administrator	
Amy Rusko, Senior Planner	

1. ***Final Plat of Cedarhome Square Phase II***
   Senior Planner, Amy Rusko presented Cedarhome Square Phast II. Landed Gentry Development submitted a preliminary plat application for 125 residential dwelling units/lots early in 2018. The project was reviewed per the City's permitting process and was approved after a public hearing with the Hearing Examiner. A minor amendment was approved on August 16, 2018 and added four lots to the plat with the acquisition of a neighboring property. There are a total of 129 residential dwelling units/lots included in the project. City Council approved the Final Plat of Phast I on February 14, 2019 for 51 single family residential dwelling units. Phases II and III were combined to form what is now Phase II, 48 single family dwelllings, 8 cottage units, 2 park tracts and 2 path/trails. Construction of Phase II is almost complete and they have submitted for Final Plat approval. We anticipate the final plat witll be forwarded to the City Council on November 14. Phase III is on tract to go before the Community Development Committee November 14 and to the full Council for approval in December.

2. ***Von Moos Development Agreement Public Hearing***
   A Public Hearing will be held by Stanwood City Council Thursday, October 24, 2019 at 7:00 pm. The Public Hearing is to consider the development agreement for lots 79, 80, 81 and Tract 996 of the Stanwood Schmitt Preliminary Plat (file no. 2018-0444) that was approved by the Hearing Examiner on February 8, 2019. The development agreement is a condition of the Stanwood Schmitt Preliminary Plat to meet the three housing types required within the Traditional Neighborhood zone. The development agreement includes items, such as: term of agreement, allowed uses, density, development standards, design standards, and street improvements.

3. ***Stanwood Civic Campus Open House***
   The City of Stanwood is hosting a Stanwood Civic Campus Open House on Wednesday, October 16, 2019 from 5:00 – 7:30 PM at Stanwood City Hall. The Civic Campus Open House is for citizens to view early conceptual ideas regarding the new Civic Campus site layout, visioning images and potential site elements. During the Open House, citizens are encouraged to share ideas or concerns. The design team from Mackenzie will be on hand to engage with citizens and answer questions about the project.

4. ***Café Roundtable Event at Planning Commission***

The City of Stanwood Planning Commission will hold a Public Meeting involving an interactive Planning Café for discussions regarding future land uses, zoning, density, and housing types on Monday, October 28, 2019 at 6:30 PM at the Stanwood Fire Station, 8117 267th Street NW**.** The café round table event is intended to involve the public in discussions regarding future land uses and the accommodation of the 2050 forecasted population and employment numbers, as the city prepares for the 2023 Comprehensive Plan Update. The café roundtable discussions involve topics related to density and housing types throughout the city. Participants will help identify locations for future growth and discuss options for infill housing types through a series of interactive activities.

5. ***Discover Stanwood Camano Overview***

City Administrator Jennifwr Ferguson presented an overview of Discover Stanwood Camano. Discover Stanwood Camano is the tourism and marketing initiative for the City of Stanwood. It started out as Discover Port Susan and was rebranded to Discover Stanwood Camano. The city currently contracts with the Chamber and is bringing the governance back under the city's umbrella. The city wants to closely mirror a destination marketing organization (DMO). The city could set up a non-profit organization for the DMO. Our goal is to continue to grow the foundation and continue to work on enhancing our tourism initiatives, get involved and become accredited with the Destination Marketing Association, and work with the county and the state tourism bureaus.

DiscoverStanwoodCamano is a tourism publication distributed along the I-5 corridor from Canada to Vancouver, WA. We are increasing distribution to include Victoria, B.C. and Amtrak. We also received a grant from the Port of Seattle to market out of state in Texas and California.

<u>Discover Stanwood Camano-</u>What we do

- DMO-Destination Marketing Organization – creating an online presence to promote local events and activities
- City is proposing Lodging Tax ordinance to tap into the Air B-n-B and VRBO markets
- DSC Visitors Guide-continue to expand and enhance the magazine, connecting the arts, culture and businesses in our community
- The DSC website will mirror the magazine but will be more extensive, it will be redone to update and make the website easy to manage and maintain-contracted between the city and support partner
- DSC is morphing and expanding, we will be sending a DSC Insider magazine to households in 98292 and 98282-a great place for businesses to advertise
- DSC-*Places* to list your business
- Behind the scenes-business to business platform for communication
- Limited graphic design services to local businesses-contracted between the city and support partner

6. ***Ordinance 1479- Imposition of Lodging Tax***

City Administrator Je4nnifer Ferguson presented proposed Ordinance 1479 Imposition of Lodging Tax. A lodging tax of two percent is available to the city of Stanwood. Snohomish County currently levies this tax, so instead of the proceeds going to the county, they would go to the city. It is important to note that this tax, which is paid by lodgers, is already imposed by the county, i.e., the tax will simply go to the city instead of the county.

State law requires the formation of a Lodging Tax Advisory Committee (LTAC) to oversee the spending of lodging tax revenues. Such a committee could meet frequently or annually. The city currently administers a tourism grant program and allocates funds in support of Stanwood's Destination Marketing Program, Discover Stanwood Camano.

There is not data available at this time to allow an estimate of how much lodging tax might be collected. The Department of Revenue is currently developing a system that would report amounts by jurisdiction and by establishment. The proposed lodging tax is not expected to generate significant revenue in the immediate term, but will provide valuable information and date to support the city's efforts to encourage development of a hotel in Stanwood. The city is aware that short term lodging is offered in Stanwood but details on this activity are not available.l Imposition of the lodging tax will inform the city on the scale of the activity because these business activities will pay the lodging tax.

____

Chair

CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 7b

DATE: 10-24-2019

SUBJECT: Public Works Committee Meeting Minutes

CONTACT PERSON: Kevin Hushagen, Public Works Director

ATTACHMENTS: A – October 7, 2019 Public Works Committee Minutes

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SUMMARY STATEMENT

The Public Works Committee met on Monday, October 7, 2019 at 5:15pm at the Wastewater Treatment Plant located at 26729 98th Drive NW, Stanwood, Washington, 98292.

Minutes from the meeting are attached to this staff report (Attachment A). To review the full agenda packet, please visit the City's website at www.ci.stanwood.wa.us click on the blue ribbon 'Agendas/Minutes' and then click on 'View Details' next to the date of this meeting.

AGENDA

1. CIP

Discussion Items

- Task order with RH2 for main pump station analysis
- Truck traffic on Pioneer Highway
- Stauffer Road WM service

PUBLIC WORKS/PARKS COMMITTEE MEETING
Monday, October 7, 2019 – 5:15pm
Wastewater Treatment Plant – 26729 98th Drive NW

MINUTES

Attendance:

Councilmembers: Rob Johnson, Judy Williams
City Staff: Kevin Hushagen, Shawn Smith, Jennifer Ferguson

The full meeting agenda packet with detailed information can be found on the City's website at www.ci.stanwood.wa.us

1. CIP (Capital Improvement Plan)

Committee Recommendation: The Committee approves the proposed CIP and recommends that it be taken to full council for adoption.

DISCUSSION ITEMS:

- **Task order with RH2 for Main Pump Station analysis**
  The Committee is in support of issuing a task order to RH2 for the Main Pump Station analysis.

- **Truck Traffic on Pioneer Highway**
  The Committee read Emilia Kallock's letter regarding truck traffic on Pioneer Highway. Staff will follow up with Ms. Kallock to let her know that she should reach out to the county regarding this issue. Staff will also check with full council and the Mayor to see if they are in agreement that the City can send a letter of support of Ms. Kallock's request.

- **Stauffer Road WM Service**
  Staff updated the Committee regarding the issue of Waste Management not picking up trash/recycle on Stauffer Road. Staff met with Waste Management and agreed that WM will continue service on Stauffer Road using 7633 Stauffer Rd (with permission from property owners) as their turn-around spot.

CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT

ITEM NUMBER:	8a
DATE:	October 24, 2019
SUBJECT:	Approval of Voucher and Payroll Checks
CONTACT PERSON:	Reina Barber, Accounting Specialist
ATTACHMENTS:	A - Voucher Check Detail

SUMMARY STATEMENT

Approve issuance of Washington Federal Bank voucher checks 31737 through 31785 and Washington Federal electronic voucher funds transfers in the amount of $1,173,234.66. Approve issuance of Washington Federal Bank payroll checks 1650 through 1660 and Washington Federal electronic payroll funds transfers in the amount of $270,913.65.

RECOMMENDED MOTION

I MOVE TO APPROVE ISSUANCE OF WASHINGTON FEDERAL BANK VOUCHER CHECKS 31737 THROUGH 31785 AND WASHINGTON FEDERAL ELECTRONIC VOUCHER FUNDS TRANSFERS IN THE AMOUNT OF $1,173,234.66. APPROVE ISSUANCE OF WASHINGTON FEDERAL BANK PAYROLL CHECKS 1650 THROUGH 1660 AND WASHINGTON FEDERAL ELECTRONIC FUNDS TRANSFERS IN THE AMOUNT OF $270,913.65.

ATTACHMENT A

CHECK REGISTER

City Of Stanwood
MCAG #: 0695

10/02/2019 To: 10/15/2019

Time: 08:00:15 Date: 10/16/2019

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5921	10/03/2019	Claims	3	EFT	Chase Paymentech	788.93	Sept Merchant Fees
6061	10/04/2019	Claims	3	EFT	Xpress/Bill Pay	463.68	10290 Monthly Maintnance Sept 2019
6063	10/04/2019	Claims	3	EFT	WA St Dept of Licensing *	252.00	Gun Permit Fees Sept
5989	10/08/2019	Claims	3	31737	A WorkSAFE Service, Inc	55.00	City Of Stanwood
5990	10/08/2019	Claims	3	31738	Ace Hardware	377.79	20013
5991	10/08/2019	Claims	3	31739	Aramark Uniform Services Inc	634.62	937963000
5992	10/08/2019	Claims	3	31740	Gaylynn Brien	60.00	City Of Stanwood
5993	10/08/2019	Claims	3	31741	Cascade Natural Gas Corp	85.84	498 440 0000 7; 839 440 0000 5; 931 607 9072 6; 953 540 0000 2; 127 540 0000 3; 608 440 0000 4
5994	10/08/2019	Claims	3	31742	Confluence Environmental Company, Inc	6,813.75	City Of Stanwood
5995	10/08/2019	Claims	3	31743	Edge Analytical Inc	66.00	STA01; STA01; STA01
5996	10/08/2019	Claims	3	31744	FCS Group- Solutions- Oriented Consult.	2,221.25	City Of Stanwood
5997	10/08/2019	Claims	3	31745	Forest Land Services Inc	517.44	City Of Stanwood
5998	10/08/2019	Claims	3	31746	Freightliner Northwest	9.28	315137
5999	10/08/2019	Claims	3	31747	Frontier *	1,379.61	360-629-4907-072497-5; 206-188-0411-053105-5
6000	10/08/2019	Claims	3	31748	Lenz Enterprises Inc	41.77	City Of Stanwood
6001	10/08/2019	Claims	3	31749	Les Schwab Tire Centers	436.80	S34-00006
6002	10/08/2019	Claims	3	31750	Motor Trucks International	211.15	74799
6003	10/08/2019	Claims	3	31751	NC Machinery	129.89	0271520; 0271520
6004	10/08/2019	Claims	3	31752	Navia Benefits	50.00	City Of Stanwood
6005	10/08/2019	Claims	3	31753	North County Regional Fire Authority	432,686.46	166
6006	10/08/2019	Claims	3	31754	Office Depot	1,278.25	36274097; 36274097; 36274097; 36274097; 36274097; 36274097; 36274097; 36274097
6007	10/08/2019	Claims	3	31755	PUD Of Snohomish County *	16,360.94	202982351; 200208858; 202423729; 221854284; 200240505; 200592889
6008	10/08/2019	Claims	3	31756	PacWest Machinery	288,900.00	29765570
6009	10/08/2019	Claims	3	31757	Pacific Golf & Turf	913.62	City Of Stanwood
6010	10/08/2019	Claims	3	31758	Petty Cash/ Marcy Mathis -Custodian	15.00	City Of Stanwood
6011	10/08/2019	Claims	3	31759	Platt Electric Supply Inc	99.26	24127
6012	10/08/2019	Claims	3	31760	Ricoh USA, Inc.	1,766.48	1316669-3660090; 1316669-3660140; 1316669-3660142; 1316669-3660143; 1316669-3659652
6013	10/08/2019	Claims	3	31761	Shred-it US JV LLC	41.91	14668765
6014	10/08/2019	Claims	3	31762	Skagit Farmers Supply	435.60	135052
6015	10/08/2019	Claims	3	31763	Sno Co Clerks/Finance Officers Assoc	60.00	City Of Stanwood
6016	10/08/2019	Claims	3	31764	Sno Co District Court	374.58	DCT34003
6017	10/08/2019	Claims	3	31765	Sno Co Public Works *	99,537.07	CR000024; CR000024; CR000024
6018	10/08/2019	Claims	3	31766	Sno Co Sheriff's Office - CB	614.83	City Of Stanwood
6019	10/08/2019	Claims	3	31767	Sno Co Sheriffs Office *	147,654.58	SSH00001
6020	10/08/2019	Claims	3	31768	Snohomish County 911	6,899.07	City Of Stanwood
6021	10/08/2019	Claims	3	31769	Snohomish County Treasurer	12.66	City Of Stanwood
6022	10/08/2019	Claims	3	31770	Stanwood Auto Parts	463.63	56100
6023	10/08/2019	Claims	3	31771	Stanwood Camano News	114.11	261981; 261981
6024	10/08/2019	Claims	3	31772	Stanwood City Utility	3,867.51	2749
6025	10/08/2019	Claims	3	31773	Stanwood Hardware	256.14	1414
6026	10/08/2019	Claims	3	31774	Stilly Auto Parts Napa	295.51	27197

CHECK REGISTER

City Of Stanwood
MCAG #: 0695

10/02/2019 To: 10/15/2019

Time: 08:00:15 Date: 10/16/2019

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6027	10/08/2019	Claims	3	31775	T-Bailey, Inc	152,653.00	City Of Stanwood
6028	10/08/2019	Claims	3	31776	Teledyne Instruments, Inc.	408.41	0021783
6029	10/08/2019	Claims	3	31777	Unum Life Insurance	88.40	City Of Stanwood
6030	10/08/2019	Claims	3	31778	Utilities Underground Loc	72.24	134200
6031	10/08/2019	Claims	3	31779	WA St Dept of Ecology *	59.00	City Of Stanwood
6032	10/08/2019	Claims	3	31780	WA St Dept of Transportation *	270.95	916001509
6033	10/08/2019	Claims	3	31781	WA St Treasurer	1,177.44	City Of Stanwood
6034	10/08/2019	Claims	3	31782	Washington State Patrol *	172.25	STA301
6035	10/08/2019	Claims	3	31783	Washington Tractor Inc.	11.78	111096
6036	10/08/2019	Claims	3	31784	Waste Management Skagit	154.18	8-34465-95001
6037	10/08/2019	Claims	3	31785	Xylem Water Solutions U.S.A., Inc.	925.00	129265

Fund	Amount		
001 General Fund	595,948.59		
101 Street Fund	1,863.03		
103 Street Construction Fund	99,159.69		
107 Equipment Reserve Fund	144,450.00		
401 Sewer Fund	13,651.33		
403 Sewer Construction Fund	1,418.51		
410 Drainage Fund	880.84		
411 Drainage Construction Fund	6,813.75		
421 Water Fund	10,416.67		
422 Water Construction Fund	159,978.00		
458 Drainage Equipment Reserve	144,450.00		
630 Agency Fund	-5,795.75		
		Claims:	1,173,234.66
* Transaction Has Mixed Revenue And Expense Accounts	1,173,234.66		

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 ______________________________ Date:__________
( ) Deputy Finance Director

CHECK REGISTER

City Of Stanwood
MCAG #: 0695

10/02/2019 To: 10/15/2019

Time: 08:00:30 Date: 10/16/2019

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5851	10/08/2019	Payroll	3	EFT		4,092.70	September 2019 Payroll
5852	10/08/2019	Payroll	3	EFT		3,483.46	September 2019 Payroll
5853	10/08/2019	Payroll	3	EFT		2,103.20	September 2019 Payroll
5854	10/08/2019	Payroll	3	EFT		1,912.61	September 2019 Payroll
5855	10/08/2019	Payroll	3	EFT		345.29	September 2019 Payroll
5856	10/08/2019	Payroll	3	EFT		790.75	September 2019 Payroll
5857	10/08/2019	Payroll	3	EFT		2,995.41	September 2019 Payroll
5858	10/08/2019	Payroll	3	EFT		5,148.67	September 2019 Payroll
5859	10/08/2019	Payroll	3	EFT		3,521.45	September 2019 Payroll
5860	10/08/2019	Payroll	3	EFT		1,863.05	September 2019 Payroll
5861	10/08/2019	Payroll	3	EFT		5,808.03	September 2019 Payroll
5862	10/08/2019	Payroll	3	EFT		1,999.55	September 2019 Payroll
5863	10/08/2019	Payroll	3	EFT		3,857.01	September 2019 Payroll
5864	10/08/2019	Payroll	3	EFT		2,661.98	September 2019 Payroll
5865	10/08/2019	Payroll	3	EFT		2,790.98	September 2019 Payroll
5866	10/08/2019	Payroll	3	EFT		5,461.26	September 2019 Payroll
5867	10/08/2019	Payroll	3	EFT		345.01	September 2019 Payroll
5868	10/08/2019	Payroll	3	EFT		4,356.28	September 2019 Payroll
5869	10/08/2019	Payroll	3	EFT		824.18	September 2019 Payroll
5870	10/08/2019	Payroll	3	EFT		5,318.16	September 2019 Payroll
5871	10/08/2019	Payroll	3	EFT		4,047.70	September 2019 Payroll
5872	10/08/2019	Payroll	3	EFT		3,193.83	September 2019 Payroll
5873	10/08/2019	Payroll	3	EFT		295.22	September 2019 Payroll
5874	10/08/2019	Payroll	3	EFT		345.22	September 2019 Payroll
5875	10/08/2019	Payroll	3	EFT		2,568.80	September 2019 Payroll
5876	10/08/2019	Payroll	3	EFT		748.16	September 2019 Payroll
5877	10/08/2019	Payroll	3	EFT		2,709.14	September 2019 Payroll
5878	10/08/2019	Payroll	3	EFT		3,059.72	September 2019 Payroll
5879	10/08/2019	Payroll	3	EFT		995.63	September 2019 Payroll
5880	10/08/2019	Payroll	3	EFT		4,963.46	September 2019 Payroll
5881	10/08/2019	Payroll	3	EFT		339.21	September 2019 Payroll
5882	10/08/2019	Payroll	3	EFT		2,017.52	September 2019 Payroll
5883	10/08/2019	Payroll	3	EFT		3,366.98	September 2019 Payroll
5884	10/08/2019	Payroll	3	EFT		1,529.10	September 2019 Payroll
5885	10/08/2019	Payroll	3	EFT		2,375.91	September 2019 Payroll
5886	10/08/2019	Payroll	3	EFT		3,562.16	September 2019 Payroll
5887	10/08/2019	Payroll	3	EFT		3,271.73	September 2019 Payroll
5888	10/08/2019	Payroll	3	EFT		2,064.11	September 2019 Payroll
5889	10/08/2019	Payroll	3	EFT		1,674.08	September 2019 Payroll
5890	10/08/2019	Payroll	3	EFT		711.21	September 2019 Payroll
5891	10/08/2019	Payroll	3	EFT		3,033.20	September 2019 Payroll
5892	10/08/2019	Payroll	3	EFT		345.01	September 2019 Payroll
5893	10/08/2019	Payroll	3	EFT		345.08	September 2019 Payroll
5899	10/08/2019	Payroll	3	EFT	Internal Revenue Service (941)	48,392.90	941 Deposit for Pay Cycle(s) 10/08/2019 - 10/08/2019
5900	10/08/2019	Payroll	3	EFT	WA St Department Of Retirement Systems	42,410.71	Pay Cycle(s) 10/08/2019 To 10/08/2019 - PERS2; Pay Cycle(s) 10/08/2019 To 10/08/2019 - PERS 3; Pay Cycle(s) 10/08/2019 To 10/08/2019 - 457 - DRS (DCP)
5901	10/08/2019	Payroll	3	1650	AFLAC	495.62	Pay Cycle(s) 10/08/2019 To 10/08/2019 - AFLAC, Pre-Tax; Pay Cycle(s) 10/08/2019 To 10/08/2019 - AFLAC, Post-Tax

CHECK REGISTER

City Of Stanwood
MCAG #: 0695

10/02/2019 To: 10/15/2019

Time: 08:00:30 Date: 10/16/2019

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5902	10/08/2019	Payroll	3	1651	AWC Employee Benefit Trust	21,899.67	Pay Cycle(s) 10/08/2019 To 10/08/2019 - AWC - Medical; Pay Cycle(s) 10/08/2019 To 10/08/2019 - AWC- Dental; Pay Cycle(s) 10/08/2019 To 10/08/2019 - AWC - Vision; Pay Cycle(s) 10/08/2019 To 10/08/2019;
5903	10/08/2019	Payroll	3	1652	Colonial Life Insurance	66.75	Pay Cycle(s) 10/08/2019 To 10/08/2019 - Colonial Life Ins
5904	10/08/2019	Payroll	3	1653	Hartford Retirement Plan Services	2,576.03	Pay Cycle(s) 10/08/2019 To 10/08/2019 - 457 - MassMutual (Hartford); Pay Cycle(s) 10/08/2019 To 10/08/2019 - Roth 457(b)(MassMutual)
5905	10/08/2019	Payroll	3	1654	ICMA Retirement Trust	2,818.63	Pay Cycle(s) 10/08/2019 To 10/08/2019 - 457 - ICMA
5906	10/08/2019	Payroll	3	1655	Navia Benefits	311.66	Pay Cycle(s) 10/08/2019 To 10/08/2019 - Medical FSA- S125
5907	10/08/2019	Payroll	3	1656	Teamsters Union Local 231	1,376.00	Pay Cycle(s) 10/08/2019 To 10/08/2019 - Teamsters Dues
5908	10/08/2019	Payroll	3	1657	Washington Teamsters Welfare Trust	34,001.00	Pay Cycle(s) 10/08/2019 To 10/08/2019 - Teamsters Dental; Pay Cycle(s) 10/08/2019 To 10/08/2019 - Teamsters Medical
6101	10/10/2019	Payroll	3	1658	Dept of Labor and Industries	7,397.37	3RD Quarter 07/01/2019 - 09/30/2019
6102	10/10/2019	Payroll	3	1659	ESD - PFMLA	734.35	Pay Cycle(s) 07/01/2019 To 09/30/2019 - PFMLA
6103	10/10/2019	Payroll	3	1660	Employment Security Dept	1,191.75	3RD Quarter 07/01/2019 - 09/30/2019

Fund	Amount		
001 General Fund	137,418.09		
101 Street Fund	18,338.33		
108 Transportation Sales Tax Fund	1,207.05		
401 Sewer Fund	43,531.57		
410 Drainage Fund	20,667.99		
421 Water Fund	49,750.62		
	270,913.65	Payroll:	270,913.65

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 ______________________________ Date:__________
( ) Deputy Finance Director

CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT

ITEM NUMBER:	8b
DATE:	October 24, 2019
SUBJECT:	City Council October 10, 2019 Regular Meeting Minutes
CONTACT PERSON:	Sara Robinson, Deputy Clerk
ATTACHMENTS:	A – Council Regular Meeting Minutes

SUMMARY STATEMENT

Minutes of the October 10, 2019 Regular City Council Meeting are attached.

RECOMMENDED MOTION

I MOVE TO APPROVE THE MINUTES OF THE October 10, 2019 REGULAR COUNCIL MEETING AS PRESENTED.

ATTACHMENT A

CITY OF STANWOOD

Regular Meeting of the City Council
Thursday, October 10, 2019 – 7:00 p.m.
Stanwood Camano School District Administration Board Room

MINUTES

1. Call to Order and Pledge of Allegiance

Mayor Pro Tempore Dianne White called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

2. Roll Call

Administrative Assistant Amy Bergemeier called the roll with the following Councilmembers present: Rob Johnson, Dianne White, Elizabeth Callaghan, Larry Sather and Judy Williams. The meeting was quorate.

Motion by Councilmember Sather, Second by Councilmember Callaghan, to excuse Councilmember Pearce and Councilmember McGill. Motion carried unanimously.

Also present: Public Works Director Kevin Hushagen, Finance Director David Hammond, Community Development Director Patricia Love, City Attorney Brett Vinson, City Administrator Jennifer Ferguson, Fire Chief John Cermak, Police Chief Norm Link and Administrative Assistant Amy Bergemeier.

3. Approval of the Agenda

Motion by Councilmember Sather, second by Councilmember Callaghan to approve the agenda as amended. Motion carried unanimously.

4. Citizen Comments

Tim Schmitt - 27308 101st Ave NW, Stanwood

Mr. Schmitt spoke regarding the committee for the new Civic Campus design. He is wondering if this committee is compliant with the open public meetings act. The meetings are not published on the website. He feels that it would be an easier sell to the public by having the meetings and information more available to the tax paying citizens.

5. Presentation

a. Snohomish County Health District

Shawn Frederick the Interim Administrator for Snohomish County Health District gave an annual update. He gave an overview of the power point presentation that was included in the packets. There have been improvements made to processes that have made operations more efficient, accurate and beneficial to the communities they serve.

Dan Rankin, Mayor of Darrington, spoke to let council know that he is Stanwood's representative on the Health District Board. He is an advocate for the more rural communities in the County.

6. Staff Reports

a. Planning Commission Meeting Minutes-July 22, 2019 and September 9, 2019
b. Economic Development Board Meeting Minutes-August 16, 2019

7. Committee Reports

a. Finance Committee

8. Consent Agenda

a. Approve Vouchers and Payroll Checks
b. Approve September 26, 2019 Regular Meeting Minutes
c. YMCA Benefit Report 2018

Motion by Councilmember Sather, Second by Councilmember Callaghan to approve the consent agenda items a through c. Motion carried unanimously.

9. New Business

a. Authorize the Mayor to sign the Agreement for Imaging Services with Washington Secretary of State.

David Hammond, Finance Director, presented the request to authorize the Mayor to sign the agreement for imaging services with Washington Secretary of State. This project will create digital images of forty boxes of building permits. These records were selected for an imaging project due to their long life, and the fact that they are the most frequently requested type of document. The 2019 Budget included up to $50,000 for a project to create a digital image of all building permit files. The city has applied for grant funding twice in the past two years to offset the cost, but grant applications were not successful. This agreement will fix the price at $33,353, and the umbrella agreement is not to exceed $38,000, which includes approximately $4,600 for contingency.

Motion by Councilmember Sather, second by Councilmember Callaghan to authorize the Mayor to sign the agreement for imaging services with Washington Secretary of State. Motion carried unanimously.

b. Approve first reading of Ordinance 1479-Imposition of Lodging Tax, Establish New Accounting Fund and Lodging Tax Advisory Committee.

David Hammond, Finance Director, presented the request to approve first reading of Ordinance 1479-Imposition of Lodging Tax, Establish New Accounting Fund and Lodging Tax Advisory Committee. The proposed tax is not expected to generate a significant revenue immediately but will provide valuable information and data to support the city's efforts to encourage development of a hotel in Stanwood. A lodging tax of 2% is available to the City. Snohomish County currently levies this tax, so instead of the funds going to the county, they would go to the city. State law requires the formation of a Lodging Tax Advisory Committee to oversee the spending of the tax revenues. The committee should be made up of at least five members, two members should be representatives of businesses required to collect the tax and at least two members should be persons involved in activities authorized to be funded by revenue received from this tax. The members will be suggested by the mayor and approved by Council.

Motion by Councilmember Sather, second by Councilmember Callaghan to authorize the Mayor to approve first reading of Ordinance 1479-Imposition of Lodging Tax, Establish New Accounting Fund and Lodging Tax Advisory Committee. Motion carried unanimously.

c. Authorize the Mayor to sign a Task Order with RH2 Engineering for analysis of the main lift station rehabilitation.

Kevin Hushagen, Director of Public Works, presented the request to authorize the Mayor to sign a Task Order with RH2 Engineering under their current PSA, for rehabilitation predesign at the sewer main pump station. The main pump station was rebuilt in 1999 and is in need of an evaluation of its capacity to accommodate future needs.

Motion by Councilmember Sather, second by Councilmember Johnson to authorize the Mayor to sign a Task Order with RH2 Engineering for analysis of the main lift station rehabilitation. Motion carried unanimously.

10. Reports of Officers and Committees

a. Mayor's Report - Mayor Pro Tempore White

Would like to remind everyone about the open house next Wednesday at City Hall regarding the preliminary plans for the proposed New City Hall and Police Station project.

b. City Administrator's Report – Jennifer Ferguson

October 15 is the last day to complete the Community Survey. The survey is available on social media and the City website.

Thank you to the City Council for supporting the update to the City's website. This project is underway and we will be going live with the new site January 2020. We would like to encourage photographers to submit photos to the City for the new site.

Wanted to remind everyone about an upcoming Planning Café round table event 10-28-19. This event is intended for the public to give feedback about our future land use and growth and how we will accommodate for the 2050 vision. This will be a great way to have an interactive discussion and help people understand planning processes, as well as give their input. More information about this event is on the website and on social media.

c. Councilmember Reports and Questions

Councilmember Johnson would like to mention that he has really enjoys getting the Friday afternoon weekly newsletter-update from the City Administrator. Jennifer does a great job with it. Thank you.

Would like to speak in response to a comment that a citizen made this evening stating it appears that the process for design of the new Civic Campus is being done in the dark, behind closed doors or without input or knowledge of the citizens. That is not true. This process goes back several years and there has been a lot of input given.

Chief Cermak – A Levy LID lift public information meeting will be held on Saturday, October 19, 2019 at 9:00 am at Station 99 for the public to ask questions and get more information.

11. Citizen Closing Comments – None

12. Adjourn

Mayor Pro Tempore White adjourned the meeting at 7:39 p.m.

CITY OF STANWOOD	ATTEST:
____________________________	____________________________
Leonard Kelley, Mayor	Sara Robinson, Deputy Clerk

CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT

ITEM NUMBER:	9a
DATE:	October 24, 2019
SUBJECT:	2019 Docket Applications
CONTACT PERSON:	Patricia Love, Community Development Director
ATTACHMENTS:	A – Resolution 2019 – 11, Final Docket B – 2019 Docket Application Summary

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ISSUE
The issue before Council is the approval of the 2019 Final Docket Resolution.

SUMMARY
The Growth Management Act of the State of Washington requires "early and continuous" public participation in the city's review and adoption of comprehensive plans and development regulations. One option to meet the "early and continuous" standard is the Docket process. The "Docket" is a public participation procedure required by the state law (GMA) that allows residents the opportunity to request amendments to the City's comprehensive plan and development regulations on an annual basis.

The City received several docket applications this year including:
- Four resident rezone requests
- One resident initiated code amendment
- Three City initiated requests

RECOMMENDATION
Attached for your review and consideration are the 2019 Docket applications. Staff recommends:

1. Open the public hearing and take public comment on the proposed 2019 Docket List.

2. Review and discuss the request.

3. Approved Resolution 2019-11 placing the requests on the 2019 Final Docket list.

DISCUSSION

Summary of Docket Process:

The City conducts an annual call for docket applications to propose amendments to the Comprehensive Plan or development regulations. This year the docket application period was from August 1 through August 31, 2019. The docket application period was noticed in the Stanwood Camano News on July 30, 2019 and posted at City Hall, Stanwood Post Office and Stanwood Library.

All requests must be presented to the City Council at a public hearing for consideration to be placed on the Final Docket. The docket process allows residents to bring proposals to amend the Comprehensive Plan or Development Regulations directly to the City Council for an initial high level review. If the Council deems the application warrants additional review, the item is placed on the Final Docket list.

Placement of an item on the final docket list by the Council means the application warrants in-depth consideration of the request, but in no way implies eventual adoption or approval of the proposal. Once placed on the Final Docket list the requests will be placed on the Planning Commission's work plan for the following year.

Summary of Requests:

The City received five docket applications this year: four rezone requests and one development code amendment. Staff is recommending that all of the 2019 Docket applications be moved forward and placed on the Planning Commission's 2020 work plan. Each of the rezone applications fit within the current work plan to evaluate our current land use patterns and determine how to meet the next round of housing and population allocations.

As for the Colombi code amendment docket item, the City does not have any property maintenance codes, nor do we regulate the type of materials used during construction. This item is worth discussing to determine if we would like to address these issues in the future. The city's proposed code amendment is part of a continuing effort to bring clarity to the code and simplify the process for our residents.

1. Pat and Don Stromberg Rezone Request:

Request: Rezone 6721 Pioneer Highway from Light Industrial to Residential

Location:

Stromberg Rezone Request

General Summary:

The Stromberg's own a 10.5 acre parcel in Snohomish County but located within the City's Urban Growth Area. Access to the property is off of the Pioneer Highway just west of the fairgrounds. The property has undergone several zoning changes in the past 15 years: prior to 2005 it was zoned Residential 5 Acres, in 2005 it was rezoned to Industrial and added to the City's UGA, then in 2015 on the request of the City it was rezoned Residential 9.6. The current Snohomish County zoning of Residential 9.6 and the City's UGA pre-zoning of Light Industrial is in conflict. The property owners wish to have consistent residential zoning on their property so they can build a house for their daughter.

2. *Richard Nord / Karen Beckner Rezone Request:*

Request: Rezone 91XX 272nd Street generally located between 90th and 92nd Avenue from Light Industrial to Multifamily Residential (unaddressed property – parcel number 32041900300400)

Location:

Nord / Beckner Rezone Request

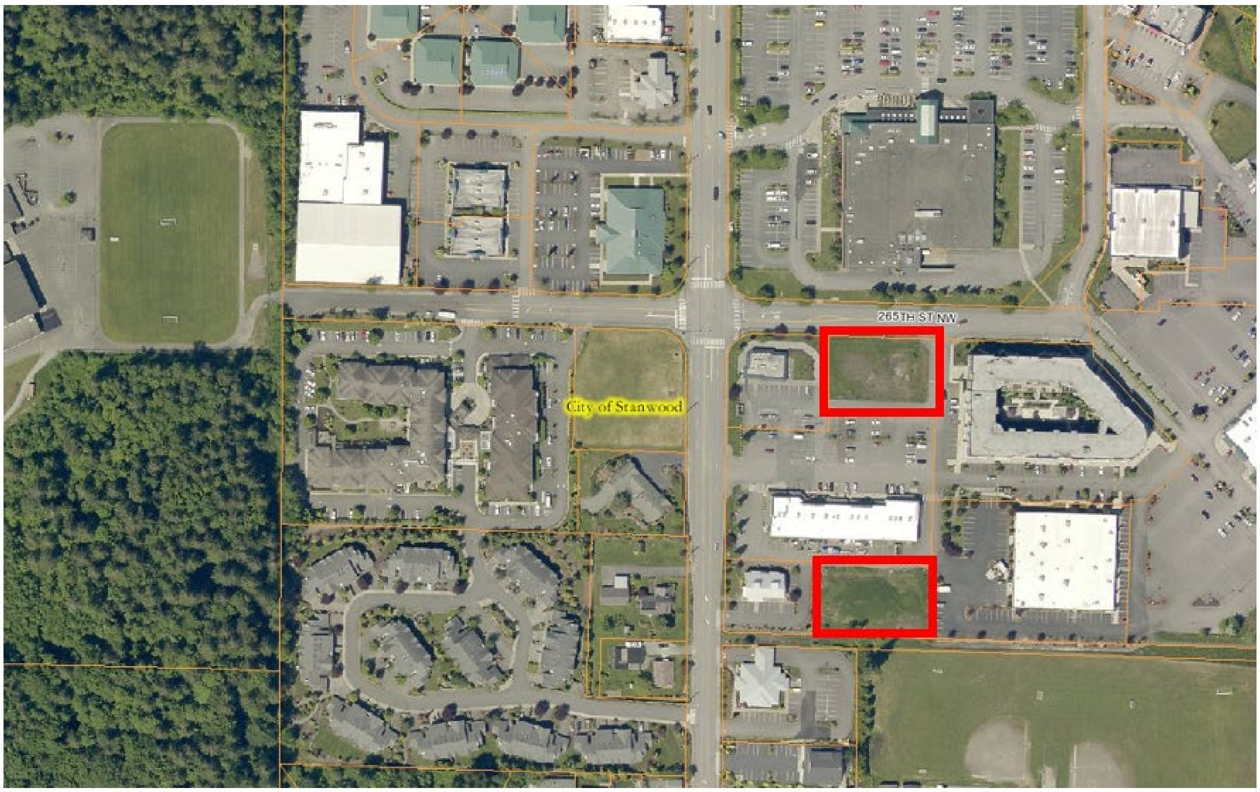
General Summary:
The applicants are interested in rezoning this 1. 43 acre property from Light Industrial to Multifamily Residential for the purpose of building approximately 28 senior housing units. The property is located just north of 271st, Stanwood's main street, between 90th Avenue and 92nd Avenue. The applicant's believe senior housing is in short supply and the property is in close walking distance to shopping and restaurants.

3. Scott Wammack / Lisa Sather (Sather Family Trust) Rezone Request:

<u>Request</u>: Rezone vacant 2 vacant parcels south of 265th Street NW within the Hagen Complex from General Commercial to General Commercial with Mixed Use Overlay

<u>Location</u>:

Wammack / Sather Rezone Request



<u>General Summary</u>:
The applicant is requesting to extend the Mixed-Use Overlay (MXO) on two parcels within the development commonly referred to as the "Hagen" development. The intent is to continue with the mixed use theme / concept originally approved on several of the other surrounding parcels. The applicant is interested in both vertical mixed use buildings and horizontal mixed use which would allow for standalone multifamily residential buildings next to commercial development.

4. Scott Wammack / Brett Sibert Rezone Request:

Request: Rezone vacant property on the southwest corner of 265th Street and 72nd Avenue from General Commercial to General Commercial with Mixed Use Overlay

Location:

Wammack / Sibert Rezone Request

General Summary:
This request is to add the Mixed Use Overlay (MXO) to this property which is currently zoned General Commercial. This would allow this property to be developed similarly to those on the east side of 72nd Avenue and the adjacent multifamily residential developments. The applicant feels that there is a shortage of multifamily housing in Stanwood and this rezone could help with the housing supply as well as meeting the City's population projections under the Growth Management Act.

5. Shoaleh Colombi Code Amendment Request:

Request: Request an amendment to the City's development regulations establishing standards for type and quality of materials used in future developments.

Location: City wide code amendment

General Summary:
Ms. Colombi purchased a house in Ridgeland Estates nearly 13 years ago. As the president of their homeowners association she has had to address many needed repairs within their neighborhood. She feels that if there were higher material standards, many of these repairs may not be needed or that the cost to do the repairs may not be as high. She is requesting that the City review our development regulations and include regulations requiring the use of quality of materials.

City Initiated Docket Requests:

The City has three items for the 2019 Docket:

1. Buildable Lands and Population Growth Analysis: While not necessarily required to be listed as a Docket item, the City will also be evaluating land capacity, density, and housing types in compliance with state law (Growth Management Act) as it relates to the upcoming buildable lands analysis and 2050 growth projections.

2. Permitted Use and Procedures Code Update: Update the City's permitted use matrix and permitting procedures to ensure that the type of land uses are consistent with the intent of the zoning districts and that the permitting process is efficient as possible while ensuring public participation.

3. Consider rezoning the property along the north side 271st Street between 92nd Avenue NW and 90th Avenue NW from Light Industrial to Mainstreet Business I (MBI) to avoid industrial uses along the City's "main street".

271st Street (Main Street) Rezone

FISCAL IMPACT

There are no direct financial impacts to the City except the staff time to review and analyze the Final Docket list. The Planning Commission will review the staff analysis, hold a public hearing and make a final recommendation to the City Council.

COMMITTEE RECOMMENDATION

Planning Commission and Community Development Committee:

The Planning Commission reviewed the applications on September 9th and the Community Development Committee reviewed them on September 12th. After a thorough discussion on housing, density and land use compatibility issues, both the Planning Commission and Community Development Committee recommended to place all of the items on the 2019 Final Docket list.

The Community Development Committee did have concerns regarding the work load associated with this year's Docket requests. The rezone requests will require an amendment to the Comprehensive Plan and the Code Amendments will take about six to nine months each to complete. It is expected that the 2019 Docket may take up to two years to fully complete.

CITY COUNCIL OPTIONS

City Council options include:

1. Approve the 2019 Final Docket List and add work items it to the Planning Commission's 2020 / 2021 work plan.

2. Deny the entire 2019 Final Docket List.

3. Deny portions of the 2019 Final Docket List as may be discussed at the conclusion of the public hearing.

RECOMMENDED MOTION

I MOVE TO APPROVE RESOLUTION 2019-11, PLACING THIS YEAR'S DOCKET REQUESTS ON THE 2019 FINAL DOCKET LIST AND DIRECT STAFF TO ADD THE ITEMS TO THE PLANNING COMMISSION'S FUTURE WORK PLAN.

ATTACHMENT A

CITY OF STANWOOD
Stanwood Washington

RESOLUTION 2019-11

A RESOLUTION OF THE CITY OF STANWOOD, WASHINGTON, ESTABLISHING THE CITY'S 2019 COMPREHENSIVE PLAN AMENDMENT DOCKET AS REQUIRED BY THE GROWTH MANAGEMENT ACT OF 1990, AS AMENDED, AND AS ADOPTED PURSUANT TO RCW 35A.63.

WHEREAS, the City of Stanwood City Council adopted the 2015-2035 Comprehensive Plan of the City of Stanwood as required by the Growth Management Act ("GMA") of 1990, and Chapter 35A.63 RCW; and

WHEREAS, the Growth Management Act also requires "early and continuous" public participation in the city's review and adoption of comprehensive plans and development regulations; and

WHEREAS, one option to meet the "early and continuous" standard is the Docket process; The "Docket" is a public participation procedure required by the state law (GMA) that allows residents the opportunity to request amendments to the City's comprehensive plan and development regulations on an annual basis; and

WHEREAS, Stanwood's 2019 Docket was opened from August 1 through August 31, 2019; and

WHEREAS, several Docket applications were submitted during the annual call for docket applications; and

WHEREAS, on September 9, 2019, the City of Stanwood Planning Commission held a public meeting to allow interested parties to comment on the draft "Docket" and at that meeting forwarded their recommendation to the City Council; and

WHEREAS, the City Council held a public hearing on the 2019 Docket applications on October 24, 2019; and

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

Section 1. 2019 Final Docket List Adopted. The City Council adopts the 2019 Final Docket List and directs staff and the Planning Commission to analyze, study, and make recommendations to City Council on the items listed on the Docket List attached hereto as Exhibit A.

ADOPTED by the City Council and **APPROVED** by the Mayor this 24thth day of October 2019.

CITY OF STANWOOD

By______________________________
Leonard Kelley, Mayor

ATTEST:

By______________________________
, City Clerk

Approved as to form:

By: ______________________________
Grant K. Weed, City Attorney

EXHIBIT A

City of Stanwood, Washington
2019 DOCKET LIST

2019 Docket Request:

Proponent	Request	Summary of Request	Docket Recommendation* Yes	No
1. Pat and Don Stromberg	Rezone	Rezone 6721 Pioneer Highway from Light Industrial to Residential	✓	
2. Richard Nord / Karen Beckner	Rezone	Rezone 91xx 272nd Street generally located between 90th and 92nd Avenue from Light Industrial to Multifamily Residential (unaddressed property – parcel number 32041900300400)	✓	
3. Scott Wammack / Lisa Sather (Sather Family Trust)	Rezone	Rezone 2 vacant parcels south of 265th Street NW within the Hagen Complex from General Commercial to General Commercial with Mixed Use Overlay.	✓	
4. Scott Wammack / Brett Sibert	Rezone	Rezone vacant property on the southwest corner of 265th Street and 72nd Avenue from General Commercial to General Commercial with Mixed Use Overlay.	✓	
5. Shoaleh Colombi	Code Amendment	Amendments to the City's development regulations establishing standards for type and quality of materials used in future developments.	✓	
6. City of Stanwood	Comprehensive Plan Update	Buildable Lands and Population Growth Analysis: While not necessarily required to be listed as a Docket item, the City will also be evaluating land capacity, density, and housing types in compliance with state law (Growth Management Act) as it relates to the upcoming buildable lands analysis and 2050 growth projections.	✓	
7. City of Stanwood	Code Amendment	Permitted Use and Procedures Code Update: Update the City's permitted use matrix and permitting procedures to ensure that the type of land uses are consistent with the intent of the zoning districts and that the permitting process is efficient as possible while ensuring public participation.	✓	

8. City of Stanwood	Rezone	Consider rezoning the property along the north side 271st Street between 92nd Avenue NW and 90th Avenue NW from Light Industrial to Mainstreet Business II (MB-II) to avoid industrial uses along the City's "main street".	✓	

ATTACHMENT B

CITY OF STANWOOD

2019 Docket Summary

City Council

October 24, 2019

City of Stanwood, Washington

Annual Docket Process

Docketing is the public participation procedure required by the state law (GMA) that allows residents the opportunity to request amendments to the City's comprehensive plan and development regulations on an annual basis.

Step 1	Step 2	Step 3	Step 4	Step 5
Annual Call for Docket Applications	**Application Assessment**	**Planning Commission Briefing**	**Community Development Committee Briefing**	**City Council Review and Approval**
• Open to Residents and Community Organizations • Advertise by Aug 1 • 30 Day Open Period	• Staff Reviews Applications and Prepares Recommendation	• Review Applications and Staff Recommendations	• Review Planning Commission's and Staff Recommendations	• Public Hearing on Docket • Adopt Final Docket for Next Review Cycle
August	September	September	September	October

What is the Final Docket?

- List of Comprehensive Plan or Development Regulation proposals that merit City review;
- Placement on the final docket is not an approval of the request - it is the beginning of the formal review process; and
- Early opportunity to review requests to determine if it meets the City's vision

Stromberg Rezone Request

Summary:

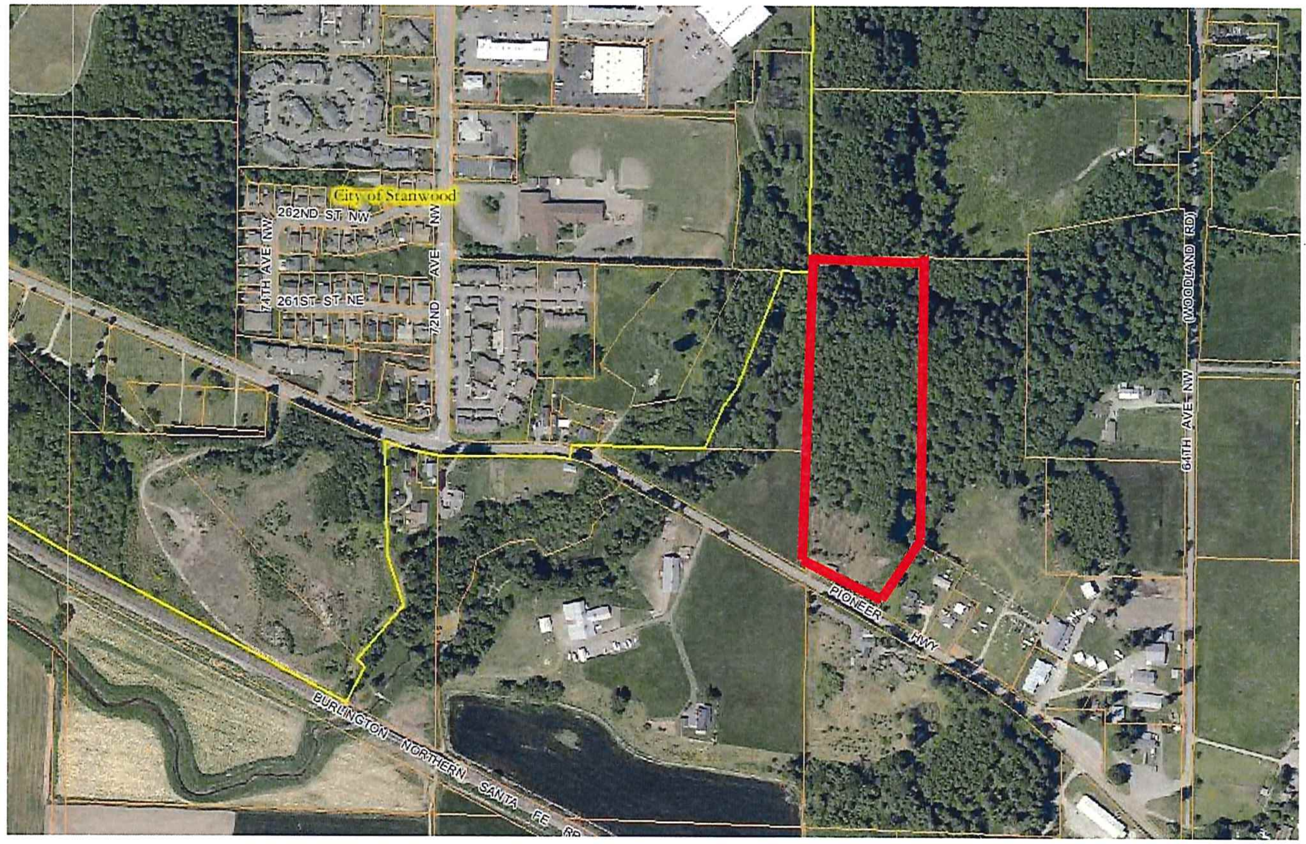
10.5 Acre Parcel

Rezone 6721 Pioneer Highway from Light Industrial to Residential

Snohomish County Zoning is Residential

City Pre-Zoning is Light Industrial: Conflict with County Zoning

Church Creek, Wetlands, Pond & Buffers Limit Use of Property



Nord / Beckner Rezone Request

Summary:

1.43 Acre Parcel

Rezone Property between 90th and 92nd Avenue from Light Industrial to Multifamily Residential

Accommodate approximately 28 senior housing units.

Property is within walking distance of shopping and restaurants.

