

City of Stanwood



City Council Packet

Stanwood City Council Regular Meeting

Thursday, October 27, 2022



AGENDA
CITY COUNCIL REGULAR MEETING
Thursday, October 27, 2022 – 7:00 p.m.

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

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

- 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. APPROVAL OF THE AGENDA**
- 4. PRESENTATION:** None
- 5. PUBLIC COMMENTS**
Written comments must be provided to the Clerk by 9:00 a.m. the day of the meeting via this link:
<https://stanwoodwa.org/FormCenter/City-Clerk-5/City-Council-Meeting-Remote-Public-Comme-61>;
verbal comments may be provided in-person, or online via Zoom, call 360-454-5213 for assistance.
“In order to ensure compliance with RCW 42.17A.555, the city respectfully requests that public comments refrain from discussion of ballot measures or political campaigns.”
- 6. STAFF / DEPARTMENT REPORTS**
Finance Department Third Quarter Report **6.1**
- 7. COUNCIL COMMITTEE REPORTS**
 - a. Parks and Trails Advisory Committee Meeting Minutes – Sept. 19, 2022 **7.1**
 - b. Public Safety Meeting Minutes – September 8, 2022 **7.8**
 - c. Public Works Committee Meeting Minutes – October 3, 2022 **7.11**
- 8. CONSENT AGENDA**
 - a. Approve Vouchers and Payroll Checks **8.1**
 - b. Approve City Council Regular Meeting Minutes – October 13, 2022 **8.7**
 - c. Approve City Council Special Workshop Minutes – October 13, 2022 **8.15**
- 9. UNFINISHED BUSINESS:** None
- 10. PUBLIC HEARING:**
Interim Mini-Storage Development Regulations Amendment **10.1**
 - i. Open Public Hearing
 - ii. Adopt Ordinance 1507 Adopting Interim Mini-Storage Development Regulations Amending Title 17 of the Stanwood Municipal Code
- 11. NEW BUSINESS**
 - a. Authorize the Mayor to Sign a Contract with Thompson, Guildner and Associates for General Municipal Attorney Services **11.1**
 - b. Adopt Resolution 2022-17 Rescinding 2020 Covid-19 State of Emergency **11.33**
 - c. Authorize the Mayor to Sign Supplemental No. 2 with RH2 to Extend the Term Two Years **11.37**
 - d. Authorize the Mayor to Sign a Contract with TranTech Engineering for Irvine Slough Bridge Load Rating **11.41**
 - e. Authorize the Final Acceptance of the 273rd PI Pedestrian Path Project Completed by Konnerup Construction. **11.47**
 - f. Approve Chandlers Reserve Final Plat **11.51**
 - g. Authorize the City Administrator to Sign a Task Order with Maul Foster and Alongi for the Johnson Farm Environmental Study **11.63**
 - h. Authorize the Mayor to Sign a Contract with Judha of Lion Landscaping Services for Heritage Park and Church Creek Park Pickleball Courts **11.75**
- 12. PUBLIC CLOSING COMMENTS**

Upcoming Meetings:

November 3, 2022, Special Workshop 5:00pm – Location: City Hall
November 10, 2022, Regular Meeting 7:00pm
Monday, Nov. 21, 2022, Regular Meeting 7:00pm

- 13. **EXECUTIVE/LEGISLATIVE REPORTS**
 - a. Mayor’s Report
 - b. City Administrator’s Report
 - c. Councilmember Reports/Questions
- 14. **RECESS TO EXECUTIVE SESSION:** None Scheduled at this time
- 15. **ADJOURN**



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

ITEM NUMBER: 6
DATE: October 27, 2022
SUBJECT: 3rd Quarter 2022 Financial Report
CONTACT PERSON: David A. Hammond, Finance Director
ATTACHMENTS: A - Year-to-date Budget vs. Actual Reports for quarter ending September 30, 2022

PURPOSE

The third quarter 2022 financial report is hereby submitted to City Council.

DISCUSSION

Attachment A is a year-to-date (January thru September) budget versus actual revenue and expenditures report with ending fund balance for all funds as of September 30, 2022. Key messages regarding the city's 2022 financial performance thus far:

- Tax collections, which include property, real estate excise tax (REET), local sales taxes and utility taxes are on target, with some taxes exceeding budgeted forecasts year-to-date. Note, the majority of property taxes are received in May and November each year.
- Operating expenditures in the General Fund, Streets and Utilities are all on target, staying under 75% of budget at the end of the 3rd quarter. Operating funds include salary & benefit line expenditures which are very stable costs and represent the largest portion of spending for delivering services.
- Although the COVID-19 Pandemic continues into 2022 our expected financial outlook remains stable with strong projected ending fund balances.
- Nationwide, economic conditions have worsened over the last quarter. Inflation continues its sharp turn upward, while the Federal reserve continued to raise interest rates to attempt to curb the rise.

Investment Performance:

The table on the following page provides monthly and quarterly investment portfolio performance compared to the required benchmark within Financial Policy, which is the two-year average of the two-year US Treasury Bond. The table below provides a detailed listing of holdings in the city's investment portfolio as of September 30, 2022.

INVESTMENT PERFORMANCE - Q3 2022				
	July	August	September	Quarter Average
Amount Invested	\$ 29,822,193	\$ 31,408,654	\$ 33,664,789	\$ 31,631,879
Return (average percentage yield)	1.87%	1.85%	2.62%	2.11%
Benchmark*	0.81%	0.95%	1.10%	0.95%
*Per Finance Policy, Two Year Average of Two-Year Treasury Note				

Investment Category/Accounts	Amount	Current Allocation	September APY
CASH			
Cash (Treasurer's Checking)	\$ 1,608,421	5%	0
INVESTMENTS			
Washington Federal Public Funds	\$ 1,310	0.0%	1.97%
WA State LGIP	\$ 5,300,147	15%	2.56%
Snohomish County Inv. Pool	\$ 8,818,020	25%	1.59%
US Bank Muni Invstr	\$ 129,149	0%	0.00%
U.S. Agency Securities	\$ 19,416,163	55%	3.08%
Total	\$ 35,273,211		

Detailed Investment Holdings						
Investments	Maturity Date	Return (APY)	Balance	% of total balance	Weighted rate	Duration Years
WA Federal Public Funds	N/A	1.967%	\$ 1,310	0.00%	0.000%	0.00
WA LGIP	N/A	2.561%	\$ 5,300,147	15.74%	0.40%	0.03
Snoh. County Inv. Pool	N/A	1.593%	\$ 8,818,020	26.19%	0.42%	0.52
US Bank Muni Invstr	N/A		\$ 129,149	0.38%		0.00
U.S. Notes & Securities:						
Fed National Mortgage Assn	1/19/2023	1.629%	\$ 1,022,940	3.04%	0.05%	0.30
Fed National Mortgage Assn	7/10/2023	2.264%	\$ 977,105	2.90%	0.07%	0.78
FHLB (5/5/22)	9/8/2023	2.580%	\$ 1,010,394	3.00%	0.08%	0.94
U.S. Treasury Notes	12/31/2023	2.720%	\$ 968,329	2.88%	0.08%	1.25
FHLB (9/15/2022)	3/15/2024	3.700%	\$ 1,000,000	2.97%	0.11%	1.46
FHLB (9/29/22)	4/29/2024	4.000%	\$ 1,000,000	2.97%	0.12%	1.58
FHLB (9/20/2022)	6/20/2024	3.541%	\$ 1,001,050	2.97%	0.11%	1.72
U.S. Treasury Notes	6/30/2024	2.730%	\$ 979,640	2.91%	0.08%	1.75
U.S. Treasury Notes	8/15/2024	2.880%	\$ 988,906	2.94%	0.08%	1.88
FHLB (9/13/22)	9/13/2024	3.700%	\$ 2,000,000	5.94%	0.22%	1.96
U.S. Treasury Notes	12/31/2024	2.878%	\$ 984,063	2.92%	0.08%	2.25
FHLB (5/6/2022)	3/14/2025	2.920%	\$ 998,754	2.97%	0.09%	2.45
U.S. Treasury Notes	6/30/2025	2.830%	\$ 923,125	2.74%	0.08%	2.75
U.S. Treasury Notes	6/30/2025	2.865%	\$ 923,560	2.74%	0.08%	2.75
U.S. Treasury Notes	8/31/2025	3.450%	\$ 909,618	2.70%	0.09%	2.92
U.S. Treasury Notes	8/31/2025	3.538%	\$ 907,344	2.70%	0.10%	2.92
U.S. Treasury Notes	12/31/2025	2.860%	\$ 914,773	2.72%	0.08%	3.25
FHLB (9/12/22)	3/12/2026	4.000%	\$ 1,000,000	2.97%	0.12%	3.45
U.S. Treasury Notes	6/30/2026	3.506%	\$ 906,563	2.69%	0.09%	3.75
Subtotal U.S. Notes & Securities			\$ 19,416,163			
Investment Total			\$ 33,664,789	Weighted Return	2.62%	
Cash (Treasurer's Checking)			\$ 1,608,421			
Total Cash and Investments			\$ 35,273,211	Average Weighted Duration		1.77
Total Interest Earned July			\$ 46,473			
Total Interest Earned August			\$ 48,422			
Total Interest Earned Sept			\$ 73,384			
Total Interest Earned Q3			\$ 168,279			