Wammack / Sather Rezone Request

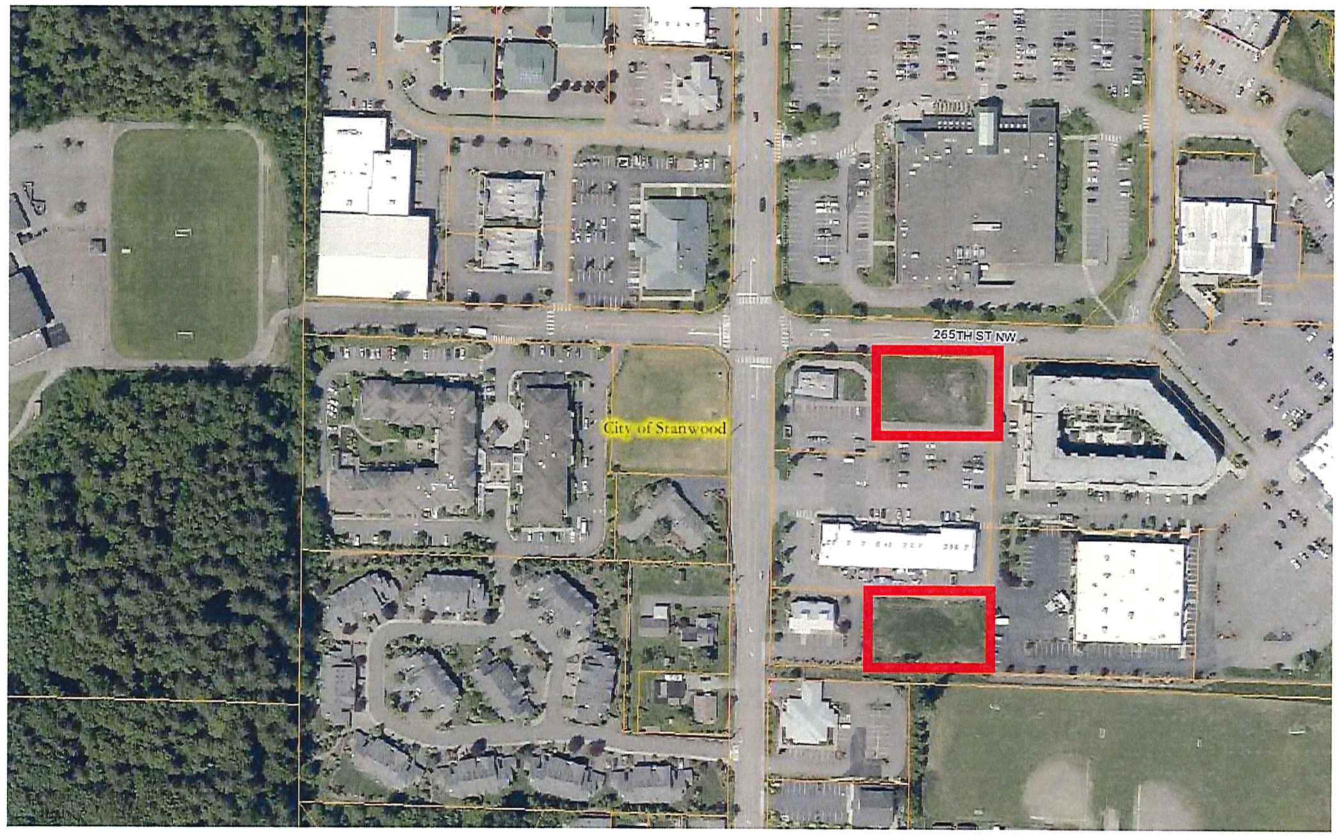
Summary:

Rezone 2 vacant parcels within the Haggen Complex from GC to GC with Mixed Use Overlay

The Intent is to Continue with the Mixed Use Theme

Vertical & Horizontal Mixed Use Buildings

Allow for Standalone MF Residential Next to Commercial Development



Wammack / Sibert Rezone Request

Summary:

Add Mixed Use Overlay to Parcel Zoned General Business

The Intent is to Continue with the Mixed Use Theme Along 72nd Avenue

Property has MF and Commercial Development on 3 Sides.

271st Street (Main Street) Rezone

Summary:

City Initiated Rezone

Consider rezoning the property along the north side 271st Street between 92nd Avenue NW and 90th Avenue NW from Light Industrial to Mainstreet Business I (MBI) to avoid industrial uses along the City's "main street".

Resident Initiated Code Amendment

Ms. Colombi:

Establish standards for type and quality of development materials

- Ridgeland Estates Homeowners Association President
- Purchased house nearly 13 years ago
- Maintenance / repairs needed within neighborhood
- Use of higher quality materials could have reduced the need for repairs / or reduced repair costs

City Initiated Code Amendments

Buildable Lands & Population Allocation

- Evaluate land capacity, density, and housing types in compliance with state law (Growth Management Act) as it relates to the upcoming buildable lands analysis and 2050 growth projections.

Permitted Use Table & Procedures

- Update the City's permitted use matrix and permitting procedures to ensure that the type of land uses are consistent with the intent of the zoning districts and that the permitting process is efficient as possible while ensuring public participation.

CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT

ITEM NUMBER:	9b
DATE:	October 24, 2019
SUBJECT:	Resolution 2019-12 Von Moos Development Agreement
CONTACT PERSON:	Patricia Love, Community Development Director
ATTACHMENTS:	A – Resolution 2019-12

ISSUE

The City Council is being asked to approve Resolution 2019-12 for the Von Moos Development Agreement of the Stanwood Schmitt Preliminary Plat. The development agreement ensures that the requirement for three housing types in the Traditional Neighborhood (TN) zone is met.

SUMMARY STATEMENT

A development agreement was a condition of the Stanwood Schmitt Preliminary Plat approval. The development agreement was required for the project to comply with the TN zoning regulations. In the TN zone three housing types are required to be built as part of the development. Phase I of the Plat shows the build out of single-family and duplex dwellings. Phase II includes lots 79, 80, and 81. The development agreement will be put in place for the build out of Phase II, which includes two single-family home lots (80 and 81) and one multi-family lot (79)

BACKGROUND

A public hearing was held before the Hearing Examiner on August 20, 2019. The Hearing Examiner issued a recommendation decision on August 27, 2019, which made a recommendation for the city council to approve the development agreement as revised and subject to “placeholder” replacements. These placeholders include the following:

1. Insert the name under which the plat is to be recorded in the document title.
2. Insert plat recording number.
3. Insert the date on which the City Council approves the Development Agreement.
4. Insert the number of the City Council Resolution approving the Development Agreement.
5. Insert the date of the Hearing Examiner’s recommendation in Section 4.

The Stanwood Schmitt Preliminary Plat was approved on February 8, 2019 before the Hearing Examiner. The development agreement is necessary to ensure the multi-family residential portion of the preliminary plat is met. The preliminary plat was completed in the Traditional Neighborhood (TN) zone, which required three different housing types.

The development agreement sets forth the following development standards for the lots and tract: minimum/maximum residential density, minimum lot area, minimum lot width, minimum lot depth, minimum front setback, minimum rear setback, minimum side setback, maximum height and maximum building coverage. Other provisions set forth in the agreement include: access, right-of-way dedication, type of residential housing allowed, roadway standards and vested studies.

DISCUSSION

City staff worked with the city attorney and the applicant to review, revise and approve the development agreement. The Hearing Examiner has recommended approval of the development agreement.

The following is a summary of the items in the development agreement:

- ***Term of Agreement:*** 20 years from the recording date.

- ***Allowed Uses:***
    - Multi-family Residential, Cottage Housing, Townhouses, and Accessory Dwelling Units.
    - The existing single-family residence may remain and 1 additional single-family residence is allowed on lot 81.

- ***Density:***
    - Minimum of 18 units on Lot 79 and 1 single-family residence on each of Lot 80 & 81.

- ***Development Standards:***
    - Future development will be consistent with the existing TN zoning standards for height and setbacks.

- ***Design Standards:***
    - To break up mass of buildings, the development shall include a combo of triplexes, fourplexes and be no greater than 6 units in a single building.
    - Townhouse style units
    - A maximum of 2 stories along street frontage and up to 3 stories within the internal property.

- ***Street Improvements:***
    - Phase I (multi-family) – Requires half street improvements.
    - Phase II (redevelopment of the existing SFR) – Requires the street to be completed to full standards.

- ***General Agreement Terms:***
  - Termination
  - Assignments & Assumption
  - Covenants
  - Amendments
  - Notices
  - Releases
  - Severability

Upon approval by the City Council, the Mayor will sign the development agreement and the development agreement will be recorded at the time of final plat. The development agreement will be returned to the applicant to record with the Snohomish County Auditor Office after the Final Plat has been recorded.

FINANCIAL IMPACT

No immediate financial impact. When the property is developed, the new single family residence and multifamily residence will contribute property taxes to the city.

COMMITTEE RECOMMENDATIONS

Discussed at the August 8, 2019 and October 10, 2019 Community Development Committee Meeting. The Committee was supportive of moving forward with the development agreement.

CITY COUNCIL OPTIONS

1. Approve Resolution 2019-12 Von Moos Development Agreement as presented.
2. Amend Resolution 2019-12 Von Moos Development Agreement and require changes.
3. Deny Resolution 2019-12 Von Moos Development Agreement and send back for changes.

RECOMMENDED ACTION

I MOVE TO APPROVE RESOLUTION 2019-12 FOR THE VON MOOS DEVELOPMENT AGREEMENT AND TO AUTHORIZE THE MAYOR TO SIGN THE DEVELOPMENT AGREEMENT IN ACCORDANCE WITH SMC 17.80.100, DEVELOPMENT AGREEMENTS.

DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF STANWOOD AND BRIAN AND KERI VON MOOS, FOR THE DEVELOPMENT OF LOTS 79, 80, AND 81 WITHIN THE RECORDED PLAT OF XXXX.

THE DEVELOPMENT AGREEMENT in made and entered into this _______ day of___________, 2019, by and between the City of Stanwood, a non-charter, optional code Washington municipal corporation, hereinafter the "City" and Brian and Keri Von Moos, individuals, hereinafter the "Owner".

RECITALS

WHEREAS, the Washington State Legislature has authorized the execution of a development agreement between a local government and a person having ownership or control of real property within its jurisdiction (RCW 36.70B.170 (1)); and

WHEREAS, a development agreement must set forth the development standards and other provisions that shall apply to, govern and vest the development, use and mitigation of the development of the real property for the duration specified in the agreement (RCW 36.70B.170(1)); and

WHEREAS, for the purposes of this development agreement, "development standards" includes, but is not limited to, all of the standards listed in RCW 36.70B.170 (3); and

WHEREAS, a development agreement must be consistent with the applicable development regulations adopted by a local government planning under chapter 36.70A RCW (RCW 36.70B.170 (1)); and

WHEREAS, this Development Agreement by and between the City and the Owner (hereinafter the "Development Agreement"), relates to Lots 79, 80, and 81 of the development known as the Plat of XXXX and recorded under Auditors File Number____, which is generally located at: 7831 284th Street NW (hereinafter the "Subject Property"); and

WHEREAS, the following events have occurred in the processing of the Developer's application:

a) The City provided proper notification of the public hearing with the Hearing Examiner in accordance with SMC 17.81B.515;

b) The Hearing Examiner held a public hearing on August 20, 2019, to consider this Development Agreement and made a recommendation to City Council, attached hereto as Exhibit A;

c) The City Council reviewed the Hearing Examiners recommendation at their October 24, 2019 regular meeting and Resolution 2019-12 in consideration of this Development Agreement;

d) City Council adopted Resolution 2019-12, approving this Development Agreement between the City and the Owner, consistent with RCW

36.70B.200; and

e) After due consideration of the terms of this agreement, public hearing and City Council review, the City and Owner have agreed to enter into this Development Agreement, which shall be used to establish the appropriate density, property use, access, development standards, roadway standards and terms for the Property.

NOW, THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

GENERAL PROVISIONS

Section 1. The Project. The Project is the development and use of the Property, consisting of approximately 3.99 acres in the City of Stanwood. The below table shows the lots and uses that are subject to this agreement.

Lot	Use
Lot 79	Multi-Family
Lot 80	Single Family Residence
Lot 81	Single Family Residence
Tract 996	Open Space
* The Traditional Neighborhood zoning regulations may change in the future and the above lots could apply the new regulations as an option for new development.	

Section 2. The Subject Property. The Project site is legally described in Exhibit B, attached hereto and incorporated herein by this reference, which contains proposed Lots 79, 80, and 81, and shall hereafter be referenced as the "Subject Property."

Section 3. Definitions. As used in this Development Agreement, the following terms, phrases and words shall have the meanings and be interpreted as set forth in this Section.

a) "Adopting Resolution" means the Resolution which approves this Development Agreement, as required by RCW 36.70B.200.

b) "Certificate of occupancy" means either a certificate issued after inspections by the City authorizing a person(s) in possession of property to dwell or otherwise use a specified building or dwelling unit, or the final inspection if a formal certificate is not issued.

c) "Council" means the duly elected legislative body governing the City of Stanwood.

d) "Director" means the City's Community Development Director and/or Public Works Director.

e) “Effective Date” means the effective date of the Adopting Resolution.

f) “Existing Land Use Regulations” means the ordinances adopted by the City Council of Stanwood in effect on the Effective Date, including the adopting ordinances that govern the permitted uses of land, the density and intensity of use, and the design, improvement, construction standards and specifications applicable to the development of the Subject Property, including, but not limited to the Comprehensive Plan, the City’s Official Zoning Map and development standards, the Public Works Street and Utility Standards, SEPA, and all other ordinances, codes, rules and regulations of the City establishing subdivision standards, park regulations, building standards.

g) “Fees” means all monetary payment of permit fees, impact fees or fees collected for non-land use regulations. The fee resolution that is adopted by the Stanwood City Council at the time of permit submittals will be the fee schedule in place. Fees are not vested for the future development of lots 79, 80, 81.

h) “Landowner” means the owner or the party who has acquired any portion of the Subject Property from the Owner who, unless otherwise released as provided in this Agreement, shall be subject to the applicable provisions of this Agreement. The “Owner” is identified in Section 5 of this Agreement.

i) “Project” means the anticipated development of the Subject Property, as specified in Section 1 and as provided for in all associated permits/approvals, and all incorporated exhibits.

Section 4. Exhibits. Exhibits to this Agreement are as follows:

a) Exhibit A – Hearing Examiner’s Recommendation dated XXX, 2019.
b) Exhibit B – Legal description of the Subject Property.
c) Exhibit C – Vicinity Map
d) Exhibit D – Enlarged Site Plan of Lots 79, 80, 81
e) Exhibit E – Vested Studies

Section 5. Parties to Development Agreement. The parties to this Agreement are:

a) The “City” is the City of Stanwood, 10220 270th Street NW, Stanwood, WA 98292.

b) The “Developer” or Owner is a private enterprise which owns the Subject Property in fee, and whose principal location is currently located at 8131 284th Street NW, Stanwood, WA 98292.

c) The “Landowner.” From time to time, as provided in this Agreement, the Developer may sell or otherwise lawfully dispose of a portion of the Subject

Property to a Landowner who, unless otherwise released, shall be subject to the applicable provisions of this Agreement related to such portion of the Subject Property.

Section 6. Project is a Private Undertaking. It is agreed among the parties that the Project is a private development. The City has interest in the private development to ensure compatibility with the Stanwood Municipal Code and Zoning requirements that are currently adopted and part of the approved Stanwood Schmitt subdivision. The approval of the Stanwood Schmitt Preliminary Subdivision was based on the multi-family development reserved on lot 79 as part of the Traditional Neighborhood zoning in place at the time of preliminary subdivision submittal. The multi-family development is a requirement of the Stanwood Municipal Code and the preliminary subdivision Hearing Examiner Decision dated February 8, 2019.

Section 7. Term of Agreement. This Agreement shall commence upon the effective date of the Adopting Resolution approving this Agreement, and shall continue in force for a period of 20 years, unless the property is developed to the terms of this agreement or unless revoked by mutual agreement of the Parties and approved by an adoption of a Resolution of the City Council. A covenant shall be recorded against Lot 79 of the Plat of XXXX stating the property is to be developed pursuant to this development agreement and with a minimum of eighteen (18) multi-family units.

Section 8. Vested Rights of Developer. During the term of this Agreement, unless sooner terminated in accordance with the terms hereof, in developing the Subject Property consistent with the Project described herein, Developer is assured, and the City agrees, that the development rights, obligations, terms and conditions specified in this Agreement, are fully vested in the Developer and may not be changed or modified by the City, except as may be expressly permitted by, and in accordance with, the terms and conditions of this Agreement, including the Exhibits hereto, or as expressly consented thereto by the Developer.

Section 9. Permitted Uses. The property uses shall be those set forth in this Agreement, the permits and approvals identified herein, and all Exhibits incorporated herein.

Permitted Uses	
Residential Uses	Type of Permit
Lot 79	
Cottage Housing	Permitted [1]
Multi-Family Residential	Permitted [2]
Townhouse	Permitted
Lot 80	
Accessory Dwelling Unit	Accessory Use [3]
Single-Family Residence	Permitted
Lot 81	
Accessory Dwelling Unit	Accessory Use [3]
Single-Family Residence	Permitted

[1] Cottage housing units shall comply with the requirements in SMC 17.95.450.
[2] Minimum land area of 20,000 square feet is required.
[3] One accessory dwelling unit per lot is allowed. Accessory dwelling units shall comply with the criteria and design standards set forth in SMC 17.95.470 through 17.95.480.

Section 10. Modifications. Minor amendments to the Developers Agreement may be approved administratively by the community development director. Major amendments to the Developers Agreement shall be approved by City Council.

a) Minor amendments shall include:
- Boundary line adjustment.
- Changes to street standards.

b) Major amendments shall include:
- Revisions to the approved permitted uses.
- Increase of density greater than 20 dwelling units per acre.

Section 11. Further Discretionary Actions. Developer acknowledges that the Existing Land Use Regulations contemplate the exercise of further discretionary powers by the City. These powers include, but are not limited to, review of additional permit applications under SEPA. Nothing in this Agreement shall be construed to limit the authority or the obligation of the City to hold legally required public hearings, or to limit the discretion of the City and any of its officers or officials in complying with or applying Existing Land Use Regulations.

Section 12. Existing Land Use Fees and Impact Fees.

a) Land use fees adopted by the City by ordinance or resolution as of the Effective Date of this Agreement may be increased by the City from time to time. All fees shall be those in place at the time of permit submittal or issuance.

b) All impact fees shall be paid as set forth in the approved permit or approval, or adopted City fee schedule. All impact fees shall be those in place at the time of permit submittal or issuance.

Section 13. Development Activity. The parties acknowledge that the most efficient and economic development of the Subject Property depends upon numerous factors, such as market conditions and demand, interest rates, competition and similar factors, and that generally it will be most economically beneficial to the ultimate Developer of the Subject Property to have certain aspects of the development agreed to by both the City and current Owner prior to development, in order to address health, safety and welfare of the residents. Therefore, the parties agree that the following factors will assist in the development of Lots 79, 80, and 81:

a) Density of Properties and Property Uses. Lot 79 is designated for multi-family development and shall construct a minimum of eighteen (18) dwelling units. Lot 80 and Lot 81 are designated as single-family residential units. Further subdivision of these lots may occur consistent with the uses and layout requirements of the table below. Lot 80 and Lot 81 shall not be further subdivided until such time as the necessary improvements for Lot 79 identified in Section 14 have been completed.

17.60.030 Development Standards Table – Residential/Commercial Zones.

Maximum Residential Density. Single- Family Duplex Townhouse/Apartment in Mixed Use Multi-Family Cottage	20 du/ac[5] for all unit types
Lot Area: Minimum Square Feet for Subdivision Base Standard Single-Family Duplex Townhouse Multi-Family	 None 5,000 6,000 End Lot – 2,000 / Interior Lot – 1,800 20,000
Minimum Lot Width	50’
Minimum Lot Depth	70’
Minimum Front Setback [1,2] Accessory Structure	0’ 10’
Rear Setback [1,2,4] Accessory Structure	25’ 15’
Side Setback [1,2] Base Standard Accessory Structure	5’ [6,7] 10’ 5’
Maximum Height[3] Accessory Structure	30’ 20’
Maximum Building Coverage	60%

1. The front, rear and side yard setbacks for structures in these zones are not intended to be applied to each individual building when there are multiple buildings on a site. Rather, they are meant to be used to establish the minimum dimensional requirements for the perimeter of the development.

2. Setbacks are applicable to the primary structure and attached accessory structures.

3. Height may be increased to 55 feet for hotels/motels and 40 feet for bed and breakfast accommodations, boarding houses, residential units over retail/office/personal service uses in the MB-I zone. Heights may be increased to 40 feet for multifamily, and mixed use in the TN zone and to 55 feet for multifamily, townhouse, hotel/motels, and mixed use when the TN zone is located within 200 feet of SR 532. An additional 10 feet may be allowed for multifamily, townhouse, and hotel/motels when the TN zone is located within 200 feet of SR 532 if the structure includes a pitched roof and no additional floors are added.

4. Rear setbacks of 15 feet are required for residential uses. Setbacks may be reduced to five feet when property is served by an alley.

5. Maximum density in the TN zone is calculated based on the total number of dwelling units of all types per gross acre. The density for each housing type within a project is determined by the minimum lot size.

6. Side setback for commercial is zero.

7. Side setback for attached townhouse units and multifamily is zero for interior units and 10 feet for end units. Side setback for utilities and public facilities is 20 feet.

b) Access. Access to Lot 79 shall be via the 31-foot panhandle connected to 284th Street NW. Lot 81 shall have an access easement across the 31-foot panhandle serving Lot 79 for one new single-family residential unit. Access to Lot 80 shall be from 284th Street NW for the existing single-family residential unit. Lot 80 shall take access via the 31-foot access easement if the lot is subdivided.

c) Right-of-Way Dedication. Right-of-way dedication shall be in accordance with Section 14 below.

d) Development Standards.

i) Lot 79 shall develop as a multi-family residential project. The Developer shall submit a site development permit consistent with the submittal requirements of the Stanwood Municipal Code in effect at the time of submittal for the City to review and approve. The site development permit shall include all applicable submittal requirements in place at the time of development.

ii) The multi-family residential project shall be designed in accordance with the architectural standards in place at the time of development permit submittal and the buildings shall be designed to reduce the mass of the structures by incorporating architectural design feature to blend in with the surrounding single- family development and breaking the structure up into either triplexes or fourplexes. No multi-family structure shall contain more than six (6) units. The multi-family units shall develop townhouse style structures or internally stacked structures that have up to two (2) stories along the outer edges of the development and up to three (3) stories in the center of the development, to lessen the appearance of height and density within the surrounding area.

e). Vested Studies. The following studies are vested to the development of the corresponding lots:

Lot 79:
• Traffic Impact Analysis completed by Gibson Traffic, dated November 2018
• Critical Areas Study completed by B & A, Inc., dated September 2018
• Stormwater Drainage Report completed by LDC, Inc., dated November 2018
• SEPA Checklist completed by Land Pro Group, dated September 2018
• MDNS issued by the City of Stanwood on December 18, 2018
Lot 80 & Lot 81:
• Critical Areas Study completed by B & A, Inc., dated September 2018
• SEPA Checklist completed by Land Pro Group, dated September 2018
• MDNS issued by the City of Stanwood on December 18, 2018

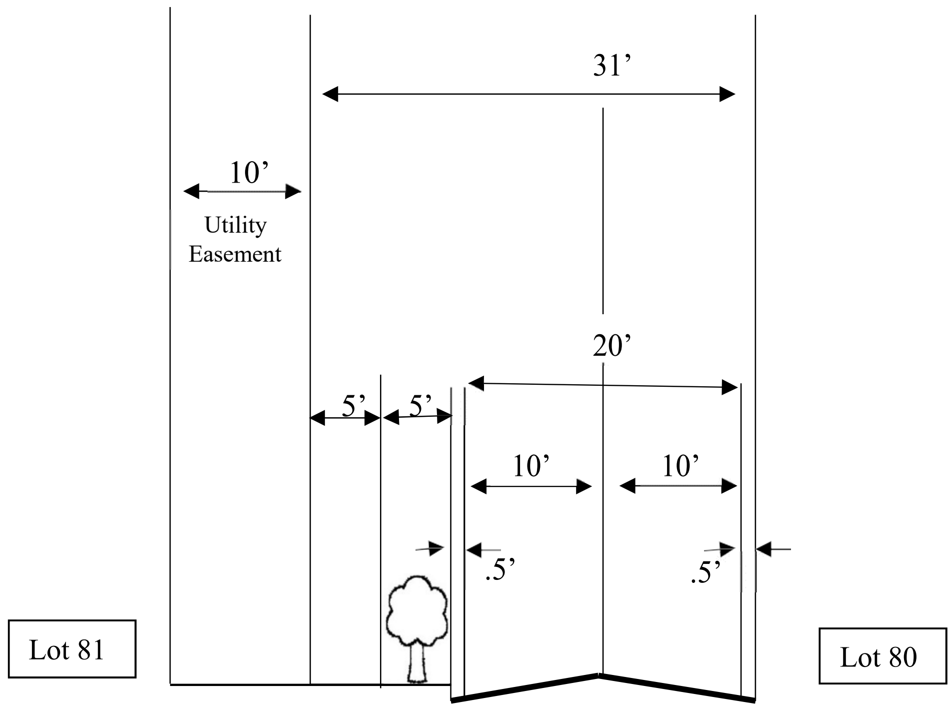
Changes to density, housing types, subdivision of lots, or any changes leading to an increase of development intensity, require the submittal of new documents and shall be subject to review under the regulations in place at the time of development.

f) Roadway Standards. Road standards shall be in accordance with Section 14 below.

<u>**Section 14**</u>. Dedication of Right-of-Way. Except as otherwise provided herein, the Developer shall dedicate public right-of-way associated with Lot 79 and Lot 80 as follows:

a) Right-of-Way. Prior to issuance of any certificate of occupancy for Lot 79, a public half street shall be constructed to city standards as specified below within the 31-foot panhandle and the panhandle shall be dedicated to the City of Stanwood. The improvements shall include the following:

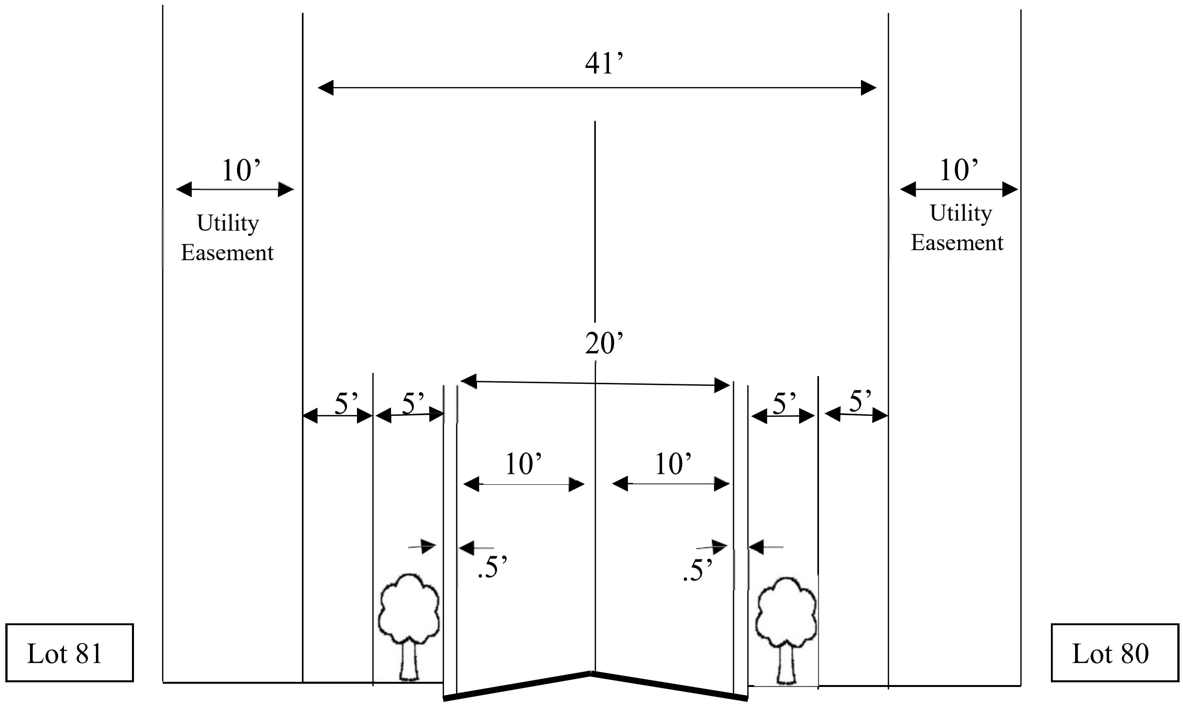
- 5-foot Sidewalk (abutting Lot 81)
- 5-foot Planter (abutting Lot 81)
- 6-inch Curb and Gutter (abutting Lot 81)
- 20-feet of Pavement
- 6-inch Curb and Gutter (abutting Lot 80)
- Total Width 31-feet



b) Lot 81 Access Easement across Lot 79 Panhandle. The recorded Plat of XXXX shows a panhandle of 31-feet in width serving Lot 79 and an easement for the benefit of access and utilities to serve Lot 81 and provides that at such time as Lot 79 constructs the required improvements and dedication as identified in Section 14 above, the owner of said Lot 81 shall not object to these improvements and the easement provided to Lot 81 for access shall automatically terminate with the dedication and be replaced with a dedicated public right-of-way.

c) Lot 80 Right-of-way Requirement. The recorded Plat of XXXX contains a note providing that when Lot 80 is developed at a higher density beyond the one existing single-family residence, the remainder of the public road right-of-way of 10-feet shall be dedicated to the City along the west boundary of Lot 80 and abutting the panhandle to Lot 79. Prior to final plat for a subdivision of land or certificate of occupancy for any new development of Lot 80, the roadway section shall be constructed by the landowner of Lot 80 to City Standards as follows and connected in a reasonable manner to the existing roadway on Lot 79 panhandle (future public right-of-way):

- 5-foot Sidewalk (abutting Lot 80)
- 5-foot Planter (abutting Lot 80)



Section 15. Default.

a) Subject to extensions of time by mutual consent in writing, failure or delay by either party or Landowner not released from this Agreement, to perform any term or provision of this Agreement shall constitute a default. In the event of alleged default or breach of any terms or conditions of this Agreement, the party alleging such default or breach shall give the other party or Landowner not less than thirty (30) days’ notice in writing, specifying the nature of the alleged default and the manner in which said default may be cured. During this thirty (30) day period, the party or Landowner charged shall not be considered in default for purposes of termination or institution of legal proceedings.

b) After notice and expiration of the thirty (30) day period, if such default has not been cured or is not being diligently cured in the manner set forth in the notice, the other party or Landowner to this Agreement may, at its option, institute legal proceedings pursuant to this Agreement. In addition, the City may decide to file an action to enforce the City’s Codes, and to obtain penalties and costs as provided in the Stanwood Municipal Code for violations of this Development Agreement and the Code.

Section 16. Review. The City may, during the term of this Agreement, review the extent of good faith substantial compliance by Developer and Landowner with this Agreement.

Section 17. Termination. This Agreement shall expire and/or terminate as provided below:

a) This Agreement shall terminate upon the expiration of the term identified in Section 7 or when the Subject Property has been fully developed and all of the Owner's obligations in connection therewith are satisfied as determined by the City. Upon termination of this Agreement, the City shall record a notice of such termination in a form satisfactory to the City Attorney that the Agreement has been terminated. This Agreement shall automatically terminate and be of no further force and effect as to any single-family residence, any other residential dwelling unit type or any nonresidential building and the lots, parcels, or tracts upon which such residence or building is located, when it has been approved by the City for occupancy.

Section 18. Effect upon Termination on Owner Obligations. Termination of this Agreement as to the Owner of the Subject Property or any portion thereof shall not affect any of the Owner's obligations to comply with the terms and conditions or any applicable zoning code(s) or subdivision map or other land use entitlements approved with respect to the Subject Property, any other conditions of any other development specified in the Agreement to continue after the termination of this Agreement or obligations to pay assessments, liens, fees or taxes.

Section 19. Effects upon Termination on City. Upon any termination of this Agreement as to the Owner of the Subject Property, or any portion thereof, the entitlements, conditions of development, limitations on fees and all other terms and conditions of this Agreement shall no longer be vested hereby with respect to the property affected by such termination (provided that vesting of such entitlements, conditions or fees may then be established for such property pursuant to the existing planning and zoning laws).

Section 20. Assignment and Assumption. The Developer shall have the right to sell, assign or transfer this Agreement with all their rights, title and interests therein to any person, firm or corporation at any time during the term of this Agreement. Developer shall provide the City with written notice of any intent to sell, assign, or transfer all or a portion of the Subject Property, at least 30 days in advance of such action and shall provide copies of the recorded documents that sell, assign, or transfer all or a portion of the Subject Property should such action be finalized and shall provide copies of the recorded documents that sell, assign, or transfer all or a portion of the Subject Property should such action be finalized.

Section 21. Covenants Running with the Land. The conditions and covenants set forth in this Agreement and incorporated herein by the Exhibits shall run with the land and the benefits and burdens shall bind and inure to the benefit of the parties. The Owner, Landowner and every purchaser, assignee or transferee of an interest in the Subject Property, or any portion thereof, shall be obligated and bound by the terms and conditions of this Agreement, and shall be the beneficiary thereof and a party thereto, but only with respect to the Subject Property, or such portion thereof, sold, assigned or transferred to it. Any such purchaser, assignee or transferee shall observe and fully perform all of the duties and obligations of a Developer contained in this Agreement, as such duties and obligations pertain to the portion of the Subject Property sold, assigned or transferred to it.

Section 22. Amendment to Agreement; Effect of Agreement on Future Actions. This Agreement may be amended by mutual consent of all of the parties, provided that any such amendment shall follow the process established by law for the adoption of a development agreement (see, RCW 36.70B.200). However, nothing in this Agreement shall prevent the City Council from making any amendment to its Comprehensive Plan, Zoning Code, Official Zoning Map or development regulations affecting the Subject Property during the next five years, as the City Council may deem necessary to the extent required by a serious threat to public health and safety. Nothing in this Development Agreement shall prevent the City Council from making any amendments of any type to the Comprehensive Plan, Zoning Code, Official Zoning Map or development regulations relating to the Subject Property five years from the anniversary date of the Effective Date of this Agreement. If the City Council approves amendments to the Comprehensive Plan, Zoning Code, Official Zoning Map or development regulations regarding uses, the approved uses on the subject properties shall be considered legal uses by the terms of this agreement.

Section 23. Releases. Owner, and any subsequent Landowner, may free itself from further obligations relating to the sold, assigned, or transferred property, provided that the buyer, assignee or transferee expressly assumes the obligations under this Agreement as provided herein.

Section 24. Notices. Notices, demands, correspondence to the City and Owner shall be sufficiently given if dispatched by pre-paid first-class mail to the addresses of the parties as designated in Section 5 or as updated pursuant to Section 20. Notice to the City shall be to the attention of both the City Administrator and the City Attorney. Notices to subsequent Landowners shall be required to be given by the City only for those Landowners who have given the City written notice of their address for such notice. The parties hereto may, from time to time, advise the other of new addresses for such notices, demands or correspondence.

Section 25. Applicable Law and Attorneys' Fees. This Agreement shall be construed and enforced in accordance with the laws of the State of Washington. If litigation is initiated to enforce the terms of this Agreement, the prevailing party shall be entitled to recover its reasonable attorneys' fees and costs from the non-prevailing party. Venue for any action shall lie in Snohomish County Superior Court or the U.S. District Court for Western Washington.

Section 26. Specific Performance. The parties specifically agree that damages are not an adequate remedy for breach of this Agreement, and that the parties are entitled to compel specific performance of all material terms of this Development Agreement by any party in default hereof.

Section 27. Severability. If any phrase, provision or section of this Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable, or if any provision of this Agreement is rendered invalid or unenforceable according to the terms of any statute of the State of Washington which became effective after the effective date of the ordinance adopting this Development Agreement, and either party in good faith determines that such provision or provisions are material to its entering into this Agreement, that party may elect to terminate this Agreement as to all of its obligations remaining unperformed.

IN WITNESS WHEREOF, the parties hereto have caused this Development Agreement to be executed as of the dates set forth below:

OWNER:	CITY OF STANWOOD:
______________________	______________________
By: Brian Von Moos	By: Leonard Kelley
Its:____________________	Its: Mayor
______________________	ATTEST:
By: Keri Von Moos	
Its:____________________	
	By:____________________
	City Clerk
	By:____________________
	City Attorney

STATE OF WASHINGTON)
) ss.
COUNTY OF SNOHOMISH)

I certify that I know or have satisfactory evidence that Brain Von Moos and Keri Von Moos are the persons who appeared before me, and said persons acknowledged that said persons signed this instrument, on oath stated that said persons were authorized to execute the instrument and acknowledged it to be the free and voluntary act of such persons for the uses and purposes mentioned in the instrument.

DATED this________day of____________________, 2019.

____
(Signature of Notary)

____
(Legibly Print or Stamp Name of Notary)
NOTARY PUBLIC in and for the
State of Washington residing
at ____________________________
My Appointment Expires __________

EXHIBIT A

BEFORE the HEARING EXAMINER for the
CITY of STANWOOD

RECOMMENDATION

FILE NUMBER:	2019-0234
APPLICANT:	Brian & Keri Von Moos 7831 284th Street NW Stanwood, WA 98292
TYPE OF CASE:	Development Agreement
STAFF RECOMMENDATION:	Approve Development Agreement (Exhibit 12)
EXAMINER RECOMMENDATION:	Approve slightly revised Development Agreement (Attachment II hereto)
DATE OF EXAMINER RECOMMENDATION:	August 27, 2019

INTRODUCTION [1]

Brian & Keri Von Moos ("Von Moos") and the Stanwood Community Development Department ("CDD") have prepared a Development Agreement to control the development of approximately 3.99 acres within the approved *Stanwood Schmitt Plat* preliminary subdivision.

The subject property occupies the northeast quadrant of the 80th Avenue NW/284th Street NW intersection along the northern City Limits. The address of the one residence on the property is 7831 284th Street NW.

The Stanwood Hearing Examiner ("Examiner") viewed the subject property on January 30, 2019, in preparation for the open record, predecision hearing on the *Stanwood Schmitt Plat*.

The Examiner held an open record hearing on the proposed Development Agreement on August 20, 2019. CDD gave notice of the hearing as required by the Stanwood Municipal Code ("SMC"). (Exhibit 9 [2])

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[1] Any statement in this section deemed to be either a Finding of Fact or a Conclusion of Law is hereby adopted as such.

[2] Exhibit citations are provided for the reader's benefit and indicate: 1) The source of a quote or specific fact; and/or 2) The major document(s) upon which a stated fact is based. While the Examiner considers all relevant documents in the record, typically only major documents are cited. The Examiner's Recommendation is based upon all documents in the record.

The following exhibits were entered into the hearing record during the hearing:

Exhibit 1:	Staff Report and Recommendation
Exhibit 2:	Development Agreement, hearing version
Exhibit 3:	Vested Document – *Stanwood Schmitt Plat* Traffic Impact Analysis
Exhibit 4:	Vested Document – *Stanwood Schmitt Plat* Critical Areas Report
Exhibit 5:	Vested Document – *Stanwood Schmitt Plat* Preliminary Drainage Report
Exhibit 6:	Vested Document – *Stanwood Schmitt Plat* SEPA Checklist
Exhibit 7:	Vested Document – MDNS
Exhibit 8:	Application
Exhibit 9:	Notice of Public Hearing
Exhibit 10:	Notice of Application and SEPA Determination
Exhibit 11:	SEPA Checklist Development Agreement

At the close of the hearing Von Moos and CDD asked that the hearing record be left open so that they could submit a revised version of the Development Agreement based upon the discussion that occurred during the hearing. The Examiner agreed to leave the hearing record open until not later than 3:00 p.m. on August 23, 2019, for that purpose. The hearing record closed on August 22, 2019, with submittal of the following documents:

Exhibit 12:	Development Agreement, Von Moos-City revised version
Exhibit 13:	List of Edits to the Von Moos Development Agreement
Exhibit 14:	E-mails from the agent for Von Moos concurring with the content of Exhibit 12

Subsection 17.81A.230(4)(a) SMC requires that decisions on Development Agreements be issued within 120 net review days after the application is found to be complete. The Examiner's open record hearing was held well within the 120-day window. (The Development Agreement application was filed on May 13, 2019. (Exhibits 1, 8))

The action taken herein and the requirements, limitations and/or conditions imposed by this decision are, to the best of the Examiner's knowledge or belief, only such as are lawful and within the authority of the Examiner to take pursuant to applicable law and policy.

FINDINGS OF FACT

1. The Development Agreement which is the subject of this Recommendation is associated with a preliminary subdivision currently known as the *Stanwood Schmitt Plat*. [3] The *Stanwood Schmitt Plat* as preliminarily approved by the undersigned on February 8, 2019, contemplated subdivision of an 18.47 acre site into 72 small lots for single-family residences, three lots for duplex residences (six dwelling units), and three acreage lots (Lots 76, 77, and 78) in the southwest corner of the plat (two of which were for single-family residences along 284th Street NW, the third was for a minimum of 18 multi-family units and abutted the north side of the two acreage lots along 284th Street NW with a 31-foot wide panhandle access between them). Thus, the plat as granted preliminary approval by the Examiner had a total of 78 lots. [Official notice: Hearing Examiner Decision, *Stanwood Schmitt Plat*, 2018-0444, February 8, 2019]

[3] The plat name will likely be changed before the final plat is presented for approval and recordation. (Testimony)

2. On April 11, 2019, CDD administratively approved a minor amendment to the *Stanwood Schmitt Plat* under City file number 2019-0137. The minor amendment: Created fee simple lots for each of the six duplex units (which added three to the total number of lots); slightly changed the area of the three acreage lots (which became Lots 79, 80, and 81); made minor lot area and open space adjustments in other portions of the plat; and straightened a portion of one road in the plat. Thus, the total number of lots in the *Stanwood Schmitt Plat* increased from 78 to 81 without any increase in the number of permitted dwelling units. (Exhibit 1, p. 3, § C, ¶ 4; and testimony)

3. Condition 17 of the *Stanwood Schmitt Plat* preliminary approval requires City Council approval of a Development Agreement for three of the subdivision's lots:

> A Developer's Agreement shall be prepared and approved by the Stanwood City Council to establish the density and type of housing units for the future development of Lot 76, 77 & 78. The Developer's Agreement shall be completed prior to Final Plat Phase I approval.

[Official notice: Hearing Examiner Decision, *Stanwood Schmitt Plat*, 2018-0444, February 8, 2019, p. 11] Because of the April 11, 2019, minor amendments, Lots 76, 77, and 78 are now Lots 79, 80, and 81.

4. Von Moos filed an application for Development Agreement approval on May 13, 2019. (Exhibits 1; 8) Von Moos and CDD jointly formulated the Development Agreement that was presented at the Examiner's August 20, 2019, open record hearing. (Exhibit 2; and testimony)

5. CDD issued a Notice of Application on July 2, 2019, and a Notice of Hearing on August 6, 2019. (Exhibits 10 and 9, respectively) No testimony or evidence was entered into the record by the general public either in support of or in opposition to the application. No one participated in the open record hearing other than Von Moos's agent, Patrick McCourt ("McCourt"), and CDD's representative, Amy Rusko ("Rusko").

6. McCourt, Rusko, and the Examiner discussed a number of areas within Exhibit 2 which evidenced either minor, scrivener's errors or unclear, confusing language. At the end of that spirited discussion, McCourt and Rusko agreed on a number of changes that they desired to present for the Examiner's consideration. All participants, including the Examiner, were taking copious notes, but final wording was not developed for most of the issues addressed during the discussion. Thus, the request that the hearing record be held open for a few days to allow them to prepare a "clean" version for the Examiner's consideration.

   Exhibit 12 is that "clean," revised version. Exhibit 13 is a brief guide, prepared by CDD, to the changes between Exhibits 2 and 12. Exhibit 14 is McCourt's concurrence in Exhibit 12.

7. Exhibit 12 is fundamentally the same as Exhibit 2. Its main features are:

- Term of Agreement: 20 years from the recording date.
- Allowed Uses:
  - Multi-family Residential, Cottage Housing, Townhouses, and Accessory Dwelling Units.

- The existing single-family residence on Lot 80 may remain and one single-family residence is allowed on Lot 81.
- Density:
  - Minimum of 18 units on Lot 79 and one single-family residence on each of Lot 80 and 81.
- Development Standards:
  - Future development will be consistent with the existing TN zoning standards for height and setbacks.
- Design Standards:
  - To break up mass of buildings, the development on Lot 79 shall include a combination of triplexes and fourplexes, with no more than six units in a single building.
  - Townhouse style units.
  - A maximum of two stories along street frontage and up to three stories within the internal property.
- Street Improvements:
  - Phase I (multi-family) – Requires half street improvements in and dedication of the Lot 79 panhandle.
  - Phase II (redevelopment of Lot 80) – Requires the street to be completed to full standards.
- General Agreement Terms:
  - Termination
  - Assignments & Assumption
  - Covenants
  - Amendments
  - Notices
  - Releases
  - Severability

8. CDD and McCourt recommend approval of the Exhibit 12 version of the Development Agreement. (Exhibits 1; 14; and testimony)

9. Any Conclusion of Law deemed to be a Finding of Fact is hereby adopted as such.

LEGAL FRAMEWORK [4]

The Examiner is legally required to prepare this recommendation within the framework created by the following principles:

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[4] Any statement in this section deemed to be either a Finding of Fact or a Conclusion of Law is hereby adopted as such.

Authority

A proposed development Agreement is a Type IV application which is subject to an open record hearing before the Examiner who forwards a written recommendation to the Council. [SMC 17.81A.210(4), Table 17.81A-I]

Review Criteria

The SMC contains no specific review criteria for Development Agreements. [SMC 17.80.100] In the absence of specific review criteria, the Examiner will consider whether the public use and interest of the City and its citizens would be served by entering into the proposed Development Agreement.

Vested Rights

Stanwood has not enacted a vested rights regulation. The judicially-created vested rights doctrine applies to various types of land use applications, but does not apply to development agreement applications as they are more legislative in nature than quasi-judicial. Further, a development agreement is not, *per se*, a land development application.

Standard of Review

The standard of review is preponderance of the evidence; the applicant has the burden of proof. [SMC 17.81A.260(5)(a); SMC 17.81B.350(1)] "All findings and conclusions necessary to the issuance of a decision shall be based upon reliable evidence." [SMC 17.81A.260(5)(c)]

Scope of Consideration

The Examiner has considered: all of the evidence and testimony; applicable adopted laws, ordinances, plans, and policies; and the pleadings, positions, and arguments of the parties of record.

CONCLUSIONS OF LAW

1. Having led the discussion of Exhibit 2 during the open record hearing, the Examiner expected that he would be able to fully support the version that CDD and McCourt would present after that discussion. After carefully reviewing Exhibit 12, the Examiner believes that several more changes are necessary in order for the Development Agreement to truly serve the public use and interest.

   Believing that the best explanation of textual changes is the actual text as changed, the Examiner has prepared two attachments. Attachment I is Exhibit 12 with the Examiner's recommended deletions noted by double parentheses and strikethrough (~~((sample))~~) and additions noted by underlining (sample). Attachment II is a "clean" copy after all deletions and additions are applied.

2. Some of the Examiner's recommended changes are purely punctuation or grammatical improvements. Those do not need explanation. The following is a summary of the rest of the Examiner's recommended changes to the Exhibit 12 version of the Development Agreement:

   A. Page 1, Title; page 1, Fifth Recital; page 2, § 2; page 6, § 13: Each of these items includes a reference to something identified as "Tract 996." But according to Exhibit D within Exhibit 2 or 12, there is no Tract 996. The 31-foot wide strip which provides access to Lot 79 is a panhandle (a part of Lot 79), not a separate tract. There seemed to be a little confusion about the status of the panhandle during the hearing discussion, perhaps (unfortunately) exacerbated by the Examiner who tended to refer to it as a tract. But the best evidence is that it is not a separate tract. Therefore, the Examiner recommends that all references to it be removed and that it be referred to as the Lot 79 panhandle.

B. Page 1, Fifth Recital: The shorthand reference to the land subject to the Development Agreement used at the end of this Recital (the "Property") creates a conflict with several other sections of the Agreement which use the term "Subject Property." Since there are more occasions which use that shorthand reference, the Examiner recommends that the reference in this Recital be changed to match the rest.

C. Page 2, § 2: This section is better than it was, but after reading it over several more times, the Examiner believes that its clarity can still be improved. Thus, the other changes to this section which the Examiner recommends be made.

D. Page 10, § 14(d): This section was added by CDD and McCourt in response to the Examiner's question: What happens if Lot 80 develops before Lot 79? The simple answer, which escaped everyone's remembrance during the hearing, is that the Development Agreement does not allow Lot 80 (or Lot 81 for that matter) to be developed before Lot 79: "Lot 80 and Lot 81 shall not be further subdivided until such time as the necessary improvements for Lot 79 identified in Section 14 have been completed." (Exhibit 2 or 12, § 13(a)) The added paragraph is completely unnecessary. Therefore, the Examiner recommends that it be omitted.

3. The SMC contains no review criteria for development agreements. Section 17.80.100 SMC does contain five requirements for development agreements, the relevant portions of all of which are fully met by the current proposal:

A. Subsection (1): "The city may enter into a development agreement with a person having ownership or control of property within the city's jurisdiction. The city may enter into a development agreement for property outside its boundaries as part of a proposed annexation or service agreement.**.**"

<u>Analysis</u>: The Development Agreement has been made with the current property owners. The subject property is within the city limits of Stanwood. A requirement of the Development Agreement for future development is that the Agreement will be recorded and will be transferable to future owners.

B. Subsection (2): "A development agreement must set forth the development standards and other provisions that shall apply to and govern and vest the development, use, and mitigation of the development of the property for the duration specified in the agreement."

<u>Analysis</u>: The proposed development agreement sets forth the following development standards:

Minimum	Maximum
Density Lot Area Lot Width Lot Depth Front Setback Rear Setback Side Setback	Density Height Building Coverage

Other provisions set forth in the agreement include:

Duration of Agreement Access Right-of-Way Dedication Type of Residential Housing Roadway Standards Vested Studies

C. Subsection (3): " A development agreement may obligate a party to fund or provide services, infrastructure, or other facilities. The city and project applicants may include provisions and agreements whereby applicants are reimbursed over time for financing public facilities."

Analysis: The proposed development agreement requires right-of-way dedication at two different phases of future development permits (build out of Lot 79 and again with a higher density redevelopment of Lot 80). Each of these two phases requires a land use permit, construction permit, building permit, and utility permit. Approval of the site, infrastructure, and building occurs at that time.