General Fund

General Fund Revenue

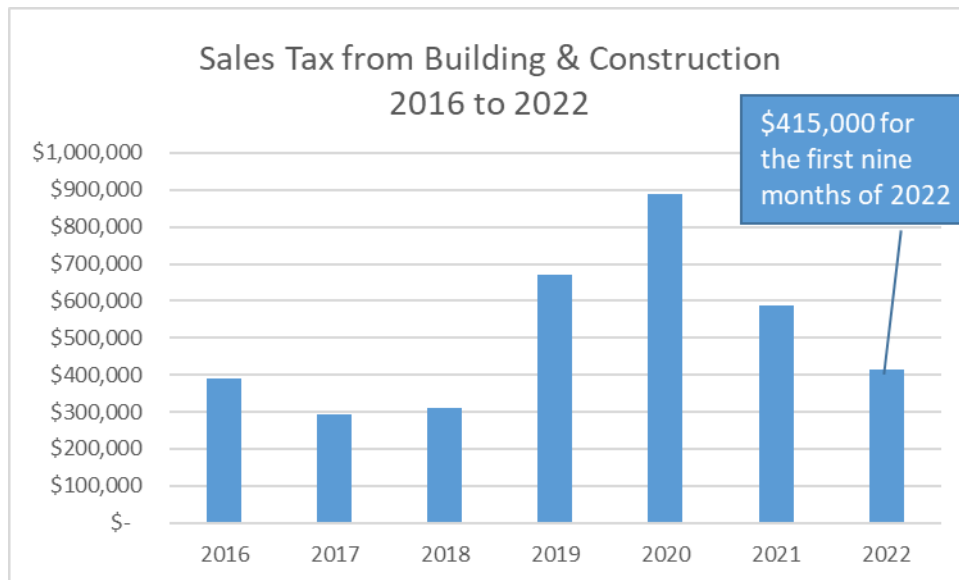
At the end of the third quarter, general fund revenues were 89% of the annual budget. Overall taxes collected are at 80%. Details are provided below and in Attachment A.

Sales Tax

Sales tax received for the nine months ending September 30 are 92% of the budget for 2022 or \$1,775,746. The third quarter's collections were \$586,697 which is a 6% decrease from the third quarter 2021. The chart below compares the first nine months of 2021 and 2022:

2022 through September				
Retail Sales Tax				
Industry Category	2022 YTD	2021 Same Period	Dollar Change	Percent Change
Convenience & Grocers	\$ 80,153	\$ 76,286	\$ 3,867	5.1%
Auto/RV Dealer	\$ 151,118	\$ 151,551	\$ (433)	-0.3%
Department Store	\$ 90,011	\$ 86,993	\$ 3,018	3.5%
Specialty Retail	\$ 434,592	\$ 442,296	\$ (7,705)	-1.7%
Restaurants	\$ 219,561	\$ 192,050	\$ 27,511	14.3%
Building & Construction	\$ 415,073	\$ 461,723	\$ (46,650)	-10.1%
All Other Sales & Use Tax	\$ 385,238	\$ 352,437	\$ 32,801	9.3%
Total	\$1,775,746	\$1,763,336	\$ 12,411	0.7%
Other Sales Taxes				
Criminal Justice	\$ 142,335	\$ 117,174	\$ 25,161	21.5%
Affordable Housing	\$ 9,324	\$ 14,276	\$ (4,952)	-34.7%
Transportation Benefit District	\$ 417,740	\$ 414,835	\$ 2,905	0.7%

The graph on the following page presents sales tax from the construction industry, by year since 2016, and demonstrates the cyclical nature and indicates a typical year at this point.



Licenses & Permits

Through the 3rd quarter the city has received \$292,320 or 65%, of budgeted License and Permit Revenues. The building permit revenue budget for 2022 is \$312,595 and to date the City has collected \$178,959 or 58% of budget. Staff will continue to monitor this trend carefully.

State Generated Revenues

State Generated revenues include the city's share of liquor excise tax and liquor board profits, PUD Privilege Tax, reimbursement for the school resource officer, along with other miscellaneous state shared revenues. For the nine months of 2022 receipts were \$271,141 which were 82% of budget. This is excluding the \$1,018,069 received in 2022 for ARPA.

Charges for Services

Charges for Services are primarily development-related fees that the city collects and are at 90% of estimates.

General Fund Expenditures

General fund expenditures through September 30, 2022, are on track at \$4,818,640 or 64.2% of budget. This is well within budget. Individual departmental expenditure summary performance is included in Attachment A.

Street Operating Fund

Beginning in 2021, in lieu of receiving 8% of the property tax directly, the Street operating fund was budgeted to receive transfers from the General Fund and the Transportation Benefit Fund to support operations. The other major revenue the street fund relies on is unrestricted motor vehicle excise tax (MVFT), or "fuel tax". The City received \$121,734 in the first nine months of the fiscal year in fuel taxes, which is 81.4%

of budget. Expenditures for street operations and maintenance are well within budget at 61.6%. See Attachment A for further detail.

Special Revenue Funds

Special Revenue Funds are separate from the General Fund and are used to account for revenues that may only be used for a specific purpose, such as impact fees, Real Estate Excise Taxes (REET) and other sources. REET funds continue to be strong. In the nine months of 2022, the City collected 101% and 96.5% of the REET revenue budgets for the year. Expenditures in these funds are usually transfers out to other funds in support of capital projects. Please see Attachment A for details.