D. Subsection (4): This subsection is procedural only and imposes no requirements on the Development Agreement *per se*: "The city shall only approve a development agreement by ordinance or resolution after a public hearing."

E. Subsection (5): "A development agreement shall reserve authority to impose new or different regulations to the extent required by a serious threat to public health and safety."

Analysis: Section 22 of the proposed Development Agreement reserves the City's authority under RCW 36.70B.170(4) to impose new or different regulations to the extent required by a serious threat to public health and safety.

4. Approval of the proposed Development Agreement will serve the public use and interest of Stanwood and its citizens.

5. The Development Agreement contains 10 “placeholders,” denoted in the text (of all the versions in the record) by blue ink and, typically, a series of Xes (*e.g.:* “XXX”). The Council needs to replace those placeholders with the appropriate text before recording the Agreement. (The Council likely will not be able to replace the plat recording number before approving the Agreement as the intent of the parties is that the Agreement will be recorded essentially simultaneously with the plat. That number will have to be added by hand just before recordation.)

6. Any Finding of Fact deemed to be a Conclusion of Law is hereby adopted as such.

RECOMMENDATION

Based upon the preceding Findings of Fact and Conclusions of Law, the testimony and evidence submitted at the open record hearing, and the Examiner’s site view, the Examiner recommends that the City Council **APPROVE** the proposed Development Agreement as set forth in Attachment II hereto **SUBJECT TO THE FOLLOWING “PLACEHOLDER” REPLACEMENTS**:

A. Insert the name under which the plat is to be recorded in the document title, Recital 5, Section 7, Section 14(b), and Section 14(c).

B. Insert the plat recording number in Recital 5.

C. Insert the date on which the City Council approves the Development Agreement in Recital 6(c).

D. Insert the number of the City Council Resolution approving the Development Agreement in Recital 6(c) and Recital 6(d).

E. Insert the date of the Hearing Examiner’s recommendation in Section 4(a). (The Examiner has not inserted the date in either Attachment I or II just in case there is a request for reconsideration of the Examiner’s Recommendation.)

Recommendation issued August 27, 2019.

\s\ John E. Galt (Signed original in official file)
John E. Galt
Hearing Examiner

HEARING PARTICIPANTS [5]

Patrick McCourt Amy Rusko

[5] The official Parties of Record register is maintained by the City’s Hearing Clerk.

NOTICE OF RIGHT OF RECONSIDERATION

This Recommendation is subject to the right of reconsideration pursuant to SMC 17.81B.350(5) and Hearing Examiner Rule of Procedure 504. Requests for reconsideration must be filed in writing with the City Clerk/receptionist within ten (10) business days of the date of mailing of this Decision. Any request for reconsideration must meet the content and grounds requirements of SMC 17.81B.350(5)(a) and (b). Any request for reconsideration shall also specify the relief requested. See SMC 17.81B.350(5) and Hearing Examiner Rule of Procedure 504 for additional information and requirements regarding reconsideration.

NOTICE of COUNCIL CONSIDERATION

This Recommendation becomes the Examiner's final and conclusive action as of the eleventh business day after the date of mailing of the Recommendation unless reconsideration is timely requested. If reconsideration is timely requested, the order granting or denying reconsideration becomes the Examiner's final and conclusive action. The Examiner's final Recommendation will be considered by the Stanwood City Council in accordance with the procedures for Type IV actions in Chapter 17.81B SMC. Please contact the Department of Community Development for information regarding the scheduling of Council consideration of this Recommendation. Please have the applicant's name and City file number available when you contact the City.

The following statement is provided pursuant to RCW 36.70B.130: "Affected property owners may request a change in valuation for property tax purposes notwithstanding any program of revaluation."

EXHIBIT B

LEGAL DESCRIPTION

PARCEL A 32041800401400

THAT PORTION OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 32 NORTH, RANGE 4 EAST, W.M., DESCRIBED AS FOLLOWS;

COMMENCING AT THE NORTHEAST CORNER OF SAID SUBDIVISION;
THENCE SOUTH 00º44’11” EAST ALONG THE EAST LINE OF SAID SUBDIVISION A DISTANCE OF 625.04 FEET TO THE NORTH LINE OF 284TH ST. N.W.;
THENCE NORTH 88º48’29” WEST ALONG SAID NORTH MARGIN A DISTANCE OF 143.90 FEET TO THE POINT OF BEGINNING;
THENCE CONTINUING NORTH 88º48’29” WEST ALONG SAID MARGIN A DISTANCE OF 488.10 FEET TO THE EAST MARGIN OF 80TH AVE. N.W.;
THENCE NORTH 00º10’54” WEST ALONG SAID MARGIN A DISTANCE OF 352.83 FEET;
THENCE SOUTH 88º59’20” EAST A DISTANCE OF 495.45 FEET;
THENCE SOUTH 01º00’40” WEST A DISTANCE OF 354.30 FEET TO THE POINT OF BEGINNING;

SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON.

EXHIBIT C

VICINITY MAP

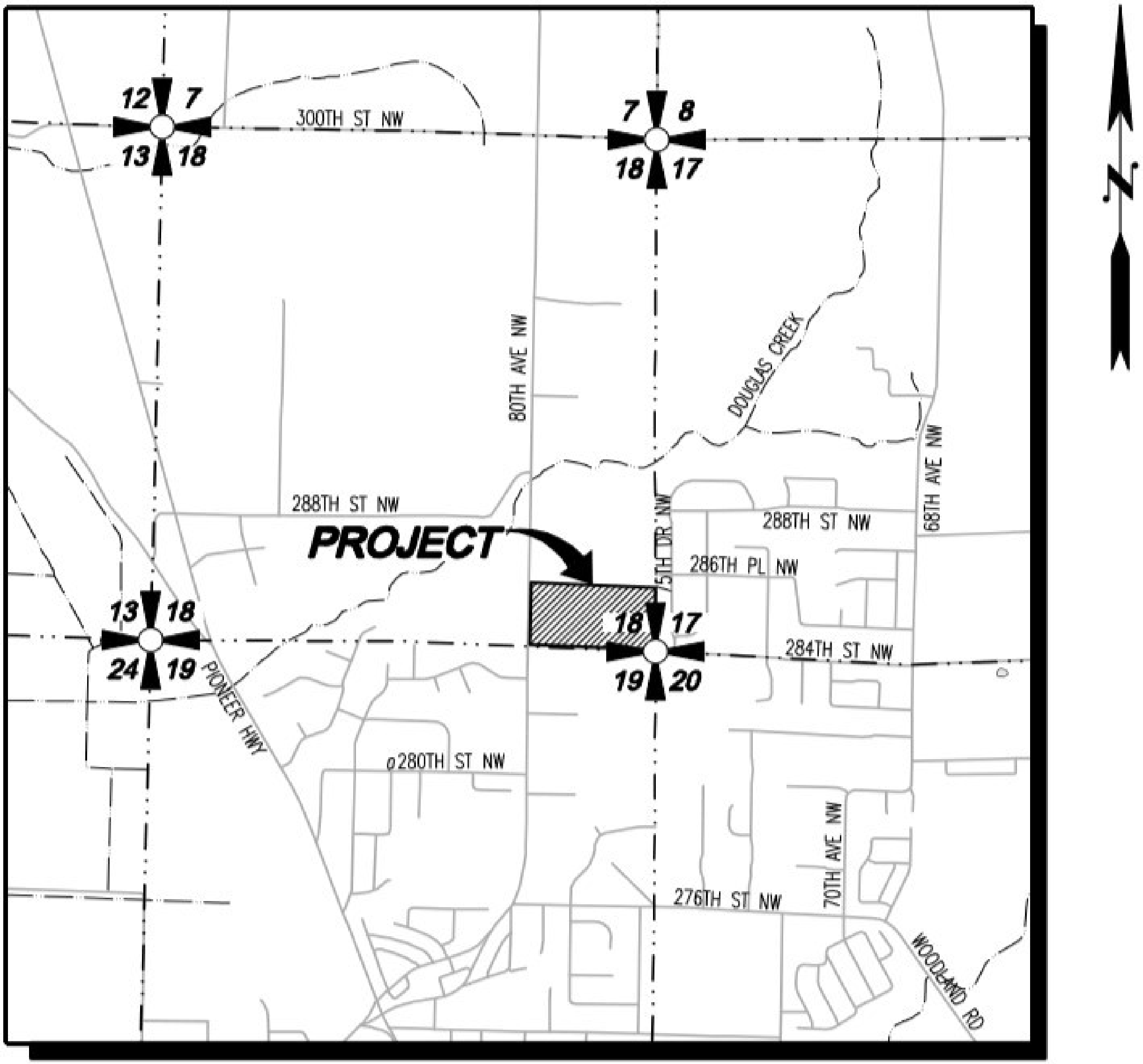

EXHIBIT D

ENLARGED SITE PLAN OF LOTS 79, 80, 81 AND TRACT 996

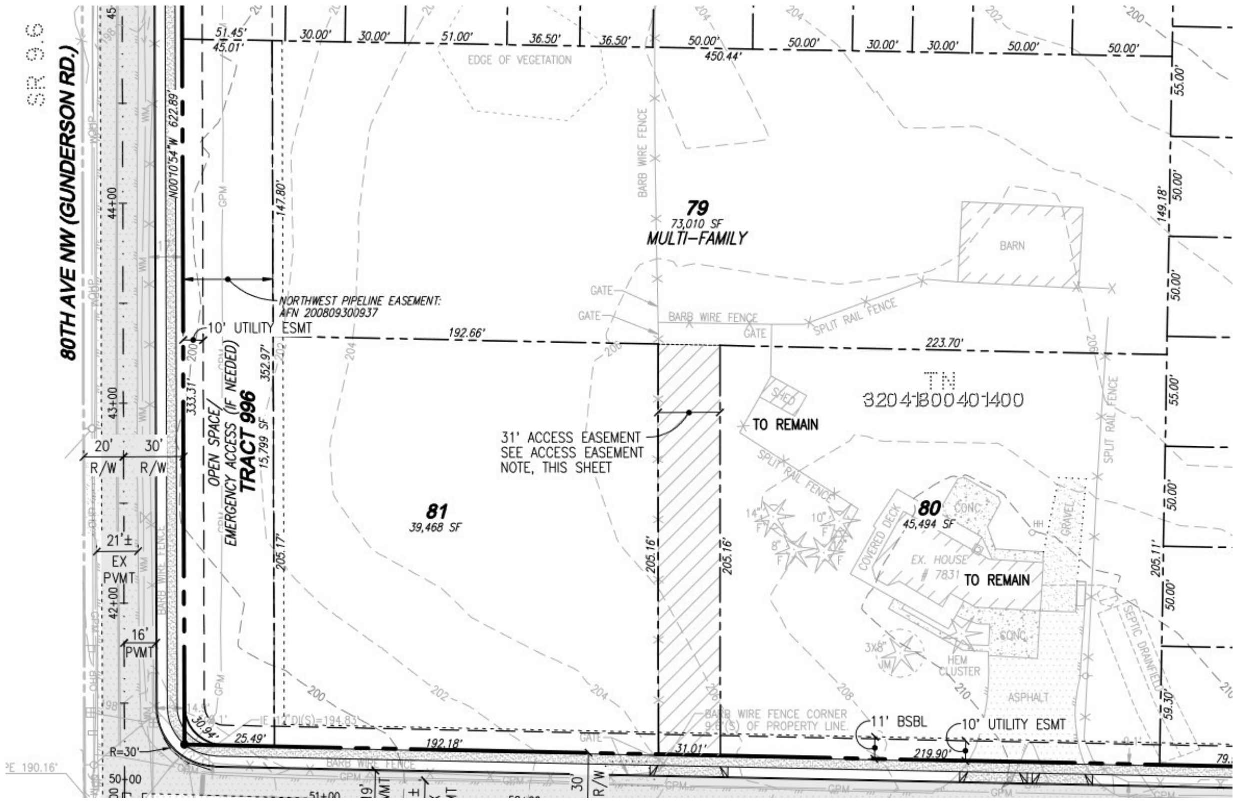

EXHIBIT E

VESTED STUDIES

The vested studies are located in File #2019-0234 (Development Agreement) and in File #2018-0444 (Stanwood Schmitt Preliminary Plat)

- Traffic Impact Analysis completed by Gibson Traffic, dated November 2018
- Critical Areas Study completed by B & A, Inc., dated September 2018
- Stormwater Drainage Report completed by LDC, Inc., dated November 2018
- SEPA Checklist completed by Land Pro Group, dated September 2018
- MDNS issued by the City of Stanwood on December 18, 2018

CITY OF STANWOOD
Stanwood, Washington

RESOLUTION NO. 2019-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANWOOD, WASHINGTON APPROVING THE VON MOOS DEVELOPMENT AGREEMENT BETWEEN BRIAN AND KERI VON MOOS AND THE CITY OF STANWOOD.

WHEREAS, the Washington State Legislature has authorized the execution of a development agreement between a local government and a person having ownership or control of real property within its jurisdiction (RCW 36.70B.170 (1)); and

WHEREAS, a development agreement must set forth the development standards and other provisions that shall apply to, govern and vest the development, use and mitigation of the development of the real property for the duration specified in the agreement (RCW 36.70B.170 (1)); and

WHEREAS, for the purposes of this development agreement, "development standards" includes, but is not limited to, all of the standards listed in RCW 36.70B.170 (3); and

WHEREAS, a development agreement must be consistent with the applicable development regulations adopted by a local government planning under chapter 36.70A RCW (RCW 36.70B.170 (1)); and

WHEREAS, the location of the subject properties depicted in the development agreement between Brian and Keri Von Moos and the City of Stanwood is at the northeast corner of 284th Street NW and 80th Avenue NW with the address 7831 284th Street NW; and

WHEREAS, the development agreement includes Lots 79, 80 and 81 of the Stanwood Schmitt Preliminary Plat; and

WHEREAS, the development agreement shall be vested to the following studies related to the Stanwood Schmitt Plat and are listed in Exhibit E of the agreement and include: Traffic Impact Analysis, Critical Areas Study, Stormwater Drainage Report, SEPA Checklist and MDNS; and

WHEREAS, the development agreement is consistent with the Comprehensive Plan and meets the requirements and intent of the Plan, including Land Use Policy 19.3 (K), Housing Goals 2 and 4, Housing Policies 3.1, 4.2, 4.4 and 9.3; and

WHEREAS, the development agreement meets the zoning requirements of the Traditional Neighborhood zoning by providing the third housing type within the Stanwood Schmitt Preliminary Plat project; and

WHEREAS, the City issued a Notice of Application and SEPA Determination of Non-Significance on July 2, 2019 and was circulated for public comments; and

WHEREAS, the City Council Community Development Committee reviewed the proposed development agreement at their August 8, 2019 and October 10, 2019 meeting; and

WHEREAS, the City issued a Notice of Public Hearing before the Hearing Examiner on August 6, 2019 and was circulated for public comments; and

WHEREAS, the Hearing Examiner held a Public Hearing on August 20, 2019 and made a recommendation to the City Council to approve the development agreement on August 27, 2019; and

WHEREAS, the City issued a Notice of Public Hearing before the City Council on October 8, 2019 and was circulated for public comments; and

WHEREAS, the City Council held a Public Hearing on October 24, 2019 at the regular scheduled council meeting; and

WHEREAS, the City received no public comments during the Notice of Application, SEPA Determination or Notice of Public Hearing comment periods; and

WHEREAS, the proposed Development Agreement meets all regulatory requirements of the Stanwood Municipal Code, Stanwood Comprehensive Plan, Stanwood Street and Utility Standards and Washington State Regulations.

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

Section 1: Adoption of Von Moos Development Agreement. The City of Stanwood adopts the Von Moos Development Agreement between Brian and Keri Von Moos and the City of Stanwood, as attached as Attachment "A" and incorporated herein by reference.

Section 2: Recording of the Development Agreement. The development agreement can only be recorded after the underlying plat (Stanwood Schmitt Preliminary Plat) is finalized and recorded. The property owner of the plat has five years from the date the preliminary plat is approved to record the final plat. The expiration date for recording the final plat and development agreement is February 8, 2024. If the final plat is not recorded within the timeframe then the development agreement becomes null and void.

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

PASSED by the City Council and APPROVED by the Mayor this _____ day of October, 2019.

CITY OF STANWOOD

By ______________________________
Leonard Kelley, Mayor

ATTEST:

By ______________________________
David Hammond, City Clerk

APPROVED AS TO FORM:

By ______________________________
Grant Weed, City Attorney

CITY OF STANWOOD
CITY COUNCIL
STAFF REPORT

ITEM NUMBER:	10a
DATE:	October 24, 2019
SUBJECT:	Ordinance 1479 – Imposition of Lodging Tax, creating a new fund and establishing an advisory committee
CONTACT PERSON:	David A. Hammond, Finance Director/City Clerk
ATTACHMENTS:	A – Proposed Ordinance 1479 Imposition of Lodging Tax B – RCW Chapters 67.28.1816

ISSUE

The issue before the council is to approve the second reading and final adoption of Ordinance 1479 Imposition of Lodging Tax, creating a new fund and establishing an advisory committee.

RECOMMENDATION

Conduct second reading and final adoption of Ordinance 1479, imposition of Lodging Tax, creating a new fund and establishing an advisory committee.

DISCUSSION

The proposed lodging tax is not expected to generate significant revenue in the immediate term, but will provide valuable information and data to support the city's efforts to encourage development of a hotel in Stanwood. The city is aware that short term lodging is offered in Stanwood, but details on this activity are not available. Imposition of the lodging tax will inform the city on the scale of the activity because these business activities will pay the lodging tax.

If a lodging tax is imposed, then a separate fund is statutorily required. Staff recommends aggregating all city tourism activities into this new fund as it will provide increased visibility to these activities.

Lodging Tax:
A lodging tax of two percent is available to the city of Stanwood. Snohomish County currently levies this tax, so instead of the proceeds going to the county, they would go to

the city. It is important to note that this tax, which is paid by lodgers, is already imposed by the county, i.e., the tax will simply go to the city instead of the county.
State law requires the formation of a Lodging Tax Advisory Committee (LTAC) to oversee the spending of lodging tax revenues. Such a committee could meet frequently or annually. The city currently administers a tourism grant program and allocates funds in support of Stanwood's Destination Marketing Program, Discover Stanwood Camano.
There is not data available at this time to allow an estimate of how much lodging tax might be collected. The Department of Revenue is currently developing a system that would report amounts by jurisdiction and by establishment.

FINANCIAL IMPACT

With no information on the scale of lodging in the city, an estimate of $1,000 per year is recommended for 2020. In addition to this new revenue, staff recommends moving current economic development – tourism related budget items to the new special revenue fund as illustrated in the table below. Staff recommends an initial General Fund transfer to the fund to be designated for tourism marketing purposes.

Lodging Tax and Tourism Promotion

Current 2020 Budget (General Fund)	
Revenue	Amount
Port of Seattle Grant Discover Port Susan Website	$ 8,000
Advertising	
Donations from non-govt sources	
Sponsorships	
Total revenue	$ 8,000
Expenditures	
Tourism Promotion & Marketing	$ 46,000
Summer Concert Series	$ 3,150
Movies in the Park	$ 3,868
Light Up Your Holidays	$ 200
Touch a Truck	$ 200
Snow Goose/Glass Quest	$ 100
Haunted Halloween at Overall	$ 1,568
National Nite Out	$ 3,500
	$ 58,586

Proposed new Special Revenue Fund #115

Revenue					
115	Tourism Promotion	Lodging Tax	$ -	$ 1,000	$ 1,000
		Grant - DSC	$ -	$ 8,000	$ 8,000
		Grant - Summer Arts Jam	$ -	$ 10,000	$ 10,000
		Advertising	$ -	$ 5,000	$ 5,000
		Donations	$ -	$ 5,000	$ 5,000
		Sponsorships	$ -	$ 40,000	$ 40,000
		General Fund Transfer	$ -	$ 51,000	$ 51,000
		Total Revenues			$ 120,000
Expenditure					
115	Tourism Promotion	Professional Services*	$ -	$ 97,000	$ 97,000
		Advertising (billboard)	$ -	$ 7,500	$ 7,500
		Tourism Grants	$ -	$ 11,000	$ 11,000
		Supplies (event related)	$ -	$ 1,000	$ 1,000
		Meetings, Training & Travel	$ -	$ 1,000	$ 1,000
		Dues	$ -	$ 1,000	$ 1,000
		Printing	$ -	$ 1,500	$ 1,500
		Total Expenditures			$ 120,000

*Professional Services Details:		Contracts
DSC website redesign	$ 20,000	Puget Tech
DSC magazine publishing	$ 14,000	Phillips
Tourism Marketing	$ 25,000	TBD
Events Management	$ 35,000	Chamber
Graphic Design	$ 3,000	TBD
Subtotal	$ 97,000	

COMMITTEE RECOMMENDATIONS

The Finance Committee reviewed the proposed Ordinance 1479. The Committee supports the proposal and recommends approval to Council.

The Community Development Committee is scheduled to review the proposal at their October 10th meeting. Staff will provide verbal briefing regarding committee recommendation.

<u>CITY COUNCIL OPTIONS</u>

1. Approve second reading and final adoption of Ordinance 1479 – Imposition of Lodging Tax, creating a new fund and establishing an advisory committee.

2. Do not approve second reading and final adoption of Ordinance 1479 – Imposition of Lodging Tax, creating a new fund and establishing an advisory committee.

<u>RECOMMENDED MOTION</u>

I MOVE TO APPROVE THE SECOND READING AND FINAL ADOPTION OF ORDINANCE 1479- IMPOSITION OF LODGING TAX, CREATING A NEW FUND AND ESTABLISHING AN ADVISORY COMMITTEE.

CITY OF STANWOOD
WASHINGTON

ORDINANCE NO. 1479

AN ORDINANCE OF THE CITY OF STANWOOD, WASHINGTON, ADOPTING A NEW CHAPTER 3.36 RELATED TO THE IMPOSITION AND COLLECTION OF A LODGING TAX, CREATING A NEW CITY FUND; AND ESTABLISHING AN ADVISORY COMMITTING ESTABLISHING SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, State law allows for the imposition, collection, and disbursement of a lodging tax subject to the terms of Chapters 67.28 and 82.08 RCW for the purpose of tourism promotion; and

WHEREAS, the City Finance and Community Development Committees have reviewed and recommended the imposition, collection, and disbursement of a lodging tax; and

WHEREAS, the Council reviewed the recommendations of the Finance Committee and the Community Development Committee at their September 26th, 2019 regular meeting and desires to impose, collect, and disburse a lodging tax for purposes of tourism promotion;

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

Section 1. Title 3 – Revenue and Finance – of the Stanwood Municipal Code is hereby amended to add a new chapter 3.36 entitled “Lodging Tax” to read as follows:

Chapter 3.36 LODGING TAX

Sections:

3.36.010 RCW 67.28.180 tax levied – Amount.

There is hereby created a special excise tax of seven percent on the sale of or charge made for the furnishing of lodging that is subject to tax under Chapters 67.28 and 82.08 RCW. Of this tax, two percent is assessed pursuant to the terms of RCW 67.28.180, two percent is assessed pursuant to the terms of RCW 67.28.181(1) and three percent is assessed pursuant to the terms of RCW 67.28.181(2). The tax imposed under this section applies to the sale of or charge made for the furnishing of lodging by a hotel, motel, rooming house, tourist court, or trailer camp, and the granting of any similar license to use real property as distinguished from the renting or leasing of real property. It shall be presumed that the occupancy of real property for a continuous period of one month or more constitutes a rental or lease of real property and not a mere license to use or enjoy the same

3.36.030 Definitions.

The definitions in RCW 82.08.010 are adopted and apply throughout this chapter unless the context clearly requires otherwise.

3.36.040 Tax deemed in addition to license fee or other taxes.

The taxes levied herein shall be in addition to any license fee or any tax imposed or levied under any law or any other ordinance of the City; provided, however, that pursuant to Chapter 67.28 RCW, such tax shall be deducted from the amount of tax the seller would otherwise be required to collect and to pay to the State Tax Commission under the provisions of Chapter 82.08 RCW.

3.36.050 Fund created – Use of funds.

There is created a special revenue fund 115 – Tourism Promotion Fund in the City and all taxes collected under this chapter shall be placed in this fund to be used solely for the purpose of paying all or any part of the cost of tourism promotion, acquisition of tourism-related facilities, or operation of tourism-related facilities or to pay for any other uses as authorized in Chapter 67.28 RCW, as now or hereafter amended.

3.36.055 Lodging Tax Advisory Committee.

A. There is hereby created a Lodging Tax Advisory Committee which shall be composed as follows:

1. At least five members, appointed by the legislative body of the municipality, unless the municipality has a charter providing for a different appointment authority. The Committee membership shall include:

a. At least two members who are representatives of businesses required to collect tax under this chapter; and

b. At least two members who are persons involved in activities authorized to be funded by revenue received under this chapter.

Persons who are eligible for appointment under subsection (A)(1)(a) of this section are not eligible for appointment under subsection (A)(1)(b) of this section. Persons who are eligible for appointment under subsection (A)(1)(b) of this section are not eligible for appointment under subsection (A)(1)(a) of this section. Organizations representing businesses required to collect tax under this chapter, organizations involved in activities authorized to be funded by revenue received under this chapter, and local agencies involved in tourism promotion may submit recommendations for membership on the Committee. The number of members who are representatives of businesses required to collect tax under this chapter shall equal the number of members who are involved in activities authorized to be funded by revenue received under this chapter. One member shall be an elected official of the municipality who shall serve as chair of the Committee. An advisory committee for a city or town may include one nonvoting member who is an elected official of the county in which the city or town is located. The appointing authority shall review the membership of the Advisory Committee annually and make changes as appropriate.

2. Any proposals for the imposition or expenditure of hotel-motel/lodging tax funds, whether it involves the imposition of a tax, an increase in the rate of a tax, repeal of an exemption from a tax, or a change in the use of revenue received, shall be submitted to the Lodging Tax Advisory Committee for review and comment. The submission shall occur at least 45 days before final action on or passage of the proposal by the municipality. The Advisory Committee shall submit comments on the proposal in a timely manner through generally applicable public comment procedures. The comments shall include an analysis of the extent to which the proposal will accommodate activities for tourists or increase tourism, and the extent to which the proposal will affect the long-term stability of the fund created under RCW 67.28.1815. Failure of the Advisory Committee to submit comments before final action on or passage of the proposal shall not prevent the municipality from acting on the proposal. A municipality is not required to submit an amended proposal to an Advisory Committee under this section

3.36.060 Administration and collection.

For the purpose of the taxes levied herein pursuant to this chapter:

A. The Department of Revenue of the state is designated as the agent of the City for the purpose of collection and administration;

B. The administrative provisions contained in RCW 82.08.050 through 82.08.070, and as contained in Chapter 82.32 RCW, shall apply with respect to the administration and collection by said Department;

C. All rules and regulations adopted by the Department of Revenue for the administration of Chapter 82.08 RCW, are adopted;

D. The Department of Revenue is authorized to prescribe and utilize such special forms and procedures as the Department may deem necessary and appropriate.

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 ____ day of __________ 2019.

CITY OF STANWOOD

____
Leonard Kelley, Mayor

ATTEST:

By: ________________________
David Hammond, City Clerk

APPROVED AS TO FORM:

By: ________________________
Grant Weed, City Attorney

Date of Publication: ________________
Effective Date: ____________________

ATTACHMENT B

RCW 67.28.1816

Lodging tax—Tourism promotion.

(1) Lodging tax revenues under this chapter may be used, directly by any municipality or indirectly through a convention and visitors bureau or destination marketing organization for:

(a) Tourism marketing;

(b) The marketing and operations of special events and festivals designed to attract tourists;

(c) Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under chapters **35.57** and **36.100** RCW; or

(d) Supporting the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec. 501(c)(3) and 26 U.S.C. Sec. 501(c)(6) of the internal revenue code of 1986, as amended.

(2)(a) Except as provided in (b) of this subsection, applicants applying for use of revenues in this chapter must provide the municipality to which they are applying estimates of how any moneys received will result in increases in the number of people traveling for business or pleasure on a trip:

(i) Away from their place of residence or business and staying overnight in paid accommodations;

(ii) To a place fifty miles or more one way from their place of residence or business for the day or staying overnight; or

(iii) From another country or state outside of their place of residence or their business.

(b)(i) In a municipality with a population of five thousand or more, applicants applying for use of revenues in this chapter must submit their applications and estimates described under (a) of this subsection to the local lodging tax advisory committee.

(ii) The local lodging tax advisory committee must select the candidates from amongst the applicants applying for use of revenues in this chapter and provide a list of such candidates and recommended amounts of funding to the municipality for final determination. The municipality may choose only recipients from the list of candidates and recommended amounts provided by the local lodging tax advisory committee.

(c)(i) All recipients must submit a report to the municipality describing the actual number of people traveling for business or pleasure on a trip:

(A) Away from their place of residence or business and staying overnight in paid accommodations;

(B) To a place fifty miles or more one way from their place of residence or business for the day or staying overnight; or

(C) From another country or state outside of their place of residence or their business. A municipality receiving a report must: Make such report available to the local legislative body and the public; and furnish copies of the report to the joint legislative audit and review committee and members of the local lodging tax advisory committee.

(ii) The joint legislative audit and review committee must on a biennial basis report to the economic development committees of the legislature on the use of lodging tax revenues by municipalities. Reporting under this subsection must begin in calendar year 2015.

(d) This section does not apply to the revenues of any lodging tax authorized under this chapter imposed by a county with a population of one million five hundred thousand or more.

[**2013 c 196 § 1; 2008 c 28 § 1; 2007 c 497 § 2.**]

NOTES:

Effective date—2013 c 196: "This act is necessary for the immediate preservation of the public peace, health, or safety, or support of the state government and its existing public institutions, and takes effect July 1, 2013." [**2013 c 196 § 3.**]

CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT

ITEM NUMBER:	11a
DATE:	October 24, 2019
SUBJECT:	Council Rules of Procedure Amendments
CONTACT PERSON:	Jennifer Ferguson, City Administrator
ATTACHMENTS:	A – Council Rules of Procedure Draft Amendments

ISSUE

The issue before the council is to review proposed amendments to the Stanwood Council Rules of Procedure.

RECOMMENDATION

Review proposed amendments and approve Resolution 2019-xx (number to be provided) updating the Stanwood Council Rules of Procedures.

DISCUSSION

Pursuant to SMC 2.44.095, the City Council adopted Council Rules of Procedure to guide all members on general provisions, council procedures, duties and expectations of members. From time to time, rules of procedure should be reviewed and amended as determined by the City Council. Staff has provided a number of amendments for Council consideration. The primary proposed amendments include the addition of quarterly council workshops, updating the order of business, adding a new section on Council Communications, and other minor formatting edits.

FINANCIAL IMPACT

There is no financial impact other than the minimal costs associated with meals during extended Council quarterly workshops. This expenditure will be included in the biennial operating budget.

COUNCIL OPTIONS

1. Recommend approval of proposed amendments and direct staff to prepare a resolution approving amendments to be considered by the Council at its next regular meeting.
2. Do not recommend approval of proposed amendments.

RECOMMENDED MOTION

I MOVE TO RECOMMEND APPROVAL OF THE PROPOSED AMENDMENTS AND DIRECT STAFF TO PREPARE A RESOLUTION APPROVING AMENDMENTS TO BE CONSIDERED BY THE COUNCIL AT ITS NEXT REGULAR MEETING.

City of Stanwood, Washington

Rules of Procedure

Approved by City Council

Amended:
November 2019 Resolution 2019-xx
January 25, 2018 Resolution 2018-01
February 11, 2016 Resolution 2016-02
February 13, 2014 Resolution 2014-02
February 14, 2013 Resolution 2013-01

January 27, 2011 Resolution 2011-01

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SECTION I
GENERAL PROVISIONS

COUNCIL MEETING – LOCATION

Rule 1. All regular meetings of the Stanwood City Council shall be held in the official proclaimed Council Chambers, unless:

(a) Notice has been given, as required by SMC 2.44.020 for a special meeting, which states an alternate location; or

(b) The meeting is convened in council chambers and moved to another location for review of city business, or for the convenience of the council.

COUNCIL MEETINGS

Rule 2. The regular meetings of the Stanwood City Council shall be held at 7:00 p.m. on the second and fourth Thursday of each month. When the date for any regular meeting of the City Council falls upon a day designated by law as a legal or national holiday, such meeting shall be held at the same hour on the next succeeding Monday or the previous Monday, not a holiday. (SMC 2.44.035)

Cancellations. During an open public meeting a majority of the Council may agree to cancel an upcoming regular meeting, special meeting, or workshop meeting. Also, if no items of business have been submitted to the City Clerk for consideration at said upcoming meeting, the Mayor, Mayor pro tem and City Clerk may cancel the upcoming meeting, if all agree. In the case of such cancellation, payroll checks and vouchers will be approved at the next regular City Council meeting. (RCW 42.24.180/SMC 3.20.020)

COUNCIL MEETINGS - OPEN TO THE PUBLIC

Rule 3. All regular and special meetings of the Stanwood City Council shall be open to the public, except as provided for in Chapter 42.30 RCW.

PRESIDING OFFICER

Rule 4. The Mayor shall preside at all meetings of the Council, and be recognized as the Presiding Officer and Chief Executive Officer of the City. In the case of the Mayor's absence or temporary disability the Mayor pro tempore shall act as Mayor during the continuance of the absence. In case of the absence or temporary disability of the Mayor and the Mayor pro tempore, a Mayor pro tempore selected by members of the Council shall act as Mayor during the continuance of the absences or disabilities and shall perform the duties of the Mayor, except that he shall not have the power to appoint or remove any officer or to veto any ordinance. The Mayor or Mayor pro tempore is referred to as "Presiding Officer" from time to time in these rules of procedure. (RCW 35A.12.100 & 110)

VACANCY IN MAYOR'S OFFICE

Rule 5. Per RCW 42.12 If a vacancy occurs in the office of the Mayor, the City Council, at its next regular meeting, shall appoint a qualified person who shall serve as Mayor until a Mayor is elected and certified at the next general municipal election.

PRESIDING OFFICER – DUTIES

Rule 6. The Presiding Officer should preserve strict order and decorum at all regular meetings and special meetings of the council. He/she shall clearly state every motion brought forth by the Council, announce the decision of the Council on all subjects, and decide all questions of order, subject, however, to an appeal to the Council by a councilmember, in which event a majority vote of the Council shall govern and conclusively determine the question of order. He/she shall have a vote only in the case of a tie in the votes of the councilmembers with respect to matters other than the passage of any ordinance, grant, or revocation of franchise or license, or any resolution for the payment of money. RCW 35A.12.100. A duly elected Mayor pro tempore may vote in any case. The Mayor and the Mayor pro tempore shall have the power to administer oaths and affirmations, take affidavits and certify them. The Mayor, or the Mayor pro tempore when acting as Mayor, shall sign all conveyances made by the City and all instruments which require the seal of the City. (RCW 35A.12.100 & 110)

ELECTION OF MAYOR PRO TEMPORE

Rule 7. Annually, at the first meeting of the City Council, the members thereof shall choose a member from among their number who shall have the title of Mayor Pro Tempore. In addition to the powers conferred upon him/her as Mayor Pro Tempore, he/she shall continue to have all the rights, privileges and immunities of a member of the Council. If a vacancy occurs in the office of Mayor Pro Tempore, the members of the council at their next regular meeting should select a Mayor Pro Tempore from among their number for the unexpired term.

QUORUM

Rule 8. Four (4) elected members of the Council shall constitute a quorum for the transaction of business. In the absence of a quorum, the Presiding Officer may, at the insistence of any two Councilmembers present, compel the attendance of absent members. If only one member is present, he shall have the duty and authority to fix the time and place to which to adjourn and to take measures to obtain a quorum. The passage of any ordinance, grant or revocation of franchise or license, and any resolution for the payment of money shall require the affirmative vote of at least a majority of the whole membership of the council. (RCW 35A.12.120)

ATTENDANCE, EXCUSED ABSENCES

Rule 9. A Councilmember shall forfeit his/her office by failing to attend three consecutive regular meetings of the Council without being excused by the Council. Members of the Council may be so excused by complying with this section. Councilmembers should contact the City Clerk or the Presiding Officer prior to the meeting and state the reason for his/her inability to attend the meeting. Following roll call, the Presiding Officer shall inform the Council of the member's absence, the council may request the reason for such absence, if such request is made, then the Presiding Officer shall inform Council of such reason if it is known. Council may or may not make a motion to excuse the member's absence. (This vote on motion may be a verbal yah or nay.) The City Clerk will make an appropriate notation in the minutes. (RCW 35A.12.060)

Rule 9.1. Attendance of City Staff: The City Administrator, City Attorney, City Clerk, Fire Chief, Police Chief, Public Works Director, Finance Director and Community Development Director shall attend all regular meetings of the City Council unless excused by the Mayor. Staff attendance at special meetings and/or workshops will be at the discretion of the Mayor or per contracts.

SPECIAL COUNCIL MEETINGS

Rule 10. Procedures for setting a special meeting are as follows:

(a) The Presiding officer or any 3 members of the Council may call a special meeting whenever, in their opinion; the public interest may require it. (RCW 35A.12.110)

(b) Notice of the special meeting shall be prepared in writing by the City Clerk. The notice shall contain information about the meeting: time, place, and business to be transacted.

(c) The notice shall be delivered by delivering written notice personally, by mail, by fax, or by electronic mail to each member of the city council.

(d) Notice of a special meeting shall be:

(1) Delivered to each local newspaper of general circulation and local radio or television station that has on file with the city council a written request to be notified of such special meeting or of all special meetings;

(2) Posted on the city's web site;

(3) Prominently displayed at the main entrance of city hall and the meeting site if it is not held at city hall;

Such notice must be delivered or posted, as applicable, at least twenty-four hours before the time of such meeting as specified in the notice.

(e) The call and notices required in this section shall specify the time and place of the special meeting and the business to be transacted. Final disposition shall not be taken on any other matter at such meetings by the city council.

(f) Written notice may be dispensed with when:

(1) A written waiver is filed with the City Clerk by a Councilmember.

(2) The Councilmember is present at the special meeting.

(3)In the event a special meeting is called to deal with an emergency involving injury or damage to persons or property or the likelihood of such injury or damage, when time requirements of such notice would make notice impractical and increase the likelihood of such injury or damage.

COUNCIL MEETING AGENDA

Rule 11. The Clerk of the Council, under the direction of the Mayor, shall arrange a list of such matters according to the order of business and prepare an agenda for the council. A copy of the agenda and supporting materials shall be prepared for Councilmembers on or before 5:00 p.m. three working days before a regular Council meeting. The Council shall have the option of deleting any item from the agenda or deferring an item on the agenda to a subsequent Council meeting. The Presiding Officer or two Councilmembers may introduce a new item to the agenda.

WORKSHOPS

Commented [FJ1]: Propose adding a council workshop quarterly

Rule 12. Special study sessions of the City Council where no official action is contemplated may be designated as Council workshops. Council workshops shall be conducted prior to the first regular Council meeting of each month beginning at 5:00 p.m.in February, May, August, and October. Such workshops shall be considered special meetings and will comply with the notice requirements of Rule 10 above. Council workshops may be conducted informally so long as such informality is not in conflict with these rules. The City Council may set additional special study sessions of the City Council as defined within Rule 10 above. The City Clerk, under the direction of the Mayor, shall arrange a Council workshop agenda. After the proposed council workshop agenda has been approved by the Mayor, a copy of it along with any supporting materials shall be prepared for Councilmembers and the Mayor 24 hours before the Council workshop. During the Council workshop the Presiding Officer may: 1) introduce the subject and give background information; 2) identify the eventual goal of the workshop; 3) act as facilitator to keep the meeting discussion focused to the subject; 4) alert the Council when it is appropriate to call for a motion or other official direction of the Council. (RCW 35A.12.110)

CLERK OF THE COUNCIL

Rule 13. The City Clerk shall be ex-officio Clerk of the Council and shall keep minutes and shall perform such other and further duties in the meeting as may be required by the Council or Presiding Officer. In the absence of the City Clerk, the Mayor shall appoint another qualified staff member to act as Clerk of the Council. Minutes of regular Council meetings should be prepared and distributed to Councilmembers within 5 weeks following the meeting. (RCW 35.12.110)

MAIL DISTRIBUTION PROCEDURE

Rule 14. The City will provide mail receptacles for each member of the City Council. The City Clerk shall be responsible for distribution of e-mail and/or written correspondence from citizens to the City Council. Citizens wishing to have mail delivered to the City Council must provide copies for each Councilmember and deliver said copies to the City Clerk's office for distribution.

SECTION II
DUTIES AND PRIVILEGES OF MEMBERS

FORMS OF ADDRESS

Rule 15. The Mayor should be addressed as "Mayor (surname)", "Your Honor", or "Mr./Madam Mayor". The Mayor pro tempore, when acting for the Mayor, shall be addressed as "Mayor pro tem (surname)". Members of the Council shall be addressed as "Councilmember (surname)".

SEATING ARRANGEMENT

Rule 16. Councilmembers shall occupy the respective seats in the Council chamber based upon their Council position order. Position 1 at the Mayor’s extreme right.

APPEARANCE OF FAIRNESS DOCTRINE

Rule 17. State and local laws relating to the Appearance of Fairness Doctrine and Open Public Meetings Act are adopted by reference. A copy of the applicable law is available in the City Clerk's office upon request.

DISSENTS AND PROTESTS

Rule 18. Any Councilmember shall have the right to express dissent from or protest against any action of the Council and have the reason therefore entered in the minutes.

ADMINISTRATIVE INTERFERENCE BY COUNCILMEMBERS

Rule 19. Neither the Council, nor any of its committees or members shall direct or request the appointment of any person to, or removal of any person from, any office responsible to the Mayor. Except for the purpose of inquiry, the Council and its members shall deal with the administrative branch solely through the Mayor or City Administrator and neither the Council nor any committee or member thereof shall give any orders to any subordinate of the Mayor, either publicly or privately; provided, however, that nothing herein shall be construed to prohibit the Council, while in open session, from fully and freely discussing with the Mayor anything pertaining to appointments and removals of City officers and employees and City affairs.

SECTION III
COUNCIL PROCEDURES

RULES OF ORDER

Rule 20. Rules of order not specified by statute, ordinance, or resolution should be guided by Robert's Rules of Order Newly Revised. The City Attorney shall serve as parliamentarian and shall advise the Presiding Officer as to correct Rules of Procedure or questions of specific rule application.

MOTIONS

Rule 21. All ordinances, resolutions, contracts and items of business that require Council approval prior to the expenditure of funds shall be in the form of an affirmative motion. (RCW 35A.12.120)

ORDER OF BUSINESS

Rule 22. The business of regular meetings of the Council shall normally be transacted as follows; provided, however, that the Presiding Officer, with the concurrence of a majority of council, may, prior to or during a Council meeting, rearrange or eliminate items on the agenda to conduct the business before the Council more expeditiously.

(a) Call to order by the presiding officer and Pledge of Allegiance
The Mayor shall, precisely at the hour appointed, call the Council to order. In the absence of the Mayor or Mayor pro tempore, the City Clerk or his/her assistant shall

call the Council to order, whereupon the Council shall elect any qualified person to serve as the Mayor pro tempore in the absence or temporary disability of the Mayor. Upon the arrival of the Mayor or Mayor pro tempore, the temporary chairman shall immediately relinquish the chair upon the conclusion of the particular item of business then immediately before the Council.

(b) Roll Call
Before proceeding with the business of the Council, the City Clerk or his/her Deputy shall call the roll of the members, and the names of those present shall be entered in the minutes.

(c)Approval of the Agenda

(d) ~~(d)~~ Citizen Comments

(1) Citizens wishing to address the Council must sign in with the City Clerk or his/her Deputy before the meeting. A sign-in sheet is accessible at the entrance of the Council Chamber. ~~s~~

~~(1)~~(2) Subjects not on the current agenda. Any member of the public may request time to address the Council after first stating their name, address, and the subject of their comments. The Presiding Officer may then allow the comments subject to a three (3) minute limitation per speaker, or other limitations as the Presiding Officer may deem necessary. Following such comments, if action is required or has been requested, the Presiding Officer may place the matter on the current agenda or a future agenda, or refer the matter to staff or a Council committee for investigation and report at a future meeting.

~~(2)~~(3) Subjects on the current agenda. Any member of the public who wishes to address the Council on an item on the current agenda shall make such request to the Presiding Officer at the time when comments from the public are requested. The Presiding Officer shall rule on the appropriateness of public comments as the agenda item is reached. The Presiding Officer may change the order of speakers so that testimony is heard in the most logical groupings (e.g. proponents, opponents, adjacent owners, vested interests, etc.). All comments shall be limited to three (3) minutes per speaker, or other limitations as the Chair or Council may deem necessary.

~~(3)~~(4) Any ruling by the Presiding Officer relative to the preceding two subsections may be overruled by a vote of a majority of members present.

(e) Staff/Department ~~Announcements~~Reports

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(f) Council Committee Reports

(g) Consent Agenda

(1) The Mayor shall place matters on the consent agenda which have been:
   (a) previously discussed by the Council, or
   (b) based on the information delivered to members' of the Council by administration that can be reviewed by a Councilmember without further explanation, or
   (c) are so routine or technical in nature that passage is likely, or
   (d) as directed by the City Council.

   Where possible, a Councilmember should notify the Presiding Officer prior to meeting when wanting to remove an item from the consent agenda.

(2) The suggested Council motion on the consent agenda is as follows: "I move for adoption of the consent agenda, items a through …..” This motion will have the effect of moving to adopt all items on the consent agenda. Since adoption of any item on the consent agenda implies unanimous consent, any member of the Council shall have the right to remove any item from the consent agenda. Therefore, prior to the vote on the motion to adopt the consent agenda, any member of the Council may request to have an item withdrawn from the consent agenda. If any matter is withdrawn, the Presiding Officer shall place the item at an appropriate place on the agenda for the current or a future meeting.

(h) Old Business

(i) Public Hearings

(j) New Business

(k) Executive/Legislative Reports

- Mayor’s Report
- City Administrator’s Report
- Councilmember Reports/Questions
- ~~Student Advisor Report~~

(l) ~~Citizens Closing Comments~~

(m) Recess to Executive Session:

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Executive Sessions or closed meetings may be held in accordance with the provisions of the Open Public Meetings Act (Chapter 42.30.RCW). Subject to limitations in RCW 42.30.110, topics that may be discussed in executive session include but are not limited to:

- ~~1.~~ Personnel matters;
- ~~2.~~ Consideration of acquisition or sale or lease of property for public purposes or sale or lease of city-owned property~~; and~~
- ~~3.~~ Potential or pending litigation in which the city has an interest, as long as legal counsel if present in person or by phone as provided in the Revised Code of Washington;

- ~~4.~~ Collective bargaining.

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The Council must keep confidential all written materials and verbal information provided to them during Executive Sessions to ensure that the City's position is not compromised. The Council may hold an executive session during a regular or special meeting. Before convening to executive session, the Mayor and/or City Attorney shall publicly announce the purpose for excluding the public from the meeting place and the length of time for the executive session.

(n) Reconvene and Adjourn

READING OF MINUTES

Rule 23. Unless a reading of the minutes of a council meeting is requested by a member of the Council, such minutes may be approved without reading if the City Clerk has previously furnished each member with a copy or synopsis thereof.

ACTIONS FOR A PUBLIC HEARING

Rule 24. The procedures for a public hearing will be made available as an attachment to the agenda when public hearings are scheduled to be on the agenda.

VOTING

Rule 25. The votes during all meetings of the council shall be conducted as follows:

(a) Unless otherwise provided for by statute, ordinance, or resolution, all votes should be taken by roll call and recorded by the City Clerk. The order of the roll call vote shall be staggered, so that the position voting first will be adjusted with each successive meeting. The Council attendance vote may be a voice yea or nay vote.

(b) Each Councilmember shall vote on all questions put to the Council, unless a conflict of interest or appearance of fairness question under state law is present. Unless a member of the Council states that he or she is abstaining, his or her silence shall be recorded as an affirmative vote.

(c) The passage of any ordinance, grant or revocation of franchise or license, any resolution for the payment of money, any approval of warrants, and any resolution pertaining to collective bargaining or personnel policy actions shall require the affirmative vote of at least a majority of the whole membership of the Council. (RCW 35A.12.120)

(d) The passage of any public emergency ordinance (an ordinance that takes effect immediately), require the affirmative vote of at least a majority plus one of the whole membership of the Council.

(e) The passage of any motion or resolution not subject to the provisions of state or local law, or these rules as amended, shall require the affirmative vote of at least a majority of the membership of the council who are present.

(f) The Mayor may vote only in case of a tie vote of the Council. A majority of the entire membership of the Council is required to vote for passage of any ordinance, grant, or revocation of a franchise or license, or any resolution for the payment of money (RCW 35A.12.100). Therefore, the mayor may not break a tie vote on these matters. All tie votes will result in failure of motion.

DECORUM

Rule 26. By Councilmembers: While Council is in session, members should conduct themselves in a manner consistent with Roberts Rules of Order. When actionable items are presented by Councilmembers or Staff, Councilmembers may seek from the presenter clarification or explanation of the issue. Conversation intended to persuade or dissuade can be offered only following a properly proposed motion and second for action by the Council and then only upon recognition by the Chair.

By Citizens. Any person who delays or disrupts the proceedings of the Council, or who uses language offensive to commonly accepted customs of courtesy and decency while addressing the Council, or who, in the opinion of the Council appears to be under the influence of intoxicating liquor or drugs, shall be barred from further audience before the Council unless permission to continue is granted by majority vote of the Council.

Procedures for addressing interruptions or disruption of the business of Council are found in RCW 42.30.050.

ENFORCEMENT OF DECORUM

Rule 27.

(a) The Chief Law Enforcement Officer or his/her designee shall, whenever possible, attend each council meeting and shall be sergeant-at-arms of the council meeting. They shall carry out all lawful orders and instructions given by the Presiding Officer for the purpose of maintaining order and decorum at the council meeting. Any person violating any part of the City Council's Rules of Decorum by making offensive, insulting, threatening, or intimidating remarks or who makes threats against any person or against public order and security while in the council meeting may be requested to leave the council chambers by either the presiding officer, the sergeant-at-arms or both.

(b) Any conduct or behavior which constitutes a criminal offense may result in arrest and/or prosecution.

(c) Any Councilmember may move to require the Presiding Officer to enforce these rules and the affirmative vote of a majority of the council shall require the Presiding Officer to do so.