Capital Project Funds

Capital Project Funds are utilized to track project sources and uses. Most capital projects span multiple years and often do not align with the biennial budget cycle. The amounts budgeted may change as projects move through design, permitting and construction phases. Capital project funds are meant to be spent to build and invest in city infrastructure. Sources of revenue are transfers from other special revenue funds or the general fund, but the primary source for some capital projects is grants and are reliant on our ability to seek out opportunities and ultimately be awarded the funding. Capital budgets are included in Attachment A in the Street Construction Fund, Park and Trail Improvement Fund, and the Utilities Construction Funds. Significant projects underway this year in Streets are the City Beautification project, various overlay and sidewalk projects, and the engineering of the next phase of Viking Way.

Utility Funds

Utility Funds are proprietary funds or “business-like funds”. The City has separated utility activity into funds for utility operations, capital, and debt-related reserves. Utility fund detail through the third quarter, 2022 are shown in Attachment A.

Sewer Fund

Year-to date 2022 sewer operating revenues are \$2,287,896 which is 77.9% of the 2022 budget. Sewer rates were increased 6.5% effective January 1, 2022. Operating expenditures are at 72.7% of the budget. Water and Sewer Revenue and Refunding bonds were completed in October 2021 and \$4,503,999 proceeds were received. The refunding bonds achieved total net savings of \$281,972 over the remaining 10 years. Capital expenditures in the Sewer Construction fund for the nine months ending September 30 are \$1,735,244 or 37.7% of project budgets. The Main Lift Station project, the Sewer System Plan update, and the Church Creek Collection System project are currently underway and are partially funded with the new bond proceeds.

Drainage Fund

Drainage charges for services collected through September 30, 2022 are \$1,058,797 or 83.2% of expected revenues for 2022. Drainage rates were increased by 9.2% effective January 1, 2022. Drainage fund operating expenditures year-to-date are \$1,205,507 or 67.7% of budget. Water and Sewer Revenue Bonds, 2022 were completed in August of 2022 and September 1 proceeds of \$3,402,292 were received. The Irvine Slough

project, the pump station from 92nd to Stillaguamish River, and the reroute of existing conveyance from Heritage Park south to new conveyance at 92nd St, are the three projects that will be partially funded by the bond proceeds. The 2022 capital budget projects are the Irvine Slough Stormwater Separator and the Flood Wall.

Water Fund

Water operating revenue year-to-date is \$1,905,561 or 82.5% of budget targets. Water rates were increased 3% effective January 1, 2022. Operating expenditures for the Water Fund are \$1,794,323 or 65.2% of budget. The Water System plan update is currently underway.

Contracts Executed By Mayor for 3rd Quarter 2022

NUMBER	CONTRACT/AGREEMENT	AMOUNT
2022-65	Coating Applicators LLP	\$34,877.72
2022-66	MacKenzie - Supplemental 6	\$311,295.54
2022-67	MacKenzie - Supplemental 7	\$341,095.54
2022-71	JA Brennan - Task Order 2022-17.02	\$70,000.00
2022-72	Shred-it - Stericycle	see invoice
2022-73	Hamsen - Task Order 2021-33.04	\$1,050.00
2022-74	Hamsen - Task Order 2021-33.05	\$875.00
2022-75	Hamsen - Task Order 2021-33.06	\$700.00
2022-76	ABS Valuation	\$4,600.00
2022-78	Hamsen - Task Order 2021-33.07	\$525.00
2022-83	Bonner Electric - Task Order 2022-36.01	\$7,673.53
2022-84	Transpo Group USA - Task Order 2021-05.12	\$5,000.00
2022-85	Transpo Group USA - Task Order 2021-05.13	\$7,500.00

MONTHLY EXPENSE & REVENUE REPORT

ATTACHMENT A

City Of Stanwood

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001 General Fund

Revenues		Amt Budgeted	September	YTD	Remaining	
308 Beginning Balances						
308 31 00 01	Restricted Beg Cash & Invest	55,196.00	0.00	55,196.00	0.00	0.0%
308 91 00 01	Unassigned Beg Cash & Invest	5,078,443.89	0.00	5,078,443.89	0.00	0.0%
308 91 00 02	Unassigned Beg Cash & Invest	590.00	0.00	590.00	0.00	0.0%
308 Beginning Balances		5,134,229.89	0.00	5,134,229.89	0.00	0.0%