(d) In the event of emergency, such as threatened violence, or other situation that is a threat to the safety and welfare of the Council, the public or staff, or where there is an inability to reasonably conduct the business of the Council or to otherwise retain good order to the meeting, the presiding officer shall declare the meeting adjourned and the City Council may temporarily adjourn and move the meeting to a location that will allow for order to be restored. In such case the public may in the discretion of the Council be excluded but the press shall be invited.

ADJOURNMENT

Rule 28. Regular City Council Meetings shall adjourn no later than 10:00 p.m. The adjournment time established thereunder may be extended to a later time certain upon approval of a motion by a majority of the Council. Any councilmember may call for a "point of order" to review agenda priorities.

COMMITTEES

Rule 29. The Committee structure of the council and the procedures governing all committees shall be as follows:

(a) Standing Committees. The standing committee members shall be nominated by a committee made up of the Mayor, the Mayor pro tempore, and the longest serving member of the City Council other than the Mayor pro tempore considering the following:

- Each member of council will rank his/her assignment preference from one to four on each of the standing committees.
- Generally, assignments will be made based upon councilmember preference with the longest serving assigned his/her number one preference and continuing in this manner until all assignments have been made. Any tie in length of time served will be determined by seat position. The Mayor pro tempore shall gather the Committee Assignment Preference sheets and tally the information. After doing so, he/she shall meet with the appointment committee and go over the results. Exceptions are permissible upon majority agreement by the assignment committee. The longest serving member shall be defined as the total length of continuous service.

- The committee's selection is subject to an affirmative vote of a majority of all councilmembers.

The term of each committee will be one year. Committees shall be submitted to Council by the second meeting of each calendar year. Each committee shall consist of four council members, three to serve as primary members and one to serve as an alternate member. The standing committees are:

- Public Works
- Community / Economic Development
- Finance / Personnel
- Public Safety

In the event that the Mayor or the Council perceives a need for any additional committee outside the scope of the standing committees, the Mayor shall submit recommendations to the Council for approval.

(b) Committees shall appoint a committee chair at the first committee meeting of the new calendar year. No one Councilmember shall serve as chair for more than one committee. Committees may make recommendations on proposed programs, services, ordinances, and resolutions within their area of responsibility before action is taken by the council. A committee member may present the recommendations of the committee during the discussion of the item of business.

(c) Members may be removed from a council committee by a majority vote of the council for neglect of duty, conflict of interest, malfeasance in office or other just cause including unexcused absence for more than three (3) consecutive committee meetings.

(d) Employees may staff the various committees as directed by the mayor but no staff person shall serve as a member of a Council Committee.

(e) Standing Council Committees shall have a fixed monthly meeting. The standing committee meetings date, time and location shall be posted on the city's web-site and on the bulletin board at City Hall. Committee meetings may be cancelled or changed with the approval of the Committee Chair. A Committee Chairman has the authority to call a committee meeting. Staff shall work with Committee Chairman to arrange meeting.

(f) Minutes need not be taken of committee meetings.

ENACTED ORDINANCES, RESOLUTIONS, AND MOTIONS

Rule 30. An enacted ordinance is a legislative act having the force of law prescribing general, uniform, and permanent rules of conduct relating to the corporate affairs of the municipality. Council action shall be taken by ordinance when required by law, or to prescribe permanent rules of conduct which continue in force until repealed, or where such conduct is enforced by penalty.

An enacted resolution is an internal legislative act which is a formal statement of policy concerning matters of special or temporary character. Council action shall be taken by resolution when required by law and in those instances where an expression of policy more formal than a motion is desired.

An enacted motion is a form of action taken by the Council to direct that a specific action be taken on behalf of the municipality. A motion, once approved and entered into the record, is the equivalent of a resolution in those instances where a resolution is not required by law.

ORDINANCES

Rule 32. The procedure for ordinances is as follows:

(a) With the exception of franchise ordinances as provided below, an ordinance shall generally require two readings. The first reading will consist of a staff presentation and may include council discussion. The second reading will occur at a subsequent meeting. At each reading, the title of an ordinance shall in all cases be read prior to its passage; provided, should a majority of the council members present request that the entire ordinance or certain portions of its sections be read, such requests shall be granted. Printed copies should be made available upon request to any person attending a council meeting.

The provision requiring two separate readings of an ordinance may be temporarily suspended if the mayor, mayor pro tempore, and council committee chair, or longest standing councilmember if there is no committee chair, have agreed to bring it forward for adoption as a first reading.

(b) Franchises. All ordinances granting a franchise require two readings prior to adoption. The second reading must be at least five days after the first reading. All franchise ordinances may be passed only at a regular meeting of the Council; and at least a majority plus one of the governing body must vote in favor of the franchise. (RCW 35.23.251)

(c) Emergency Ordinances. By vote of one more than the majority, the City Council may without notice or hearing adopt an emergency ordinance authorizing expenditures for a public emergency as defined and prescribed in RCW 35A.33.080 and 35A.33.090.

(d) A Councilmember may, in open session, request of the Presiding Officer that the Council study the wisdom of enacting a particular ordinance. By affirmative motion, the Council may assign the proposed ordinance to a specific committee or schedule a Council workshop for study and consideration. The committee shall report its findings to the Council.

(e) If a Motion to pass an ordinance to second reading fails, the ordinance shall be considered lost.

(f) Any ordinance amending or repealing any portion of the Stanwood Municipal Code shall also amend or repeal the respective portions of any underlying ordinance(s).

(g) The mayor may veto an ordinance, but the mayor's veto can be overridden by a majority plus one of the entire Council membership (RCW 35A.12.100).

ORDINANCE AMENDMENT AND REPEAL PROCEDURE

Rule 33. It shall require an affirmative vote of at least a majority of the whole membership of the Council to either amend or repeal existing ordinances heretofore passed by the Council.

ORDINANCE - EFFECTIVE DATE

Rule 34. Unless specifically provided otherwise in the body of an ordinance, an ordinance shall take effect five days after the date of its passage and publication, except that an ordinance passed by a majority, plus one, of the whole membership of the Council, designated therein as a public emergency ordinance, necessary for the protection of public health, public safety, public property, or the public peace, may be made effective upon adoption (RCW 35A.12.120).

PERMISSION REQUIRED TO ADDRESS THE COUNCIL

Rule 35. Persons other than Councilmembers and staff shall be permitted to address the Council upon recognition and introduction by the Presiding Officer.

RECONSIDERATION

Rule 36. Any action of the Council, including final action on applications for changes in land use status; but excluding a reconsideration of any action previously reconsidered, motions to adjourn, motions to suspend the rules, an affirmative vote to lay on the table or to take from the table, or a vote electing to office one who is present and does not decline; shall be subject to a motion to reconsider. Such motions can only be made by a member of the prevailing side on the original action. A motion to reconsider must be made no later than the next succeeding regular Council meeting. A motion to reconsider is debatable only if the action being reconsidered is debatable. Upon passage of a motion to reconsider, the subject matter is returned to the table anew at the next regular council meeting for any action the council deems advisable.

ADDRESSING COUNCIL AFTER A MOTION IS MADE

Rule 37. After a motion is made by a member of the Council, no person, other than a member of Council or the Mayor, shall address the Council or the Mayor without first securing the permission of the Presiding Officer.

MANNER OF ADDRESSING COUNCIL

Rule 38. Each person addressing the Council shall approach the podium, give his or her name and address in an audible tone of voice for the record, and unless further time is granted by a majority vote of the Council, shall limit his or her address to three minutes. All remarks shall be addressed to the Council as a body and not to any specific member thereof. No person, other than the Presiding Officer, the Council, and person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the Council, without the permission of the Presiding Officer. No question shall be asked of a Councilmember or City staff member except through the Presiding Officer.

COMPLAINTS AND SUGGESTIONS TO COUNCIL

Rule 39. When citizen complaints or suggestions are brought before the City Council, other than for items already on the agenda, the Presiding Officer may respond in the following manner:

(a) If legislative, and a complaint about the letter or intent of legislative acts or suggestions for changes to such acts, and if the council finds such complaint suggests a change to an ordinance or resolution of the City, the Presiding Officer may refer the matter to a committee, Administration or the Committee of the whole for study and recommendation.

(b) If administrative, and a complaint regarding administrative staff performance, administrative execution or interpretation of legislative policy, or administrative policy within the authority of the Mayor, the Mayor will review the complaint if said complaint has not been so reviewed. The City Council may direct that the Mayor brief or report to the City Council when his/her response to any citizens inquires is made.

COUNCIL COMMUNICATIONS

Rule 40. Electronic Media and Technology, Councilmember Communications Outside of Meetings, Open Public Meetings (OPMA) and Public Records Act (PRA).

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A. It is the policy of the Stanwood City Council to adhere to the Revised code of Washington (RCW) 42.30 regarding Open Public Meetings and RCW 42.56 regarding Public Records.

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1. All records, regardless of format, related to the conduct of City business reviewed, created or altered must be retained per the State of Washington Local Government Common Records Retention Schedule. (the CORE manual), pursuant to 42.56 RCW and 40.14 RCW, Preservation and Destruction of Public Records.

2 Per state law, all documents, files, communications and messages created, reviewed or altered that are related to the conduct of City business, regardless of format, are property of the City. As a result, these documents, files, communications and messages are not private or confidential unless otherwise noted in the Revised Code of Washington. The City reserves the right to request, access, monitor, and disclose the contents of electronic messages and any record, regardless of format, related to the conduct of City business on City-issued or personal devices that Council members use. Council members should have no expectation of privacy in either sending or receiving electronic messages, or other information on the Internet, City network or other electronic media related to City

Business whether done on their own personal device or on a City issued device. The City may review the public records for legal exemption or redaction pursuant to the Public Records Act RCW 42.56 or other applicable state or federal laws and may provide third party notice providing affected parties the opportunity to file for a court order to prevent or limit disclosure.

3. Email Accounts:
   a. For ease of public record retention and for ease of document search, Councilmembers are strongly encouraged to utilize the City's assigned email account and information system for all City-related business.

   b. Subject to limited exceptions set forth in state law, e-mail accounts established through the City's information system for individual Councilmembers are considered public and subject to public disclosure laws.

   c. E-mails that are public records will be retained and archived according to City and State retention schedules.

   d. Non-City provided email accounts used by individual Councilmembers for the conduct of communicating City business will be subject to public disclosure laws. Councilmembers are responsible for preserving all City business records on their personal devices, systems and servers.

4. Text Messages: Text Messages generated or received by individual Councilmembers for conducting City business on any personal device whether issued by the City or not, are subject to public disclosure laws and records retention schedules. Text messages must be retained and archived according to City and State retention schedules. Councilmembers are responsible for preserving all City business records on their personal devices, systems and servers.

5. Social Media: The City of Stanwood utilizes social media sites to enhance and promote the economic development initiatives of the community and to provide information on City issues, operations and services. City of Stanwood social media sites and all content therein are subject to the State of Washington's public records laws. City and State records retention schedules apply to all social media content. Guidelines for Councilmember use of social media sites is as follows:

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a. All social media site entries should clearly indicate that any content posted is subject to public disclosure laws and records retention schedules.

b. Unless the content is pre-authorized by the City Council, Councilmembers posting to any social media site, whether owned by the City or a private individual or organization social media sites, should be clear that the individual Councilmember is speaking for themselves and not on behalf of the City or the City Council.

c. Information that has the potential to compromise the safety or security of the public or public systems should not be posted to social media sites.

d. Anything that may be construed as harassment or disparagement of others based on race, national origin, sex, sexual orientation, age, disability, or religious or political beliefs will not be tolerated. This includes, but is not limited to sending threatening messages, slurs, obscenities, sexually explicit images, cartoons or messages.

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7. Non-City issued Cell phones and other devices. Non-City issued cell phones and other devices, used by individual Councilmembers, for texting or receiving texts relating to City business, will require archiving of text messages and retention of records according to records retention schedules.

8. Records Requests/Inspection/Monitoring:

a. All Council members are required to work collaboratively with the City Clerk's Office for access to a personal or City-issued electronic device when responding to a public records request.

b. The City needs to be able to respond to proper requests resulting from public records request and legal proceedings that call for electronically-stored evidence. Therefore, the City must, and does, maintain the right and the ability to access City provided electronics and City email accounts and to inspect and review any and all data recorded in those applications and files. Because the City reserves the right to obtain access to all electronic mail messages left on or transmitted over these applications, Councilmembers should not assume that such messages are private and confidential or that the City or its designated representatives will not have a need to access and review this information.

c. The City reserves the right to regularly monitor electronic mail messages, information and all documents. The City will inspect the contents of computers or electronic mail in the course of an investigation.

9. Executive Session. It is recommended that Councilmembers do not use electronic devices or transmit or receive electronic communications during executive sessions.

B. The following is a list of prohibited uses of City communication applications or devices:

1. Transmitting any material or messages in violation of Federal, State, Local law, Ordinance, Regulation or City policy.

2. Distributing sensitive or confidential information, per RCW 42.23.070, Code of Ethics for Municipal Officers, Prohibited Acts.

3. Distributing unauthorized broadcast messages, soliciting or proselytizing others for commercial ventures, religious or political causes, or other non-job related matters except as provided elsewhere in this policy.

4. Accessing or distributing offensive or pornographic materials.

5. Using City-provided electronic media and devices for personal use, to accomplish personal gain, or to manage a personal business.

6. Downloading or distributing copyrighted materials not owned by the City, including software, photographs, or any other media except when authorized by the Mayor or City Administrator as it pertains to work related uses.

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7. Developing or distributing programs that are designed to infiltrate computer systems internally or externally (viruses) or intentionally disrupting network traffic or crashing the network and connected systems.

8. Accessing or downloading any resource for which there is a fee without prior appropriate City Council authorization / approval and authorized by the Mayor or City Administrator.

9. Representing yourself as another user or employee, forging electronic mail messages, unauthorized access of others' files with no substantial business purpose, or vandalizing the data of another user.

10. Attempting to access any system, which Council member is not authorized to access (hacking).

11. Giving your user name and password to anyone, except the City Administrator or designee for any purpose.

12. Inappropriate use, which is deemed by the City Council Policy or City Policies to be a violation of the intended purpose of any electronic media.

C. Councilmember Communications.

1. All written communications, including letters and electronic messages, responding to citizens should be distributed to all other Councilmembers and the City Clerk. However, to prevent a violation of the Open Public Meetings Act and a "serial Council meeting" the Council members should not reply "all" or have communications with more than two other members of the Council body.

2. The use of City letterhead by individual Councilmembers for communications to constituents or to other governmental entities shall not be allowed unless approved by Council majority.

3. Within the text of correspondence from Councilmembers to constituents, governmental entities, and community organizations, the Councilmember should not characterize or attempt to describe the views and actions of other Councilmembers in order to ensure that those Councilmembers have an opportunity to characterize their own views and actions.

5. Letters to the editor for publication in newspapers, magazines and electronic or Internet-based publications submitted by individual Councilmembers should not represent the Councilmember's

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personal views as those of the City or the City Council unless specifically directed to do so by the City Council.

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FILLING COUNCIL VACANCIES

Rule 40. If a vacancy occurs in the office of Councilmember, the Council will follow the procedures outlined in RCW 42.12.070. In order to fill the vacancy with the most qualified person available until an election is held, the council will widely distribute and publish a notice of the vacancy, the procedure and any application requirements for applying. The Council will draw up an application form, which contains relevant information to answer set questions posed by the Council. The application forms or resumes will be used in conjunction with an interview of each candidate to aid the Council's selection of the new Councilmember.

SUSPENSION AND AMENDMENTS

Rule 41. Any provision of these rules not governed by the Stanwood Municipal Code may be temporarily suspended by a vote of the majority of the Council.

Rule 42. These rules may be amended or new rules adopted by Resolution of a majority of all members of the Council, provided that the proposed amendments or new rules shall have been introduced into the record at a prior Council meeting.

Rule 43. These Rules should be periodically reviewed every two years in January or February of even numbered years, or at such other times as the Council deems appropriate.

CITY OF STANWOOD
CITY COUNCIL
AGENDA STAFF REPORT

ITEM NUMBER: 6d

DATE: October 24, 2019

SUBJECT: Third Quarter 2019 Financial Report

CONTACT PERSON: David A. Hammond, CPA, Finance Director/City Clerk

ATTACHMENTS: A – Monthly Expense & Revenue, September 2019

SUMMARY STATEMENT

The third quarter 2019 financial statements are hereby submitted to City Council for review.

DISCUSSION

The year-to-date revenue and expenditure actual to budget comparisons are attached. Revenues and expenditures are within expectations through September 30, 2019 for all funds. Sales and utility taxes, as well as building permit related revenues, have exceeded estimates year-to-date. The interest rate environment changed since the beginning of the year from rising to declining rates. Longer term rates have declined faster than short terms rates. The first table below provides monthly and quarterly investment portfolio performance compared to the required benchmark, which is the two-year average of the two-year US Treasury Bond. If rates continue to decline over the next few quarters the portfolio will again catch up to and exceed the benchmark.

INVESTMENT PERFORMANCE - Q3 2019

	July	Aug	Sept	Quarter Average
Amount Invested	$ 17,993,935	$ 18,838,592	$ 18,602,748	$ 18,478,425
Return (average percentage yield)	2.25%	2.13%	2.10%	2.16%
Benchmark*	2.24%	2.25%	2.26%	2.25%

*Per Finance Policy, Two Year Average of Two-Year Treasury Note

The table below provides a detailed listing of holdings in the city's investment portfolio.

Detailed Investment Holdings					
Investment	Maturity Date	Return (APY)	Balance	% of total balance	Weighted rate
WA Federal Public Funds	N/A	1.895%	$ 1,970,976	0.11	0.20%
Opus Checking	N/A	2.250%	$ 778,291	0.04	0.09%
WA LGIP	N/A	2.195%	$ 195,852	0.01	0.02%
Snoh. County Inv. Pool	N/A	2.172%	$ 3,064,742	0.16	0.36%
US Treasury Note	12/31/2019	1.590%	$ 500,478	0.03	0.04%
ResFundCorp	10/15/2019	2.522%	$ 964,545	0.05	0.13%
FNMA	12/27/2019	1.890%	$ 1,065,083	0.06	0.11%
US Agency TVA	3/15/2020	2.540%	$ 994,630	0.05	0.14%
ResFundCorp	7/15/2020	2.641%	$ 999,195	0.05	0.14%
FHLMC	11/17/2020	2.250%	$ 994,500	0.05	0.12%
FHLB (6/4/2018)	2/14/2020	2.570%	$ 993,009	0.05	0.14%
FHLB (5/17/2019)	9/11/2020	2.274%	$ 1,007,730	0.05	0.12%
FHLB (7/3/2019)	3/12/2021	1.851%	$ 998,310	0.05	0.10%
FHLB (7/18/2019)	3/12/2021	1.938%	$ 1,007,050	0.05	0.10%
Fed Farm Credit Bank	9/20/2021	1.908%	$ 1,019,940	0.05	0.10%
Farmer Mac	1/3/2022	1.594%	$ 1,029,890	0.06	0.09%
FHLB (8/30/19)	3/11/2022	1.501%	$ 1,018,527	0.05	0.08%
Subtotal U.S. Agency Securities			$ 12,092,409		
		Investment Total	$ 18,602,748	1.00	2.10%
		Cash (Treasurer's Checking)	$ 650,972		
		Total Cash and Investments	$ 19,253,720		

General Fund

At the end of the third quarter, revenues were 76% of the budget which is ahead of expectations due to sales and utility taxes, as well as building permit related revenues exceeding the conservative estimates used in budget. Property taxes are received during the second and fourth quarters. Expenditures, excluding transfers, lag behind budget expectations at 67% of budget at the end of the third quarter.

General Fund Revenue

General Fund revenues through September 30, 2019 were $4,886,306, which is an increase of $443,272 from prior year $4,443,035. Details are provided in the following table:

General Fund Revenue Category	YTD Q3 2018	2019 Budget	YTD 9/30/2019	Percent +/- 2019 Budget
Taxes	$ 3,602,148	$ 5,437,006	$ 3,725,012	69%
Licenses & Permits	$ 276,553	$ 339,450	$ 395,611	117%
State Generated	$ 179,790	$ 269,913	$ 202,426	75%
Charges for Services	$ 331,503	$ 276,570	$ 406,589	147%
Fines and Forfeits	$ 11,073	$ 25,400	$ 12,504	49%
Miscellaneous	$ 41,968	$ 65,950	$ 67,250	102%
Non-Revenue/Other	$ -	$ 100	$ -	0%
Total	$ 4,443,035	$ 6,414,389	$ 4,809,392	75%

General Fund Taxes:

Property and sales tax are the two highest revenue sources of taxes received by the city. The city also collects various utility taxes on telephone, cable, garbage and other utility activities in the city.

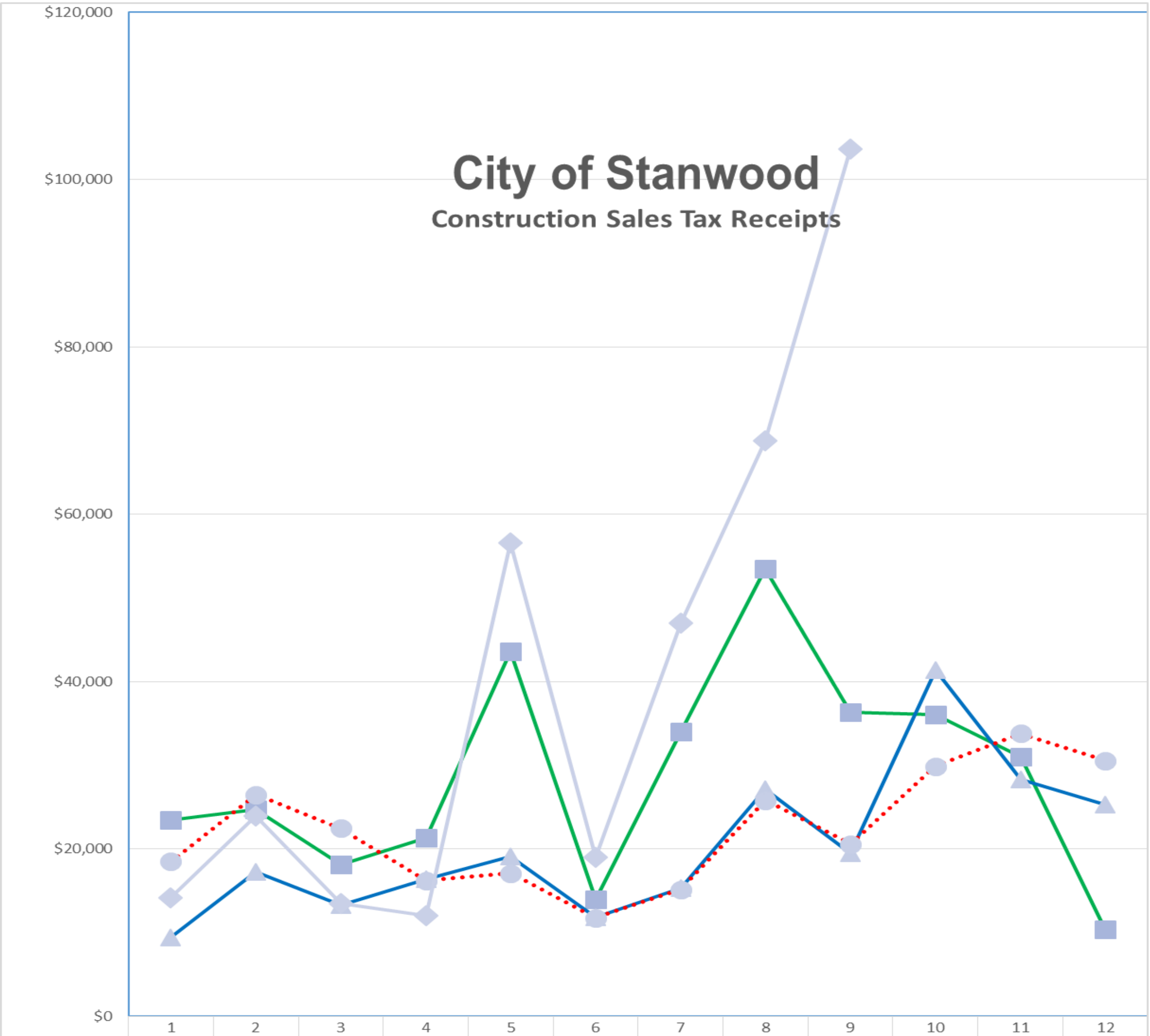
Property/EMS Tax – As expected, property tax payments during the first half of 2019 are higher than the prior year due to the County fully levying the amount approved by voters in 2015 (a six percent levy lid lift).

YTD Comparison of Property Tax and EMS Levies

Description	YTD 9/30/18 Actual	YTD 9/30/19 Actual	Difference	% Increase/ (Decrease)
Propety Tax levy	$ 1,285,709	$ 1,416,817	$ 131,108	10.20%
EMS Levy	$ 207,795	$ 212,320	$ 4,525	2.18%
Total Levies	$ 1,493,504	$ 1,629,136	$ 135,633	9.08%

Sales Tax

Sales tax received in September (from July retail activity) demonstrates the economy remained solid at that point, with all industries following their historical norms, except for the construction industry, which saw a large spike. The chart below illustrates that much of the sales tax we are now receiving is related to the construction of the high school. We continue to allocate these deposits to the Building Fund as directed by the City Council. In 2019, approximately $214,000 was deposited.



	1	2	3	4	5	6	7	8	9	10	11	12
2016	23,405	24,757	18,153	21,313	43,594	13,934	33,999	53,475	36,319	36,012	30,971	10,342
2017	9,424	17,236	13,289	16,347	19,073	11,868	15,269	27,150	19,485	41,343	28,253	25,337
2018	18,496	26,486	22,466	16,220	17,088	11,765	15,127	25,811	20,582	29,889	33,792	30,531
2019	14,137	23,976	13,502	12,014	56,600	18,980	47,021	68,744	103,668			

General Fund Expenditures

At the end of the third quarter 2019 general fund expenditures overall were slightly below the expected 75% of budget. Excluding transfers, spending lags behind budget expectations at 67% of budget. The reason is primarily the timing of invoicing for services provided.

Expenditure Category	YTD 9/30/18	2019 Budget	YTD 9/30/19	Percent +/- 2019 Budget
Clerk and City Council	$ 111,237	$ 149,317	$ 104,935	70.3%
Judicial	$ 4,914	$ 16,000	$ 7,381	46.1%
Mayor	$ 19,172	$ 27,569	$ 20,016	72.6%
Administration	$ 170,107	$ 360,504	$ 205,116	56.9%
Legal	$ 63,000	$ 106,500	$ 63,133	59.3%
Buildings & Grounds	$ 100,511	$ 149,238	$ 102,337	68.6%
Governmental Services	$ 58,854	$ 83,293	$ 72,057	86.5%
Law Enforcement	$ 1,527,906	$ 2,126,357	$ 1,304,903	61.4%
Jail	$ 28,634	$ 88,580	$ 35,898	40.5%
Fire Services	$ 1,223,679	$ 1,724,838	$ 1,298,059	75.3%
Emergency Services	$ 6,210	$ 8,750	$ 6,509	74.4%
Planning & Building	$ 565,908	$ 938,476	$ 637,742	68.0%
Library	$ 8,490	$ 14,000	$ 5,347	38.2%
Parks	$ 188,242	$ 267,043	$ 201,353	75.4%
Non-Expenditures	$ (1,781)	$ -	$ (2,175)	0.0%
Interfund Transfers	$ 356,067	$ 1,865,228	$ 1,623,921	87.1%
Total	$ 4,431,150	$ 7,925,693	$ 5,686,533	71.7%

Park Improvement Fund

Presented below is a summary of park capital improvement expenditures for the quarter ending September 30 as compared to the total 2019 adopted budget.

Park Improvement Fund - Summary			
Description	**2019 Budget**	**YTD 9/30/19**	**Percent +/- 2019 Budget**
Hamilton Landing	$ 250,000	$ 161,944	65%
Ovenell	$ 90,000	$ -	0%
Johnson Farm Easement	$ 480,000	$ -	0%
Acquisition Heritage Park	$ 900,000	$ 20,103	2%
Heritage Park Improvemen	$ 850,000	$ 58,563	7%
Non-Motorized Trail	$ 10,000	$ -	0%
Total	$ 2,580,000	$ 240,610	9%

Street Funds

Operating

In 2016, the street operating fund began receiving 8% of the property tax received in the city, which is estimated to be $229,559 in 2019, and is intended to replace transfers from the real estate excise tax fund. Another major portion of the revenue that the street fund relies on (about $157,600 per year) originates from unrestricted motor vehicle fuel tax. Following is a summary of the Street Fund through September 30, 2019 and compared to the first nine months of 2018:

Street Fund - 101				
Fund Balance	YTD 9/30/18	2019 Budget	YTD 9/30/19	Percent +/- 2019 Budget
Beg. Fund Balance	$ 143,818	$ 33,230	$ 33,230	100.0%
Revenues	$ 271,356	$ 499,331	$ 305,828	61.2%
Expenditures	$ 279,540	$ 419,049	$ 282,634	67.4%
Equip Reserve	$ 114,867	$ -	$ -	0.0%
Ending Fund Balance	$ 20,767	$ 113,512	$ 56,423	49.7%
Revenues				
Taxes	$ 111,801	$ 229,559	$ 123,201	53.7%
Licenses & Permits	$ 14,524	$ 18,400	$ 13,283	72.2%
State Generated	$ 117,305	$ 157,600	$ 112,743	71.5%
Miscellaneous	$ 1,476	$ 32,572	$ 10,700	32.9%
Interfund Transfers	$ 26,250	$ 61,200	$ 45,900	75.0%
Total	$ 271,356	$ 499,331	$ 305,828	61.2%
Expenditures				
Salaries & Benefits	$ 162,896	$ 223,476	$ 160,853	72.0%
Supplies	$ 22,115	$ 25,308	$ 24,040	95.0%
Services	$ 30,713	$ 39,098	$ 26,953	68.9%
Utilities	$ 41,396	$ 61,200	$ 43,131	70.5%
Repair & Maintenance	$ 21,715	$ 53,647	$ 27,322	50.9%
Meeting, traing, travel	$ 705	$ 1,020	$ 334	32.7%
Sno Co Striping	$ -	$ 15,300	$ -	0.0%
Total	$ 279,540	$ 419,049	$ 282,634	67.4%

Street Construction Projects

Budgeted project spending for 2019 is $3,956,458. Grant funding of the projects is estimated at $2,558,312.

Street Impact Fee Fund - Summary				
Description	YTD 9/30/18	2019 Budget	YTD 9/30/19	Percent +/- 2019 Budget
Beginning Fund Balance	$ 385,911	$ 426,692	$ 426,692	100%
Revenues	$ 135,779	$ 220,403	$ 326,318	148%
Transfers	$ 93,750	$ 125,000	$ 93,750	75%
Ending Fund Balance	$ 427,940	$ 522,095	$ 659,260	126%

Street Construction Fund - Summary				
Description	YTD 9/30/18	2019 Budget	YTD 9/30/19	Percent +/- 2019 Budget
Beginning Fund Balance	$ 492,222	$ 814,123	$ 814,123	100%
Revenues	$ 451,334	$ 3,345,212	$ 953,529	29%
Expenditures	$ 134,396	$ 3,956,458	$ 997,615	25%
Ending Fund Balance	$ 809,160	$ 202,877	$ 770,036	380%

Street construction expenditures by project is provided below. Note the Viking Way Right of Way phase has exceeded budget, and due to the right of way delay, the construction will now occur in 2020.

Street Construction Expenditures by project:			
Project	2019 Budget	YTD 9/30/19	Remaining
New Sidewalk/Trail	$ 70,000	$ -	$ 70,000
Sidewalk Repair	$ 50,000	$ -	$ 50,000
276th Sidewalk	$ 150,000	$ 14,539	$ 135,461
Misc. Capital Projects	$ 25,000	$ 19,679	$ 5,321
Viking Way ROW	$ 660,000	$ 917,202	$ (257,202)
Viking Way Constr.	$ 2,000,000	$ 2,524	$ 1,997,477
Cedarhome & 92nd Ave Overlay	$ -	$ 4,599	$ (4,599)
102nd Ave Overlay	$ 301,458	$ 19,861	$ 281,597
92nd Ave Sidewalk	$ 150,000	$ -	$ 150,000
72nd Ave Sidewalk ROW	$ 100,000	$ -	$ 100,000
272nd Pl 99th to 102nd Overlay	$ 250,000	$ 19,212	$ 230,788
276th St (Lover's Lane) Chip Seal	$ 200,000	$ -	$ 200,000
TOTAL	$ 3,956,458	$ 997,615	$ 2,958,843

Transportation Sale Tax Fund 108

For 2019, the Transportation Sales Tax fund budgeted revenue of $325,000. As of the end of the third quarter, $328,300 has been received which exceeds budget. There were no directly funded capital projects budgeted from fund 108 in 2019, although transfers of $650,000 to the street construction fund are budgeted to support the city match portion of grant-funded street projects. A budget of $14,442 was allocated to support the general repair and maintenance of city streets.

Sewer Funds

Sewer Operating

Year-to-date sewer service fee revenues through September 30 were $1,573,208, which is ahead (82%) of budget. This includes a 3.5% rate increase effective January 1, 2019. Operating expenditures (excluding debt service and transfers for capital) were slightly lower than expected at $760,053 or 62.1% of budget. This was mainly due to two personnel vacancies, one of which was filled in September.

Sewer Construction

Sewer Construction & Plant Investment Fee revenue and expenditures are in budget.

Sewer Construction Fund - Summary				
Description	YTD 9/30/18	2019 Budget	YTD 9/30/19	Percent +/- 2019 Budget
Beginning Fund Balance	$ 1,442,266	$ 1,580,468	$ 1,580,468	100%
Revenues	$ 257,309	$ 1,072,440	$ 822,868	77%
Expenditures	$ 127,867	$ 1,862,000	$ 838,846	45%
Ending Fund Balance	$ 1,571,708	$ 790,908	$ 1,564,490	198%

Sewer Plant Investment Fund - Summary				
Description	YTD 9/30/18	2019 Budget	YTD 9/30/19	Percent +/- 2019 Budget
Beginning Fund Balance	$ 825,957	$ 1,024,843	$ 1,024,843	100%
Revenues	$ 285,341	$ 482,040	$ 300,335	62%
Transfers	$ 106,854	$ 463,140	$ 347,355	75%
Ending Fund Balance	$ 1,004,444	$ 1,043,743	$ 977,823	94%

Sewer construction expenditures by project are provided below:

Sewer Construction Expenditures by project:			
Project	2019 Budget	YTD Q3 2019	Remaining
Improvements	$ 25,000	$ -	$ 25,000
Viking Way Sewer Impr	$ 169,000	$ -	$ 169,000
Collector/Int Flow Monitor & Video	$ 45,000	$ -	$ 45,000
Main Lift Station Upgrades	$ 150,000	$ -	$ 150,000
UV Energy Efficiency Upgrades	$ 48,000	$ 21,476	$ 26,524
Church Creek Collection System	$ 150,000	$ -	$ 150,000
72nd Ave & 261st Interceptor	$ 900,000	$ 631,009	$ 268,991
Telemetry Equipment	$ 225,000	$ 147,739	$ 77,261
Smoke Testing/Camera/Flow Meter Basin	$ 150,000	$ 38,621	$ 111,379
TOTAL	$ 1,862,000	$ 838,846	$ 1,023,154

Drainage Funds

Operating

Drainage service charges through September 30 were $554,566 or 78.9% of budget for 2019, which is right on track. Operating expenditures of $311,800 were 78% of budget.

Construction

Drainage Construction Expenditures by project:			
Project	2019 Budget	YTD 9/30/19	Remaining
Irvine Slough Pump Station	$ 1,000,000	$ 66,615	$ 933,385
SR 532 Flood Berm	$ 911,200	$ -	$ 911,200
Retention Pond Improvements	$ 25,000	$ -	$ 25,000
Irvine Slough Erosion Control	$ 15,000	$ 6,173	$ 8,828
Stormwater Separation	$ -	$ 153,205	$ (153,205)
TOTAL	$ 1,951,200	$ 225,992	$ 1,725,208

Water Funds

Operating

Water service charges through September 30, 2019 were ahead of budget at $1,491,026, or 80.5% of budget. This represents an 8.6% increase over service revenues for 2018 through this date. This is attributed to increased water sales and a 5% increase effective January 1, 2019. Operating expenditures (excluding debt service and transfers for capital investments) were $902,823, or 74.5% of budget.

Construction

Water Construction Expenditures by project:			
Project	2019 Budget	YTD 9/30/19	Remaining
Improvements	$ 50,000	$ 55,675	$ (5,675)
Viking Way Water Main	$ 498,000	$ -	$ 498,000
Long Term Water Supply Study	$ 20,000	$ -	$ 20,000
Decommision Fure Well	$ 30,000	$ -	$ 30,000
297 Zone Reservoir Construction	$ 3,157,000	$ 413,933	$ 2,743,067
TOTAL	$ 3,755,000	$ 469,608	$ 3,285,392

Building Improvement Fund

The city budgeted $370,000 in expenditures in the building improvements fund for the following projects:

Police/City Hall Design	$ 300,000
City Hall HVAC	$ 70,000
	$ 370,000

Expenses to date for these two projects are $51,210 and $47,285, respectively.

REET Funds

REET I and REET II revenues are budgeted for 2019 at $160,000 each. Revenues for 2019 through September 30 for REET I & II were each $204,890. This represents 128.1% of the budget for each fund. REET I will be transferring $200,000 to the Park Improvement fund this year. REET II will be transferring $120,000 to the Park Improvement fund for 2019.

Connection and Impact Fees

Connection fees are paid by new utility customers to hook up to the system and are deposited into the appropriate construction fund and used for capital expenditures. Impact fees are paid by new development to mitigate the impacts of new development on the city's existing infrastructure. Impact fees cannot be used for operating expenses.

Desription	2019 Budget	YTD 9/30/19	Remaining
Connection Fees			
Sewer Connection	$ 30,000	$ 41,500	$ (11,500)
Drainage Connection	$ 12,000	$ 20,600	$ (8,600)
Water Connection	$ 36,000	$ 68,700	$ (32,700)
Total Connection Fees	$ 78,000	$ 130,800	$ (52,800)
Impact Fees			
Street Impact	$ 211,403	$ 318,186	$ (106,783)
Park Impact	$ 38,448	$ 77,480	$ (39,032)
Fire Impact	$ 12,000	$ 21,460	$ (9,460)
Total Impact Fees	$ 261,851	$ 417,126	$ (155,275)

Grant Status

Following is a list of grants and their status for the second quarter 2019:

1. Irvine Slough Storm Water Separation – (Department of Commerce) - Site control issues have been settled and the City has received reimbursements of $441,878 in 2019. An extension was approved for this project in order to allow time for project completion and closeout, which will be submitted in this quarter.

2. 90th Ave NW (also called Viking Way) – The first phase of preliminary engineering and design was complete in 2016 with a $140,000 grant from WSDOT. The next phase for right of way will be partially funded by a grant from the Puget Sound Regional Council for $350,000. ROW reimbursements claimed to date are $292,734. Construction grants for Viking Way total $1,937,000. Staff anticipates construction starting in 2020.

3. Solid Waste "Clean Sweep" grant – Department of Ecology – Once again the City held a successful event for residential clean up. The City was reimbursed $3,192 toward this event for 2018 and 2019.

4. 102nd Ave Overlay - TIB Grant - Approval for 2019 for TIB grant funding is for paving of 102nd Avenue from 271st Street to city limits. Along with the paving, approximately 9 ADA ramps will be brought up to current standards. This grant is for 90% of cost with a 10% match from the City. Total authorized grant funding is $265,209 and the city match is approximately $30,146. This project is underway and reimbursement will be sought when complete.

5. Raplee and Hamilton Properties – Department of Ecology – This Integrated Planning grant for $275,000 is for a project which includes environmental investigations and redevelopment planning for these two properties. We have spent $166,856 on this project and received reimbursement of $57,310 to date.

6. City Hall/Police Station relocation project- Department of Commerce – The final settlement date of the Vine Street property was December 12, 2018. The purchase price was $544,500. A reimbursement was received in May, 2019 for $291,000 from the Department of Commerce.

7. Recreation and Conservation Office (RCO) – Aquatic Lands Enhancement Account (ALEA) – This $500,000 grant is to build a parking lot and non-motorized boat launch at Hamilton Landing Park. Funding board project agreement was recently signed and project will begin after the Washington Dept. of Fish & Wildlife motorized boat launch and park improvements project is completed.

ATTACHMENT A

2019 BUDGET POSITION

City Of Stanwood
MCAG #: 0695

Time: 15:05:28 Date: 10/10/2019
Page: 1

001 General Fund

Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 00 01	Restricted Beginning Cash & Invest	0.00	0.00	0.00	0.0%
308 80 00 01	Beginning Cash & Investments	3,902,899.00	3,902,899.28	(0.28)	100.0%
308 80 00 02	Beginning Cash & Investments	590.00	590.00	0.00	100.0%
308 Beginning Balances		3,903,489.00	3,903,489.28	(0.28)	100.0%
310 Taxes					
311 10 00 00	Property Tax	2,639,932.00	1,416,816.95	1,223,115.05	53.7%
311 10 10 00	EMS. Levy	395,074.00	212,319.53	182,754.47	53.7%
313 11 00 00	Sales Tax	1,300,000.00	1,180,789.99	119,210.01	90.8%
313 31 00 00	Hotel/Motel Lodging Tax	0.00	0.00	0.00	0.0%
313 61 00 00	Natural Gas Tax	2,500.00	3,525.27	(1,025.27)	141.0%
313 71 00 00	Sales Tax Criminal Justice	102,000.00	97,456.40	4,543.60	95.5%
316 43 00 00	Gas Utility Tax	95,000.00	73,473.39	21,526.61	77.3%
316 45 00 00	Garbage Utility Tax	78,000.00	76,026.77	1,973.23	97.5%
316 46 00 00	Cable Tv Utility Tax	36,000.00	28,225.55	7,774.45	78.4%
316 47 00 00	Telephone Utility Tax	150,000.00	83,768.83	66,231.17	55.8%
316 48 00 00	Electric Utility Tax	290,000.00	246,386.32	43,613.68	85.0%
316 49 10 00	Water/Sewer/Drainage Utility Tax	345,000.00	303,445.19	41,554.81	88.0%
316 81 00 00	Gambling Tax	3,000.00	2,132.35	867.65	71.1%
337 00 00 00	Local Grants, Entitlements, And Other Payments	500.00	645.75	(145.75)	129.2%
310 Taxes		5,437,006.00	3,725,012.29	1,711,993.71	68.5%
320 Licenses & Permits					
321 60 00 00	Professional & Occupational Lic & Permit	0.00	0.00	0.00	0.0%
321 91 00 00	Cable Tv Franchise Fee	56,000.00	46,335.38	9,664.62	82.7%
321 99 00 00	Business Lic & Permits	58,000.00	47,437.53	10,562.47	81.8%
322 10 00 00	Building Permits	180,000.00	209,465.90	(29,465.90)	116.4%
322 10 00 01	Mechanical Permits	10,000.00	24,719.61	(14,719.61)	247.2%
322 10 00 02	Plumbing Permits	7,000.00	21,817.41	(14,817.41)	311.7%
322 10 00 03	Grading Permit	800.00	5,112.50	(4,312.50)	639.1%
322 10 00 04	Demolition Permit	600.00	1,750.00	(1,150.00)	291.7%
322 10 00 05	Roofing Permits	3,000.00	3,545.44	(545.44)	118.2%
322 10 00 06	Sign Permit	3,000.00	2,590.00	410.00	86.3%
322 10 00 07	5% Permit Technology Fee	6,000.00	20,730.09	(14,730.09)	345.5%
322 30 00 00	Animal Licenses	500.00	900.00	(400.00)	180.0%
322 40 00 00	Parking Permits	50.00	80.00	(30.00)	160.0%
322 90 00 00	Gun Permits	6,500.00	6,561.00	(61.00)	100.9%
322 90 00 01	Right Of Way And Utility Admin	6,000.00	2,625.00	3,375.00	43.8%
322 90 00 02	Other Licenses & Permits	2,000.00	1,940.98	59.02	97.0%
320 Licenses & Permits		339,450.00	395,610.84	(56,160.84)	116.5%
330 State Generated Revenues					
331 10 10 00	USDA - Farmers' Market	0.00	0.00	0.00	0.0%
333 16 80 00	Dept Of Justice State Passth	0.00	0.00	0.00	0.0%
333 20 60 00	Dept. Of Transportation - NHTSA	0.00	0.00	0.00	0.0%
333 97 00 00	F E M A	0.00	0.00	0.00	0.0%
334 00 30 01	Other State Grants	0.00	0.00	0.00	0.0%
334 00 30 10	Unanticipated Grants	0.00	0.00	0.00	0.0%
334 01 80 01	State Grant Military Dept	0.00	0.00	0.00	0.0%

001 General Fund Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
330 State Generated Revenues					
334 03 10 00	Department Of Ecology	4,000.00	11,896.04	(7,896.04)	297.4%
334 03 50 00	Traffic Safety Commission	0.00	0.00	0.00	0.0%
334 04 20 00	State Of WA Dept Of Commerce	0.00	0.00	0.00	0.0%
335 00 91 00	Pud Privilege Tax	35,895.00	0.00	35,895.00	0.0%
336 06 20 00	Criminal Justice-high Crime	0.00	0.00	0.00	0.0%
336 06 21 00	Criminal Justice-population	2,200.00	1,522.56	677.44	69.2%
336 06 25 00	Contracted Police Services	11,000.00	9,393.10	1,606.90	85.4%
336 06 26 00	Criminal Justice Special Pro	7,400.00	5,482.71	1,917.29	74.1%
336 06 42 00	Marijuana Excise Tax Distribution	10,000.00	97.31	9,902.69	1.0%
336 06 51 00	Crim Justice--dui Cities	1,300.00	724.72	575.28	55.7%
336 06 94 00	Liquor Excise Tax	35,100.00	27,328.49	7,771.51	77.9%
336 06 95 00	Liquor Board Profits	55,700.00	41,788.94	13,911.06	75.0%
342 10 00 00	School Resource Officer Reim	107,318.00	104,192.00	3,126.00	97.1%
330 State Generated Revenues		269,913.00	202,425.87	67,487.13	75.0%
340 Charges For Services					
341 43 00 00	School Impact Admin. Fee	0.00	2.00	(2.00)	0.0%
341 43 00 01	Credit Card Proc Fee-Admin/Finance	100.00	36.60	63.40	36.6%
341 43 00 02	Credit Card Proc Fee-CD	500.00	9,032.35	(8,532.35)	1806.5%
341 43 00 03	Credit Card Proc Fee-City Clerk	250.00	285.66	(35.66)	114.3%
341 43 00 04	Credit Card Proc Fee-Law Enf	50.00	66.20	(16.20)	132.4%
341 43 00 05	Credit Card Proc Fee-PW	50.00	137.80	(87.80)	275.6%
341 81 00 00	Services	500.00	470.00	30.00	94.0%
341 81 00 01	Services-PD	0.00	1,145.00	(1,145.00)	0.0%
341 99 00 00	Passport / Naturalization Fe	30,000.00	24,430.00	5,570.00	81.4%
342 10 90 00	Law Enforcement - Other Fees	2,500.00	2,697.00	(197.00)	107.9%
344 10 51 00	TBD Management Fee	0.00	0.00	0.00	0.0%
345 23 00 00	Animal Control And Shelter Services	0.00	0.00	0.00	0.0%
345 60 00 00	Tourism Services - POS Discover Port Susan Website	8,000.00	0.00	8,000.00	0.0%
345 60 00 01	Tourism Services - Snohomish County Economic Development	0.00	0.00	0.00	0.0%
345 60 00 02	Tourism Services-Port Of Seattle	7,500.00	0.00	7,500.00	0.0%
345 81 00 00	Zoning/inspection Fees	60,500.00	192,220.51	(131,720.51)	317.7%
345 81 00 01	Engineering Fees	10,000.00	0.00	10,000.00	0.0%
345 83 00 00	Plan Checking Fees	95,000.00	143,447.61	(48,447.61)	151.0%
345 89 00 00	Environmental Fees	1,400.00	1,400.00	0.00	100.0%
345 89 00 01	Other Planning & Development Fees	50,000.00	20,537.76	29,462.24	41.1%
347 30 00 00	Park Fees- Per Use	8,000.00	9,775.98	(1,775.98)	122.2%
347 30 00 01	Park Fees- Tourn/Comm Use	1,500.00	300.00	1,200.00	20.0%
347 30 00 02	Park Fees- Energy	70.00	0.00	70.00	0.0%
347 30 00 03	Park Fees- Staff	150.00	100.00	50.00	66.7%
347 30 00 04	Park Fees- Picnic Area/Meeting Rooms	500.00	505.00	(5.00)	101.0%
347 30 00 05	Park Fees - Sales Tax	0.00	0.00	0.00	0.0%
369 91 00 01	Interfund/interdepart Charge	0.00	0.00	0.00	0.0%
340 Charges For Services		276,570.00	406,589.47	(130,019.47)	147.0%
350 Fines & Forfeitures					
353 10 00 00	Court Fines	21,500.00	6,919.91	14,580.09	32.2%
354 00 00 00	Parking Fines	500.00	625.00	(125.00)	125.0%
355 20 00 00	Dui Recoveries	200.00	0.00	200.00	0.0%
357 30 00 00	Witness Fees/crt Reimb	0.00	0.00	0.00	0.0%