310 Taxes

311 10 00 00	Property Tax	1,854,111.00	14,428.19	1,075,333.40	778,777.60	42.0%
311 10 10 00	EMS. Levy	0.00	(23.45)	197.62	(197.62)	0.0%
313 11 00 00	Sales Tax	1,938,000.00	189,195.26	1,775,744.36	162,255.64	8.4%
313 27 00 00	Affordable/Supportiv Housing Sales Tax	15,300.00	1,616.80	9,323.58	5,976.42	39.1%
313 31 00 00	Hotel/Motel Lodging Tax	0.00	0.00	0.00	0.00	100.0%
313 61 00 00	Natural Gas Tax	2,525.00	0.00	0.00	2,525.00	100.0%
313 71 00 00	Sales Tax Criminal Justice	121,200.00	16,851.21	142,334.58	(21,134.58)	0.0%
316 43 00 00	Gas Utility Tax	95,950.00	4,137.92	117,555.36	(21,605.36)	0.0%
316 45 00 00	Garbage Utility Tax	85,850.00	12,948.13	97,929.87	(12,079.87)	0.0%
316 46 00 00	Cable Tv Utility Tax	36,360.00	0.00	26,805.02	9,554.98	26.3%
316 47 00 00	Telephone Utility Tax	126,250.00	3,381.35	70,653.61	55,596.39	44.0%
316 48 00 00	Electric Utility Tax	328,250.00	27,712.86	268,524.96	59,725.04	18.2%
316 49 10 00	Water/Sewer/Drainage Utility Tax	414,100.00	45,644.63	404,015.03	10,084.97	2.4%
316 81 00 00	Gambling Tax	32,030.00	0.00	22,530.04	9,499.96	29.7%
337 00 00 00	Local Grants, Entitlements, And Other Payments	1,010.00	0.16	25,704.37	(24,694.37)	0.0%
310 Taxes		5,050,936.00	315,893.06	4,036,651.80	1,014,284.20	20.1%

320 Licenses & Permits

321 60 00 00	Professional & Occupational Lic & Permit	0.00	0.00	0.00	0.00	100.0%
321 91 00 00	Cable Tv Franchise Fee	60,600.00	2,214.75	40,101.25	20,498.75	33.8%
321 99 00 00	Business Lic & Permits	60,600.00	4,737.49	49,529.14	11,070.86	18.3%
322 10 00 00	Building Permits	222,200.00	23,283.20	130,865.96	91,334.04	41.1%
322 10 00 01	Mechanical Permits	25,250.00	3,564.00	10,644.60	14,605.40	57.8%
322 10 00 02	Plumbing Permits	25,250.00	590.00	3,341.45	21,908.55	86.8%
322 10 00 03	Grading Permit	2,020.00	0.00	3,000.00	(980.00)	0.0%
322 10 00 04	Demolition Permit	1,515.00	0.00	650.00	865.00	57.1%
322 10 00 05	Roofing Permits	3,030.00	391.25	2,704.20	325.80	10.8%
322 10 00 06	Sign Permit	3,030.00	440.00	3,085.00	(55.00)	0.0%
322 10 00 07	5% Permit Technology Fee	30,300.00	5,042.43	24,667.58	5,632.42	18.6%
322 30 00 00	Animal Licenses	505.00	10.00	820.00	(315.00)	0.0%
322 40 00 00	Parking Permits	50.00	0.00	0.00	50.00	100.0%
322 90 00 00	Gun Permits	7,575.00	657.00	6,909.00	666.00	8.8%
322 90 00 01	Right Of Way And Utility Admin	6,060.00	1,731.35	10,961.41	(4,901.41)	0.0%
322 90 00 02	Other Licenses & Permits	2,020.00	697.50	5,040.00	(3,020.00)	0.0%
320 Licenses & Permits		450,005.00	43,358.97	292,319.59	157,685.41	35.0%

330 Intergovernmental Revenues

331 10 10 00	USDA - Farmers' Market	0.00	0.00	0.00	0.00	100.0%
332 92 10 00	COVID 19 ARPA	0.00	0.00	1,018,069.00	(1,018,069.00)	0.0%
333 11 00 00	COVID Indirect Fed DOC	0.00	0.00	0.00	0.00	100.0%

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 16:29:19 Date: 10/12/2022

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001 General Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
330 Intergovernmental Revenues					
333 16 80 00	Dept Of Justice State Passth	0.00	0.00	0.00	100.0%
333 20 60 00	Dept. Of Transportation - NHTSA	0.00	0.00	0.00	100.0%
333 97 00 00	F E M A	0.00	0.00	0.00	100.0%
334 00 30 01	Other State Grants	0.00	0.00	0.00	100.0%
334 00 30 10	Unanticipated Grants	0.00	0.00	0.00	100.0%
334 01 80 01	State Grant Military Dept	0.00	0.00	0.00	100.0%
334 03 10 00	Department Of Ecology	0.00	0.00	0.00	100.0%
334 03 50 00	Traffic Safety Commission	0.00	0.00	0.00	100.0%
334 03 60 10	WSDOT	0.00	0.00	0.00	100.0%
334 04 20 00	Dept of Commerce	62,500.00	0.00	62,500.00	100.0%
335 00 91 00	Pud Privilege Tax	37,370.00	0.00	(4,563.70)	0.0%
335 04 01 00	Biennium One-Time Allocation2022-23	0.00	0.00	0.00	100.0%
336 06 20 00	Criminal Justice-high Crime	0.00	0.00	0.00	100.0%
336 06 21 00	Criminal Justice-population	2,222.00	0.00	186.66	8.4%
336 06 25 00	Contracted Police Services	14,140.00	0.00	1,975.77	14.0%
336 06 26 00	Criminal Justice Special Pro	8,080.00	0.00	857.58	10.6%
336 06 42 00	Marijuana Excise Tax Distribution	5,000.00	2,539.47	(544.71)	0.0%
336 06 51 00	Crim Justice--dui Cities	1,313.00	0.00	662.58	50.5%
336 06 94 00	Liquor Excise Tax	35,451.00	0.00	(5,841.46)	0.0%
336 06 95 00	Liquor Board Profits	56,257.00	15,472.30	9,835.91	17.5%
342 10 00 00	School Resource Officer Reim	110,000.00	0.00	(3,877.00)	0.0%
330 Intergovernmental Revenues		332,333.00	18,011.77	1,289,210.37	(956,877.37) 0.0%
340 Charges For Services					
341 43 00 00	School Impact Admin. Fee	0.00	0.00	0.00	100.0%
341 43 00 01	Credit Card Proc Fee	30,000.00	149.05	3,735.64	87.5%
341 43 00 02	Credit Card Proc Fee-CD	0.00	0.00	0.00	100.0%
	DONOTUSE				
341 43 00 03	Credit Card Proc Fee-City Clerk	0.00	0.00	0.00	100.0%
	DONOTUSE				
341 43 00 04	Credit Card Proc Fee-Law Enf	0.00	0.00	0.00	100.0%
	DONOTUSE				
341 43 00 05	Credit Card Proc Fee-PW	0.00	0.00	0.00	100.0%
	DONOTUSE				
341 81 00 00	Services	505.00	61.86	127.22	74.8%
341 81 00 01	Services-PD	0.00	0.00	0.00	100.0%
341 99 00 00	Passport / Naturalization Fe	30,300.00	0.00	30,300.00	100.0%
342 10 90 00	Law Enforcement - Other Fees	2,525.00	0.00	17.00	99.3%
344 10 51 00	TBD Management Fee	0.00	0.00	0.00	100.0%
345 23 00 00	Animal Control And Shelter Services	0.00	0.00	0.00	100.0%
345 60 00 00	Tourism Services - POS Discover Stanwood Camano	0.00	0.00	0.00	100.0%
345 60 00 01	Tourism Services - Snohomish County Economic Development	0.00	0.00	0.00	100.0%
345 60 00 02	Tourism Services-Port Of Seattle	0.00	0.00	0.00	100.0%
345 81 00 00	Zoning/inspection Fees	141,400.00	48,989.00	(141,367.16)	0.0%
345 81 00 01	Engineering Fees	10,100.00	0.00	10,100.00	100.0%
345 83 00 00	Plan Checking Fees	171,700.00	5,905.15	101,237.67	59.0%
345 89 00 00	Environmental Fees	2,020.00	900.00	(3,830.00)	0.0%

6.8

MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

Time: 16:29:19 Date: 10/12/2022

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001 General Fund

Revenues		Amt Budgeted	September	YTD	Remaining	
340 Charges For Services						
345 89 00 01	Other Planning & Development Fees	35,350.00	1,062.77	16,199.15	19,150.85	54.2%
347 30 00 00	Park Fees	12,320.00	262.50	10,346.75	1,973.25	16.0%
347 30 00 01	Park Fees- Tourn/Comm Use	0.00	0.00	600.00	(600.00)	0.0%
347 30 00 02	Park Fees- Energy	0.00	0.00	120.00	(120.00)	0.0%
347 30 00 03	Park Fees- Staff	0.00	308.00	1,748.00	(1,748.00)	0.0%
347 30 00 04	Park Fees- Picnic Area/Meeting Rooms	0.00	30.00	170.00	(170.00)	0.0%
347 30 00 05	Park Fees - Sales Tax	0.00	0.00	0.00	0.00	100.0%
369 91 00 01	Interfund/interdepart Charge	0.00	0.00	0.00	0.00	100.0%
340 Charges For Services		436,220.00	57,668.33	392,143.25	44,076.75	10.1%

350 Fines & Forfeitures

353 10 00 00	Court Fines	12,000.00	749.72	5,648.92	6,351.08	52.9%
354 00 00 00	Parking Fines	500.00	60.00	60.00	440.00	88.0%
355 20 00 00	Dui Recoveries	500.00	0.00	0.00	500.00	100.0%
356 90 00 00	Other Criminal Non-Traffic Fines	0.00	0.00	180.00	(180.00)	0.0%
357 30 00 00	Witness Fees/crt Reimb	0.00	0.00	0.00	0.00	100.0%
359 00 00 00	Traffic Fines & Penalties	1,600.00	332.92	1,209.37	390.63	24.4%
359 90 00 00	Misc Fines & Penalties	0.00	0.00	25.00	(25.00)	0.0%
350 Fines & Forfeitures		14,600.00	1,142.64	7,123.29	7,476.71	51.2%