001 General Fund — Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
350 Fines & Forfeitures					
359 00 00 00	Traffic Fines & Penalties	3,200.00	4,959.06	(1,759.06)	155.0%
359 90 00 00	Misc Fines & Penalties	0.00	0.00	0.00	0.0%
350 Fines & Forfeitures		25,400.00	12,503.97	12,896.03	49.2%
360 Misc Revenues					
361 11 00 01	State Pool/cd Interest	61,900.00	45,101.45	16,798.55	72.9%
361 40 00 01	Sales Tax Interest	750.00	3,071.12	(2,321.12)	409.5%
361 40 20 01	Property Tax Interest	0.00	0.00	0.00	0.0%
362 00 00 01	Rents And Leases	0.00	3,550.00	(3,550.00)	0.0%
367 00 10 10	Donations	500.00	0.00	500.00	0.0%
367 00 10 11	Touch A Truck Donations	0.00	0.00	0.00	0.0%
369 81 00 00	Cashier's Overage/shortage	0.00	2.00	(2.00)	0.0%
369 91 00 00	Misc.	2,800.00	1,449.46	1,350.54	51.8%
369 91 10 00	Auction Proceeds	0.00	0.00	0.00	0.0%
398 10 00 00	Insurance Recoveries	0.00	14,075.63	(14,075.63)	0.0%
360 Misc Revenues		65,950.00	67,249.66	(1,299.66)	102.0%
380 Non Revenues					
389 90 00 01	Payroll Deductions Clearing	0.00	0.00	0.00	0.0%
380 Non Revenues		0.00	0.00	0.00	0.0%
390 Other Revenues					
395 10 00 01	Sales Of Fixed Assets	100.00	0.00	100.00	0.0%
390 Other Revenues		100.00	0.00	100.00	0.0%
397 Interfund Transfers					
397 10 00 20	Trfr In From Fire Station Constr	0.00	0.00	0.00	0.0%
397 10 00 30	Trfr In From Phys Fit Fund	0.00	0.00	0.00	0.0%
397 Interfund Transfers		0.00	0.00	0.00	0.0%
Fund Revenues:		**10,317,878.00**	**8,712,881.38**	**1,604,996.62**	**84.4%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
511 Clerk & City Council					
511 60 10 00	Salaries & Wages	89,295.00	58,956.02	30,338.98	66.0%
511 60 11 00	Overtime	510.00	0.00	510.00	0.0%
511 60 20 00	Social Security	5,532.00	4,497.54	1,034.46	81.3%
511 60 21 00	Retirement	4,491.00	3,957.29	533.71	88.1%
511 60 22 00	Medical Benefits	19,029.00	15,749.69	3,279.31	82.8%
511 60 23 00	L & I	396.00	151.04	244.96	38.1%
511 60 24 00	Unemployment & PFMLA	114.00	62.41	51.59	54.7%
511 60 31 00	Supplies	1,200.00	144.40	1,055.60	12.0%
511 60 32 00	Fuel	0.00	0.00	0.00	0.0%
511 60 35 00	Small Equipment	1,500.00	0.00	1,500.00	0.0%
511 60 41 00	Professional Services	5,000.00	8,193.57	(3,193.57)	163.9%
511 60 42 00	Communications	500.00	198.14	301.86	39.6%

2019 BUDGET POSITION

001 General Fund　　Months: 01 To: 09

Expenditures		Amt Budgeted	Expenditures	Remaining	
511 Clerk & City Council					
511 60 44 00	Advertising	4,000.00	2,017.92	1,982.08	50.4%
511 60 45 00	Operating Rentals	0.00	0.00	0.00	0.0%
511 60 48 00	Repair/maintenance	0.00	0.00	0.00	0.0%
511 60 49 00	Miscellaneous	500.00	0.00	500.00	0.0%
511 60 49 01	Meetings, Training & Travel	3,000.00	2,295.45	704.55	76.5%
511 60 49 05	Credit Card Bank Fees-Clerk	0.00	0.00	0.00	0.0%
511 60 49 06	Dues	500.00	250.00	250.00	50.0%
511 60 49 10	Wellness Program	750.00	265.71	484.29	35.4%
514 40 41 05	Election Service	4,000.00	0.00	4,000.00	0.0%
514 40 41 06	Voter Registration Service	9,000.00	8,195.89	804.11	91.1%
511 Clerk & City Council		149,317.00	104,935.07	44,381.93	70.3%
512 Judical					
512 50 49 01	Cascade Court Costs	16,000.00	7,380.62	8,619.38	46.1%
512 Judical		16,000.00	7,380.62	8,619.38	46.1%
513 Mayor					
513 10 10 00	Salaries & Wages	17,136.00	12,500.00	4,636.00	72.9%
513 10 20 00	Social Security	964.00	697.97	266.03	72.4%
513 10 22 00	Medical Benefits	4,955.00	3,647.25	1,307.75	73.6%
513 10 23 00	L & I	64.00	36.11	27.89	56.4%
513 10 31 00	Supplies	400.00	122.28	277.72	30.6%
513 10 41 00	Professional Services	400.00	0.00	400.00	0.0%
513 10 41 02	Town Hall Mtgs And Surveys	0.00	0.00	0.00	0.0%
513 10 42 00	Communications	650.00	406.27	243.73	62.5%
513 10 42 01	Mayor's Newsletter	0.00	269.65	(269.65)	0.0%
513 10 49 00	Miscellaneous	0.00	0.00	0.00	0.0%
513 10 49 01	Meetings, Training & Travel	2,500.00	1,895.81	604.19	75.8%
513 10 49 02	Volunteer Appreciation	500.00	441.00	59.00	88.2%
513 Mayor		27,569.00	20,016.34	7,552.66	72.6%
514 Administration					
514 23 10 00	Salaries & Wages	418,996.00	296,024.48	122,971.52	70.7%
514 23 10 99	Salaries Indirect Cost Allocation	(224,962.00)	(168,723.00)	(56,239.00)	75.0%
514 23 11 00	Overtime	1,080.00	0.00	1,080.00	0.0%
514 23 20 00	Social Security	24,591.00	22,412.07	2,178.93	91.1%
514 23 21 00	Retirement	53,390.00	37,900.11	15,489.89	71.0%
514 23 22 00	Medical Benefits	110,057.00	80,773.91	29,283.09	73.4%
514 23 22 99	Benefits Indirect Cost Allocation	(97,640.00)	(73,230.00)	(24,410.00)	75.0%
514 23 23 00	L & I	1,426.00	776.27	649.73	54.4%
514 23 23 01	Awc Retro Program	1,720.00	1,081.18	638.82	62.9%
514 23 24 00	Unemployment & PFMLA	838.00	583.34	254.66	69.6%
514 23 31 00	Supplies	3,000.00	1,637.13	1,362.87	54.6%
514 23 31 99	Supplies Indirect Cost Allocation	(6,755.00)	(5,067.00)	(1,688.00)	75.0%
514 23 32 00	Fuel	0.00	0.00	0.00	0.0%
514 23 35 00	Small Equipment	1,000.00	926.75	73.25	92.7%
514 23 41 00	Professional Services	103,000.00	31,582.77	71,417.23	30.7%
514 23 41 01	Payroll Leave Contingency	0.00	0.00	0.00	0.0%
514 23 41 02	Budget Adjustment Placeholde	0.00	0.00	0.00	0.0%
514 23 41 03	Unanticipated Grants	0.00	0.00	0.00	0.0%

001 General Fund Months: 01 To: 09

Expenditures		Amt Budgeted	Expenditures	Remaining	
514 Administration					
514 23 41 04	CPG Grant - Clean Up Day	5,100.00	1,536.93	3,563.07	30.1%
514 23 41 07	State Audit	14,000.00	0.00	14,000.00	0.0%
514 23 41 99	Services Indirect Cost Allocation	(80,037.00)	(60,027.00)	(20,010.00)	75.0%
514 23 42 00	Communications	2,500.00	1,451.29	1,048.71	58.1%
514 23 44 00	Advertising	500.00	945.60	(445.60)	189.1%
514 23 45 00	Operating Rentals	16,500.00	9,918.34	6,581.66	60.1%
514 23 48 00	Repair/maintenance	4,000.00	645.26	3,354.74	16.1%
514 23 49 00	Miscellaneous	200.00	87.08	112.92	43.5%
514 23 49 01	Meetings, Training & Travel	5,500.00	5,488.89	11.11	99.8%
514 23 49 04	Credit Card Fees-Utilities	0.00	0.00	0.00	0.0%
514 23 49 05	Credit Card Bank Fees-Admin/Finance	1,400.00	17,761.66	(16,361.66)	1268.7%
514 23 49 06	Dues	1,100.00	630.00	470.00	57.3%
514 Administration		360,504.00	205,116.06	155,387.94	56.9%
515 Legal Services					
515 41 41 21	External Legal Services-Advice	60,000.00	44,013.43	15,986.57	73.4%
515 45 41 22	External Legal Serv-Claims & Litigation	12,500.00	0.00	12,500.00	0.0%
515 93 41 23	Adult Misdemeanor Public Def	34,000.00	19,119.67	14,880.33	56.2%
515 Legal Services		106,500.00	63,133.10	43,366.90	59.3%
518 Building & Grounds					
518 30 10 00	Salaries & Wages	71,406.00	49,451.32	21,954.68	69.3%
518 30 11 00	Overtime	467.00	930.18	(463.18)	199.2%
518 30 20 00	Social Security	4,321.00	3,827.40	493.60	88.6%
518 30 21 00	Retirement	9,186.00	6,456.11	2,729.89	70.3%
518 30 22 00	Medical Benefits	17,395.00	12,215.48	5,179.52	70.2%
518 30 23 00	L & I	1,133.00	519.63	613.37	45.9%
518 30 24 00	Unemployment & PFMLA	144.00	99.56	44.44	69.1%
518 30 31 00	Supplies	5,610.00	2,305.75	3,304.25	41.1%
518 30 31 05	Uniforms	1,020.00	237.85	782.15	23.3%
518 30 32 00	Fuel	2,040.00	1,626.66	413.34	79.7%
518 30 35 00	Small Tools	306.00	0.00	306.00	0.0%
518 30 41 00	Professional Services	15,300.00	10,743.44	4,556.56	70.2%
518 30 42 00	Communications	408.00	217.34	190.66	53.3%
518 30 44 00	Advertising	0.00	0.00	0.00	0.0%
518 30 47 00	Utilities	12,240.00	11,480.95	759.05	93.8%
518 30 47 02	Rental Expense	306.00	0.00	306.00	0.0%
518 30 48 00	Repairs/maintenance	7,650.00	2,076.73	5,573.27	27.1%
518 30 48 01	Pw Building Repair	0.00	0.00	0.00	0.0%
518 30 49 01	Meetings, Training & Travel	306.00	148.79	157.21	48.6%
518 Building & Grounds		149,238.00	102,337.19	46,900.81	68.6%
519 General Government Services					
518 30 31 90	General Gov't Office Supplie	4,800.00	2,747.65	2,052.35	57.2%
518 30 35 90	Other General Governmental Services (SA) - Small Tools And Minor Equipment	500.00	1,987.44	(1,487.44)	397.5%
518 30 46 00	Insurance	40,000.00	40,000.00	0.00	100.0%
518 30 48 90	Repairs & Maintenance	0.00	0.00	0.00	0.0%
518 90 42 00	General Gov't Communications	5,000.00	5,674.20	(674.20)	113.5%
518 90 42 02	Passport Postage	2,500.00	666.63	1,833.37	26.7%

001 General Fund — Months: 01 To: 09

Expenditures		Amt Budgeted	Expenditures	Remaining	
519 General Government Services					
518 90 49 01	B & O Tax	450.00	420.68	29.32	93.5%
518 90 49 02	AWC Membership	4,405.00	4,405.00	0.00	100.0%
518 90 49 03	Puget Sound Regnl Council	2,500.00	2,238.00	262.00	89.5%
518 90 49 04	SnoCo Tomorrow	1,500.00	1,264.00	236.00	84.3%
518 90 49 05	Puget Sound Clean Air	4,653.00	4,653.00	0.00	100.0%
518 90 49 06	OMWBE	200.00	0.00	200.00	0.0%
518 90 49 07	Snohomish Health Dist.	6,785.00	0.00	6,785.00	0.0%
518 90 49 08	Senior Center Life EAP	10,000.00	8,000.00	2,000.00	80.0%
519 General Government Services		83,293.00	72,056.60	11,236.40	86.5%
521 Law Enforcement					
521 10 10 00	Salaries & Wages	141,429.00	104,548.71	36,880.29	73.9%
521 10 11 00	Overtime	0.00	0.00	0.00	0.0%
521 10 20 00	Social Security	7,290.00	7,964.08	(674.08)	109.2%
521 10 21 00	Retirement	16,583.00	12,958.58	3,624.42	78.1%
521 10 22 00	Medical Benefits	38,028.00	47,081.07	(9,053.07)	123.8%
521 10 23 00	L & I	528.00	358.36	169.64	67.9%
521 10 24 00	Unemployment & PFMLA	259.00	218.60	40.40	84.4%
521 10 31 00	Supplies	1,800.00	923.70	876.30	51.3%
521 10 31 01	Supplies - Nat'l Night Out	3,500.00	3,045.59	454.41	87.0%
521 10 31 02	Training Supplies	275.00	0.00	275.00	0.0%
521 10 32 00	Fuel	175.00	0.00	175.00	0.0%
521 10 33 50	Small Equipment	0.00	979.92	(979.92)	0.0%
521 10 35 01	Uniforms	450.00	457.02	(7.02)	101.6%
521 10 41 00	Professional Services	400.00	236.51	163.49	59.1%
521 10 44 00	Advertising	500.00	0.00	500.00	0.0%
521 10 45 00	Rentals And Leases	500.00	0.00	500.00	0.0%
521 10 47 00	Utilities	10,000.00	4,952.82	5,047.18	49.5%
521 10 48 03	Repair\maintenance	1,000.00	287.63	712.37	28.8%
521 10 49 00	Miscellaneous	1,000.00	318.11	681.89	31.8%
521 10 49 02	Dues	700.00	125.00	575.00	17.9%
521 10 49 03	Meeting, Training & Travel	2,000.00	364.89	1,635.11	18.2%
521 10 49 05	Credit Card Bank Fees-Law Enf	0.00	0.00	0.00	0.0%
521 10 49 06	Narcotics Task Force	1,807.00	1,804.00	3.00	99.8%
521 10 49 07	Intergovernmental Agreements	1,771,855.00	1,033,582.06	738,272.94	58.3%
521 10 49 08	Sno Pac Dispatch	93,256.00	62,091.63	31,164.37	66.6%
521 10 49 09	SERS Maint. & Operating	28,467.00	20,450.06	8,016.94	71.8%
521 10 49 10	Animal Control	3,000.00	770.00	2,230.00	25.7%
521 Law Enforcement		2,124,802.00	1,303,518.34	821,283.66	61.3%
522 Fire Control					
522 22 10 00	Salaries & Wages	0.00	0.00	0.00	0.0%
522 22 11 00	Overtime	0.00	0.00	0.00	0.0%
522 22 20 00	Social Security	0.00	0.00	0.00	0.0%
522 22 21 00	Retirement	0.00	0.00	0.00	0.0%
522 22 22 00	Medical Benefits	0.00	0.00	0.00	0.0%
522 22 23 00	L & I	0.00	0.00	0.00	0.0%
522 22 24 00	Unemployment Insurance	0.00	0.00	0.00	0.0%
522 22 31 00	Supplies	0.00	0.00	0.00	0.0%
522 22 32 00	Fuel	0.00	0.00	0.00	0.0%
522 22 35 00	Small Equipment	0.00	0.00	0.00	0.0%
522 22 35 01	Uniforms	0.00	0.00	0.00	0.0%

2019 BUDGET POSITION

001 General Fund Months: 01 To: 09

Expenditures		Amt Budgeted	Expenditures	Remaining	
522 Fire Control					
522 22 41 00	Professional Services	0.00	0.00	0.00	0.0%
522 22 42 00	Communications	0.00	0.00	0.00	0.0%
522 22 44 00	Advertising	0.00	0.00	0.00	0.0%
522 22 45 00	Rentals	0.00	0.00	0.00	0.0%
522 22 47 00	Utilities	0.00	0.00	0.00	0.0%
522 22 48 00	Repair/maintenance	0.00	0.00	0.00	0.0%
522 22 48 07	Vehicle Repair/maintenance	0.00	0.00	0.00	0.0%
522 22 49 01	Meetings, Training & Travel	0.00	0.00	0.00	0.0%
522 22 49 02	Dues	0.00	0.00	0.00	0.0%
522 22 49 03	Administrative Service Contract	1,724,838.00	1,298,059.38	426,778.62	75.3%
522 Fire Control		1,724,838.00	1,298,059.38	426,778.62	75.3%
523 Jail Costs					
523 50 49 03	County Jail	88,580.00	35,898.07	52,681.93	40.5%
523 Jail Costs		88,580.00	35,898.07	52,681.93	40.5%
525 Emergency Services					
525 10 49 00	2010 Flood Emergency	0.00	0.00	0.00	0.0%
525 10 49 01	Emergency Services - Prof Svcs	0.00	0.00	0.00	0.0%
525 10 49 03	Emergency Services-SnoCo DEM	8,750.00	6,508.50	2,241.50	74.4%
525 Emergency Services		8,750.00	6,508.50	2,241.50	74.4%
559 Community Development					
558 60 10 00	Salaries & Wages	490,295.00	343,264.41	147,030.59	70.0%
558 60 11 00	Overtime	570.00	131.49	438.51	23.1%
558 60 20 00	Social Security	28,194.00	25,966.68	2,227.32	92.1%
558 60 21 00	Retirement	62,905.00	42,757.96	20,147.04	68.0%
558 60 22 00	Medical Benefits	137,177.00	87,087.05	50,089.95	63.5%
558 60 23 00	L & I	1,404.00	877.47	526.53	62.5%
558 60 24 00	Unemployment & PFMLA	981.00	683.59	297.41	69.7%
558 60 31 00	Supplies	3,500.00	2,599.20	900.80	74.3%
558 60 32 00	Fuel	300.00	565.35	(265.35)	188.5%
558 60 35 00	Small Equipment	5,100.00	2,735.65	2,364.35	53.6%
558 60 41 00	Professional Services	105,000.00	65,448.05	39,551.95	62.3%
558 60 41 01	Economic Development-DSC	20,000.00	8,049.09	11,950.91	40.2%
558 60 41 03	Tourism Promotion & Marketing	60,750.00	43,965.01	16,784.99	72.4%
558 60 42 00	Communications	2,000.00	1,693.65	306.35	84.7%
558 60 44 00	Advertising	2,500.00	1,866.09	633.91	74.6%
558 60 45 00	Rentals	1,500.00	743.08	756.92	49.5%
558 60 48 00	Repairs & Maintenance	400.00	0.00	400.00	0.0%
558 60 49 00	Meetings, Training & Travel	9,000.00	5,371.27	3,628.73	59.7%
558 60 49 01	Meetings, Training & Travel- DON'T USE	0.00	0.00	0.00	0.0%
558 60 49 02	Dues	6,000.00	3,937.00	2,063.00	65.6%
558 60 49 03	Printing	400.00	0.00	400.00	0.0%
558 60 49 05	Credit Card Bank Fees-CD	500.00	0.00	500.00	0.0%
559 Community Development		938,476.00	637,742.09	300,733.91	68.0%
566 Substance Abuse					
566 00 49 05	Liquor Board Excise Tax	1,555.00	1,385.09	169.91	89.1%

001 General Fund — Months: 01 To: 09

Expenditures		Amt Budgeted	Expenditures	Remaining	
566 Substance Abuse					
566 Substance Abuse		1,555.00	1,385.09	169.91	89.1%
572 Libraries					
572 10 47 00	Utilities	12,000.00	5,124.39	6,875.61	42.7%
572 10 48 00	Repair/maintenance	2,000.00	222.78	1,777.22	11.1%
572 Libraries		14,000.00	5,347.17	8,652.83	38.2%
576 Park Facilities					
576 80 10 00	Salaries & Wages	145,095.00	111,463.59	33,631.41	76.8%
576 80 11 00	Overtime	684.00	2,824.88	(2,140.88)	413.0%
576 80 20 00	Social Security	8,474.00	8,626.15	(152.15)	101.8%
576 80 21 00	Retirement	16,796.00	13,539.37	3,256.63	80.6%
576 80 22 00	Medical Benefits	33,855.00	26,439.34	7,415.66	78.1%
576 80 23 00	L & I	3,581.00	1,340.70	2,240.30	37.4%
576 80 24 00	Unemployment & PFMLA	282.00	212.44	69.56	75.3%
576 80 31 00	Supplies	10,200.00	5,445.25	4,754.75	53.4%
576 80 32 00	Fuel	4,590.00	3,958.02	631.98	86.2%
576 80 35 00	Small Equipment	1,020.00	0.00	1,020.00	0.0%
576 80 35 01	Uniforms	1,020.00	248.56	771.44	24.4%
576 80 41 00	Professional Services	2,550.00	5,297.98	(2,747.98)	207.8%
576 80 41 01	Summer Concert Series	3,100.00	592.86	2,507.14	19.1%
576 80 41 02	Movies In The Park	3,774.00	5,677.20	(1,903.20)	150.4%
576 80 41 03	Light Up Your Holidays	100.00	0.00	100.00	0.0%
576 80 41 04	CPG Grant - Clean Up Day	0.00	73.48	(73.48)	0.0%
576 80 41 05	Touch A Truck	200.00	43.27	156.73	21.6%
576 80 41 06	Snow Goose/Glass Quest	2,500.00	0.00	2,500.00	0.0%
576 80 41 07	Haunted Halloween At Ovenell	1,500.00	0.00	1,500.00	0.0%
576 80 41 10	Park Events	0.00	1,134.28	(1,134.28)	0.0%
576 80 42 00	Communications	612.00	452.40	159.60	73.9%
576 80 45 06	Rent	2,500.00	0.00	2,500.00	0.0%
576 80 47 00	Utilities	15,000.00	7,645.78	7,354.22	51.0%
576 80 48 00	Repair/maintenance	4,080.00	5,959.98	(1,879.98)	146.1%
576 80 48 01	Field Maintenance	4,000.00	0.00	4,000.00	0.0%
576 80 49 01	Meetings, Training & Travel	1,326.00	377.08	948.92	28.4%
576 80 49 05	Credit Card Bank Fees-PW	204.00	0.00	204.00	0.0%
576 Park Facilities		267,043.00	201,352.61	65,690.39	75.4%
580 Non Expeditures					
589 00 00 10	Change Fund	0.00	0.00	0.00	0.0%
589 00 09 98	ASP Clearing	0.00	0.00	0.00	0.0%
589 90 00 01	Payroll EE Deductions Clearing	0.00	(774.64)	774.64	0.0%
589 90 00 02	Payroll Draw Clearing	0.00	(1,400.00)	1,400.00	0.0%
580 Non Expeditures		0.00	(2,174.64)	2,174.64	0.0%
594 Capital Expenditures					
594 18 64 01	Machinery & Equipment	0.00	0.00	0.00	0.0%
594 21 64 01	Equipment - Grant Funded	0.00	0.00	0.00	0.0%
594 25 60 00	Emergency Services - Machinery & Equipment	0.00	0.00	0.00	0.0%

2019 BUDGET POSITION

001 General Fund — Months: 01 To: 09

Expenditures		Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures					
594 58 64 00	Equipment - Software	0.00	0.00	0.00	0.0%
	594 Capital Expenditures	0.00	0.00	0.00	0.0%
597 Interfund Transfers					
597 00 00 01	Transfer To 101-Share Of St Lighting	61,200.00	45,900.00	15,300.00	75.0%
597 00 01 07	Transfer To Equip Replacemen	310,043.00	232,533.00	77,510.00	75.0%
597 01 01 09	Trfr Out-contingency Fund (1	27,000.00	20,250.00	6,750.00	75.0%
597 01 01 10	Transfer To Build Impr Fund	480,221.00	360,165.00	120,056.00	75.0%
597 01 02 05	Trfr Out- 1995 G.o. Bond (20	0.00	0.00	0.00	0.0%
597 01 04 21	Trsfr Out To Water Operating	86,764.00	65,073.00	21,691.00	75.0%
597 05 01 04	Transfer Out To Parks Improvement	900,000.00	900,000.00	0.00	100.0%
	597 Interfund Transfers	1,865,228.00	1,623,921.00	241,307.00	87.1%
999 Ending Balance					
508 80 00 00	Restricted Ending Cash & Inv	0.00	0.00	0.00	0.0%
508 80 00 01	Ending Cash & Investments	2,391,595.00	0.00	2,391,595.00	0.0%
508 80 00 02	Ending Cash	590.00	0.00	590.00	0.0%
	999 Ending Balance	2,392,185.00	0.00	2,392,185.00	0.0%
Fund Expenditures:		**10,317,878.00**	**5,686,532.59**	**4,631,345.41**	**55.1%**
Fund Excess/(Deficit):		**0.00**	**3,026,348.79**		

2019 BUDGET POSITION

101 Street Fund

Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 80 01 01	Beginning Cash & Investments	33,230.00	33,230.23	(0.23)	100.0%
308 Beginning Balances		33,230.00	33,230.23	(0.23)	100.0%
310 Taxes					
311 10 01 01	Property Taxes - Street 8%	229,559.00	123,201.47	106,357.53	53.7%
310 Taxes		229,559.00	123,201.47	106,357.53	53.7%
320 Licenses & Permits					
321 91 00 10	WM - Street Maintenance Fee	18,400.00	13,283.46	5,116.54	72.2%
322 90 00 03	Right Of Way And Utility Permits	0.00	0.00	0.00	0.0%
320 Licenses & Permits		18,400.00	13,283.46	5,116.54	72.2%
330 State Generated Revenues					
336 00 71 00	Multimodal Transportation	9,400.00	7,096.81	2,303.19	75.5%
336 00 87 00	Mvft Unrestricted Fuel Tax	148,200.00	105,645.89	42,554.11	71.3%
330 State Generated Revenues		157,600.00	112,742.70	44,857.30	71.5%
340 Charges For Services					
344 10 00 00	Adopt A Street Fees	0.00	30.00	(30.00)	0.0%
344 10 00 01	Misc. Charges For Services	0.00	209.38	(209.38)	0.0%
344 10 51 01	TBD Management Fee	0.00	0.00	0.00	0.0%
349 00 00 01	Interfund Charge - TBD	0.00	0.00	0.00	0.0%
340 Charges For Services		0.00	239.38	(239.38)	0.0%
360 Misc Revenues					
361 11 01 01	State Pool/cd Interest	2,000.00	460.57	1,539.43	23.0%
369 91 01 01	Miscellaneous	0.00	0.00	0.00	0.0%
398 10 01 01	Insurance Recoveries	30,572.00	10,000.00	20,572.00	32.7%
360 Misc Revenues		32,572.00	10,460.57	22,111.43	32.1%
397 Interfund Transfers					
397 00 00 00	Transfer In From GF	61,200.00	45,900.00	15,300.00	75.0%
397 00 01 03	Trfr From Street Const (103)	0.00	0.00	0.00	0.0%
397 00 02 03	Transfer In From Lid Guarantee	0.00	0.00	0.00	0.0%
397 01 01 20	Transfer In From Reet (120)	0.00	0.00	0.00	0.0%
397 02 01 21	Transfer In From Reet (121)	0.00	0.00	0.00	0.0%
397 07 06 77	Transfer In From TBD	0.00	0.00	0.00	0.0%
397 Interfund Transfers		61,200.00	45,900.00	15,300.00	75.0%
Fund Revenues:		**532,561.00**	**339,057.81**	**193,503.19**	**63.7%**

Expenditures	Amt Budgeted	Expenditures	Remaining	
542 Streets - Maintenance				

2019 BUDGET POSITION

101 Street Fund Months: 01 To: 09

Expenditures		Amt Budgeted	Expenditures	Remaining	
542 Streets - Maintenance					
542 30 10 00	Salaries & Wages	156,715.00	109,544.88	47,170.12	69.9%
542 30 11 00	Overtime	688.00	2,879.53	(2,191.53)	418.5%
542 30 20 00	Social Security	9,301.00	8,522.73	778.27	91.6%
542 30 21 00	Retirement	18,268.00	13,258.95	5,009.05	72.6%
542 30 22 00	Medical Benefits	34,810.00	25,206.61	9,603.39	72.4%
542 30 23 00	L & I	3,389.00	1,235.65	2,153.35	36.5%
542 30 24 00	Unemployment & PFMLA	305.00	205.00	100.00	67.2%
542 30 31 00	Supplies	20,400.00	20,457.13	(57.13)	100.3%
542 30 31 03	Uniforms	500.00	562.16	(62.16)	112.4%
542 30 32 00	Fuel	4,000.00	3,021.19	978.81	75.5%
542 30 35 00	Small Tools & Equipment	408.00	0.00	408.00	0.0%
542 30 35 01	Adopt A Street Signs	0.00	0.00	0.00	0.0%
542 30 41 00	Professional Services	15,300.00	6,244.70	9,055.30	40.8%
542 30 42 00	Communications	2,000.00	652.95	1,347.05	32.6%
542 30 44 00	Advertising	0.00	0.00	0.00	0.0%
542 30 45 00	Rentals	1,500.00	0.00	1,500.00	0.0%
542 30 46 00	Insurance	19,992.00	19,992.00	0.00	100.0%
542 30 46 10	Payments To Claimants	0.00	0.00	0.00	0.0%
542 30 47 00	Utilities	61,200.00	43,131.49	18,068.51	70.5%
542 30 47 01	Street Lighting DO NOT USE	0.00	0.00	0.00	0.0%
542 30 48 00	Repair/maintenance	53,647.00	27,322.26	26,324.74	50.9%
542 30 48 01	SnoCo PW Striping	15,300.00	0.00	15,300.00	0.0%
542 30 49 00	Miscellaneous	204.00	0.00	204.00	0.0%
542 30 49 01	Meetings, Training & Travel	1,020.00	333.65	686.35	32.7%
542 30 49 03	Dues	102.00	63.56	38.44	62.3%
542 Streets - Maintenance		419,049.00	282,634.44	136,414.56	67.4%
594 Capital Expenditures					
595 30 63 00	Misc Capital Projects - TBD	0.00	0.00	0.00	0.0%
595 30 63 10	Right Of Way Const. & Repair	0.00	0.00	0.00	0.0%
595 30 64 01	Machinery & Equipment	0.00	0.00	0.00	0.0%
594 Capital Expenditures		0.00	0.00	0.00	0.0%
597 Interfund Transfers					
597 01 01 07	Transfer Out To Equip Resrv	0.00	0.00	0.00	0.0%
597 Interfund Transfers		0.00	0.00	0.00	0.0%
999 Ending Balance					
508 80 01 01	Ending Balance	113,512.00	0.00	113,512.00	0.0%
999 Ending Balance		113,512.00	0.00	113,512.00	0.0%
Fund Expenditures:		**532,561.00**	**282,634.44**	**249,926.56**	**53.1%**
Fund Excess/(Deficit):		**0.00**	**56,423.37**		

2019 BUDGET POSITION

102 Street Impact Fee Fund Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 01 02	Reserved Beginning Cash & Investments	426,692.00	426,692.16	(0.16)	100.0%
308 80 01 02	Beginning Cash & Investments	0.00	0.00	0.00	0.0%
308 Beginning Balances		426,692.00	426,692.16	(0.16)	100.0%
330 State Generated Revenues					
333 20 20 00	Fhwa And Wsdot Grant	0.00	0.00	0.00	0.0%
333 97 01 02	Wsdot Arra Grant	0.00	0.00	0.00	0.0%
334 00 20 00	Puget Sound Reg Council Gran	0.00	0.00	0.00	0.0%
334 03 80 00	Tib - 267th St Nw	0.00	0.00	0.00	0.0%
330 State Generated Revenues		0.00	0.00	0.00	0.0%
340 Charges For Services					
345 85 01 02	Street Impact Fees	211,403.00	318,185.53	(106,782.53)	150.5%
340 Charges For Services		211,403.00	318,185.53	(106,782.53)	150.5%
360 Misc Revenues					
361 11 01 02	State Pool/cd Interest	9,000.00	8,132.71	867.29	90.4%
369 91 01 02	Miscellaneous	0.00	0.00	0.00	0.0%
360 Misc Revenues		9,000.00	8,132.71	867.29	90.4%
397 Interfund Transfers					
397 00 01 21	Transfer In From Reet (121)	0.00	0.00	0.00	0.0%
397 Interfund Transfers		0.00	0.00	0.00	0.0%
Fund Revenues:		**647,095.00**	**753,010.40**	**(105,915.40)**	**116.4%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
519 General Government Services					
519 20 40 00	Judgments And Settlements	0.00	0.00	0.00	0.0%
519 General Government Services		0.00	0.00	0.00	0.0%
594 Capital Expenditures					
595 10 41 00	Prof Serv 267th & Pioneer	0.00	0.00	0.00	0.0%
595 10 41 01	Engineering Pioneer Hwy Slid	0.00	0.00	0.00	0.0%
595 10 41 02	Prof Serv 270th Reconstructi	0.00	0.00	0.00	0.0%
595 10 41 03	St-1 68th Wetland Mitig	0.00	0.00	0.00	0.0%
595 10 41 04	St-5 72nd Ave (272nd To 268th)	0.00	0.00	0.00	0.0%
595 10 41 05	Engineering 272nd Reconstruction	0.00	0.00	0.00	0.0%
595 10 63 01	Engineering 68th St Sidewalk Construction	0.00	0.00	0.00	0.0%
595 20 61 00	267th St Nw - Land & Land Im	0.00	0.00	0.00	0.0%
595 30 44 00	Advertising	0.00	0.00	0.00	0.0%
595 30 63 15	St-1 68th Ave Nw 270th St	0.00	0.00	0.00	0.0%
595 30 63 30	St-2 267th St Nw Reconstruct	0.00	0.00	0.00	0.0%
595 30 63 40	St-4 270th Recon 97th-94th	0.00	0.00	0.00	0.0%

102 Street Impact Fee Fund — Months: 01 To: 09

Expenditures		Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures					
595 30 63 50	St-3 SR532 & 98th-104th	0.00	0.00	0.00	0.0%
595 30 63 60	Pioneer Hwy Slide Fhwa Const	0.00	0.00	0.00	0.0%
595 30 63 70	St-5 72nd Ave (272nd To 268th)	0.00	0.00	0.00	0.0%
595 30 63 80	St-17 68th Sidewalk Construction	0.00	0.00	0.00	0.0%
595 61 63 01	80th Ave Reconst Sidewals/Paths	0.00	0.00	0.00	0.0%
595 90 00 10	Salaries And Benefits	0.00	0.00	0.00	0.0%
594 Capital Expenditures		0.00	0.00	0.00	0.0%
597 Interfund Transfers					
597 01 01 03	Transfer Out To St Const (103)	125,000.00	93,750.00	31,250.00	75.0%
597 Interfund Transfers		125,000.00	93,750.00	31,250.00	75.0%
999 Ending Balance					
508 10 01 02	Reserved Ending Cash & Investments	522,095.00	0.00	522,095.00	0.0%
508 80 01 02	Ending Cash & Investments	0.00	0.00	0.00	0.0%
999 Ending Balance		522,095.00	0.00	522,095.00	0.0%
Fund Expenditures:		**647,095.00**	**93,750.00**	**553,345.00**	**14.5%**
Fund Excess/(Deficit):		**0.00**	**659,260.40**		

2019 BUDGET POSITION

103 Street Construction Fund Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 01 03	Restricted Beginning Cash & Investments	0.00	277,273.00	(277,273.00)	0.0%
308 80 01 03	Beginning Cash & Investments	814,123.00	536,849.76	277,273.24	65.9%
308 Beginning Balances		814,123.00	814,122.76	0.24	100.0%
330 State Generated Revenues					
333 04 20 00	US Dept Of Commerce - Safe Routes	0.00	0.00	0.00	0.0%
333 20 00 00	FHWA/WSDOT Grant	0.00	0.00	0.00	0.0%
333 20 00 03	WSDOT / FHA 90th Ave NW	0.00	0.00	0.00	0.0%
333 20 00 04	RTCC - Viking Way	1,787,000.00	292,733.54	1,494,266.46	16.4%
333 20 00 05	Viking Way Grant Construction	0.00	0.00	0.00	0.0%
333 97 01 03	WSDOT ARRA Grant	0.00	0.00	0.00	0.0%
334 03 60 00	State Grants	500,000.00	0.00	500,000.00	0.0%
334 03 60 01	WSDOT SR 532 Beautification Grant	0.00	0.00	0.00	0.0%
334 03 60 02	WSDOT Safe Routes	0.00	0.00	0.00	0.0%
334 03 80 01	TIB - 68th Sidewalk Construction	0.00	0.00	0.00	0.0%
334 03 80 02	TIB - 276th Sidewalk Construction	0.00	0.00	0.00	0.0%
334 03 80 03	TIB - CHAP	0.00	0.00	0.00	0.0%
334 03 80 04	TIB 88th Overlay	0.00	0.00	0.00	0.0%
334 03 80 05	TIB 271st St 94th-SR532	0.00	0.00	0.00	0.0%
334 03 80 06	TIB Pioneer Hwy/72nd-City Limits	0.00	0.00	0.00	0.0%
334 03 80 07	Transportation Improvement Board (TIB)	271,312.00	69,749.79	201,562.21	25.7%
334 04 20 01	Dept Of Commerce - SRTS	0.00	0.00	0.00	0.0%
334 04 20 02	Future Dept Of Commerce Grant - Viking Way Construction	0.00	0.00	0.00	0.0%
330 State Generated Revenues		2,558,312.00	362,483.33	2,195,828.67	14.2%
360 Misc Revenues					
361 11 01 03	State Pool/cd Interest	11,900.00	9,795.47	2,104.53	82.3%
369 40 00 00	Judgments And Settlements	0.00	0.00	0.00	0.0%
369 91 01 03	Miscellaneous Revenue	0.00	0.00	0.00	0.0%
360 Misc Revenues		11,900.00	9,795.47	2,104.53	82.3%
397 Interfund Transfers					
397 01 01 02	Transfer In From St Impact (102)	125,000.00	93,750.00	31,250.00	75.0%
397 01 01 03	Transfer From TBD	650,000.00	487,500.00	162,500.00	75.0%
397 Interfund Transfers		775,000.00	581,250.00	193,750.00	75.0%
Fund Revenues:		**4,159,335.00**	**1,767,651.56**	**2,391,683.44**	**42.5%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures					
595 10 41 06	St-1 68th Wetland Mitigation	0.00	0.00	0.00	0.0%
595 10 61 06	New Sidewalk/Trail Installation	70,000.00	0.00	70,000.00	0.0%
595 10 61 07	Sidewalk Repair	50,000.00	0.00	50,000.00	0.0%
595 10 63 02	Eng 68th St Sidewalk Construction	0.00	0.00	0.00	0.0%
595 10 63 03	Downtown Street & Sidewalk Imp.	0.00	0.00	0.00	0.0%
595 10 63 04	Wayfinding Signs	0.00	0.00	0.00	0.0%
595 10 63 07	276th Sidewalk	150,000.00	14,538.57	135,461.43	9.7%

103 Street Construction Fund

Months: 01 To: 09

Expenditures		Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures					
595 10 63 08	Viking Way Eng	0.00	0.00	0.00	0.0%
595 10 63 09	Viking Way ROW	660,000.00	917,201.70	(257,201.70)	139.0%
595 30 63 05	Misc Capital Projects	25,000.00	19,679.41	5,320.59	78.7%
595 30 63 06	Right Of Way Const & Repair	0.00	0.00	0.00	0.0%
595 30 63 07	Pioneer Hwy Slide	0.00	0.00	0.00	0.0%
595 30 63 08	SR 532 Beautification	0.00	0.00	0.00	0.0%
595 30 63 09	270th (94th - 96th)	0.00	0.00	0.00	0.0%
595 30 63 11	Saratoga Right Of Way	0.00	0.00	0.00	0.0%
595 30 63 12	Pioneer Overlay	0.00	0.00	0.00	0.0%
595 30 63 13	Viking Way Construction	2,000,000.00	2,523.50	1,997,476.50	0.1%
595 30 63 14	Pioneer Hwy Overlay-CHAP	0.00	0.00	0.00	0.0%
595 30 63 16	271st St 94th-SR532 TIB	0.00	0.00	0.00	0.0%
595 30 63 17	88th/SR532-Florence (84th Ave) TIB	0.00	0.00	0.00	0.0%
595 30 63 18	Pioneer Hwy Overlay/72nd-City Limits TIB	0.00	0.00	0.00	0.0%
595 30 63 19	Cedarhome Dr. Overlay	0.00	2,299.33	(2,299.33)	0.0%
595 30 63 22	92nd Ave Overlay	0.00	2,299.34	(2,299.34)	0.0%
595 30 63 23	102nd Ave Overlay	301,458.00	19,861.24	281,596.76	6.6%
595 30 63 24	SR 532/Ovenell Access	0.00	0.00	0.00	0.0%
595 30 63 25	Downtown Conn Study	0.00	0.00	0.00	0.0%
595 30 63 26	SR 532/Corridor Study	0.00	0.00	0.00	0.0%
595 30 63 27	102nd Ave Sidewalk	0.00	0.00	0.00	0.0%
595 30 63 28	92nd Ave Sidewalk	150,000.00	0.00	150,000.00	0.0%
595 30 63 29	72nd Ave Sidewalk ROW	100,000.00	0.00	100,000.00	0.0%
595 30 63 33	276St Overlay	0.00	0.00	0.00	0.0%
595 30 63 34	276th St (Lover's Lane) ChipSeal	200,000.00	0.00	200,000.00	0.0%
595 30 63 35	68th Ave Overlay	0.00	0.00	0.00	0.0%
595 30 63 36	271st St 94th To Viaduct (seal Coat)	0.00	0.00	0.00	0.0%
595 30 63 37	72nd Ave SR532 To Pioneer Hwy Overlay	0.00	0.00	0.00	0.0%
595 30 63 38	272nd Pl 99th To 102nd Overlay	250,000.00	19,212.11	230,787.89	7.7%
595 30 63 39	Pavement Inventory	0.00	0.00	0.00	0.0%
595 30 63 41	72nd Ave Sidewalk Constrction	0.00	0.00	0.00	0.0%
595 30 63 42	273rd Pl Sidewalk	0.00	0.00	0.00	0.0%
595 30 63 43	SR532 Flood Berm/Bike Path	0.00	0.00	0.00	0.0%
595 30 63 44	90th Ave 271st To 272nd	0.00	0.00	0.00	0.0%
595 30 63 45	102nd Ave Sidewalk	0.00	0.00	0.00	0.0%
594 Capital Expenditures		3,956,458.00	997,615.20	2,958,842.80	25.2%
597 Interfund Transfers					
597 01 01 01	Trfr Out To Streets (101)	0.00	0.00	0.00	0.0%
597 01 03 05	Trfr Out To Fund 305	0.00	0.00	0.00	0.0%
597 Interfund Transfers		0.00	0.00	0.00	0.0%
999 Ending Balance					
508 80 01 03	Ending Cash & Investments	202,877.00	0.00	202,877.00	0.0%
999 Ending Balance		202,877.00	0.00	202,877.00	0.0%
Fund Expenditures:		**4,159,335.00**	**997,615.20**	**3,161,719.80**	**24.0%**

103 Street Construction Fund Months: 01 To: 09

Fund Excess/(Deficit):	**0.00**	**770,036.36**

2019 BUDGET POSITION

104 Park Improvement Fund — Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 01 04	Reserved Beginning Cash & Investment	425,000.00	576,294.00	(151,294.00)	135.6%
308 80 01 04	Beginning Cash & Investments	181,128.00	29,834.11	151,293.89	16.5%
308 Beginning Balances		606,128.00	606,128.11	(0.11)	100.0%
330 State Generated Revenues					
334 02 40 00	AELA Grant	0.00	0.00	0.00	0.0%
334 02 70 00	RCO-WWRP Grant	0.00	0.00	0.00	0.0%
334 02 70 71	RCO-YAF	350,000.00	0.00	350,000.00	0.0%
334 02 70 72	RCO	0.00	0.00	0.00	0.0%
334 03 10 10	DOE-Floodplains By Design	375,000.00	0.00	375,000.00	0.0%
334 03 10 12	Dept Of Ecology-IPG	275,000.00	34,812.87	240,187.13	12.7%
334 04 20 04	DOC-Berm Trail	0.00	0.00	0.00	0.0%
337 00 00 01	Hamilton Conservation Futures	0.00	0.00	0.00	0.0%
337 00 00 02	Ovenell Conservation Futures	0.00	0.00	0.00	0.0%
337 00 00 03	Johnson Conservation Futures	0.00	0.00	0.00	0.0%
330 State Generated Revenues		1,000,000.00	34,812.87	965,187.13	3.5%
340 Charges For Services					
345 85 01 04	Park Impact Fees	0.00	0.00	0.00	0.0%
340 Charges For Services		0.00	0.00	0.00	0.0%
360 Misc Revenues					
361 11 01 04	State Pool/cd Interest	5,400.00	15,235.30	(9,835.30)	282.1%
362 00 01 04	Rents And Leases	0.00	10,581.00	(10,581.00)	0.0%
367 00 00 01	Contributions & Donations	0.00	0.00	0.00	0.0%
360 Misc Revenues		5,400.00	25,816.30	(20,416.30)	478.1%
397 Interfund Transfers					
397 00 10 06	Transfer In From Fund 106	100,000.00	75,000.00	25,000.00	75.0%
397 00 10 20	Transfer In From REET (120)	200,000.00	150,000.00	50,000.00	75.0%
397 00 10 21	Transfer In From REET (121)	120,000.00	90,000.00	30,000.00	75.0%
397 05 00 01	Transfer In From Gen Fund	900,000.00	900,000.00	0.00	100.0%
397 Interfund Transfers		1,320,000.00	1,215,000.00	105,000.00	92.0%
Fund Revenues:		**2,931,528.00**	**1,881,757.28**	**1,049,770.72**	**64.2%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures					
594 76 61 01	Hamiliton	250,000.00	161,943.92	88,056.08	64.8%
594 76 61 02	Ovenell	90,000.00	0.00	90,000.00	0.0%
594 76 61 03	Johnson Easement Purch	0.00	0.00	0.00	0.0%
594 76 61 21	Hamilton Improvements	0.00	0.00	0.00	0.0%
594 76 63 01	River Access/Launch	0.00	0.00	0.00	0.0%
594 76 63 02	City Hall Park	0.00	0.00	0.00	0.0%
594 76 63 03	Downtown Park	0.00	0.00	0.00	0.0%
594 76 63 04	Neighborhood Park	0.00	0.00	0.00	0.0%

2019 BUDGET POSITION

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104 Park Improvement Fund | Months: 01 To: 09

Expenditures		Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures					
594 76 63 05	Johnson Farm Improvements	480,000.00	0.00	480,000.00	0.0%
594 76 63 15	Park Improvements	10,000.00	0.00	10,000.00	0.0%
594 76 63 16	Skate Park	0.00	0.00	0.00	0.0%
594 76 63 17	Church Creek Restrooms	0.00	0.00	0.00	0.0%
594 76 63 18	Heritage Park Improvemments	850,000.00	58,563.26	791,436.74	6.9%
594 76 63 19	Non-motorized Trail	0.00	0.00	0.00	0.0%
594 76 63 20	New Neighborhood Park	0.00	0.00	0.00	0.0%
594 76 63 21	Acquisition Heritage Park	900,000.00	20,103.25	879,896.75	2.2%
594 76 63 22	Church Creek	0.00	0.00	0.00	0.0%
594 Capital Expenditures		2,580,000.00	240,610.43	2,339,389.57	9.3%
597 Interfund Transfers					
597 05 02 05	Transfer To Debt Service	0.00	0.00	0.00	0.0%
597 Interfund Transfers		0.00	0.00	0.00	0.0%
999 Ending Balance					
508 10 01 04	Reserved Ending Cash & Investments	0.00	0.00	0.00	0.0%
508 80 01 04	Ending Cash & Investments	351,528.00	0.00	351,528.00	0.0%
999 Ending Balance		351,528.00	0.00	351,528.00	0.0%
Fund Expenditures:		**2,931,528.00**	**240,610.43**	**2,690,917.57**	**8.2%**
Fund Excess/(Deficit):		**0.00**	**1,641,146.85**		

2019 BUDGET POSITION

105 Fire Impact Fees — Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 01 05	Reserved Beginning Cash & Investments	360.00	359.59	0.41	99.9%
308 80 01 05	Beginning Cash & Investments	0.00	0.00	0.00	0.0%
308 Beginning Balances		360.00	359.59	0.41	99.9%
340 Charges For Services					
345 85 01 05	Fire Impact Fees	12,000.00	21,460.00	(9,460.00)	178.8%
340 Charges For Services		12,000.00	21,460.00	(9,460.00)	178.8%
360 Misc Revenues					
361 11 01 05	State Pool/cd Interest	1,400.00	204.88	1,195.12	14.6%
360 Misc Revenues		1,400.00	204.88	1,195.12	14.6%
Fund Revenues:		**13,760.00**	**22,024.47**	**(8,264.47)**	**160.1%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures					
594 85 64 01	Machinery & Equipment	0.00	0.00	0.00	0.0%
594 Capital Expenditures		0.00	0.00	0.00	0.0%
597 Interfund Transfers					
597 04 02 05	Trsf Out To Debt Srvc Fire S	0.00	0.00	0.00	0.0%
597 Interfund Transfers		0.00	0.00	0.00	0.0%
999 Ending Balance					
508 10 01 05	Reserved Ending Cash & Investments	13,760.00	0.00	13,760.00	0.0%
508 80 01 05	Ending Cash & Investments	0.00	0.00	0.00	0.0%
999 Ending Balance		13,760.00	0.00	13,760.00	0.0%
Fund Expenditures:		**13,760.00**	**0.00**	**13,760.00**	**0.0%**
Fund Excess/(Deficit):		**0.00**	**22,024.47**		

2019 BUDGET POSITION

106 Park Impact Fees   Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 01 06	Reserved Beginning Cash & Investments	122,054.00	122,054.09	(0.09)	100.0%
308 80 01 06	Beginning Cash & Investments	0.00	0.00	0.00	0.0%
308 Beginning Balances		122,054.00	122,054.09	(0.09)	100.0%
340 Charges For Services					
345 85 01 06	Park Impact Fees	38,448.00	77,480.00	(39,032.00)	201.5%
340 Charges For Services		38,448.00	77,480.00	(39,032.00)	201.5%
360 Misc Revenues					
361 11 01 06	State Pool/cd Interest	2,500.00	1,717.21	782.79	68.7%
360 Misc Revenues		2,500.00	1,717.21	782.79	68.7%
Fund Revenues:		**163,002.00**	**201,251.30**	**(38,249.30)**	**123.5%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers					
597 00 00 04	Transfer To Park Improvement	100,000.00	75,000.00	25,000.00	75.0%
597 Interfund Transfers		100,000.00	75,000.00	25,000.00	75.0%
999 Ending Balance					
508 10 01 06	Reserved Ending Cash & Investments	63,002.00	0.00	63,002.00	0.0%
508 80 01 06	Ending Cash & Investments	0.00	0.00	0.00	0.0%
999 Ending Balance		63,002.00	0.00	63,002.00	0.0%
Fund Expenditures:		**163,002.00**	**75,000.00**	**88,002.00**	**46.0%**
Fund Excess/(Deficit):		**0.00**	**126,251.30**		