360 Misc Revenues

361 11 00 01	State Pool/cd Interest	60,600.00	10,295.58	43,561.45	17,038.55	28.1%
361 30 00 01	Gain/Loss on Sale of Invest	0.00	(29,569.37)	(29,569.37)	29,569.37	100.0%
361 40 00 01	Sales Tax Interest	2,060.00	359.04	1,456.37	603.63	29.3%
361 40 20 01	Property Tax Interest	0.00	0.00	0.00	0.00	100.0%
362 00 00 01	Rents And Leases	0.00	1,615.00	3,465.00	(3,465.00)	0.0%
367 00 10 10	Donations	500.00	0.00	0.00	500.00	100.0%
367 00 10 11	Touch A Truck Donations	0.00	0.00	0.00	0.00	100.0%
369 81 00 00	Cashier's Overage/shortage	0.00	0.00	0.00	0.00	100.0%
369 91 00 00	Misc.	3,105.00	390.07	7,643.40	(4,538.40)	0.0%
369 91 10 00	Auction Proceeds	0.00	0.00	0.00	0.00	100.0%
398 10 00 00	Insurance Recoveries	0.00	0.00	0.00	0.00	100.0%
360 Misc Revenues		66,265.00	(16,909.68)	26,556.85	39,708.15	59.9%

380 Non Revenues

382 10 00 01	Deposits Refundable	0.00	0.00	235.00	(235.00)	0.0%
382 30 00 01	Court Funds	0.00	1,346.75	8,240.00	(8,240.00)	0.0%
388 50 00 01	Prior Period Adj Acctging Change	0.00	0.00	0.00	0.00	100.0%
389 90 00 01	Payroll Deductions Clearing	0.00	0.00	0.00	0.00	100.0%
380 Non Revenues		0.00	1,346.75	8,475.00	(8,475.00)	0.0%

390 Other Revenues

395 10 00 01	Sales Of Fixed Assets	0.00	0.00	0.00	0.00	100.0%
390 Other Revenues		0.00	0.00	0.00	0.00	100.0%

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001 General Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
397 Interfund Transfers					
397 04 02 05 Transfer In from Debt Service (205)	0.00	0.00	0.00	0.00	100.0%
397 10 00 20 Trfr In From Fire Station Constr	0.00	0.00	0.00	0.00	100.0%
397 10 00 30 Trfr In From Phys Fit Fund	0.00	0.00	0.00	0.00	100.0%
397 10 01 05 Transfer In From Fire Impact Fee	0.00	0.00	0.00	0.00	100.0%
397 Interfund Transfers	0.00	0.00	0.00	0.00	100.0%

Fund Revenues:	11,484,588.89	420,511.84	11,186,710.04	297,878.85	2.6%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
511 Clerk & City Council					
511 60 10 00 Salaries & Wages	134,886.00	11,283.00	94,827.77	40,058.23	29.7%
511 60 11 00 Overtime	510.00	0.00	0.00	510.00	100.0%
511 60 20 00 Social Security	8,078.00	860.37	7,234.30	843.70	10.4%
511 60 21 00 Retirement	8,763.00	815.70	6,771.42	1,991.58	22.7%
511 60 22 00 Medical Benefits	20,942.00	1,346.51	9,468.48	11,473.52	54.8%
511 60 23 00 L & I	436.00	0.00	185.41	250.59	57.5%
511 60 24 00 Unemployment & PFMLA	138.00	0.00	153.30	(15.30)	0.0%
511 60 31 00 Supplies	1,000.00	38.31	879.81	120.19	12.0%
511 60 32 00 Fuel	0.00	0.00	0.00	0.00	100.0%
511 60 35 00 Small Equipment	1,500.00	0.00	1,148.78	351.22	23.4%
511 60 41 00 Professional Services	345,965.00	466.01	45,390.08	300,574.92	86.9%
511 60 42 00 Communications	500.00	86.63	284.77	215.23	43.0%
511 60 44 00 Advertising	3,000.00	165.00	1,559.29	1,440.71	48.0%
511 60 45 00 Operating Rentals	0.00	0.00	0.00	0.00	100.0%
511 60 48 00 Repair/maintenance	0.00	0.00	0.00	0.00	100.0%
511 60 49 00 Miscellaneous	500.00	0.00	0.00	500.00	100.0%
511 60 49 01 Meetings, Training & Travel	3,500.00	177.04	3,633.41	(133.41)	0.0%
511 60 49 05 Credit Card Bank Fees-Clerk	0.00	0.00	0.00	0.00	100.0%
511 60 49 06 Dues	500.00	0.00	275.00	225.00	45.0%
511 60 49 10 Wellness Program	0.00	0.00	0.00	0.00	100.0%
514 40 41 05 Election Service	3,500.00	0.00	2,562.23	937.77	26.8%
514 40 41 06 Voter Registration Service	10,000.00	0.00	8,075.97	1,924.03	19.2%
511 Clerk & City Council	543,718.00	15,238.57	182,450.02	361,267.98	66.4%

512 Judicial

512 50 49 01 Cascade Court Costs	17,000.00	1,362.40	5,982.08	11,017.92	64.8%
512 Judicial	17,000.00	1,362.40	5,982.08	11,017.92	64.8%