2019 BUDGET POSITION

107 Equipment Reserve Fund — Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 01 07	Restricted Beginning Cash & Investments	0.00	0.00	0.00	0.0%
308 80 01 07	Beginning Cash & Investments	404,100.00	404,100.26	(0.26)	100.0%
308 Beginning Balances		404,100.00	404,100.26	(0.26)	100.0%
330 State Generated Revenues					
334 00 30 00	State Equipment Grant	0.00	0.00	0.00	0.0%
330 State Generated Revenues		0.00	0.00	0.00	0.0%
360 Misc Revenues					
361 11 01 07	State Pool/cd Interest	4,900.00	6,401.19	(1,501.19)	130.6%
360 Misc Revenues		4,900.00	6,401.19	(1,501.19)	130.6%
390 Other Revenues					
395 10 01 07	Proceeds From Sales Of Asset	0.00	4,694.00	(4,694.00)	0.0%
390 Other Revenues		0.00	4,694.00	(4,694.00)	0.0%
397 Interfund Transfers					
397 01 00 01	General Gov't Equip Replacem	310,043.00	232,533.00	77,510.00	75.0%
397 01 01 01	Transfer In From Streets	0.00	0.00	0.00	0.0%
397 01 01 09	Transfer In Contingency (109)	0.00	0.00	0.00	0.0%
397 04 04 01	Transfer In From Drainage	0.00	0.00	0.00	0.0%
397 Interfund Transfers		310,043.00	232,533.00	77,510.00	75.0%
Fund Revenues:		**719,043.00**	**647,728.45**	**71,314.55**	**90.1%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures					
594 00 64 02	Machinery & Equipment-police	0.00	0.00	0.00	0.0%
594 00 64 03	Machinery & Equipment-fire	0.00	0.00	0.00	0.0%
594 18 64 07	Machinery & Equipment - Admin	98,304.00	0.00	98,304.00	0.0%
594 18 64 08	Machinery & Equipment - Parks	49,950.00	2,213.74	47,736.26	4.4%
594 18 64 09	Machinery & Equipment - Street	309,172.00	11,546.78	297,625.22	3.7%
594 18 64 10	Machinery & Equipment - B&G	46,200.00	1,233.06	44,966.94	2.7%
594 18 64 20	Machinery & Equipment-Drainage	5,000.00	0.00	5,000.00	0.0%
594 Capital Expenditures		508,626.00	14,993.58	493,632.42	2.9%
999 Ending Balance					
508 10 01 07	Restricted Ending Cash & Investments	0.00	0.00	0.00	0.0%
508 80 01 07	Ending Cash & Investments	210,417.00	0.00	210,417.00	0.0%
999 Ending Balance		210,417.00	0.00	210,417.00	0.0%
Fund Expenditures:		**719,043.00**	**14,993.58**	**704,049.42**	**2.1%**

107 Equipment Reserve Fund — Months: 01 To: 09

Fund Excess/(Deficit):	**0.00**	**632,734.87**

108 Transportation Sales Tax Fund — Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 01 08	Reserved Beginning Cash & Investments	553,725.00	553,725.31	(0.31)	100.0%
308 Beginning Balances		553,725.00	553,725.31	(0.31)	100.0%
310 Taxes					
313 21 01 08	Public Transportation Systems Sales Tax	325,000.00	328,263.43	(3,263.43)	101.0%
310 Taxes		325,000.00	328,263.43	(3,263.43)	101.0%
330 State Generated Revenues					
334 03 80 08	TIB Grant	0.00	0.00	0.00	0.0%
330 State Generated Revenues		0.00	0.00	0.00	0.0%
360 Misc Revenues					
361 10 01 08	Interest Income	0.00	0.00	0.00	0.0%
361 11 01 08	State Pool/cd Interest	7,500.00	7,857.18	(357.18)	104.8%
360 Misc Revenues		7,500.00	7,857.18	(357.18)	104.8%
Fund Revenues:		**886,225.00**	**889,845.92**	**(3,620.92)**	**100.4%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
543 Streets Admin & Overhead					
543 30 10 08	Salaries & Wages	9,906.00	7,379.68	2,526.32	74.5%
543 30 11 08	Overtime	0.00	0.00	0.00	0.0%
543 30 20 08	Social Security	595.00	561.30	33.70	94.3%
543 30 21 08	Retirement	1,268.00	944.49	323.51	74.5%
543 30 22 08	Medical Benefits	2,404.00	1,801.12	602.88	74.9%
543 30 23 08	L & I	249.00	115.80	133.20	46.5%
543 30 24 08	Unemployment & PFMLA	20.00	14.78	5.22	73.9%
543 30 41 08	Professional Services	0.00	305.07	(305.07)	0.0%
543 30 44 08	Advertising	0.00	0.00	0.00	0.0%
543 30 49 08	Miscellaneous	0.00	0.00	0.00	0.0%
543 Streets Admin & Overhead		14,442.00	11,122.24	3,319.76	77.0%
594 Capital Expenditures					
595 30 63 20	272nd (72nd - 86th) Overlay	0.00	0.00	0.00	0.0%
595 30 63 21	Safe Routes To Schools	0.00	0.00	0.00	0.0%
594 Capital Expenditures		0.00	0.00	0.00	0.0%
597 Interfund Transfers					
597 07 03 05	Transfer To Fund 305	0.00	0.00	0.00	0.0%
597 07 03 07	Transfer To Street Construction	650,000.00	487,500.00	162,500.00	75.0%
597 Interfund Transfers		650,000.00	487,500.00	162,500.00	75.0%

999 Ending Balance

2019 BUDGET POSITION

108 Transportation Sales Tax Fund Months: 01 To: 09

Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance				
508 10 01 08 Reserved Ending Cash & Investments	221,783.00	0.00	221,783.00	0.0%
999 Ending Balance	221,783.00	0.00	221,783.00	0.0%
Fund Expenditures:	**886,225.00**	**498,622.24**	**387,602.76**	**56.3%**
Fund Excess/(Deficit):	**0.00**	**391,223.68**		

2019 BUDGET POSITION

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109 Contingency Fund | Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 01 09	Restricted Beginning Cash & Investments	0.00	0.00	0.00	0.0%
308 80 01 09	Beginning Cash & Investments	323,515.00	323,514.40	0.60	100.0%
308 Beginning Balances		323,515.00	323,514.40	0.60	100.0%
360 Misc Revenues					
361 11 01 09	State Pool/cd Interest	5,400.00	4,358.21	1,041.79	80.7%
360 Misc Revenues		5,400.00	4,358.21	1,041.79	80.7%
397 Interfund Transfers					
397 02 00 01	Transfer In From General Fun	27,000.00	20,250.00	6,750.00	75.0%
397 Interfund Transfers		27,000.00	20,250.00	6,750.00	75.0%
Fund Revenues:		**355,915.00**	**348,122.61**	**7,792.39**	**97.8%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers					
597 00 01 21	Transfer Out To REET1 (121)	0.00	0.00	0.00	0.0%
597 01 00 01	Contingency Transfer Out	0.00	0.00	0.00	0.0%
597 Interfund Transfers		0.00	0.00	0.00	0.0%
999 Ending Balance					
508 10 01 09	Restricted Ending Cash & Investments	0.00	0.00	0.00	0.0%
508 80 01 09	Ending Cash & Investments	355,915.00	0.00	355,915.00	0.0%
999 Ending Balance		355,915.00	0.00	355,915.00	0.0%
Fund Expenditures:		**355,915.00**	**0.00**	**355,915.00**	**0.0%**
Fund Excess/(Deficit):		**0.00**	**348,122.61**		

110 Building Improvement Fund — Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 01 10	Restricted Beginning Cash & Investments	0.00	0.00	0.00	0.0%
308 80 01 10	Beginning Cash & Investments	329,253.00	329,253.06	(0.06)	100.0%
308 Beginning Balances		329,253.00	329,253.06	(0.06)	100.0%
310 Taxes					
313 11 01 10	Sales Tax Construction	0.00	214,236.77	(214,236.77)	0.0%
310 Taxes		0.00	214,236.77	(214,236.77)	0.0%
330 State Generated Revenues					
333 01 80 00	Hazard Mitigation Program Grant	0.00	0.00	0.00	0.0%
333 01 80 01	DOC - New CH Design	285,000.00	0.00	285,000.00	0.0%
334 01 80 02	DEM - State	0.00	0.00	0.00	0.0%
334 04 20 05	DOC City Hall	0.00	291,000.00	(291,000.00)	0.0%
330 State Generated Revenues		285,000.00	291,000.00	(6,000.00)	102.1%
360 Misc Revenues					
361 11 01 10	State Pool/cd Interest	16,800.00	8,465.02	8,334.98	50.4%
367 00 01 10	Contributions & Donations	0.00	0.00	0.00	0.0%
360 Misc Revenues		16,800.00	8,465.02	8,334.98	50.4%
397 Interfund Transfers					
397 02 01 20	Transfer In REET 1 (120)	0.00	0.00	0.00	0.0%
397 04 00 01	Transfer In From General Fund	480,221.00	360,165.00	120,056.00	75.0%
397 Interfund Transfers		480,221.00	360,165.00	120,056.00	75.0%
Fund Revenues:		**1,111,274.00**	**1,203,119.85**	**(91,845.85)**	**108.3%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures					
594 18 62 10	Building Improvements	0.00	0.00	0.00	0.0%
594 18 62 11	Police/City Hall Design	300,000.00	51,209.80	248,790.20	17.1%
594 18 62 12	City Hall HVAC	70,000.00	47,284.88	22,715.12	67.5%
594 18 62 13	Police/City Hall Construction	0.00	0.00	0.00	0.0%
594 18 62 14	Library Improvements	0.00	0.00	0.00	0.0%
594 18 62 15	Fire Station Improvements	0.00	0.00	0.00	0.0%
594 18 62 16	Police Station Improvements	0.00	0.00	0.00	0.0%
594 Capital Expenditures		370,000.00	98,494.68	271,505.32	26.6%
597 Interfund Transfers					
597 00 01 20	Transfer Out To Reet (120)	0.00	0.00	0.00	0.0%
597 05 01 21	Transfer Out To REET (121)	0.00	0.00	0.00	0.0%
597 Interfund Transfers		0.00	0.00	0.00	0.0%

110 Building Improvement Fund — Months: 01 To: 09

Expenditures		Amt Budgeted	Expenditures	Remaining	
999 Ending Balance					
508 10 01 10	Restricted Ending Cash & Investments	0.00	0.00	0.00	0.0%
508 80 01 10	Ending Cash & Investments	741,274.00	0.00	741,274.00	0.0%
999 Ending Balance		741,274.00	0.00	741,274.00	0.0%
Fund Expenditures:		**1,111,274.00**	**98,494.68**	**1,012,779.32**	**8.9%**
Fund Excess/(Deficit):		**0.00**	**1,104,625.17**		

2019 BUDGET POSITION

120 REET - Capital Improvements Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 01 20	Restricted Beginning Cash & Investments	385,013.00	385,012.43	0.57	100.0%
308 80 01 20	Beginning Cash & Investments	0.00	0.00	0.00	0.0%
308 Beginning Balances		385,013.00	385,012.43	0.57	100.0%
310 Taxes					
318 34 00 00	REET 1 - 1st Quarter Percent	160,000.00	204,890.54	(44,890.54)	128.1%
310 Taxes		160,000.00	204,890.54	(44,890.54)	128.1%
360 Misc Revenues					
361 11 01 20	State Pool/cd Interest	9,300.00	6,107.31	3,192.69	65.7%
360 Misc Revenues		9,300.00	6,107.31	3,192.69	65.7%
397 Interfund Transfers					
397 01 01 10	Transfer In From Bldg Impr 1	0.00	0.00	0.00	0.0%
397 Interfund Transfers		0.00	0.00	0.00	0.0%
Fund Revenues:		**554,313.00**	**596,010.28**	**(41,697.28)**	**107.5%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures					
594 76 61 20	Sebranke Property Purchase	0.00	0.00	0.00	0.0%
594 Capital Expenditures		0.00	0.00	0.00	0.0%
597 Interfund Transfers					
597 00 01 04	Transfer Out To Park Imp (104)	200,000.00	150,000.00	50,000.00	75.0%
597 00 01 10	Transfer Out To Bldg (110)	0.00	0.00	0.00	0.0%
597 02 02 05	Trfr Out-1995 G.o. Bonds (20	0.00	0.00	0.00	0.0%
597 03 01 01	Transfer Out To Street (101)	0.00	0.00	0.00	0.0%
597 Interfund Transfers		200,000.00	150,000.00	50,000.00	75.0%
999 Ending Balance					
508 10 01 20	Ending Cash & Investments	354,313.00	0.00	354,313.00	0.0%
999 Ending Balance		354,313.00	0.00	354,313.00	0.0%
Fund Expenditures:		**554,313.00**	**150,000.00**	**404,313.00**	**27.1%**
Fund Excess/(Deficit):		**0.00**	**446,010.28**		

121 REET - Growth Management — Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 01 21	Restricted Beginning Cash & Investments	664,650.00	664,650.04	(0.04)	100.0%
308 80 01 21	Beginning Cash & Investments	0.00	0.00	0.00	0.0%
308 Beginning Balances		664,650.00	664,650.04	(0.04)	100.0%
310 Taxes					
318 35 00 00	REET 2 - 2nd Quarter Percent	160,000.00	204,890.51	(44,890.51)	128.1%
310 Taxes		160,000.00	204,890.51	(44,890.51)	128.1%
360 Misc Revenues					
361 11 01 21	State Pool/cd Interest	14,500.00	10,116.69	4,383.31	69.8%
360 Misc Revenues		14,500.00	10,116.69	4,383.31	69.8%
397 Interfund Transfers					
397 00 01 10	Transfer In From Bldg Imp (110)	0.00	0.00	0.00	0.0%
397 02 01 09	Transfer In From Cont (109)	0.00	0.00	0.00	0.0%
397 Interfund Transfers		0.00	0.00	0.00	0.0%
Fund Revenues:		**839,150.00**	**879,657.24**	**(40,507.24)**	**104.8%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
591 Debt Service					
591 28 78 00	Principal - 800 Megahertz	0.00	0.00	0.00	0.0%
592 28 83 00	Interest - 800 Megahertz	0.00	0.00	0.00	0.0%
591 Debt Service		0.00	0.00	0.00	0.0%
597 Interfund Transfers					
597 00 00 05	Transfers-Out Park Imprv (104)	120,000.00	90,000.00	30,000.00	75.0%
597 00 01 02	Transfer Out To Street Const	0.00	0.00	0.00	0.0%
597 02 01 01	Transfer Out To Street (101)	0.00	0.00	0.00	0.0%
597 03 02 05	Trfr Out-1995 G.o. Bonds (20	0.00	0.00	0.00	0.0%
597 Interfund Transfers		120,000.00	90,000.00	30,000.00	75.0%
999 Ending Balance					
508 10 01 21	Ending Cash & Investments	719,150.00	0.00	719,150.00	0.0%
999 Ending Balance		719,150.00	0.00	719,150.00	0.0%
Fund Expenditures:		**839,150.00**	**90,000.00**	**749,150.00**	**10.7%**
Fund Excess/(Deficit):		**0.00**	**789,657.24**		

2019 BUDGET POSITION

205 Debt Service Fund — Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 80 02 05	Beginning Cash & Investments	148,133.00	148,132.65	0.35	100.0%
308 Beginning Balances		148,133.00	148,132.65	0.35	100.0%
310 Taxes					
311 10 22 00	G.o. Bond 2000 - Fire Statio	0.00	0.00	0.00	0.0%
311 10 22 10	G.o. Bond 2007 Ref 1994/2000	200,200.00	107,117.19	93,082.81	53.5%
310 Taxes		200,200.00	107,117.19	93,082.81	53.5%
360 Misc Revenues					
361 11 02 05	State Pool/cd Interest	2,300.00	2,633.65	(333.65)	114.5%
360 Misc Revenues		2,300.00	2,633.65	(333.65)	114.5%
397 Interfund Transfers					
397 00 01 04	Transfer In From Fund 104	0.00	0.00	0.00	0.0%
397 00 01 05	Trsf From Fund 105	0.00	0.00	0.00	0.0%
397 00 01 20	Transfer In From Fund (120)	0.00	0.00	0.00	0.0%
397 01 01 21	Transfer In From Fund 121	0.00	0.00	0.00	0.0%
397 01 02 03	Transfer In From Fund 203	0.00	0.00	0.00	0.0%
397 03 00 01	Transfer In From Fund 001	0.00	0.00	0.00	0.0%
397 Interfund Transfers		0.00	0.00	0.00	0.0%
Fund Revenues:		**350,633.00**	**257,883.49**	**92,749.51**	**73.5%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
591 Debt Service					
591 22 71 00	Go Bond Principal-fire Stati	0.00	0.00	0.00	0.0%
591 22 71 01	1993-1995 Go Bond Princ-2007	185,000.00	0.00	185,000.00	0.0%
592 22 83 10	G.o.bond Interest-fire Stati	15,200.00	7,600.00	7,600.00	50.0%
592 22 83 20	1993-1995 Go Bond Int-2007 R	0.00	0.00	0.00	0.0%
592 22 89 00	Professional Services	1,250.00	300.00	950.00	24.0%
591 Debt Service		201,450.00	7,900.00	193,550.00	3.9%
999 Ending Balance					
508 80 02 05	Ending Cash & Investments	149,183.00	0.00	149,183.00	0.0%
999 Ending Balance		149,183.00	0.00	149,183.00	0.0%
Fund Expenditures:		**350,633.00**	**7,900.00**	**342,733.00**	**2.3%**
Fund Excess/(Deficit):		**0.00**	**249,983.49**		

2019 BUDGET POSITION

401 Sewer Fund — Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 04 01	Restricted Beginning Cash & Invest	0.00	0.00	0.00	0.0%
308 80 04 01	Beginning Cash & Investments	1,627,172.00	1,627,172.34	(0.34)	100.0%
308 Beginning Balances		1,627,172.00	1,627,172.34	(0.34)	100.0%
340 Charges For Services					
343 50 04 01	Sewer Service Charges	1,916,806.00	1,572,955.53	343,850.47	82.1%
343 50 50 01	Sewer - Other Fees	1,000.00	252.00	748.00	25.2%
340 Charges For Services		1,917,806.00	1,573,207.53	344,598.47	82.0%
360 Misc Revenues					
359 90 51 01	Late Penalties	0.00	8,613.69	(8,613.69)	0.0%
361 11 04 01	State Pool/cd Interest	27,300.00	18,837.29	8,462.71	69.0%
369 91 04 01	Miscellaneous	250.00	0.00	250.00	0.0%
388 10 00 01	Prior Period Adjustment	0.00	0.00	0.00	0.0%
360 Misc Revenues		27,550.00	27,450.98	99.02	99.6%
380 Non Revenues					
389 35 00 00	PUT Tax	0.00	0.00	0.00	0.0%
380 Non Revenues		0.00	0.00	0.00	0.0%
397 Interfund Transfers					
397 00 04 05	Trfr From Plant Invest Fee (405)	0.00	0.00	0.00	0.0%
397 00 55 01	Transfer In From WWTP	0.00	0.00	0.00	0.0%
397 Interfund Transfers		0.00	0.00	0.00	0.0%
Fund Revenues:		**3,572,528.00**	**3,227,830.85**	**344,697.15**	**90.4%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
535 Sewer					
535 80 10 00	Salaries & Wages	391,015.00	230,625.61	160,389.39	59.0%
535 80 11 00	Overtime	5,183.00	2,748.96	2,434.04	53.0%
535 80 20 00	Social Security	22,491.00	17,744.49	4,746.51	78.9%
535 80 21 00	Retirement	50,595.00	29,644.68	20,950.32	58.6%
535 80 22 00	Medical Benefits	115,054.00	64,568.65	50,485.35	56.1%
535 80 23 00	L & I	10,861.00	3,710.36	7,150.64	34.2%
535 80 24 00	Unemployment & PFMLA	792.00	476.75	315.25	60.2%
535 80 31 00	Supplies	30,600.00	25,399.44	5,200.56	83.0%
535 80 31 03	Uniforms	4,080.00	1,325.52	2,754.48	32.5%
535 80 32 00	Fuel	7,650.00	4,620.42	3,029.58	60.4%
535 80 35 00	Small Equipment	2,550.00	817.91	1,732.09	32.1%
535 80 41 00	Professional Services	78,000.00	33,768.82	44,231.18	43.3%
535 80 41 01	Bio-solid Removal	0.00	0.00	0.00	0.0%
535 80 42 00	Communications	20,400.00	12,552.76	7,847.24	61.5%
535 80 43 00	Permits	9,180.00	10,506.95	(1,326.95)	114.5%
535 80 44 00	Advertising	510.00	449.00	61.00	88.0%
535 80 45 00	Rentals	4,000.00	2,655.83	1,344.17	66.4%

2019 BUDGET POSITION

401 Sewer Fund — Months: 01 To: 09

Expenditures		Amt Budgeted	Expenditures	Remaining	
535 Sewer					
535 80 46 00	Insurance	35,000.00	35,000.00	0.00	100.0%
535 80 47 00	Utilities	150,000.00	79,276.92	70,723.08	52.9%
535 80 48 00	Repair/maintenance	50,000.00	27,214.57	22,785.43	54.4%
535 80 49 00	Miscellaneous	0.00	0.00	0.00	0.0%
535 80 49 01	B & O Tax	37,740.00	31,793.62	5,946.38	84.2%
535 80 49 03	Meetings, Training & Travel	9,180.00	1,604.73	7,575.27	17.5%
535 80 49 05	Credit Card Bank Fees	5,000.00	6,419.22	(1,419.22)	128.4%
535 80 49 06	Dues	510.00	120.31	389.69	23.6%
535 80 49 80	Interfund Payment For Servic	182,675.00	137,007.00	45,668.00	75.0%
535 Sewer		1,223,066.00	760,052.52	463,013.48	62.1%
580 Non Expeditures					
589 35 00 00	PUT Tax	0.00	0.00	0.00	0.0%
591 35 78 00	Pwtf Principal - Sewer Imprv	0.00	0.00	0.00	0.0%
591 35 78 01	Pwtf Principal-wwtp Design	0.00	0.00	0.00	0.0%
591 35 78 02	Srf Principal-treatment Plan	465,029.00	465,029.34	(0.34)	100.0%
591 35 78 03	Pwtf Principal-271st Trunkli	106,921.00	106,921.05	(0.05)	100.0%
580 Non Expeditures		571,950.00	571,950.39	(0.39)	100.0%
591 Debt Service					
591 35 78 04	2019 Revenue Bond Principal	0.00	0.00	0.00	0.0%
592 35 83 00	Pwtf Interest - Sewer Imprvt	0.00	0.00	0.00	0.0%
592 35 83 01	Pwtf Interest-wwtp Design	0.00	0.00	0.00	0.0%
592 35 83 03	Pwtf Interest-271st Trunk Co	4,277.00	4,276.84	0.16	100.0%
592 35 83 04	2019 Revenue Bond Interest	0.00	0.00	0.00	0.0%
591 Debt Service		4,277.00	4,276.84	0.16	100.0%
594 Capital Expenditures					
594 35 64 03	Machinery & Equipment	25,000.00	0.00	25,000.00	0.0%
594 Capital Expenditures		25,000.00	0.00	25,000.00	0.0%
597 Interfund Transfers					
597 00 04 51	Transfer To Bond Reserve (45	0.00	0.00	0.00	0.0%
597 00 04 57	Transfer To Equip Replacemen	334,662.00	250,998.00	83,664.00	75.0%
597 01 04 03	Transfer Out To Sewer Const (403)	550,000.00	412,500.00	137,500.00	75.0%
597 Interfund Transfers		884,662.00	663,498.00	221,164.00	75.0%
999 Ending Balance					
508 10 04 01	Restricted Ending Cash & Invest	0.00	0.00	0.00	0.0%
508 80 04 01	Ending Cash & Investments	863,573.00	0.00	863,573.00	0.0%
999 Ending Balance		863,573.00	0.00	863,573.00	0.0%
Fund Expenditures:		**3,572,528.00**	**1,999,777.75**	**1,572,750.25**	**56.0%**

401 Sewer Fund Months: 01 To: 09

Fund Excess/(Deficit):	**0.00**	**1,228,053.10**

2019 BUDGET POSITION

City Of Stanwood — Time: 15:05:28 Date: 10/10/2019
MCAG #: 0695 —

403 Sewer Construction Fund — Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 80 04 03	Beginning Cash & Investments	1,580,468.00	1,580,467.76	0.24	100.0%
308 Beginning Balances		1,580,468.00	1,580,467.76	0.24	100.0%
340 Charges For Services					
343 50 00 00	Sewer Connection Fees	30,000.00	41,500.00	(11,500.00)	138.3%
340 Charges For Services		30,000.00	41,500.00	(11,500.00)	138.3%
360 Misc Revenues					
361 11 04 03	State Pool/cd Interest	27,800.00	21,513.02	6,286.98	77.4%
361 40 00 02	Interest From Interfund Loan	1,500.00	0.00	1,500.00	0.0%
360 Misc Revenues		29,300.00	21,513.02	7,786.98	73.4%
380 Non Revenues					
381 12 03 05	Interfund Loan Repayment	0.00	0.00	0.00	0.0%
381 12 04 11	Interfund Loan Repayment	0.00	0.00	0.00	0.0%
380 Non Revenues		0.00	0.00	0.00	0.0%
397 Interfund Transfers					
397 01 04 05	Trfr In From Sewer Plant Inv	463,140.00	347,355.00	115,785.00	75.0%
397 02 04 01	Transfer In From Sewer (401)	550,000.00	412,500.00	137,500.00	75.0%
397 61 55 10	Trfr In From 271st St NW Trunkline	0.00	0.00	0.00	0.0%
397 Interfund Transfers		1,013,140.00	759,855.00	253,285.00	75.0%
Fund Revenues:		**2,652,908.00**	**2,403,335.78**	**249,572.22**	**90.6%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
580 Non Expeditures					
581 10 03 05	Interfund Loan Issued	0.00	0.00	0.00	0.0%
581 10 04 11	Interfund Loan Issued	0.00	0.00	0.00	0.0%
580 Non Expeditures		0.00	0.00	0.00	0.0%
594 Capital Expenditures					
594 35 41 00	Professional Services	0.00	0.00	0.00	0.0%
594 35 41 06	Bio-solids Removal	0.00	0.00	0.00	0.0%
594 35 41 20	Wastewater Rate Study	0.00	0.00	0.00	0.0%
594 35 41 25	Ex9 Modificatn Headworks Stu	0.00	0.00	0.00	0.0%
594 35 62 00	Buildings	0.00	0.00	0.00	0.0%
594 35 62 01	Biosolids Processing Facility	0.00	0.00	0.00	0.0%
594 35 63 00	Improvements	25,000.00	0.00	25,000.00	0.0%
594 35 63 01	Wash Water System	0.00	0.00	0.00	0.0%
594 35 63 07	Infastructure Access Cctv	0.00	0.00	0.00	0.0%
594 35 63 13	Collector/Int Syst Flow	0.00	0.00	0.00	0.0%
594 35 63 14	Ex4b Pioneer Highway	0.00	0.00	0.00	0.0%
594 35 63 15	Ex10b 80th Easement Sewer	0.00	0.00	0.00	0.0%

2019 BUDGET POSITION

City Of Stanwood — Time: 15:05:28 Date: 10/10/2019
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403 Sewer Construction Fund — Months: 01 To: 09

Expenditures		Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures					
594 35 63 16	Pioneer/Cedarhome To 267th	0.00	0.00	0.00	0.0%
594 35 63 17	Basin 1 Pipe Eval/Repair/Replace	0.00	0.00	0.00	0.0%
594 35 63 18	Ex 10a 261st Street	0.00	0.00	0.00	0.0%
594 35 63 19	Viking Way Sewer Improve	169,000.00	0.00	169,000.00	0.0%
594 35 63 20	90th Street Sewer Improve	0.00	0.00	0.00	0.0%
594 35 63 21	Pioneer Hwy Swr Main Repl	0.00	0.00	0.00	0.0%
594 35 63 22	72nd SMR	0.00	0.00	0.00	0.0%
594 35 63 23	SR 532 @ 64th Extension	0.00	0.00	0.00	0.0%
594 35 63 24	271st (94th - 99th)	0.00	0.00	0.00	0.0%
594 35 63 25	270th (94th - 96th)	0.00	0.00	0.00	0.0%
594 35 63 26	Sheetpile Walls (50/50 W Drainage)	0.00	0.00	0.00	0.0%
594 35 63 27	Misc Pipe Replacement (EX1)	0.00	0.00	0.00	0.0%
594 35 63 28	Collector/Int Flow Monitor & Video(EX2)	45,000.00	0.00	45,000.00	0.0%
594 35 63 29	Main Lift Station Upgrades	150,000.00	0.00	150,000.00	0.0%
594 35 63 31	Sewer Plant Improvements	0.00	0.00	0.00	0.0%
594 35 63 32	Pioneer 77th-267th	0.00	0.00	0.00	0.0%
594 35 63 33	UV Energy Efficiency Upgrades	48,000.00	21,476.23	26,523.77	44.7%
594 35 63 34	272nd/101st-99th (Ex13)	0.00	0.00	0.00	0.0%
594 35 63 35	Upper Pioneer Hwy/85th-CedarhomeDesign	0.00	0.00	0.00	0.0%
594 35 63 36	Lower Pioneer Hwy (Ex18)	0.00	0.00	0.00	0.0%
594 35 63 37	UV Disinfection	0.00	0.00	0.00	0.0%
594 35 63 38	Church Creek Collection System (Ex5A)	150,000.00	0.00	150,000.00	0.0%
594 35 63 39	72nd Ave & 261st Interceptor	900,000.00	631,009.34	268,990.66	70.1%
594 35 64 01	Telemetry Equipment	225,000.00	147,739.08	77,260.92	65.7%
594 35 64 32	Pioneer 77th - 267th	0.00	0.00	0.00	0.0%
594 35 64 33	Smoke Testing/Camera/Flow Meter Basin 1	150,000.00	38,621.40	111,378.60	25.7%
594 35 65 09	Ex3c Basin4a Grav Main Replm	0.00	0.00	0.00	0.0%
594 Capital Expenditures		1,862,000.00	838,846.05	1,023,153.95	45.1%
597 Interfund Transfers					
597 00 35 00	Trsfr To 305	0.00	0.00	0.00	0.0%
597 Interfund Transfers		0.00	0.00	0.00	0.0%
999 Ending Balance					
508 80 04 03	Ending Cash & Investments	790,908.00	0.00	790,908.00	0.0%
999 Ending Balance		790,908.00	0.00	790,908.00	0.0%
Fund Expenditures:		**2,652,908.00**	**838,846.05**	**1,814,061.95**	**31.6%**
Fund Excess/(Deficit):		**0.00**	**1,564,489.73**		

2019 BUDGET POSITION

405 Sewer Plant Investment Fund — Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 80 04 05	Beginning Cash & Investments	1,024,843.00	1,024,843.35	(0.35)	100.0%
308 Beginning Balances		1,024,843.00	1,024,843.35	(0.35)	100.0%
360 Misc Revenues					
361 11 04 05	State Pool/cd Interest	18,900.00	15,271.09	3,628.91	80.8%
368 10 04 05	Plant Investment Fees	463,140.00	285,064.00	178,076.00	61.6%
360 Misc Revenues		482,040.00	300,335.09	181,704.91	62.3%
Fund Revenues:		**1,506,883.00**	**1,325,178.44**	**181,704.56**	**87.9%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers					
597 00 04 01	Trfr Out To Pwtfl (401)	0.00	0.00	0.00	0.0%
597 00 04 03	Transfer To Sewer Constructi	463,140.00	347,355.00	115,785.00	75.0%
597 Interfund Transfers		463,140.00	347,355.00	115,785.00	75.0%
999 Ending Balance					
508 80 04 05	Ending Cash & Investments	1,043,743.00	0.00	1,043,743.00	0.0%
999 Ending Balance		1,043,743.00	0.00	1,043,743.00	0.0%
Fund Expenditures:		**1,506,883.00**	**347,355.00**	**1,159,528.00**	**23.1%**
Fund Excess/(Deficit):		**0.00**	**977,823.44**		

410 Drainage Fund — Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 04 10	Restricted Beginning Cash & Invest	0.00	0.00	0.00	0.0%
308 80 04 10	Beginning Cash & Investments	283,838.00	283,838.07	(0.07)	100.0%
308 Beginning Balances		283,838.00	283,838.07	(0.07)	100.0%
340 Charges For Services					
343 83 00 00	Drainage Service Charges	702,573.00	554,566.44	148,006.56	78.9%
343 83 10 00	Drainage Service Surcharge	0.00	0.00	0.00	0.0%
343 83 83 10	Drainage - Other Fees	200.00	0.00	200.00	0.0%
340 Charges For Services		702,773.00	554,566.44	148,206.56	78.9%
360 Misc Revenues					
359 90 51 02	Late Penalties	0.00	3,279.25	(3,279.25)	0.0%
361 11 04 10	State Pool/cd Interest	5,100.00	4,629.82	470.18	90.8%
369 91 41 00	Miscellaneous Revenue	0.00	0.00	0.00	0.0%
388 10 00 02	Prior Period Adjustment	0.00	0.00	0.00	0.0%
360 Misc Revenues		5,100.00	7,909.07	(2,809.07)	155.1%
380 Non Revenues					
389 36 00 00	B & O Tax	0.00	0.00	0.00	0.0%
380 Non Revenues		0.00	0.00	0.00	0.0%
Fund Revenues:		**991,711.00**	**846,313.58**	**145,397.42**	**85.3%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
531 Natural Resources					
531 50 10 00	Salaries & Wages	165,364.00	125,648.63	39,715.37	76.0%
531 50 11 00	Overtime	684.00	2,825.02	(2,141.02)	413.0%
531 50 20 00	Social Security	9,826.00	9,741.72	84.28	99.1%
531 50 21 00	Retirement	19,374.00	14,211.31	5,162.69	73.4%
531 50 22 00	Medical Benefits	36,833.00	26,944.94	9,888.06	73.2%
531 50 23 00	L & I	3,592.00	1,411.89	2,180.11	39.3%
531 50 24 00	Unemployment & PFMLA	322.00	223.50	98.50	69.4%
531 50 31 00	Supplies	4,590.00	1,368.56	3,221.44	29.8%
531 50 31 03	Uniforms	500.00	553.92	(53.92)	110.8%
531 50 32 00	Fuel	5,100.00	4,139.69	960.31	81.2%
531 50 35 00	Small Equipment	1,530.00	604.25	925.75	39.5%
531 50 41 00	Professional Services	31,400.00	26,387.72	5,012.28	84.0%
531 50 42 00	Communications	1,500.00	621.99	878.01	41.5%
531 50 43 00	Permits	612.00	0.00	612.00	0.0%
531 50 45 00	Rentals	510.00	743.06	(233.06)	145.7%
531 50 46 00	Insurance	26,372.00	26,372.00	0.00	100.0%
531 50 47 00	Utilities	8,670.00	3,632.14	5,037.86	41.9%
531 50 48 00	Repair/maintenance	5,100.00	5,933.02	(833.02)	116.3%
531 50 48 01	Drainage System Maintenance	0.00	0.00	0.00	0.0%
531 50 49 00	Miscellaneous	0.00	0.00	0.00	0.0%
531 50 49 01	B & O Tax	7,344.00	7,399.62	(55.62)	100.8%
531 50 49 03	Meetings, Training & Travel	765.00	355.86	409.14	46.5%
531 50 49 05	Credit Card Bank Fees	2,500.00	2,139.72	360.28	85.6%

2019 BUDGET POSITION

410 Drainage Fund — Months: 01 To: 09

Expenditures		Amt Budgeted	Expenditures	Remaining	
531 Natural Resources					
531 50 49 50	Interfund Payment For Servic	67,383.00	50,538.00	16,845.00	75.0%
531 Natural Resources		399,871.00	311,796.56	88,074.44	78.0%
580 Non Expeditures					
589 36 00 00	B & O Tax	0.00	0.00	0.00	0.0%
580 Non Expeditures		0.00	0.00	0.00	0.0%
591 Debt Service					
591 31 78 01	2019 Revenue Bond Principal	0.00	0.00	0.00	0.0%
592 31 83 01	2019 Revenue Bond Interest	0.00	0.00	0.00	0.0%
591 Debt Service		0.00	0.00	0.00	0.0%
594 Capital Expenditures					
594 38 64 01	Machinery & Equipment	0.00	0.00	0.00	0.0%
594 Capital Expenditures		0.00	0.00	0.00	0.0%
597 Interfund Transfers					
597 00 42 20	Transfer To WCF (422)	0.00	0.00	0.00	0.0%
597 01 04 11	Transfer To DCF (411)	80,000.00	60,000.00	20,000.00	75.0%
597 01 04 57	Transfer To Equip Replacemen	0.00	0.00	0.00	0.0%
597 03 04 58	Trsfr To 458 Equip Repl	114,253.00	85,689.00	28,564.00	75.0%
597 04 01 07	Transfer To Equip Res (107)	0.00	0.00	0.00	0.0%
597 Interfund Transfers		194,253.00	145,689.00	48,564.00	75.0%
999 Ending Balance					
508 10 04 10	Restricted Ending Cash & Invest	0.00	0.00	0.00	0.0%
508 80 04 10	Ending Cash & Investments	397,587.00	0.00	397,587.00	0.0%
999 Ending Balance		397,587.00	0.00	397,587.00	0.0%
Fund Expenditures:		**991,711.00**	**457,485.56**	**534,225.44**	**46.1%**
Fund Excess/(Deficit):		**0.00**	**388,828.02**		

411 Drainage Construction Fund — Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 80 04 11	Beginning Cash & Investments	56,901.00	56,900.50	0.50	100.0%
308 Beginning Balances		56,901.00	56,900.50	0.50	100.0%
330 State Generated Revenues					
333 97 03 60	FEMA	0.00	14,018.28	(14,018.28)	0.0%
334 01 80 00	State Fema	0.00	2,295.21	(2,295.21)	0.0%
334 03 10 01	Department Of Ecology	1,000,000.00	0.00	1,000,000.00	0.0%
334 04 20 11	DOC - Stormwater Separation Grant	385,000.00	441,878.10	(56,878.10)	114.8%
334 04 20 12	DOC - Berm 532	911,200.00	0.00	911,200.00	0.0%
334 04 20 13	DOC-Sheet Pile Walls	0.00	0.00	0.00	0.0%
330 State Generated Revenues		2,296,200.00	458,191.59	1,838,008.41	20.0%
340 Charges For Services					
343 83 04 11	Drainage Connection Fees	12,000.00	20,600.00	(8,600.00)	171.7%
343 83 04 12	Drainage Development Fee	0.00	0.00	0.00	0.0%
345 14 00 00	Drainage Services - Stilly Tribe	0.00	0.00	0.00	0.0%
340 Charges For Services		12,000.00	20,600.00	(8,600.00)	171.7%
360 Misc Revenues					
361 11 04 11	State Pool/cd Interest	3,000.00	3,412.75	(412.75)	113.8%
369 40 00 11	Judgments And Settlements	0.00	0.00	0.00	0.0%
360 Misc Revenues		3,000.00	3,412.75	(412.75)	113.8%
380 Non Revenues					
381 10 00 02	Interfund Loans Received	0.00	0.00	0.00	0.0%
380 Non Revenues		0.00	0.00	0.00	0.0%
397 Interfund Transfers					
397 01 04 10	Transfer From Drainage (410)	80,000.00	60,000.00	20,000.00	75.0%
397 02 04 12	Transfer In From Drainage PIF	84,840.00	63,630.00	21,210.00	75.0%
397 Interfund Transfers		164,840.00	123,630.00	41,210.00	75.0%
Fund Revenues:		**2,532,941.00**	**662,734.84**	**1,870,206.16**	**26.2%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
580 Non Expeditures					
581 20 00 02	Interfund Loan Principal Payback	0.00	0.00	0.00	0.0%
580 Non Expeditures		0.00	0.00	0.00	0.0%
591 Debt Service					
592 38 82 02	Interfund Loan Interest	0.00	0.00	0.00	0.0%

2019 BUDGET POSITION

411 Drainage Construction Fund — Months: 01 To: 09

Expenditures		Amt Budgeted	Expenditures	Remaining	
591 Debt Service					
591 Debt Service		0.00	0.00	0.00	0.0%
594 Capital Expenditures					
594 34 41 24	Drainage Rate Study	0.00	0.00	0.00	0.0%
594 38 63 00	Improvements	0.00	0.00	0.00	0.0%
594 38 63 01	Irvine Slough Pump Station	1,000,000.00	66,614.71	933,385.29	6.7%
594 38 63 02	SR 532 Flood Berm	911,200.00	0.00	911,200.00	0.0%
594 38 63 03	Florence Rd Drainage	0.00	0.00	0.00	0.0%
594 38 63 04	Sd-6 Seven Tube Tide Gate Re	0.00	0.00	0.00	0.0%
594 38 63 05	Retention Pond Improvements	25,000.00	0.00	25,000.00	0.0%
594 38 63 06	Enclose Ditch Lovers' Lane	0.00	0.00	0.00	0.0%
594 38 63 07	Flood By-Pass WWTP Lagoon	0.00	0.00	0.00	0.0%
594 38 63 08	Irvine Slough Erosion Control	15,000.00	6,172.50	8,827.50	41.2%
594 38 63 09	270th Drainage	0.00	0.00	0.00	0.0%
594 38 63 10	85th Drainage (Pioneer Hwy To 276th)	0.00	0.00	0.00	0.0%
594 38 63 11	Stormwater Separation	0.00	153,205.25	(153,205.25)	0.0%
594 38 63 12	270th (Florence To 88th)	0.00	0.00	0.00	0.0%
594 38 63 13	Sheetpile Walls (50/50 W Sewer)	0.00	0.00	0.00	0.0%
594 38 63 15	270th Street (Florence To 88th)	0.00	0.00	0.00	0.0%
594 38 63 16	Fort Freeberg - FEMA	0.00	0.00	0.00	0.0%
594 38 63 17	101st,102nd,103rd Replacement	0.00	0.00	0.00	0.0%
594 Capital Expenditures		1,951,200.00	225,992.46	1,725,207.54	11.6%
597 Interfund Transfers					
597 00 04 05	Trsfer To 305	0.00	0.00	0.00	0.0%
597 Interfund Transfers		0.00	0.00	0.00	0.0%
999 Ending Balance					
508 80 04 11	Ending Cash & Investments	581,741.00	0.00	581,741.00	0.0%
999 Ending Balance		581,741.00	0.00	581,741.00	0.0%
Fund Expenditures:		**2,532,941.00**	**225,992.46**	**2,306,948.54**	**8.9%**
Fund Excess/(Deficit):		**0.00**	**436,742.38**		

2019 BUDGET POSITION

412 Drainage Plant Investment Fund — Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 80 04 12	Beginning Cash & Investments	43,092.00	43,091.51	0.49	100.0%
308 Beginning Balances		43,092.00	43,091.51	0.49	100.0%
360 Misc Revenues					
361 11 04 12	State Pool/cd Interest	700.00	998.76	(298.76)	142.7%
368 10 04 12	Plant Investment Fees	84,840.00	82,606.00	2,234.00	97.4%
360 Misc Revenues		85,540.00	83,604.76	1,935.24	97.7%
Fund Revenues:		**128,632.00**	**126,696.27**	**1,935.73**	**98.5%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers					
597 02 04 11	Transfer Out Drainage Const	84,840.00	63,630.00	21,210.00	75.0%
597 02 42 20	Transfer Out WCF (422)	0.00	0.00	0.00	0.0%
597 Interfund Transfers		84,840.00	63,630.00	21,210.00	75.0%
999 Ending Balance					
508 80 04 12	Ending Cash & Investments	43,792.00	0.00	43,792.00	0.0%
999 Ending Balance		43,792.00	0.00	43,792.00	0.0%
Fund Expenditures:		**128,632.00**	**63,630.00**	**65,002.00**	**49.5%**
Fund Excess/(Deficit):		**0.00**	**63,066.27**		

421 Water Fund — Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 04 21	Restricted Cash & Invest	0.00	0.00	0.00	0.0%
308 80 04 21	Beginning Cash & Investments	927,280.00	927,280.39	(0.39)	100.0%
308 Beginning Balances		927,280.00	927,280.39	(0.39)	100.0%
340 Charges For Services					
343 40 00 21	Water - Other Fees	7,000.00	5,772.00	1,228.00	82.5%
343 40 04 21	Water Service Charges	1,846,053.00	1,485,254.05	360,798.95	80.5%
340 Charges For Services		1,853,053.00	1,491,026.05	362,026.95	80.5%
360 Misc Revenues					
359 90 51 00	Late Penalties	40,000.00	7,408.79	32,591.21	18.5%
361 11 04 21	State Pool/cd Interest	19,100.00	14,633.17	4,466.83	76.6%
369 91 04 21	Miscellaneous	200.00	0.00	200.00	0.0%
360 Misc Revenues		59,300.00	22,041.96	37,258.04	37.2%
380 Non Revenues					
389 34 00 00	PUT Tax	0.00	0.00	0.00	0.0%
380 Non Revenues		0.00	0.00	0.00	0.0%
397 Interfund Transfers					
397 00 00 01	Operating Transfer In	86,764.00	65,073.00	21,691.00	75.0%
397 00 04 23	Trfr In From Cedarhome Pif	10,580.00	7,935.00	2,645.00	75.0%
397 00 04 24	Trfr From Water Plant Inv 42	0.00	0.00	0.00	0.0%
397 Interfund Transfers		97,344.00	73,008.00	24,336.00	75.0%
Fund Revenues:		**2,936,977.00**	**2,513,356.40**	**423,620.60**	**85.6%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
534 Water Utilities					
534 80 10 00	Salaries & Wages	400,389.00	310,025.12	90,363.88	77.4%
534 80 11 00	Overtime	7,664.00	3,338.31	4,325.69	43.6%
534 80 20 00	Social Security	24,312.00	23,799.62	512.38	97.9%
534 80 21 00	Retirement	51,089.00	39,056.12	12,032.88	76.4%
534 80 22 00	Medical Benefits	101,000.00	79,021.07	21,978.93	78.2%
534 80 23 00	L & I	9,894.00	4,308.31	5,585.69	43.5%
534 80 24 00	Unemployment & PFMLA	815.00	601.75	213.25	73.8%
534 80 31 00	Supplies	40,000.00	41,480.10	(1,480.10)	103.7%
534 80 31 05	Uniforms	5,000.00	1,944.06	3,055.94	38.9%
534 80 31 08	Chemicals	10,000.00	5,881.21	4,118.79	58.8%
534 80 32 00	Fuel	12,000.00	6,888.49	5,111.51	57.4%
534 80 35 00	Small Equipment	8,000.00	10,024.53	(2,024.53)	125.3%
534 80 35 01	Meters/installs	20,000.00	8,492.47	11,507.53	42.5%
534 80 41 00	Professional Services	66,800.00	44,559.58	22,240.42	66.7%
534 80 42 00	Communications	10,000.00	4,138.17	5,861.83	41.4%
534 80 43 00	Permits	4,000.00	4,237.50	(237.50)	105.9%
534 80 44 00	Advertising	600.00	0.00	600.00	0.0%

421 Water Fund — Months: 01 To: 09

Expenditures		Amt Budgeted	Expenditures	Remaining	
534 Water Utilities					
534 80 45 00	Rentals	2,500.00	1,769.67	730.33	70.8%
534 80 46 00	Insurance	35,000.00	35,229.00	(229.00)	100.7%
534 80 47 00	Utilities	84,000.00	55,323.26	28,676.74	65.9%
534 80 48 00	Repair/maintenance	50,000.00	23,256.90	26,743.10	46.5%
534 80 49 01	B & O Tax	95,000.00	70,814.11	24,185.89	74.5%
534 80 49 05	Credit Card Bank Fees	6,500.00	5,705.96	794.04	87.8%
534 80 49 06	Dues	1,100.00	120.31	979.69	10.9%
534 80 49 09	Meetings, Training & Travel	7,000.00	3,305.62	3,694.38	47.2%
534 80 49 80	Interfund Payments For Servi	159,336.00	119,502.00	39,834.00	75.0%
534 Water Utilities		1,211,999.00	902,823.24	309,175.76	74.5%
580 Non Expeditures					
582 34 72 00	2011 Revenue Bond Principal	0.00	0.00	0.00	0.0%
588 10 00 01	Prior Period Adjustment	0.00	0.00	0.00	0.0%
589 34 00 00	PUT Tax	0.00	0.00	0.00	0.0%
591 34 78 01	Pwtf Principal - Water Imprv	0.00	0.00	0.00	0.0%
591 34 78 02	Pwtf Principal-emerg'cy Repa	0.00	0.00	0.00	0.0%
591 34 78 03	Pwtf Principal-cedarhome Rsr	139,519.00	139,519.09	(0.09)	100.0%
591 34 78 04	Pwtf Princ Water Trtmnt Plan	172,385.00	172,384.52	0.48	100.0%
591 34 78 05	Pwtf Princ - Water Comp Plan	0.00	0.00	0.00	0.0%
580 Non Expeditures		311,904.00	311,903.61	0.39	100.0%
591 Debt Service					
591 34 78 06	2019 Revenue Bond Principal	0.00	0.00	0.00	0.0%
592 34 83 03	Pwtf Interest - Water Imprvt	0.00	0.00	0.00	0.0%
592 34 83 04	Pwtf Interest-emergency Repair	0.00	0.00	0.00	0.0%
592 34 83 05	Pwtf Interest-cedarhome Rsrv	4,883.00	4,883.17	(0.17)	100.0%
592 34 83 06	Pwtf Int Water Trtmnt Plant	6,895.00	6,895.38	(0.38)	100.0%
592 34 83 07	2011 Revenue Bond Interest	0.00	0.00	0.00	0.0%
592 34 83 09	2019 Revenue Bond Interest	0.00	0.00	0.00	0.0%
591 Debt Service		11,778.00	11,778.55	(0.55)	100.0%
594 Capital Expenditures					
594 34 64 02	Machinery & Equipment	25,000.00	0.00	25,000.00	0.0%
594 Capital Expenditures		25,000.00	0.00	25,000.00	0.0%
597 Interfund Transfers					
597 00 04 22	Trfr For System Rplcmnt-(422	200,000.00	150,000.00	50,000.00	75.0%
597 00 04 59	Transfer To Water Equip REs	70,041.00	52,530.00	17,511.00	75.0%
597 02 04 57	Transfer To Equip Replacemen	0.00	0.00	0.00	0.0%
597 10 04 51	Transfer To WS Bond Res (451)	209,200.00	192,900.00	16,300.00	92.2%
597 Interfund Transfers		479,241.00	395,430.00	83,811.00	82.5%
999 Ending Balance					
508 10 04 21	Restricted Ending Cash & Invest	0.00	0.00	0.00	0.0%
508 80 04 21	Ending Cash & Investments	897,055.00	0.00	897,055.00	0.0%

2019 BUDGET POSITION

421 Water Fund Months: 01 To: 09

Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance				
999 Ending Balance	897,055.00	0.00	897,055.00	0.0%
Fund Expenditures:	**2,936,977.00**	**1,621,935.40**	**1,315,041.60**	**55.2%**
Fund Excess/(Deficit):	**0.00**	**891,421.00**		

2019 BUDGET POSITION

422 Water Construction Fund Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 80 04 22	Beginning Cash & Investments	478,075.00	478,075.19	(0.19)	100.0%
308 Beginning Balances		478,075.00	478,075.19	(0.19)	100.0%
340 Charges For Services					
343 40 00 00	Water Connection Fees	36,000.00	68,700.00	(32,700.00)	190.8%
340 Charges For Services		36,000.00	68,700.00	(32,700.00)	190.8%
360 Misc Revenues					
361 11 04 22	State Pool/cd Interest	8,800.00	7,214.92	1,585.08	82.0%
369 91 04 22	Miscellaneous	0.00	0.00	0.00	0.0%
360 Misc Revenues		8,800.00	7,214.92	1,585.08	82.0%
390 Other Revenues					
391 20 04 22	Revenue Bond Proceeds	3,000,000.00	0.00	3,000,000.00	0.0%
390 Other Revenues		3,000,000.00	0.00	3,000,000.00	0.0%
397 Interfund Transfers					
397 01 04 21	Transfer In From Water Fund	200,000.00	150,000.00	50,000.00	75.0%
397 01 04 24	Trfr In From Water Plant Inv	414,720.00	311,040.00	103,680.00	75.0%
397 01 41 00	Transfer In From Drainage	0.00	0.00	0.00	0.0%
397 01 41 20	Transfer In From DCF (412)	0.00	0.00	0.00	0.0%
397 Interfund Transfers		614,720.00	461,040.00	153,680.00	75.0%
Fund Revenues:		**4,137,595.00**	**1,015,030.11**	**3,122,564.89**	**24.5%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures					
594 34 41 00	Professional Services	0.00	0.00	0.00	0.0%
594 34 41 19	Water Rate Study	0.00	0.00	0.00	0.0%
594 34 41 20	F4 Ch Well Water Right Trsfr	0.00	0.00	0.00	0.0%
594 34 41 21	M1 Devel System Wide Flushin	0.00	0.00	0.00	0.0%
594 34 41 22	M2 Dist System Corrosion Stu	0.00	0.00	0.00	0.0%
594 34 41 23	Water Use Effeciency Program	0.00	0.00	0.00	0.0%
594 34 41 25	Cross Connection Control Program	0.00	0.00	0.00	0.0%
594 34 63 00	Improvements	50,000.00	55,674.86	(5,674.86)	111.3%
594 34 63 06	Pz-1 297 Zone To 400 Zone	0.00	0.00	0.00	0.0%
594 34 63 13	Wm13 16" 84th Dr To Tc Foods	0.00	0.00	0.00	0.0%
594 34 63 16	Bryant Well #3 (2011 Bond)	0.00	0.00	0.00	0.0%
594 34 63 17	F9 Hatt Slough Collection Bo	0.00	0.00	0.00	0.0%
594 34 63 18	Waterline Replacement	0.00	0.00	0.00	0.0%
594 34 63 19	City Valve Repair	0.00	0.00	0.00	0.0%
594 34 63 20	Wsdot Utility Relocation	0.00	0.00	0.00	0.0%
594 34 63 21	Water Main Upgrd 267th Pione	0.00	0.00	0.00	0.0%
594 34 63 22	Bryant Well Treatment Facili	0.00	0.00	0.00	0.0%
594 34 63 23	Bailey Reservoir Altitude Va	0.00	0.00	0.00	0.0%
594 34 63 24	Cross Connection Control Prg	0.00	0.00	0.00	0.0%

2019 BUDGET POSITION

422 Water Construction Fund — Months: 01 To: 09

Expenditures		Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures					
594 34 63 25	Pioneer Hwy (64th-72nd) Water Main	0.00	0.00	0.00	0.0%
594 34 63 26	Cedar Home Well (Pipe/Bldg)	0.00	0.00	0.00	0.0%
594 34 63 27	Knittle Res. Sensors	0.00	0.00	0.00	0.0%
594 34 63 28	PZI - 125 & 242 To 245	0.00	0.00	0.00	0.0%
594 34 63 29	Bailey Res To Hatt Slough Telemetry	0.00	0.00	0.00	0.0%
594 34 63 30	Wellhead Protection Program	0.00	0.00	0.00	0.0%
594 34 63 31	Bryant Well #2 Replacement	0.00	0.00	0.00	0.0%
594 34 63 32	PZ-2	0.00	0.00	0.00	0.0%
594 34 63 33	F11 Hatt Slough Replacement	0.00	0.00	0.00	0.0%
594 34 63 34	WMR 52 98th Ave	0.00	0.00	0.00	0.0%
594 34 63 35	SR 532 @ 64th Ext Water	0.00	0.00	0.00	0.0%
594 34 63 36	Pressure Relief Valve - Zone 245	0.00	0.00	0.00	0.0%
594 34 63 37	Knittle Res #2 Recoating	0.00	0.00	0.00	0.0%
594 34 63 39	92nd Ave Water Main	0.00	0.00	0.00	0.0%
594 34 63 40	270th Street (Florence To 88th)	0.00	0.00	0.00	0.0%
594 34 63 41	Cedarhome Well Pump	0.00	0.00	0.00	0.0%
594 34 63 42	Viking Way Water Main	498,000.00	0.00	498,000.00	0.0%
594 34 63 43	Long Term Water Supply Study	20,000.00	0.00	20,000.00	0.0%
594 34 63 44	Decommision Fure Well	30,000.00	0.00	30,000.00	0.0%
594 34 63 45	Bryant Well Monitor	0.00	0.00	0.00	0.0%
594 34 63 46	297 Zone Reservoir Construction	3,157,000.00	413,932.84	2,743,067.16	13.1%
594 34 64 01	Meters/installs	0.00	0.00	0.00	0.0%
594 34 64 04	Cedarhome Generator	0.00	0.00	0.00	0.0%
594 Capital Expenditures		3,755,000.00	469,607.70	3,285,392.30	12.5%
597 Interfund Transfers					
597 00 03 05	Trsfr To 305	0.00	0.00	0.00	0.0%
597 Interfund Transfers		0.00	0.00	0.00	0.0%
999 Ending Balance					
508 80 04 22	Ending Cash & Investments	382,595.00	0.00	382,595.00	0.0%
999 Ending Balance		382,595.00	0.00	382,595.00	0.0%
Fund Expenditures:		**4,137,595.00**	**469,607.70**	**3,667,987.30**	**11.3%**
Fund Excess/(Deficit):		**0.00**	**545,422.41**		

2019 BUDGET POSITION

423 Cedar Home Plant Investment

Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 80 04 23	Beginning Cash & Investments	96,324.00	96,323.79	0.21	100.0%
308 Beginning Balances		96,324.00	96,323.79	0.21	100.0%
360 Misc Revenues					
361 11 04 23	State Pool/cd Interest	2,100.00	1,228.09	871.91	58.5%
368 10 04 23	Plant Investment Fees	10,580.00	0.00	10,580.00	0.0%
360 Misc Revenues		12,680.00	1,228.09	11,451.91	9.7%
380 Non Revenues					
382 80 04 23	Pwtf Loan Proceeds	0.00	0.00	0.00	0.0%
380 Non Revenues		0.00	0.00	0.00	0.0%
Fund Revenues:		**109,004.00**	**97,551.88**	**11,452.12**	**89.5%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures					
594 34 63 01	Cedarhome Reservoir Constr.	0.00	0.00	0.00	0.0%
594 Capital Expenditures		0.00	0.00	0.00	0.0%
597 Interfund Transfers					
597 02 04 21	Transfer Out Water Oper (421	10,580.00	7,935.00	2,645.00	75.0%
597 Interfund Transfers		10,580.00	7,935.00	2,645.00	75.0%
999 Ending Balance					
508 80 04 23	Ending Cash & Investments	98,424.00	0.00	98,424.00	0.0%
999 Ending Balance		98,424.00	0.00	98,424.00	0.0%
Fund Expenditures:		**109,004.00**	**7,935.00**	**101,069.00**	**7.3%**
Fund Excess/(Deficit):		**0.00**	**89,616.88**		

2019 BUDGET POSITION

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424 Water Plant Investment Fund | Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 80 04 24	Beginning Cash & Investments	295,015.00	295,015.33	(0.33)	100.0%
308 Beginning Balances		295,015.00	295,015.33	(0.33)	100.0%
360 Misc Revenues					
361 11 04 24	State Pool/cd Interest	5,200.00	6,093.05	(893.05)	117.2%
368 10 04 24	Plant Investment Fees	414,720.00	372,758.00	41,962.00	89.9%
360 Misc Revenues		419,920.00	378,851.05	41,068.95	90.2%
Fund Revenues:		**714,935.00**	**673,866.38**	**41,068.62**	**94.3%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers					
597 00 04 21	Trfr Out Water Oper (421)	0.00	0.00	0.00	0.0%
597 01 04 22	Transfer To Water Const. (42	414,720.00	311,040.00	103,680.00	75.0%
597 Interfund Transfers		414,720.00	311,040.00	103,680.00	75.0%
999 Ending Balance					
508 80 04 24	Ending Cash & Investments	300,215.00	0.00	300,215.00	0.0%
999 Ending Balance		300,215.00	0.00	300,215.00	0.0%
Fund Expenditures:		**714,935.00**	**311,040.00**	**403,895.00**	**43.5%**
Fund Excess/(Deficit):		**0.00**	**362,826.38**		

2019 BUDGET POSITION

451 Water Bond Reserve Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 04 51	Restricted Beginning Cash & Investments	228,339.00	228,339.11	(0.11)	100.0%
308 80 04 51	Beginning Cash & Investments	0.00	0.00	0.00	0.0%
308 Beginning Balances		228,339.00	228,339.11	(0.11)	100.0%
360 Misc Revenues					
361 11 04 51	State Pool/cd Interest	4,900.00	3,634.82	1,265.18	74.2%
360 Misc Revenues		4,900.00	3,634.82	1,265.18	74.2%
397 Interfund Transfers					
397 00 04 01	Transfer In From Sewer (401)	0.00	0.00	0.00	0.0%
397 10 04 21	Transfer From Water (421)	209,200.00	192,900.00	16,300.00	92.2%
397 Interfund Transfers		209,200.00	192,900.00	16,300.00	92.2%
Fund Revenues:		**442,439.00**	**424,873.93**	**17,565.07**	**96.0%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
580 Non Expeditures					
591 34 72 01	2011 Revenue Bond Principal	125,000.00	0.00	125,000.00	0.0%
580 Non Expeditures		125,000.00	0.00	125,000.00	0.0%
591 Debt Service					
592 34 83 08	Revenue Bond Interest	84,400.00	42,200.00	42,200.00	50.0%
591 Debt Service		84,400.00	42,200.00	42,200.00	50.0%
999 Ending Balance					
508 10 04 51	Restricted Ending Cash & Investments	233,039.00	0.00	233,039.00	0.0%
508 80 04 51	Ending Cash & Investments	0.00	0.00	0.00	0.0%
999 Ending Balance		233,039.00	0.00	233,039.00	0.0%
Fund Expenditures:		**442,439.00**	**42,200.00**	**400,239.00**	**9.5%**
Fund Excess/(Deficit):		**0.00**	**382,673.93**		

2019 BUDGET POSITION

452 Sewer Bond Reserve — Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 04 52	Restricted Beginning Cash & Investments	484,225.00	484,225.16	(0.16)	100.0%
308 80 04 52	Beginning Cash & Investments	0.00	0.00	0.00	0.0%
308 Beginning Balances		484,225.00	484,225.16	(0.16)	100.0%
360 Misc Revenues					
361 11 04 52	State Pool/cd Interest	8,900.00	6,372.32	2,527.68	71.6%
360 Misc Revenues		8,900.00	6,372.32	2,527.68	71.6%
Fund Revenues:		**493,125.00**	**490,597.48**	**2,527.52**	**99.5%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
999 Ending Balance					
508 10 04 52	Restricted Ending Cash & Investments	493,125.00	0.00	493,125.00	0.0%
508 80 04 52	Ending Cash & Investments	0.00	0.00	0.00	0.0%
999 Ending Balance		493,125.00	0.00	493,125.00	0.0%
Fund Expenditures:		**493,125.00**	**0.00**	**493,125.00**	**0.0%**
Fund Excess/(Deficit):		**0.00**	**490,597.48**		

457 Sewer Equipment Reserve — Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 04 57	Restricted Beginning Cash & Investments	0.00	0.00	0.00	0.0%
308 80 04 57	Beginning Cash & Investments	604,509.00	604,509.23	(0.23)	100.0%
308 Beginning Balances		604,509.00	604,509.23	(0.23)	100.0%
360 Misc Revenues					
361 11 04 57	State Pool/cd Interest	7,200.00	9,187.00	(1,987.00)	127.6%
369 91 04 57	Miscellaneous	0.00	0.00	0.00	0.0%
360 Misc Revenues		7,200.00	9,187.00	(1,987.00)	127.6%
390 Other Revenues					
395 10 04 57	Proceeds From Sale Of Assets	0.00	354.00	(354.00)	0.0%
390 Other Revenues		0.00	354.00	(354.00)	0.0%
397 Interfund Transfers					
397 00 04 10	Transfer In From Drainage	0.00	0.00	0.00	0.0%
397 00 04 21	Transfer In From Water	0.00	0.00	0.00	0.0%
397 01 04 01	Transfer In From Sewer	334,662.00	250,998.00	83,664.00	75.0%
397 Interfund Transfers		334,662.00	250,998.00	83,664.00	75.0%
Fund Revenues:		**946,371.00**	**865,048.23**	**81,322.77**	**91.4%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures					
594 35 64 02	Machinery & Equipment	509,750.00	2,662.13	507,087.87	0.5%
594 Capital Expenditures		509,750.00	2,662.13	507,087.87	0.5%
999 Ending Balance					
508 10 04 57	Restricted Ending Cash & Investments	0.00	0.00	0.00	0.0%
508 80 04 57	Ending Cash & Investments	436,621.00	0.00	436,621.00	0.0%
999 Ending Balance		436,621.00	0.00	436,621.00	0.0%
Fund Expenditures:		**946,371.00**	**2,662.13**	**943,708.87**	**0.3%**
Fund Excess/(Deficit):		**0.00**	**862,386.10**		

2019 BUDGET POSITION

458 Drainage Equipment Reserve Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 04 58	Restricted Beginning Cash & Investments	0.00	0.00	0.00	0.0%
308 80 04 58	Beginning Cash & Investments	301,781.00	301,781.33	(0.33)	100.0%
308 Beginning Balances		301,781.00	301,781.33	(0.33)	100.0%
360 Misc Revenues					
361 11 04 58	State Pool/cd Interest	3,600.00	4,391.25	(791.25)	122.0%
360 Misc Revenues		3,600.00	4,391.25	(791.25)	122.0%
390 Other Revenues					
395 10 04 58	Proceeds From Sale Of Assets	0.00	354.00	(354.00)	0.0%
390 Other Revenues		0.00	354.00	(354.00)	0.0%
397 Interfund Transfers					
397 03 04 10	Trfr In From Drainage	114,253.00	85,689.00	28,564.00	75.0%
397 Interfund Transfers		114,253.00	85,689.00	28,564.00	75.0%
Fund Revenues:		**419,634.00**	**392,215.58**	**27,418.42**	**93.5%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures					
594 38 64 02	Machinery & Equipment	224,750.00	1,092.77	223,657.23	0.5%
594 Capital Expenditures		224,750.00	1,092.77	223,657.23	0.5%
999 Ending Balance					
508 10 04 58	Restricted Ending Cash & Investments	0.00	0.00	0.00	0.0%
508 80 04 58	Ending Cash & Investments	194,884.00	0.00	194,884.00	0.0%
999 Ending Balance		194,884.00	0.00	194,884.00	0.0%
Fund Expenditures:		**419,634.00**	**1,092.77**	**418,541.23**	**0.3%**
Fund Excess/(Deficit):		**0.00**	**391,122.81**		

2019 BUDGET POSITION

459 Water Equipment Reserve — Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 10 04 59	Restricted Beginning Cash & Investments	0.00	0.00	0.00	0.0%
308 80 04 59	Beginning Cash & Investments	212,627.00	212,627.12	(0.12)	100.0%
308 Beginning Balances		212,627.00	212,627.12	(0.12)	100.0%
360 Misc Revenues					
361 11 04 59	State Pool/cd Interest	2,600.00	3,049.83	(449.83)	117.3%
360 Misc Revenues		2,600.00	3,049.83	(449.83)	117.3%
390 Other Revenues					
395 10 04 59	Proceeds From Sale Of Assets	0.00	979.00	(979.00)	0.0%
390 Other Revenues		0.00	979.00	(979.00)	0.0%
397 Interfund Transfers					
397 02 04 21	Transfer In From Water (421)	70,041.00	52,530.00	17,511.00	75.0%
397 Interfund Transfers		70,041.00	52,530.00	17,511.00	75.0%
Fund Revenues:		**285,268.00**	**269,185.95**	**16,082.05**	**94.4%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures					
594 34 64 03	Machinery & Equipment	81,100.00	2,162.64	78,937.36	2.7%
594 Capital Expenditures		81,100.00	2,162.64	78,937.36	2.7%
999 Ending Balance					
508 10 04 59	Restricted Ending Cash & Investments	0.00	0.00	0.00	0.0%
508 80 04 59	Ending Cash & Investments	204,168.00	0.00	204,168.00	0.0%
999 Ending Balance		204,168.00	0.00	204,168.00	0.0%
Fund Expenditures:		**285,268.00**	**2,162.64**	**283,105.36**	**0.8%**
Fund Excess/(Deficit):		**0.00**	**267,023.31**		

630 Agency Fund — Months: 01 To: 09

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 80 06 30	Beginning Cash & Investments	9,418.00	9,417.47	0.53	100.0%
308 Beginning Balances		9,418.00	9,417.47	0.53	100.0%
380 Non Revenues					
389 10 00 00	Customer Deposits	0.00	1,550.00	(1,550.00)	0.0%
389 20 00 00	Retainage	0.00	37,862.14	(37,862.14)	0.0%
389 30 00 01	Court Funds	0.00	14,719.29	(14,719.29)	0.0%
389 30 00 02	Gun Permits	0.00	9,738.75	(9,738.75)	0.0%
389 30 00 03	Building Fee St. Surcharge	0.00	1,423.50	(1,423.50)	0.0%
389 30 00 04	Park Sales Tax And Other Sales Tax	0.00	6,011.06	(6,011.06)	0.0%
389 30 00 05	Leasehold Excise Tax	0.00	1,814.37	(1,814.37)	0.0%
380 Non Revenues		0.00	73,119.11	(73,119.11)	0.0%
Fund Revenues:		**9,418.00**	**82,536.58**	**(73,118.58)**	**876.4%**

Expenditures		Amt Budgeted	Expenditures	Remaining	
580 Non Expeditures					
589 10 00 00	Customer Deposits	0.00	1,200.00	(1,200.00)	0.0%
589 20 00 00	Retainage	0.00	2,979.90	(2,979.90)	0.0%
589 30 00 01	Court Funds	0.00	11,923.14	(11,923.14)	0.0%
589 30 00 02	Gun Permits	0.00	9,758.25	(9,758.25)	0.0%
589 30 00 03	Building Fee St. Surcharge	0.00	1,214.00	(1,214.00)	0.0%
589 30 00 04	Park Sales Tax And Other Sales Tax	0.00	5,470.92	(5,470.92)	0.0%
589 30 00 05	Leasehold Excise Tax	0.00	2,212.46	(2,212.46)	0.0%
580 Non Expeditures		0.00	34,758.67	(34,758.67)	0.0%
999 Ending Balance					
508 80 06 30	Ending Cash & Investments	9,418.00	0.00	9,418.00	0.0%
999 Ending Balance		9,418.00	0.00	9,418.00	0.0%
Fund Expenditures:		**9,418.00**	**34,758.67**	**(25,340.67)**	**369.1%**
Fund Excess/(Deficit):		**0.00**	**47,777.91**		

2019 BUDGET POSITION TOTALS

City Of Stanwood | Months: 01 To: 09 | Time: 15:05:28 Date: 10/10/2019
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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund	10,317,878.00	8,712,881.38	84.4%	10,317,878.00	5,686,532.59	55%
101 Street Fund	532,561.00	339,057.81	63.7%	532,561.00	282,634.44	53%
102 Street Impact Fee Fund	647,095.00	753,010.40	116.4%	647,095.00	93,750.00	14%
103 Street Construction Fund	4,159,335.00	1,767,651.56	42.5%	4,159,335.00	997,615.20	24%
104 Park Improvement Fund	2,931,528.00	1,881,757.28	64.2%	2,931,528.00	240,610.43	8%
105 Fire Impact Fees	13,760.00	22,024.47	160.1%	13,760.00	0.00	0%
106 Park Impact Fees	163,002.00	201,251.30	123.5%	163,002.00	75,000.00	46%
107 Equipment Reserve Fund	719,043.00	647,728.45	90.1%	719,043.00	14,993.58	2%
108 Transportation Sales Tax Fund	886,225.00	889,845.92	100.4%	886,225.00	498,622.24	56%
109 Contingency Fund	355,915.00	348,122.61	97.8%	355,915.00	0.00	0%
110 Building Improvement Fund	1,111,274.00	1,203,119.85	108.3%	1,111,274.00	98,494.68	9%
120 REET - Capital Improvements	554,313.00	596,010.28	107.5%	554,313.00	150,000.00	27%
121 REET - Growth Management	839,150.00	879,657.24	104.8%	839,150.00	90,000.00	11%
205 Debt Service Fund	350,633.00	257,883.49	73.5%	350,633.00	7,900.00	2%
401 Sewer Fund	3,572,528.00	3,227,830.85	90.4%	3,572,528.00	1,999,777.75	56%
403 Sewer Construction Fund	2,652,908.00	2,403,335.78	90.6%	2,652,908.00	838,846.05	32%
405 Sewer Plant Investment Fund	1,506,883.00	1,325,178.44	87.9%	1,506,883.00	347,355.00	23%
410 Drainage Fund	991,711.00	846,313.58	85.3%	991,711.00	457,485.56	46%
411 Drainage Construction Fund	2,532,941.00	662,734.84	26.2%	2,532,941.00	225,992.46	9%
412 Drainage Plant Investment Fund	128,632.00	126,696.27	98.5%	128,632.00	63,630.00	49%
421 Water Fund	2,936,977.00	2,513,356.40	85.6%	2,936,977.00	1,621,935.40	55%
422 Water Construction Fund	4,137,595.00	1,015,030.11	24.5%	4,137,595.00	469,607.70	11%
423 Cedar Home Plant Investment	109,004.00	97,551.88	89.5%	109,004.00	7,935.00	7%
424 Water Plant Investment Fund	714,935.00	673,866.38	94.3%	714,935.00	311,040.00	44%
451 Water Bond Reserve	442,439.00	424,873.93	96.0%	442,439.00	42,200.00	10%
452 Sewer Bond Reserve	493,125.00	490,597.48	99.5%	493,125.00	0.00	0%
457 Sewer Equipment Reserve	946,371.00	865,048.23	91.4%	946,371.00	2,662.13	0%
458 Drainage Equipment Reserve	419,634.00	392,215.58	93.5%	419,634.00	1,092.77	0%
459 Water Equipment Reserve	285,268.00	269,185.95	94.4%	285,268.00	2,162.64	1%
630 Agency Fund	9,418.00	82,536.58	876.4%	9,418.00	34,758.67	369%
	45,462,081.00	33,916,354.32	74.6%	45,462,081.00	14,662,634.29	32.3%

CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT

ITEM NUMBER:	11b
DATE:	October 24, 2019
SUBJECT:	Estimated Revenue & Expenditures-Budget Update
CONTACT PERSON:	David A. Hammond, Finance Director

PURPOSE

The purpose of this Council update is to provide a revenue outlook, review mid-biennium budget updates and administration requested budget amendments, provide a general economic outlook, and review the calendar for the 2019-2020 mid-biennial budget amendment.

RECOMMENDATION

Review current city financial position, discuss economic outlook, and consider staff requested amendments.

SUMMARY STATEMENT

This report provides a review of revenues and expenditures for the city's key funds. Overall, revenues and expenditures for all funds continue to track close to the adopted budget. As we look to the remainder of the year and into 2020, we consider the economy in 2019 that has continued to expand both nationally and locally in Stanwood.

The inflation rate from September 2018 to August 2019 was 2.5% for the West States Region, and 3.2% for the Seattle-Tacoma-Bellevue Area and has declined since the beginning of the year. On October 10, 2019, according to Bankrates' latest survey of the nation's largest mortgage lenders, the benchmark 30-year fixed mortgage rate was 3.69 percent with an APR of 3.81 percent, which is approximately a full point less than September 2018. Gasoline prices also decreased approximately $0.20 per gallon over the past twelve months. Our forecast of revenue will continue to remain conservative during the upcoming biennium as the overall economy is slowing but still viewed as positive. Any budget "surplus" is proposed to go into reserve accounts in order to be prepared for a potential economic downturn.

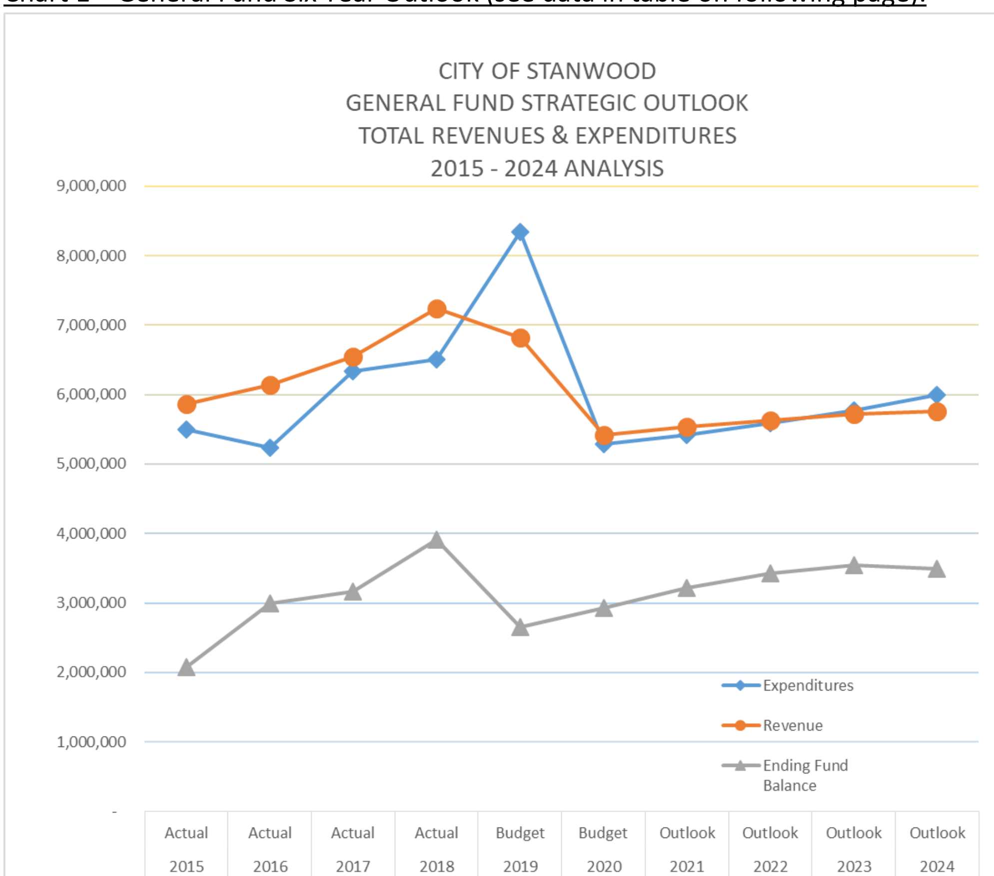
City staff considers the Puget Sound Economic Forecast provided by the WWU Center of Economic and Business Research, which predicts continued low unemployment, declining Consumer prices, and gradually declining housing permits. In short, a shallow recession in the coming year with a soft landing. In the long term, the city continues to face the structural deficit, in that property tax increases, which are limited to a one percent annual increase conflict with city expenditures - primarily labor and benefits – that typically grow at faster rates. Based on this guidance, the city must look strategically at its financial picture. There are multiple competing expenditures such as staffing vs capital project outlay vs new program implementation.

DISCUSSION

General Fund

Chart 1 below provides a general fund outlook to 2024. The key points to note on this chart are the large expenditure vs. revenue in 2019, and the decline in both revenue and expenditure after 2019. The large 2019 expenditure is due to the budgeted transfer of the 2017-18 surplus for the Josephine acquisition and surplus transfer for the new police station-city hall civic campus. The decline in revenue is due to conservative estimating practice, and the revenue decline in 2020 is due to the loss of property tax revenue transferred for the annexation into the RFA. Note: the city offsetting expenditure for fire service balances out the reduction in revenues. The data supporting Chart One is provided below in Chart 2.

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



Building Permit-Related Revenues:

The 2019-2020 budget estimated all building activity revenues on issuing sixty permits in both 2019 and 2020. Year-to-date the city has received payment for 58 permits, thus related revenues are on track. In reviewing activity in the permit process, staff considers the 2020 estimate reasonable and does not recommend amending it.

Chart 2—General Fund Data

GENERAL FUND STRATEGIC OUTLOOK
CITY OF STANWOOD
TOTAL REVENUES & EXPENDITURES
2015 - 2024 ANALYSIS

.	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
	Actual	**Actual**	**Actual**	**Actual**	**Budget**	**Budget**	**Outlook**	**Outlook**	**Outlook**	**Outlook**
Beginning Fund Balances	**1,704,200**	**2,077,495**	**2,959,136**	**3,169,493**	**3,907,922**	**2,646,570**	**2,933,947**	**3,216,286**	**3,424,593**	**3,539,370**
Revenue										
Property Taxes	2,453,472	2,473,574	2,671,969	2,713,401	3,035,006	1,538,624	1,615,556	1,647,251	1,663,724	1,680,361
Retail Sales Taxes	1,239,260	1,480,884	1,423,361	1,547,103	1,300,000	1,300,000	1,306,500	1,313,033	1,319,598	1,326,196
Other Sales Taxes	103,908	110,459	114,890	125,296	102,000	102,000	102,510	103,023	103,538	104,055
Utility Taxes	908,705	925,239	1,009,621	1,081,029	994,000	1,059,000	1,090,770	1,123,493	1,157,198	1,191,914
Other Taxes	6,169	7,561	6,220	7,120	6,000	6,000	6,030	6,060	6,090	6,121
Licenses/Permits/Franchise	127,416	128,535	135,608	146,756	126,050	118,250	118,841	119,435	120,033	120,633
Construction Permits	104,857	157,408	117,626	388,248	213,400	213,400	218,016	230,138	252,640	225,519
Grants	4,987	4,144	2,811	2,306	4,000	4,000	4,000	4,000	4,000	4,000
State Revenues	200,553	217,375	218,715	248,340	265,913	278,595	279,988	281,388	282,795	284,209
Interfund Service Charges	377,774	387,592	383,146	412,448	409,394	421,675	423,783	425,902	428,032	430,172
Charges for Goods & Services	284,629	198,316	279,122	493,573	276,570	279,170	280,566	281,969	283,379	284,795
Fines & Forfeitures	26,442	23,758	24,215	12,993	25,400	25,700	25,893	26,087	26,283	26,480
Miscellaneous Revenues	25,560	28,215	22,665	60,947	65,950	65,965	67,944	69,982	72,082	74,244
Other Financing Sources		1,364	129,670	-	-	-	-	-	-	-
Transfers					-	-	-	-	-	-
Total Revenues	5,863,731	6,144,424	6,539,639	7,239,558	6,823,683	5,412,379	5,540,397	5,631,761	5,719,390	5,758,699
Revenue Growth / (Decline)					-5.7%	-20.7%	2.4%	1.6%	1.6%	0.7%
Expenditures										
Labor	969,088	1,076,107	1,159,319	1,244,352	1,376,963	1,435,916	1,493,353	1,553,087	1,615,210	1,679,819
Benefits	394,054	434,024	504,751	607,115	616,083	663,062	702,846	745,016	789,717	837,100
Supplies	43,774	47,303	35,010	41,162	53,306	50,918	51,936	52,975	54,035	55,115
Services	542,462	450,117	413,911	441,247	591,856	544,832	561,177	578,012	595,353	613,213
Intergovenrmental	3,399,205	3,096,406	3,442,839	3,771,014	3,831,651	2,234,825	2,301,870	2,370,926	2,442,054	2,515,315
Transfers	118,337	130,390	773,452	389,962	1,865,228	353,955	309,497	291,173	281,583	291,673
Total Expenses	5,492,330	5,234,347	6,329,282	6,501,129	8,335,087	5,283,508	5,420,678	5,591,189	5,777,952	5,992,236
Expense Growth / (Decline)					28.2%	-36.6%	2.6%	3.1%	3.3%	3.7%
Change in Ending Fund Balance	371,401	910,078	210,357	738,429	(1,511,404)	128,871	119,719	40,572	(58,562)	(233,537)
Anticipated Under-Expenditure					(250,053)	(158,505)	(162,620)	(167,736)	(173,339)	(179,767)
Ending Fund Balance	**2,075,601**	**2,987,573**	**3,169,493**	**3,907,922**	**2,646,570**	**2,933,947**	**3,216,286**	**3,424,593**	**3,539,370**	**3,485,600**

Streets Fund

Chart 3 below illustrates the 6 year outlook for the Streets Fund. The primary revenue sources for Streets are Motor Vehicle Fuel Tax (Mvft) and an allocation of 8% of General Fund property taxes. The General Fund allocation will decrease by approximately $100,000 beginning in 2020 due to the RFA annexation. Further complicating the Street fund budget is the fact that Mvft is not expected to increase over time, and may even decline because it is based on gallons of gas sold, and consumers are increasingly using hybrid or electric vehicles. At the same time street maintenance costs, such as electricity for streetlights and labor continue to increase. In the 2021-2022 expenditure forecast, the city will need to explore long term solutions. One alternative is to consider an allocation of the Transportation Benefit District Sales Tax for maintenance and operational staffing costs.

Chart 3—Streets Fund Six Year Outlook (see chart on following page):

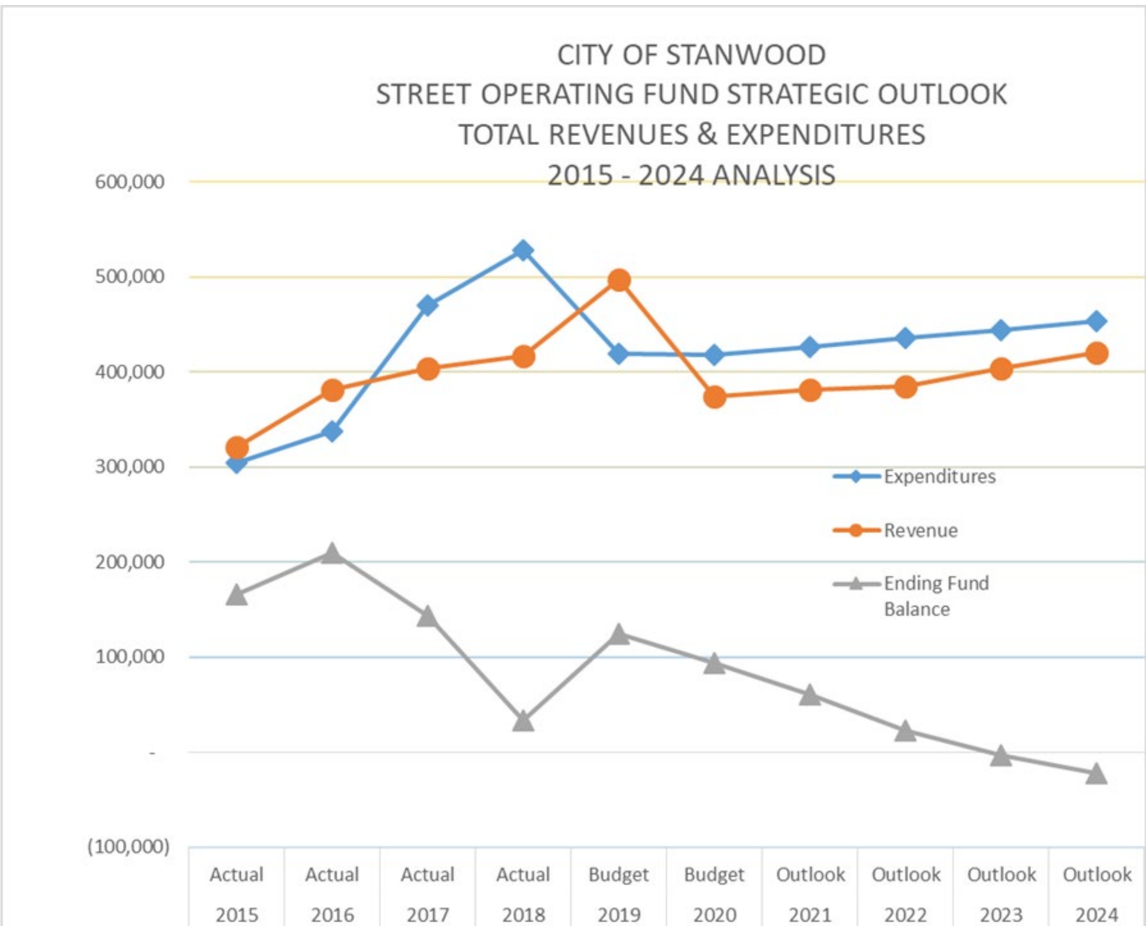


Chart 4—Streets Fund Data

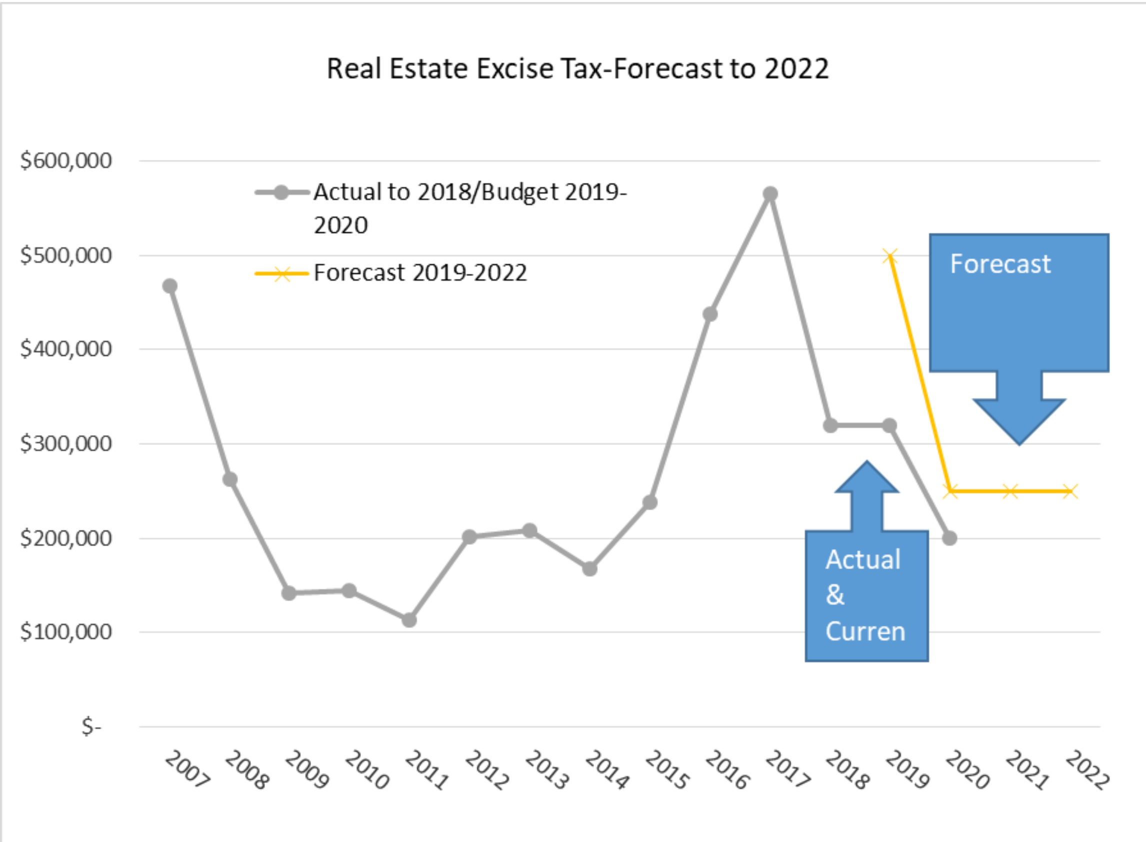
STRATEGIC OUTLOOK
CITY OF STANWOOD
TOTAL REVENUES & EXPENDITURES
2015 - 2024 ANALYSIS
STREET FUND

	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
	Actual	Actual	Actual	Actual	Budget	Budget	Outlook	Outlook	Outlook	Outlook
Beginning Fund Balances	**149,116**	**165,352**	**209,222**	**143,819**	**33,233**	**124,126**	**93,384**	**60,860**	**23,204**	**(3,557)**
Revenue										
Property Taxes	-	178,421	199,601	202,365	229,599	133,793	140,483	143,239	162,258	178,484
Street Maintenance Fee (WM)	18,155	16,833	17,241	19,491	18,400	18,500	18,963	19,437	19,922	20,421
Multimodal Transportation	-	6,738	6,980	9,555	9,400	9,400	9,447	9,494	9,542	9,589
Mvft Unrestricted Fuel Tax	137,600	142,152	143,767	148,652	148,200	148,200	148,200	148,200	148,200	148,200
Charges for Services	10,060	570	405	180	-	-	-	-	-	-
Miscellaneous Revenues	14,429	1,082	983	1,529	30,572	2,000	1,200	1,206	1,212	1,218
Transfers	140,019	35,000	35,000	35,000	61,200	62,730	62,730	62,730	62,730	62,730
Total Revenues	320,263	380,796	403,977	416,772	497,371	374,623	381,023	384,306	403,864	420,642
Revenue Growth / (Decline)					19.3%	-24.7%	1.7%	0.9%	5.1%	4.2%
Expenditures										
Labor	104,729	130,569	144,601	148,497	157,403	175,641	179,154	182,737	186,392	190,119
Benefits	44,222	60,394	62,243	63,851	66,073	70,138	73,470	76,959	80,615	84,444
Supplies	30,651	24,667	27,108	32,242	25,308	26,473	26,605	26,738	26,872	27,006
Services	118,128	121,296	126,883	129,612	170,265	145,651	147,108	148,579	150,064	151,565
Capital/debt service	6,297	-	-	-	-	-	-	-	-	-
Transfers	-	-	108,545	153,156	-	-	-	-	-	-
Total Expenses	304,027	336,926	469,380	527,358	419,049	417,903	426,336	435,013	443,943	453,135
Expense Growth / (Decline)					-20.5%	-0.3%	2.0%	2.0%	2.1%	2.1%
Change in Ending Fund Balance	16,236	43,870	(65,403)	(110,586)	78,322	(43,280)	(45,314)	(50,707)	(40,079)	(32,493)
Anticipated Under-Expenditure					(12,571)	(12,537)	(12,790)	(13,050)	(13,318)	(13,594)
Ending Fund Balance	**165,352**	**209,222**	**143,819**	**33,233**	**124,126**	**93,384**	**60,860**	**23,204**	**(3,557)**	**(22,456)**

Real Estate Excise Tax (REET)

As illustrated by Chart 5 below, REET is volatile and highly susceptible to economic downturn. Thus, the 2019-2020 budget conservatively budgeted $320,000 in 2019 and $200,000 in 2020. Year-to-date the city has received REET of $405,000. As the chart illustrates, in the event of an economic downturn the REET tax can decrease rapidly, so staff recommends maintaining a conservative outlook.

Chart 5—Real Estate Excise Tax history and forecast to 2022



Budget Amendment Topic—Tourism Fund & Related Economic Development Items

The table below summarizes changes requested in order to implement the Lodging Tax and the new Tourism Promotion Fund. Key elements include:

- Transfer all elements of Stanwood's tourism marketing initiative to a new special revenue fund. This includes expenditures for Discover-Stanwood Camano visitor guide magazine, website, events and marketing promotion, city tourism grant program for special events, and other event costs to the new fund.
- Estimated Tourism Promotion Fund new revenues and General Fund "seed money" transfer.

Fund	Department	Account	Current Budget 2020	Request Budget 2020	Budget Change 2020
	Revenue Changes				
001	General	Snohomish County Grant	$ 8,000	$ -	$ (8,000)
		Total Revenue Changes			$ (8,000)
	Expenditure Changes				
001	Community Development	Economic Development	$ 17,500	$ -	$ (17,500)
001	Community Development	Tourism Promotion	$ 46,000	$ -	$ (46,000)
001	Parks Operations	Special Events	$ 12,586	$ -	$ (12,586)
001	GF Transfer Out	To New Tourism Fund	$ -	$ 51,000	$ 51,000
		Total Expenditure Changes			$ (25,086)
	Revenue Changes				
115	Tourism Promotion	Lodging Tax	$ -	$ 1,000	$ 1,000
		Grant - DSC	$ -	$ 8,000	$ 8,000
		Grant - Summer Arts Jam	$ -	$ 10,000	$ 10,000
		Advertising	$ -	$ 5,000	$ 5,000
		Donations	$ -	$ 5,000	$ 5,000
		Sponsorships	$ -	$ 40,000	$ 40,000
		General Fund Transfer	$ -	$ 51,000	$ 51,000
		Total Revenue Changes			$ 120,000
	Expenditure Changes				
115	Tourism Promotion	Professional Services*	$ -	$ 97,000	$ 97,000
		Advertising (billboard)	$ -	$ 7,500	$ 7,500
		Tourism Grants	$ -	$ 11,000	$ 11,000
		Supplies (event-related)	$ -	$ 1,000	$ 1,000
		Meetings, Training & Travel	$ -	$ 1,000	$ 1,000
		Dues	$ -	$ 1,000	$ 1,000
		Printing	$ -	$ 1,500	$ 1,500
		Total Expenditure Changes			$ 120,000

***Professional Services Details:**		Contracts
DSC website redesign	$ 20,000	Puget Tech
DSC magazine publishing	$ 14,000	Phillips
Tourism Marketing	$ 25,000	TBD
Events Management	$ 35,000	Chamber
Graphic Design	$ 3,000	TBD
Subtotal	$ 97,000	

Budget Amendment Topic—Cost Allocation Update

The table below summarizes changes requested as the result of annual update of the General Fund Cost Allocation Model. The model is based on the methodology prescribed by the State Auditor's Office and is recalculated annually. The 2020 allocation is based on 2018 actuals, so the 2019-2020 budgeted allocation was based on an estimate. Now that staff have updated the model the following line item amendments are recommended. The 6.9% in allocated General Fund costs resulted primarily from the fact that 2018 General Fund expenditures were significantly higher than 2017. Departmental increases are highlighted below:

- Community Development increased $183,000 due to additional Senior Planner and increasing the Construction Inspector to Full Time Status.
- Parks and Administration Departments each increased expenditure by $17,000.
- Law enforcement increased $67,000 with the new contract.
- Fire Contract increased $140,000, after remaining the same for five years.

Fund	Current Budget 2020	Request Budget 2020	Increase ($)	Increase (%)
General Fund	$421,675	$452,919	$31,244	6.9%
Wastewater Utility	$188,155	$199,725	$11,570	5.8%
Stormwater Utility	$69,404	$75,231	$5,827	7.7%
Water Utility	$164,116	$177,963	$13,847	7.8%

Budget Amendment Topic—Reservoir Loan

The table below summarizes changes required to account for the issuance of the water reservoir bond. The costs of underwriting were included in the borrowing and were deposited to the Water Construction fund. The underwriter will invoice separately for these services and they will be paid from the Bond Reserve Fund.

Debt service payments were budgeted to be paid from the Water Operating fund, but they will instead be paid from the Bond Reserve Fund, so this amendment increases 2020 operating transfers to the Bond Reserve Fund and schedules the debt service payments from the Reserve Fund. Note this is the same as the flow of funds for the 2011 bonds.

Account Name	Current Budget 2019	Request Budget 2019	Change 2019	Current Budget 2020	Request Budget 2020	Change 2020
Water Operating Fund Changes						
Transfer to Bond Reserve	$209,200	$209,200	$ -	$209,200	$419,175	$209,975
Water Bond Reserve Changes						
Bond Proceeds	$ -	$199,012	$199,012	$ -	$ -	$ -
Transfer from Water Operating	$209,200	$209,200	$ -	$209,200	$419,175	$209,975
Debt Service	$209,400	$237,046	$ 27,646	$209,400	$419,175	$209,775

Budget Amendment Topic—Vehicle Purchases

The table below summarizes changes requested to the city's fleet replacement program approved in 2018.

- The estimated cost of the Vactor truck has increased, so staff requests an increase in the appropriation from $400,000 to $480,000. Staff anticipate realizing approximately $40,000 to $50,000 when the current Vactor truck is sold next year, which partially offsets the increased cost. Further, the vehicle is not anticipated to be delivered until spring of 2020, so the appropriation must be moved from 2019 to 2020.
- Similarly, the Camera Van, Dump Truck and Bucket Truck purchases will not occur until 2020, so staff requests moving the appropriation from 2019 to 2020. Staff also realize the price of the camera van will be $4,000 more than estimated in the current budget.
- Public Works staff have determined it is feasible to use the new camera van as a utility vehicle and therefore do not need to replace a 2005 utility truck in 2020 as planned, so this appropriation will be deleted from the 2020 budget.
- The Pool vehicle that was planned for City Hall will also not be purchased in 2019, and staff have reconsidered and believe a Pool Truck would be more advantageous, although the cost increases.

Fund	Vehicle	Current Budget 2019	Current Budget 2020	Request Budget 2019	Request Budget 2020
Sewer Equipment Reserve	Vactor	$400,000	$ -	$ -	$480,000
Sewer Equipment Reserve	Sewer Camera Van	$ 35,000	$ -	$ -	$ 39,000
Sewer Equipment Reserve	Sewer utility truck	$ -	$40,000	$ -	$ -
GF/Streets Equip. Reserve	Bucket Truck	$140,000	$ -	$ -	$140,000
GF/Streets Equip. Reserve	Shared Vehicle	$ 22,000	$ -	$ -	$ 30,000

Budget Amendment Topic—Correct Employee Benefit Calculation Error

The table below summarizes changes requested in order to correct employee benefit calculation errors. The city's accounting software incorrectly calculated Social Security, Medicare and retirement benefits. The cause of the error appears to be an incorrect formula, but is still under investigation. The amendment is necessary to ensure expenditures are within appropriations. The tables below summarize the effect of this correction.

2019 Employee Benefit Expense Changes			
	Current Budget	Proposed	Increase
General Fund	$ 505,573	$ 567,124	$ 61,551
Streets	$ 62,379	$ 67,093	$ 4,714
Wastewater Utility	$ 188,140	$ 196,314	$ 8,174
Stormwater Utility	$ 66,033	$ 70,889	$ 4,856
Water Utility	$ 176,401	$ 195,713	$ 19,312

2020 Employee Benefit Expense Changes			
	Current Budget	Proposed	Increase
General Fund	$ 549,421	$ 610,277	$ 60,856
Streets	$ 66,371	$ 71,526	$ 5,155
Wastewater Utility	$ 198,635	$ 207,429	$ 8,794
Stormwater Utility	$ 70,134	$ 77,774	$ 7,640
Water Utility	$ 185,801	$ 194,792	$ 8,991

Budget Amendment Topic—Senior Planner Role

The table below summarizes changes requested in order to re-allocate the salary and benefits of the part-time Senior Planner. This employee has worked primarily in support of Public Works and utilities planning; however over the course of 2019 has increasingly worked in support of Community Development activities. Much of the first half of 2019 she worked on the Water System Security Plan update. For the remainder of 2019 and in 2020 she will work to support parks development including the parks strategic planning effort.

Fund	Department Name	Current Budget 2019	Request Budget 2019	Budget Change 2019	Current Budget 2020	Request Budget 2020	Budget Change 2020
001	Community Development	$ -	$ 2,522	$ 2,522	$ -	$10,128	$ 10,128
001	Buildings & Grounds	$ 6,619	$ -	$ (6,619)	$ 6,751	$ -	$ (6,751)
001	Parks Operations	$ 9,929	$27,736	$ 17,807	$10,127	$50,637	$ 40,510
	General Fund Total	$16,548	$30,258	$ 13,710	$16,878	$60,765	$ 43,887
101	Streets	$ 9,929	$ -	$ (9,929)	$10,127	$ -	$(10,127)
401	Wastewater	$13,239	$ 1,490	$(11,749)	$13,502	$ -	$(13,502)
410	Drainage	$ 9,929	$ 1,490	$ (8,439)	$10,127	$ -	$(10,127)
421	Water	$16,548	$32,955	$ 16,407	$16,883	$ 6,752	$(10,131)

Budget Amendment Topic—Miscellaneous

The table below summarizes miscellaneous changes requested that relate to various funds.

1. Add $10,000 to hire a part-time temporary intern to input business information to a database.
2. Add $20,000 for publication of the city-centric Discover Stanwood-Camano.
3. Add $50,000 to begin strategic planning effort.
4. Transfer Fire Impact fees for partial payment of fire station bond debt service.
5. Continue support for Stanwood Senior Center.
6. Snohomish County Emergency Services annual increase.
7. Add $25,000 to hire a consultant to draft/update operational standard operating procedures.
8. Annual WCIA increase: liability coverage increased 5%; and new fleet vehicles add to premium.
9. Add $2,000 to provide city logo attire.
10. Add $2,000 - fuel costs exceeding budget.
11. Add $2,000 to purchase portable devices for field staff; and $1,000 for EDB supplies.
12. Add $1,500 to provide a computer at the planning counter.

Item No.	Fund/Department	Account	Current Budget 2020	Request Budget 2020	Budget Change 2020
Expenditure Changes					
1	General Fund	Salary & Wages	$510,420	$520,420	$ 10,000
2	General Fund	Professional Services	$105,000	$125,000	$ 20,000
3	General Fund	Strategic Plan	$ -	$ 25,000	$ 25,000
3	Wastewater	Strategic Plan	$ -	$ 10,000	$ 10,000
3	Drainage	Strategic Plan	$ -	$ 5,000	$ 5,000
3	Water	Strategic Plan	$ -	$ 10,000	$ 10,000
4	Fire Impact Fees	Transfer to Debt Service	$ -	$ 25,000	$ 25,000
5	General Fund	Senior Center Support	$ -	$ 10,000	$ 10,000
6	General Fund	Emergency Services	$ 9,013	$ 10,110	$ 1,097
7	Streets	Prof. Svcs-SOP Development		$ 6,250	$ 6,250
7	Wastewater	Prof. Svcs-SOP Development	$ -	$ 6,250	$ 6,250
7	Drainage	Prof. Svcs-SOP Development	$ -	$ 6,250	$ 6,250
7	Water	Prof. Svcs-SOP Development	$ -	$ 6,250	$ 6,250
8	General	Insurance	$ 40,000	$ 43,000	$ 3,000
8	Wastewater	Insurance	$ 35,875	$ 38,000	$ 2,125
8	Drainage	Insurance	$ 27,031	$ 29,000	$ 1,969
8	Water	Insurance	$ 35,000	$ 38,000	$ 3,000
8	Streets	Insurance	$ 20,492	$ 22,500	$ 2,008
9	GF & Utilities	Wellness Program-City Attire	$ 750	$ 2,750	$ 2,000
10	GF Parks & Comm. Dev.	Fuel	$ 6,300	$ 8,300	$ 2,000
11	Comm. Development	Supplies	$ 2,000	$ 5,000	$ 3,000
12	Comm. Development	Prof. Svcs-Computer at Counter	$105,000	$106,500	$ 1,500
Total Expenditure Changes					$161,699

Mid-Biennial Budget Adjustment Calendar

November 12th — Publication of notice of Public Hearings

November 14th — Council First Reading:

1. Mid-biennium budget amendment
2. Revenue Sources & Tax Levy Ordinance (Public Hearing)
3. CIP Amendment (and Comp plan Amd, Public Hearing)
4. Salary & Benefits Resolution (Second reading not required)

November 25th — Council Second Reading:

1. Mid-biennium budget amendment (Public Hearing)
2. Tax Levy Ordinance
3. CIP Amendment (and Comp plan)

CITY OF STANWOOD
CITY COUNCIL
AGENDA STAFF REPORT

ITEM:	11c
DATE:	October 24, 2019
SUBJECT:	Capital Improvement Plan (CIP) *(Capital Facilities Element Update)*
CONTACT PERSON:	Kevin Hushagen, Public Works Director
ATTACHMENTS:	A 2020-2025 Capital Improvement Plan (CIP)

ISSUE

The issue in front of the City Council is to discuss the proposed list of capital improvements in the 2020-2025 Capital Improvement Plan.

RECOMMENDATION

Review and discuss the 2020-2025 Capital Improvement Plan (CIP).

SUMMARY STATEMENT

The purpose of capital improvement planning is to:
- Provide adequate public facilities to serve existing and new development;
- Reduce the cost of serving new development with public facilities; and
- Ensure that these facilities will be in place when development occurs.

The capital improvement plan is a six or more year plan of capital projects with estimated costs and proposed methods of financing that are updated annually.

The Washington State Growth Management Act requires jurisdictions fully planning under the GMA to include a Capital Facilities Element in their comprehensive plans (RCW 36.70A.070 (3)). The Capital Facilities Element is required before a jurisdiction can impose GMA impact fees.

The capital improvement plan implements the land use element of the comprehensive plan, and these two elements, including the financing plan within the Capital Facilities Element, must be coordinated and consistent.

DISCUSSION

The Comprehensive Plan amendment would occur in the Capital Facilities Element and is needed to update the list of projects and projected costs for the next 6 years. The updated list identifies building improvements, drainage, impact fees, parks, sewer, streets, and water capital projects with updated funding identified for the next 6 years.

The amendment maybe processed pursuant to RCW 36.70.130(2)(a)(iv) which allows the city to amend the Capital Facilities Element concurrently with the adoption of the City budget: 2(a) "… Amendments may be considered more frequently than once per year under the following circumstances…" (iv)"The amendment of the Capital Facilities Element of a comprehensive plan that occurs concurrently with the adoption or amendment of a county or city budget". The Stanwood Municipal Code 17.157.040 also allows the city to apply to amend the Capital Facilities Element when required for correlation with the budget up to December 30th each year.

While the City Council adopts a capital budget each year, the planning and actual expenditure of funds for capital projects generally occurs over a period of years. The City's Comprehensive Plan, Capital Facilities Plan, Transportation Improvement Plan, Water System Plan, General Sewer Plan, Park and Recreation Open Space Plan and Stormwater Management Plan identify the capital improvements needed to serve existing residents and maintain levels of service as new residents and businesses move into the City. The City Council also adopts a set of community improvement goals as a part of the annual budget process.

ATTACHMENT A

City of Stanwood, Washington

2020 – 2025 Capital Improvement Plan
Parks Project Narrative

Heritage Park:

Heritage Park is a 43 acre sports field complex centrally located in the City's downtown area. The property contains a mix of baseball and soccer fields with associated recreational uses which include: a skate park, dog park, playground equipment, walking trails, bathrooms and an open lawn area for picnicking, horseshoes or kite flying. The 2020 – 2025 CIP for Heritage Park contains the following projects:

Year	Project Description	Cost Estimate	Funding Source	
2020	Ball Field 1 & 2 Renovation Project: Renovate ball field 1 & 2, install drainage, irrigation repair and improve dugouts	$1,070,000	RCO YAF City Match Donation	$350,000 $700,000 $20,000
2021	Phase 2 Design Field 3, New Field 4, Looped Trail and Parking Lot Repair Design	$133,000	City Funds	$133,000
2022	Parking Lot Repair	$1,000,000	City Funds	$1,000,000
2022	Minor Park Improvements: Pump Track / Skate Park Expansion Dog Park Expansion	 $50,000 $5,000	 City Funds (Materials)	 Volunteer Labor
2022	RCO Grant Application for Phase 2 Design	$5,000	City Funds	
2023 / 2024	Construction of Phase 2 Cost Estimate Included in Future CIP Update Based on Project Elements			

Hamilton:

Hamilton Park is a flat 2 acre parcel located on the Stillaguamish River adjacent to Stanwood's historic business district. The conceptual Master Plan for Hamilton includes water access, trails and viewing areas to enjoy the river and bird watching. In 2019 / 2020 a boat launch is expected to be built by the Department of Fish and Wildlife and the City will be finalizing the Master Plan with the help of an Integrated Planning Grant from the Department of Ecology. The 2020 – 2025 CIP for Hamilton Landing Park contains the following projects:

Year	Project Description	Cost Estimate	Funding Source	
2020	Construction of a 14 stall parking lot, hand held boat launch, viewing plat forms and open lawn play area.	$1,120,000	RCO ALEA Grant City Match Property Acquisition	$500,000 $360,000 $260,000

Ovenell Park / Johnson Farm

Ovenell Park is a 15 acre riverfront park on the south side of SR 532 adjacent to the Camano Gateway Bridge and Johnson Farm is recently purchased 15 acre farm site on the north side of SR 532 Bridge. Master Planning and preliminary design will begin on the Ovenell Park and Johnson Farm properties within the 6-year CIP period. Work will include progressing the conceptual design for the Ovenell site and while integrating the Johnson Farm property to create one larger fully connected park along the Stillaguamish River. Planning efforts will include evaluating: wetland restoration options, trails, use of the rail road spur, and use of upland farm structures for the benefit of the community and to promote tourism. The 2020 – 2025 CIP for Ovenell / Johnson Parks contains the following projects:

Year	Project Description	Cost Estimate	Funding Source	
2020	Site Access Evaluation: Evaluate access and needed improvements to the site from SR 532	$10,000	WSDOT Agreement	$10,000
2021	Site Access Improvements: Design and construction of improvements of SR 532; Costs will be determined based on the site evaluation and traffic study	$Unknown		
2022	Concept Planning: Based on the adopted Master Plan, initial site investigative work will be initiated: wetlands, cultural resources, survey, soils, building evaluation and inventory Update concept plan, prioritize development options and create a phasing plan	$200,000	City Funds	$200,000
2023/ 2024	Prepare 60% Plan Design; Using the concept plan prepared in 2022, prepare permitting and construction plans.	$160,000	City Funds	$160,000
2024	RCO Grant Application for Phase 1 Design	$5,000	City Funds	
2025	Construction of Phase 2 Cost Estimate Included in Future CIP Update Based on Project Elements			

Johnson Farm / Irving Sough Restoration

In addition to the 15 acre Johnson Farm property, a 187 acre conservation easement was purchased over the farmlands adjacent to the Johnson homestead. In 2018 the City applied for a Floodplains by Design grant to: improve drainage and reduce flooding impacts on the City of Stanwood, restore wetland ecology and implement stream enhancement projects. This work is part of a larger partnership with the Diking District 7, the Department of Fish and Wildlife and the Stillaguamish Tribe. City portion of Floodplains by Design Grant will be transferred to DD7; Unsure if City still responsible for matching funds (Grant = $750,000; City Match = $175,000).

Church Creek Park

Church Creek Park is a 15 acre community park services the residents of northeastern Stanwood. The Parks and Trails Advisory Committee has been working on proposals to renovate Church Creek Park in accordance with the adopted Park Plan. Work would include several projects that can be completed with both professional and volunteer labor. The 2020 – 2025 CIP for Church Creek Park contains the following projects:

Year	Project Description	Cost Estimate	Funding Source	
2020	Replace the playground Equipment and renovate the basketball court into a multipurpose court to accommodate pickleball.	$135,000	City PIF County Grant	$125,000 $10,000
2020	Refresh the Church Creek Master Plan. The majority of the work will be completed by staff, however some consultant work is needed for survey and graphic design.	$15,000	City Funds	$15,000
2021 /2023	Minor Park Improvements: Tree thinning to improve visibility (2021) Renovating the flag pole area (2022) Renovate Trails to Church Creek (2023)	 $10,000 $5,000 $5,000	 City Funds City Funds City Funds	 $10,000 Volunteer Labor Volunteer

Stanwood – Port Susan Trail Phase 2

Phase 2 of the Stanwood-Port Susan Trail consists of designing a multipurpose trail from 92nd Avenue to 98th Avenue. The trail will connect berm trail section with Hamilton Landing Park and wrap around the Irvine Slough Lagoon. Design and permitting is anticipated to occur in 2020 with construction expected in 2021. The 2020 – 2025 CIP for Stanwood – Port Susan Trail Phase 2 contains the following projects:

Year	Project Description	Cost Estimate	Funding Source	
2020	Design and permit the Phase 2 section of the trail.	$250,000	City Funds	$250,000
2022	Prepare RCO Grant Application for Phase 2 Trail	$5,000	City Funds	$5,000
2024	Construct Phase 2 Trail Cost to be determined by project elements			

New Neighborhood Park

The Comprehensive Plan includes a capital improvement project to purchase land in the Downtown Area for a neighborhood park. The 2020 budget includes a request to initiate this process by working with the Parks Trails Advisory Committee to identify potential park sites and programming needs of the facility. Project budget is $30,000.

Capital Projects—Streets:

Viking Way/90th Avenue—Phase One:

This project is for the construction of Viking Way from 88th Ave NW to the existing Viking Way constructed by Port Susan Market Place (Petco – Grocery Outlet), and 90th Avenue from Viking Way to 271st St NW. This will include full street with curbs, planter strips, sidewalks, street lighting, and also, new water main, sewer main, and storm drainage. Currently this project is at 90% design and in the process of right of way acquisition. The city has approximately $2,000,000 in grant funding for construction. This project is also on the sewer, water, and drainage sections of the CIP. Due to ROW acquisition delay, this construction phase is moved from 2019 to 2020.

Viking Way/90th Avenue—Phase Two:

This project is for the construction of Viking Way between 92nd Avenue and Petco. This will include full street with curbs, planter strips, sidewalks, street lighting, and also, new water main, sewer main, and storm drainage.

Overlay Projects grind and overlay, stripe, and replace/add ADA ramps at crossings:

- 102nd Street—270th St NW north to city limits
- 276th Street—80th Ave NW east to city limits
- 272nd Place—99th Avenue to 102nd
- 68th Avenue—276th St NW to city limits
- 72nd Avenue—Pioneer Highway to SR 532

Staff received Transportation Improvement Board (TIB) grants for the and 276th St. project, and plans to apply for funding the 72nd Overlay in 2020 and the 68th Overlay in 2021. The TIB announces project selections in November.

Sidewalk projects:

276th Street Sidewalk—this project is at 30% design and would construct sidewalk on the north side of 276th St NW from 70th Avenue to 73rd Avenue. Funding would be for design, right of way and construction.

92nd Avenue—this project would connect the sidewalk from 271st St NW to the Heritage Park trail. Currently 60% design is complete and right of way acquisition is beginning.

72nd Avenue—this project is currently at 30% design and would construct sidewalk from 272nd St NW to 276th St NW on the west side of the street. This funding is for design, right of way, and construction.

273rd Place Sidewalk—this project would construct sidewalk on one side of the road from 102nd Ave NW to 100th St NW. The funding would be for design and estimate.

272rd St. Sidewalk—this project would construct sidewalk on one side of the road from 72nd Ave NW to Pioneer Highway. The funding would be for design and estimate.

284th St Sidewalk—this project would construct sidewalk on the No. side of the road between 68th and 69th Street. The funding would be for design and estimate.

98th Drive —this project would construct sidewalk on South side of 98th Ave NW from 268th to 270th. This is in the city's non-motorized transportation plan.

284th St Sidewalk—this project would construct sidewalk on the side of the So. Side of the road between 68th and 69th Street. The funding would be for design and estimate.

Cedarhome Dr. Sidewalk—this project would construct sidewalk between 271st and 276th.

271st Street seal coat:

This project would seal coat existing asphalt from 94th Dr NW to the Viaduct. It would also include striping. This would connect to recently paved sections of 271st St NW on each end.

90th Ave NW

This project will include ROW acquisition and construct improvements on 90th Avenue from 271st Street to 272nd.

101st Ave. Reconstruction & Overlay

This project will include improving drainage, parking, installation of sidewalk and paving 101st Avenue from 271st to 273rd.

80th Ave. Reconstruction & Overlay

This project will include the installation of curb, gutter and sidewalk as well as new asphalt on 80th Avenue from 276th to 288th.

270th St. Redesign Curbs 98th to 102nd

This project will address the wide open travel lanes on 270th (brick street).

Capital Projects—Building Improvement:

In 2019, the Building Improvement Fund includes completion of planning and initial design of a future City Hall/Police Station. Feedback from the City Hall/Police Station Steering Committee indicates strong support for construction of the facility in a single phase, which presents significant cost savings over a phased construction approach.

Capital Projects—Sewer:

Smoke Testing/Camera/flow meter basin 1:

This project will help isolate locations of Inflow/Infiltration (I/I) of ground water and illegal connection to the sewer system. This will follow the current I/I study being completed using flow monitors.

Church Creek Collection System Construction (EX5B):

This project will construct a sewer main from the Church Creek Estates lift station, to 72nd Ave NW & SR 532. This will allow for the elimination of the Cedarhome and Church Creek Estates lift stations. Design will be in 2019 and construction will be in 2021. The new High School project will be installing a new sewer main under SR 532 to the existing system in 72nd Ave NW, which will allow this to happen.

Pioneer Highway/Cedarhome to 267th Street (EX17):

This project will replace an undersized sewer main in Pioneer Highway between Cedarhome Drive and 267th Pl NW. Funding is for design work in 2020. Sewer projects along Pioneer Highway are necessary due to the new gravity system that will replace the Cedarhome and Church Creek Estates lift stations.

Lower Pioneer Hwy Interceptor (EX18):

This project will replace undersized sewer main in Pioneer Highway from Fox Hill to 267th Pl NW. This project is at 30% design and funding is for design and construction in 2020.

72nd Avenue and 261st Street Interceptor (EX19):

This project will construct a new sewer line on 72nd Ave NW from 261st St NW south to Pioneer Highway and west to tie into an existing line approximately 1000 feet west of 72nd Ave NW. This will allow the city to not need to upsize the existing main that currently connects this system through private property. Currently design is at 30% and funding is for design and construction in 2019.

68th Ave. Gravity Main Replacement

This project will construct a new sewer line in 68th Avenue to accommodate growth north of Cedarhome Elementary.

Sewer (continued)

Telemetry System Upgrades (EX7):

This project will upgrade the existing telemetry system that connects the existing lift stations throughout the city to the SCADA system at the Waste Water Treatment Plant. The existing system is very old and no longer works at all locations.

Biosolids Processing Facility:

This project will look at options for handling the biosolids created from the Waste Water Treatment Process. This funding is for design in 2020 with construction currently proposed in 2024.

Grit Removal Unit Installation

This project will install a system prior to the headworks at the WWTP to remove objects and debris heavy enough to settle out that cause issue in processes downstream.

Main Lift Station Upgrades:

This project will upgrade the main lift station at 270th St NW and 94th Dr NW. All of the city's sewer flows to this lift station and is pumped under SR 532 to the Waste Water Treatment Plant. Recent sewer availability analysis show capacity deficiencies for currently proposed development.

Upper Pioneer Highway 85th to Cedarhome (EX16):

This project will analyze the deficiencies of the existing sewer main. The funding is for design to replace the undersized sewer main in 2020.

Capital Projects—Drainage:

85th Avenue N. Runoff

This project is to pick up storm water that flows down 85th Avenue and on to Pioneer Highway.

Irvine Slough Stormwater Separation:

This project is to separate downtown Stanwood from the Irvine Slough, to allow it to drain during times of high water or flooding. The first phase in 2019 will provide improvements to the existing lift station including a new pump, separation wall, and pipe to SR 532. Grant funding from Flood Plains by Design has been applied for in 2018. Phase 2 in 2020 will construct a new lift station at 92nd Avenue and SR 532, along with a force main and discharge structure to the Old Stillaguamish River Channel by the Waste Water Treatment Plant. Currently both phases are at 30% design.

SR 532 Berm

This project will construct a permanent earthen berm with a walking path from 88th Avenue to 92nd Avenue on the south side of SR532 for flood protection of the downtown.

101st, 102nd, 103rd Replacement:

This project will provide drainage improvements to these streets in West Stanwood. This existing system is incomplete and doesn't function properly. Funding is for design and construction in 2020.

92nd Ave. (271st to SR532)

This project is in conjunction with IS4 and will address conveyance system issues (there is thought to be a pipe with reverse slope).

276th Place Pioneer Highway Drainage Improvement

This project will address stormwater runoff from the hill across Pioneer Highway.

Augusta St. Pipe Upsize

This project is to improve drainage on Augusta Street (short alley west of Home Center) in conjunction with possible work on 270th (brick street) and in conjunction with IS4.

271st St. NW. at Florence Road Upsize

This project is to increase a pipe size on the mainline from 271st to 270th on Florence Road.

Irvine Slough Erosion Control:

This project is for city staff to rent equipment to dredge Irvine Slough, from the lift station to 92nd Ave NW. This will allow the flap gates that connect downtown to Irvine Slough to operate. Currently, sediment will accumulate and block the gates from opening and/or closing. The permitting through the US Army Corps and the Washington Department of Ecology is in process.

Capital Projects—Water

Long Term Water Study:

This project will provide a study looking at long term water supply for the city. This funding will be only for the study.

297 Zone Reservoir:

This project will complete construction of a new reservoir next to the existing elevated reservoir.

Knittle Booster Upgrades:

This project will provide an upgrade to the Knittle Booster station to include a new building.

Knittle Generator:

The Knittle well does not have emergency power during power outages. This project will provide backup power if ever required.

Viking Way Water Main:

This project will install new water main in the new Viking Way.

85th Drive Water Main:

This project will move an old undersized galvanized water line to ROW and upsize.

Bryant Well Monitor:

This project will continue efforts to use the old Bryant Well #2 as a monitoring well for salt water intrusion and aquifer drawdown.

Cedarhome Drive Water Main:

This project will upsize and old steel 6 inch line on the brick hill.

Knittle Tank recoating:

This project will address any corrosion issues with the reservoir and repaint/recoat.

Park Lane Water Main:

This project will upsize and old steel 2 inch water line and provide new services.

Street Construction Fund (103)		Budget 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025
Beginning Cash & Investments		$300,000	$167,000	$199,220	$47,870	$35,688	$103,341
Revenues	Source totals						
Transfer in (Impact Fees 102)	$1,350,000	$250,000	$400,000	$400,000	$100,000	$100,000	$100,000
Transfer in (Transportation Sales Tax 108)	$1,940,523	$300,000	$309,000	$318,270	$327,818	$337,653	$347,782
Unidentified Grants--Sidewalk Projects	$1,300,000		$200,000	$300,000	$600,000	$200,000	
Unidentified Grant (284th St.)	$1,366,000			$744,000	$622,000		
Unidentified Grant (SR 532 Ovenell entrance)	$2,500,000			$1,000,000	$1,500,000		
CDBG Grant (101st Av. Reconstruction)	$2,640,000		$660,000	$132,000	$1,848,000		
Developer Funding (284th Improvements)	$4,354,000	$500,000				$3,854,000	
Developer Funded (276th Sidewalk)	$200,000		$200,000				
Unidentified Grant (272nd St. Sidewalk (72nd - 76th)	$533,436		$533,436				
Developer Funded (80th Ave Reconstruction)	$7,030,000			$2,109,000	$4,921,000		
WSDOT Funded (SR 532 & 64th)	$3,500,000			$3,500,000			
WSDOT Funded (Hamilton Roundabout)	$3,500,000				$3,500,000		
Unidentified Grant (270th St NW Curbs 98th - 102nd)	$735,828					$735,828	
Unidentified Grant (Sidewalk Cedarhome Dr. 271st-276th)	$714,612						$714,612
RTCC Grant (Viking Way) (secured)	$1,869,500	$1,437,000	$173,000	$259,500			
RTCC Grant (Viking Way) (potential)	$1,000,000				$1,000,000		
State Direct Apppropriation (Viking Way)	$500,000	$500,000					
TIB Grant (276th Overlay)	$240,000	$240,000					
TIB Grant (72nd Overlay)	$450,000		$450,000				
TIB Grant (68th Overlay)	$450,000			$450,000			
WSDOT grant SR532 Corridor Access Study	$10,000	$10,000					
Total Resources (includes 2020 BNC)	**$36,483,899**	**$3,537,000**	**$3,092,436**	**$9,411,990**	**$14,466,688**	**$5,263,169**	**$1,265,735**
Expenditures:	Project Cost						
SR532 Corridor Access Study	$10,000	$10,000					
SR532/Ovenell Access *	$3,500,000		$330,000	$700,000	$2,470,000		
SR532/98th Hamilton Access *	$3,500,000				$3,500,000		
SR532 & 64th Roundabout *	$3,500,000			$3,500,000			
Viking Way / 90th *	$2,000,000	$2,000,000					
Viking Way Phase Two	$1,500,000		$200,000	$300,000	$1,000,000		
284th St Improvements: 80th Ave to City Limits*	$6,220,000	$500,000		$744,000	$622,000	$4,354,000	
276th St.Overlay and ADA * (80th to E. city limits)	$270,000	$270,000					
Pavement Inventory	$50,000	$50,000					
271st Street (94th to Viaduct) seal coat	$250,000	$250,000					
90th Ave NW (271st to 272nd) *	$124,884		$124,884				
72nd Avenue SR532 to Pioneer Hwy Overlay	$500,000		$500,000				
101st Ave Reconstruction & Overlay *	$2,640,000		$660,000	$132,000	$1,848,000		
68th Avenue Overlay	$500,000			$500,000			
80th Ave Reconstruction * (276th to 288th)	$7,030,000			$2,109,000	$4,921,000		
270th St. Redesign Curbs 98th to 102nd *	$735,828					$735,828	
Summarized Sidewalk Projects*	$3,252,064	$220,000	$1,008,332	$1,309,120	$0	$0	$714,612
Miscellaneous Sidewalk/Trail Installation/Repairs	$420,000	$70,000	$70,000	$70,000	$70,000	$70,000	$70,000
Total Expenditures	**$36,002,776**	**$3,370,000**	**$2,893,216**	**$9,364,120**	**$14,431,000**	**$5,159,828**	**$784,612**
Ending Cash & Investments		**$167,000**	**$199,220**	**$47,870**	**$35,688**	**$103,341**	**$481,123**

Detailed 2020 - 2025 Sidewalk Projects		Budget 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025
276th St. Sidewalk (North side 70th - 72nd)	**$250,000**	$50,000	$200,000				
92nd Ave NW -(Sidewalk in front of bowling alley)	**$150,000**	$150,000					
72nd Ave Sidewalk * (272nd to 276th)	**$270,000**	$20,000	$250,000				
273rd Pl. NW Sidewalk *	**$172,452**		$172,452				
272nd St. Sidewalk (72nd Ave. to Pioneer Hwy)*	**$1,200,000**		$200,000	$1,000,000			
284th St Sidewalk * (W. side 68th St. to 69th St.)	**$185,880**		$185,880				
98th Dr. Sidewalk 268th to 270th *	**$123,240**			$123,240			
284th St Sidewalk * (So. Side between 68th & 69th)	**$185,880**			$185,880			
Sidewalk Cedarhome Dr. 271st-276th *	**$714,612**						$714,612

Project:

Viking Way

Capital Budget	Previous Years	2020	2021	2022	2023	2024	2025	Total
Sources/Funding	Appropriated to Date	Budget	Projection	Projection	Projection	Projection	Projection	Projection
General Funds	$ 584,476	$ -	$ 27,000	$ 40,500	$ -	$ -	$ -	$ 651,976
WSDOT/FHA	$ 153,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 153,000
RTCC Grant	$ 350,000	$ 1,437,000	$ 173,000	$ 259,500	$ 750,000	$ -	$ -	$ 2,969,500
Grant-Direct Appropriation (DOC)		$ 500,000						$ 500,000
Mitigation-Street Impact Fee	$ 166,864	$ 63,000			$ 250,000			$ 479,864
Transportation Benefit Sales Tax	$ 136,416	$ -	$ -	$ -	$ -	$ -	$ -	$ -
								$ -
Total Sources	**$ 1,390,756**	**$ 2,000,000**	**$ 200,000**	**$ 300,000**	**$ 1,000,000**	**$ -**	**$ -**	$ 4,890,756
Uses/Costs	Appropriated to Date	Budget	Projection	Projection	Projection	Projection	Projection	Projection
Design	$ 391,363	$ -		$ -	$ -	$ -	$ -	$ 391,363
Right of Way Acquisition	$ 999,393	$ -	$ -	$ -	$ -	$ -	$ -	$ 999,393
Construction	$ -	$ 2,000,000	$ -	$ -	$ -	$ -	$ -	$ 2,000,000
Phase Two Design	$ -	$ -	$ 200,000	$ -	$ -	$ -	$ -	$ 200,000
Phase Two Right of Way				$ 300,000				$ 300,000
Phase Two Construciotn					$ 1,000,000			$ 1,000,000
Total Uses	**$ 1,390,756**	**$ 2,000,000**	**$ 200,000**	**$ 300,000**	**$ 1,000,000**	**$ -**	**$ -**	$ 4,890,756
Capital Sources Over (Under) Uses	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Parks and Trails Improvement Fund (104)		Budget 2020	Projection 2021	Projection 2022	Projection 2023	Projection 2024	Projection 2025
Beginning Cash & Investments		$900,000	$137,000	$237,000	$337,000	$117,000	$197,000
Revenues	Total by source						
General Fund Transfers In	$2,065,000	$887,000	$143,000	$715,000	$165,000	$5,000	$150,000
Impact Fee Transfers In	$100,000	$100,000					
Donations	$20,000	$20,000					
REET2 Transfers In	$640,000	$200,000	$100,000	$100,000	$80,000	$80,000	$80,000
Grant (Heritage) Youth Athletic Fields, secured	$350,000	$350,000	$0	$0	$0	$0	$0
Grant (ALEA) Hamilton, Secured	$500,000	$500,000					
Unidentified Grant (RCO) Heritage Phase Two	$500,000			$500,000			
Unidentified Grant	$1,700,000					$1,700,000	
Total Resources (includes 2020 BNC)	$6,775,000	**$2,957,000**	**$380,000**	**$1,552,000**	**$582,000**	**$1,902,000**	**$427,000**
Expenditures:	**Total Proj Cost**						
Ovenell Property	$365,000	$0	$0	$200,000	$160,000	$5,000	$0
Heritage Park	$2,208,000	$1,070,000	$133,000	$1,005,000	$0	$0	$0
Hamilton Park	$1,120,000	$1,120,000	$0	$0	$0	$0	$0
Stanwood Port Susan Trail	$2,866,750	$450,000	$0	$5,000	$300,000	$1,700,000	$411,750
Church Creek Park	$170,000	$150,000	$10,000	$5,000	$5,000	$0	$0
Johnson Farm	$0						
New Neighborhood Park	$30,000	$30,000					
Total Project Costs	**$6,759,750**	**$2,820,000**	**$143,000**	**$1,215,000**	**$465,000**	**$1,705,000**	**$411,750**
Ending Cash & Investments		**$137,000**	**$237,000**	**$337,000**	**$117,000**	**$197,000**	**$15,250**

Project: **Heritage Park**

Capital Budget	Previous Years	2020	2021	2022	2023	2024	2025	Total
Sources/Funding	**Appropriated to Date**	**Budget**	**Projection**	**Projection**	**Projection**	**Projection**	**Projection**	**Projection**
General Funds	$ 615,053	$ 420,000	$ 133,000	$ 505,000	$ -	$ -	$ -	$ 1,673,053
Grant-Youth Athletic Fields		$ 350,000	$ -	$ -	$ -	$ -	$ -	$ 350,000
Grant-WWRP (potential)			$ -	$ 500,000	$ -	$ -	$ -	$ 500,000
Mitigation-Park	$ 100,000	$ 100,000						$ 200,000
REET-1	$ 250,582	$ -						$ 250,582
REET-2	$ -	$ 200,000	$ -	$ -	$ -	$ -	$ -	$ 200,000
								$ -
Total Sources	**$ 965,635**	**$ 1,070,000**	**$ 133,000**	**$ 1,005,000**	**$ -**	**$ -**	**$ -**	$ 3,173,635

Uses/Costs	Appropriated to Date	Budget	Projection	Projection	Projection	Projection	Projection	Projection
Design	$ 265,635	$ -	$ 133,000	$ -	$ -	$ -	$ -	$ 398,635
Land Acquisition	$ 700,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 700,000
Re-Development & Ballfields Construction	$ -	$ 1,070,000	$ -	$ -	$ -	$ -	$ -	$ 1,070,000
Phase2: Fields 3&4, Loop Trail, Pkng Lot Repair	$ -	$ -	$ -	$ 1,000,000	$ -	$ -	$ -	$ 1,000,000
RCO Grant Application Phase 3 Design				$ 5,000				$ 5,000
Phase Three Construciotn								$ -
Total Uses	**$ 965,635**	**$ 1,070,000**	**$ 133,000**	**$ 1,005,000**	**$ -**	**$ -**	**$ -**	$ 3,173,635

Capital Sources Over (Under) Uses	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project: Hamilton

		6-Year Capital Improvement Plan						
Capital Budget	Previous Years	2020	2021	2022	2023	2024	2025	Park Total
Sources/Funding	Appropriated to Date	Budget	Projection	Projection	Projection	Projection	Projection	Projection
General Funds	$ 43,502	$ 620,000			$ -	$ -		$ 663,502
Local Funds-REET1	$ 112,429							$ 112,429
Local Funds-REET2								
Grant-Conservbation Futures	$ 156,000							$ 156,000
Grant-Department of Ecology - IPG	$ 250,000							$ 250,000
Grant-Aquatic Lands Enhancement Account		$ 500,000						$ 500,000
Grant-RCO	$ -	$ -			$ -	$ -		$ -
Total Sources	**$ 561,931**	**$ 1,120,000**	**$ -**	**$ -**	**$ -**	**$ -**		**$ 1,681,931**

Uses/Costs	Appropriated to Date	Budget	Projection	Projection	Projection	Projection	Projection	Projection
Land Acquisition	$ 268,429							$ 268,429
Planning and Design	$ 293,502							$ 293,502
Park Construction	$ -	$ 1,120,000						$ 1,120,000
	$ -							$ -
Total Uses	**$ 561,931**	**$ 1,120,000**	**$ -**	**$ -**	**$ -**	**$ -**		**$ 1,681,931**

Capital Sources Over (Under) Uses	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**		**$ -**

Project:	OVENELL							
Capital Budget	Previous Years	2020	2021	2022	2023	2024	2025	Park Total
Sources/Funding	Appropriated to Date	Budget	Projection	Projection	Projection	Projection	Projection	Projection
General Funds				$ 200,000	$ 160,000	$ 5,000		$ 365,000
Local Funds-Impact Fees	$ 93,530							
Local Funds-REET1	$ 211,132							$ 211,132
Local Funds-REET2	$ 68,576							
Grant-Conservation Futures	$ 1,289,367							$ 1,289,367
Total Sources	$ 1,662,605	$ -	$ -	$ 200,000	$ 160,000	$ 5,000	$ -	$ 2,027,605
Uses/Costs	Appropriated to Date	Budget	Projection	Projection	Projection	Projection	Projection	Budget
Land Acquisition	$ 1,569,075							$ 1,569,075
Planning and Design-Concept Planning				$ 200,000				
Planning and Design-60% Design					$ 160,000			
Planning and Design-RCO Grant App.						$ 5,000		
Site Cleanup	$ 93,530							$ 93,530
Park Construction/Restoration	$ -							$ -
Total Uses	$ 1,662,605	$ -	$ -	$ 200,000	$ 160,000	$ 5,000	$ -	$ 2,027,605
Capital Sources Over (Under) Uses	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

Project:	Stanwood-Port Susan Trail							
Capital Budget	Previous Years	2020	2021	2022	2023	2024	2025	Project Total
Sources/Funding	Appropriated to Date	Budget	Projection	Projection	Projection	Projection	Projection	Projection
General Funds		$ 377,000		$ 5,000				$ 382,000
Unidentified Funds					$ 300,000	$ 1,700,000	$ 411,750	$ 2,411,750
Local Funds-Impact Fees								$ -
Local Funds-REET1								$ -
Local Funds-REET2	$ 71,710							$ 71,710
Loan- Snoco		$ 73,000						$ 73,000
Total Sources	$ 71,710	$ 450,000	$ -	$ 5,000	$ 300,000	$ 1,700,000	$ 411,750	$ 2,938,460
Uses/Costs	Appropriated to Date	Budget	Projection	Projection	Projection	Projection	Projection	Projection
Planning and Design-NMTP	$ 71,710							$ 71,710
Berm Trail		$ 200,000						$ 200,000
Design & Permit Port Susan Ph 2		$ 250,000						
Planning-prepare RCO Grant App				$ 5,000				
Phase 3 Construction (Public Works Loop)					$ 300,000	$ 1,700,000		
Phase 3 Construction (Church Creek Loop)	$ -						$ 411,750	$ 411,750
Total Uses	$ 71,710	$ 450,000	$ -	$ 5,000	$ 300,000	$ 1,700,000	$ 411,750	$ 2,938,460
Capital Sources Over (Under) Uses	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

Project:	Church Creek Park							
Capital Budget	Previous Years	2020	2021	2022	2023	2024	2025	Park Total
Sources/Funding	Appropriated to Date	Budget	Projection	Projection	Projection	Projection	Projection	Projection
General Funds		$ 140,000	$ 10,000	$ 5,000	$ 5,000			$ 160,000
Local Funds-Impact Fees								
Local Funds-REET1								$ -
Local Funds-REET2								
Grant-Snohomish County		$ 10,000						$ 10,000
Grant-WSDOT								$ -
Total Sources	$ -	$ 150,000	$ 10,000	$ 5,000	$ 5,000	$ -	$ -	$ 170,000
Uses/Costs	Appropriated to Date	Budget	Projection	Projection	Projection	Projection	Projection	Projection
Replace Playground Equipment		$ 135,000						$ 135,000
Master Plan Update		$ 15,000						$ 15,000
Minor Park Improvments-Tree Thinning			$ 10,000					$ 10,000
Minor Park Improvments-Flag Pole Area				$ 5,000				$ 5,000
Minor Park Improvments-Trails	$ -				$ 5,000			$ 5,000
Total Uses	$ -	$ 150,000	$ 10,000	$ 5,000	$ 5,000	$ -	$ -	$ 170,000
Capital Sources Over (Under) Uses	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

Building Improvement (110)		2020	2021	2022	2023	2024	2025
Beginning Cash & Investments		$1,000,000	$1,800,000	$6,300,000	$0	$0	$0
Revenues							
General Fund Transfer In	$1,000,000			$1,000,000			
Sales Tax - Construction	$900,000	$900,000	$0	$0	$0	$0	$0
REET 1 Transfer-In	$1,200,000		$500,000	$700,000	$0	$0	$0
Bond Proceeds / Debt	$12,000,000	$0	$12,000,000	$0	$0	$0	$0
Grant Proceeds	$0	$0	$0	$0	$0	$0	$0
Total Resources (includes 2020 BNC)	$16,100,000	**$1,900,000**	**$14,300,000**	**$8,000,000**	**$0**	**$0**	**$0**
Expenditures:	**Total Proj Cost**						
Police Station/City Hall Design	$100,000	$100,000					
Police Station/City Hall Construction	$16,000,000		$8,000,000	$8,000,000			
Total Expenditures	**$16,100,000**	**$100,000**	**$8,000,000**	**$8,000,000**	**$0**	**$0**	**$0**
Ending Cash & Investments		**$1,800,000**	**$6,300,000**	**$0**	**$0**	**$0**	**$0**

Sewer (403)		2020	2021	2022	2023	2024	2025
	SFR Building Permits	60	26	20	20	20	20
Beginning Cash & Investments		$1,500,000	$503,140	$1,706,834	$86,214	$465,594	$476,974
Sources							
Connection Fees	$83,000	$30,000	$13,000	$10,000	$10,000	$10,000	$10,000
Transfers-in Plant Investment Charge	$1,281,354	$463,140	$200,694	$154,380	$154,380	$154,380	$154,380
Developer Funded (68th Ave Replacement)	$1,000,000				$1,000,000		
Bond Proceeds / Debt	$5,500,000	$0	$5,500,000	$0			
Grant Proceeds	$0						
Transfer in from Operations	$1,500,000	$150,000	$250,000	$250,000	$250,000	$300,000	$300,000
Total Resources (includes 2020 BNC)	**$10,864,354**	$2,143,140	$6,466,834	$2,121,214	$1,500,594	$929,974	$941,354
Improvements	**$210,000**	$35,000	$35,000	$35,000	$35,000	$35,000	$35,000
Flow Monitor/Smoke Test (EX 2)	**$150,000**	$150,000					
Church Creek Collection System Const (EX5A)	**$1,175,000**	$150,000	$1,025,000				
Cedarhome Collection System Construction (EX5B)	**$175,000**					$175,000	
Pioneer Highway/Cedarhome to 267th St (EX 17)	**$100,000**	$100,000					
Lower Pioneer Highway Interceptor (EX18)	**$1,000,000**	$100,000	$900,000				
72nd Ave Main Replacement 265th-267th (DF2)	**$193,000**					$193,000	
68th Ave Gravity Main Replacement (DF4)	**$1,000,000**				$1,000,000		
Telemetry System Upgrades (EX7)	**$300,000**	$300,000					
Biosolids Processing Facility(EX8A-B)	**$4,300,000**	$300,000	$2,000,000	$2,000,000			
Grit Removal Unit Installation (EX9)	**$400,000**	$100,000	$300,000				
Viking Way	**$169,000**	$169,000					
Main Lift Station Upgrades	**$650,000**	$150,000	$500,000				
Wastewater Rate Study	**$50,000**					$50,000	
Upper Pioneer Hwy 85th to Cedarhome (EX16)	**$86,000**	$86,000					
Total Expenditures	**$9,958,000**	**$1,640,000**	**$4,760,000**	**$2,035,000**	**$1,035,000**	**$453,000**	**$35,000**
Ending Cash & Investments		$503,140	$1,706,834	$86,214	$465,594	$476,974	$906,354

Drainage Construction Fund (411)		Budget 2020	Projection 2021	Projection 2022	Projection 2023	Projection 2024	Projection 2025
Beginning Cash & Investments		$600,000	$647,000	$229,700	$132,365	$312,574	$200,017
Revenues							
Connection Fees	$48,000	$12,000	$12,000	$12,000	$4,000	$4,000	$4,000
Transfer-In from Drainage Operating	$1,700,000	$400,000	$300,000	$250,000	$250,000	$250,000	$250,000
Transfer-In from Drainage PIF	$300,000	$100,000				$100,000	$100,000
Bond Proceeds-IS4	$3,080,000		$630,000	$350,000	$700,000	$700,000	$700,000
Bond Proceeds-92nd, 101st, 102nd,103rd	$1,520,000			$1,520,000			
Grant Proceeds (unidentified)	$5,720,000		$1,170,000	$650,000	$1,300,000	$1,300,000	$1,300,000
Loan - SR 532 Flood Berm	$900,000	$900,000					
DOE-Floodplains by Design (Ph. 1, secured)	$750,000	$750,000					
DOE-Floodplains by Design (Ph. 2, potential)	$1,000,000	$1,000,000					
Total Resources (includes 2020 BNC)	**$15,618,000**	**$3,762,000**	**$2,759,000**	**$3,011,700**	**$2,386,365**	**$2,666,574**	**$2,554,017**
	Total						
(CFP#) Expenditures	**Proj Cost**						
Drainage Rate Study	$25,000						$25,000
(10) 85th Ave N Runoff	$738,635	$50,000	$344,300	$344,335			
(1) Irvine Slough Stormwater Separation	$10,700,000	$1,900,000	$1,800,000	$1,000,000	$2,000,000	$2,000,000	$2,000,000
(11) SR532 Flood Berm	$900,000	$900,000					
(7) 101st, 102nd, 103rd Replacement	$1,500,000	$250,000	$250,000	$1,000,000			
(2) 92nd Ave (271st-SR532)	$640,000		$120,000	$520,000			
(4) 276th Pl Pioneer Hwy Drainage Imp	$58,791				$58,791		
(6) Augusta St. Pipe Upsize	$585,830					$292,915	$292,915
(8) 271st St NW @ Florence Rd Upsize	$317,284					$158,642	$158,642
Irvine Slough Erosion Control	$90,000	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000
Total Expenditures	**$15,555,540**	$3,115,000	$2,529,300	$2,879,335	$2,073,791	$2,466,557	$2,491,557
Ending Cash & Investments		**$647,000**	**$229,700**	**$132,365**	**$312,574**	**$200,017**	**$62,460**

Project:	Irvine Slough Stormwater Separation							
Capital Budget	Previous Years	2020	2021	2022	2023	2024	2025	Future Years Total
Sources/Funding	Appropriated to Date	Budget	Projection	Projection	Projection	Projection	Projection	Projection
Local Funds -Plant Investment Fees	$ 312,920		$ -	$ -	$ -	$ -		$ 312,920
Local - Operating Transfers In		$ 150,000	$ -	$ -	$ -	$ -		$ 150,000
Debt-Bond Issue			$ 630,000	$ 350,000	$ 700,000	$ 700,000	$ 700,000	$ 3,080,000
Grant Proceeds (unidentified)			$ 1,170,000	$ 650,000	$ 1,300,000	$ 1,300,000	$ 1,300,000	$ 5,720,000
Grant-Floodplains by Design (Ph. 1)	$ 435,000	$ 750,000						$ 1,185,000
Grant-DOC (Potential grant Phase 2)		$ 1,000,000	$ -	$ -	$ -	$ -		$ 1,000,000
Total Sources	**$ 747,920**	**$ 1,900,000**	**$ 1,800,000**	**$ 1,000,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 11,447,920**

Uses/Costs	Appropriated to Date	Budget	Projection	Projection	Projection	Projection	Projection	Projection
Design	$ 737,350		$ -	$ -	$ -	$ -		$ 737,350
Permitting	$ 10,570	$ -	$ -	$ -	$ -	$ -		$ 10,570
Construction--Phase 1	$ -	$ 900,000	$ -	$ -	$ -	$ -		$ 900,000
Construction--Phase 2	$ -	$ 1,000,000	$ -	$ -	$ -	$ -		$ 1,000,000
Construction-Future Phases	$ -		$ 1,800,000	$ 1,000,000	$ 2,000,000	$ 2,000,000	$ 2,000,000	$ 8,800,000
Total Uses	**$ 747,920**	**$ 1,900,000**	**$ 1,800,000**	**$ 1,000,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 2,000,000**	**$ 11,447,920**

Capital Sources Over (Under) Uses	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**		**$ -**

Water Construction Fund (422)		2020	2021	2022	2023	2024	2025
	SFR Building Permits	60	26	20	20	20	20
Beginning Cash & Investments		$1,700,000	$12,720	$128,320	$318,320	$1,377,320	$265,320
Revenues and Transfers In							
Connection Fees	$99,600	$36,000	$15,600	$12,000	$12,000	$12,000	$12,000
Transfers-In from Operating Funds	$1,500,000	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000
Transfers-in Plant Investment Charge	$1,124,720	$414,720	$150,000	$140,000	$140,000	$140,000	$140,000
	$0						
Bond Proceeds / Debt	$2,400,000				$2,400,000		
Grant Proceeds	$0						
Total Resources (include 2020 BNC)	**$6,824,320**	**$2,400,720**	**$428,320**	**$530,320**	**$3,120,320**	**$1,779,320**	**$667,320**
Expenditures:	**Total Proj Cost**						
Rate Study	$25,000					$25,000	
Improvements	$300,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000
Long Term Water Supply Study	$60,000	$60,000					
Telemetry	$200,000		$200,000				
297 Zone Reservoir	$1,700,000	$1,700,000					
Knittle Generator (2021-2026)	$260,000					$260,000	
Knittle Booster Upgrades	$945,000				$236,000	$709,000	
Viking Way water main	$498,000	$498,000					
85th Dr water main	$400,000			$45,000	$355,000		
Bryant Well monitor	$30,000	$30,000					
Cedarhome Dr water main	$517,000			$67,000	$450,000		
Knittle tank recoating	$540,000				$540,000		
Park Lane water main	$482,000				$62,000	$420,000	
Water Meter Replacement Program	$300,000	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000
Total Expenditures	**$6,257,000**	**$2,388,000**	**$300,000**	**$212,000**	**$1,743,000**	**$1,514,000**	$100,000
Ending Cash & Investments		**$12,720**	**$128,320**	**$318,320**	**$1,377,320**	**$265,320**	**$567,320**