513 Executive Activities

513 10 10 00 Salaries & Wages	150,410.00	13,430.76	109,940.19	40,469.81	26.9%
513 10 20 00 Social Security	6,739.00	1,022.07	8,364.60	(1,625.60)	0.0%
513 10 21 00 Retirement	7,962.00	1,119.47	9,354.22	(1,392.22)	0.0%
513 10 22 00 Medical Benefits	11,919.00	2,222.87	18,894.08	(6,975.08)	0.0%
513 10 23 00 L & I	160.00	0.00	164.71	(4.71)	0.0%
513 10 24 00 Unemployment & PFMLA	126.00	0.00	150.40	(24.40)	0.0%
513 10 31 00 Supplies	500.00	0.00	19.36	480.64	96.1%
513 10 35 00 Small Equipment	0.00	0.00	33.84	(33.84)	0.0%

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001 General Fund

Expenditures	Amt Budgeted	September	YTD	Remaining	
513 Executive Activities					
513 10 41 00 Professional Services	16,450.00	1,896.50	7,205.20	9,244.80	56.2%
513 10 42 00 Communications	700.00	32.18	439.40	260.60	37.2%
513 10 42 01 Mayor's Newsletter DO NOT USE	0.00	0.00	0.00	0.00	100.0%
513 10 49 00 Miscellaneous	500.00	0.00	0.00	500.00	100.0%
513 10 49 01 Meetings, Training & Travel	2,500.00	0.00	1,080.75	1,419.25	56.8%
513 10 49 02 Volunteer Appreciation	3,000.00	0.00	0.00	3,000.00	100.0%
513 Executive Activities	200,966.00	19,723.85	155,646.75	45,319.25	22.6%

514 Administration

514 23 10 00 Salaries & Wages	448,645.00	39,831.91	322,785.51	125,859.49	28.1%
514 23 10 99 Salaries Indirect Cost Allocation	(318,449.00)	(79,613.00)	(238,839.00)	(79,610.00)	0.0%
514 23 11 00 Overtime	1,080.00	0.00	536.80	543.20	50.3%
514 23 20 00 Social Security	37,556.00	3,030.66	24,851.90	12,704.10	33.8%
514 23 21 00 Retirement	57,094.00	4,021.13	35,438.43	21,655.57	37.9%
514 23 22 00 Medical Benefits	112,558.00	9,254.71	79,901.50	32,656.50	29.0%
514 23 22 99 Benefits Indirect Cost Allocation	(144,336.00)	(36,084.00)	(108,252.00)	(36,084.00)	0.0%
514 23 23 00 L & I	1,596.00	0.00	692.17	903.83	56.6%
514 23 23 01 Awc Retro Program	1,720.00	0.00	0.00	1,720.00	100.0%
514 23 24 00 Unemployment & PFMLA	891.00	0.00	605.11	285.89	32.1%
514 23 31 00 Supplies	3,000.00	60.51	3,351.10	(351.10)	0.0%
514 23 31 99 Supplies Indirect Cost Allocation	(11,926.00)	(2,981.00)	(8,943.00)	(2,983.00)	0.0%
514 23 32 00 Fuel	0.00	0.00	0.00	0.00	100.0%
514 23 35 00 Small Equipment	1,000.00	0.00	371.60	628.40	62.8%
514 23 41 00 Professional Services	19,450.00	723.77	40,186.96	(20,736.96)	0.0%
514 23 41 01 Payroll Leave Contingency	0.00	0.00	0.00	0.00	100.0%
514 23 41 02 Budget Adjustment Placeholde	0.00	0.00	0.00	0.00	100.0%
514 23 41 03 Unanticipated Grants	0.00	0.00	0.00	0.00	100.0%
514 23 41 04 Clean Sweep- Clean Up Day	5,100.00	0.00	2,250.52	2,849.48	55.9%
514 23 41 07 State Audit	35,000.00	0.00	2,295.93	32,704.07	93.4%
514 23 41 99 Services Indirect Cost Allocation	(248,051.00)	(62,013.00)	(186,039.00)	(62,012.00)	0.0%
514 23 42 00 Communications	2,500.00	506.07	1,408.89	1,091.11	43.6%
514 23 44 00 Advertising	500.00	86.63	140.26	359.74	71.9%
514 23 45 00 Operating Rentals	16,500.00	738.88	7,134.52	9,365.48	56.8%
514 23 48 00 Repair/maintenance	4,000.00	0.00	0.00	4,000.00	100.0%
514 23 49 00 Miscellaneous	200.00	0.00	0.00	200.00	100.0%
514 23 49 01 Meetings, Training & Travel	5,500.00	1,396.62	6,918.64	(1,418.64)	0.0%
514 23 49 04 Credit Card Fees-Utilities	0.00	0.00	0.00	0.00	100.0%
514 23 49 05 Credit Card Bank Fees	55,000.00	455.32	5,039.82	49,960.18	90.8%
514 23 49 06 Dues	1,100.00	0.00	876.75	223.25	20.3%
514 Administration	87,228.00	(120,584.79)	(7,286.59)	94,514.59	108.4%

515 Legal Services

515 41 41 21 External Legal Services-Advice	90,000.00	7,428.38	66,236.63	23,763.37	26.4%
515 45 41 22 External Legal Serv-Claims & Litigation	12,500.00	0.00	0.00	12,500.00	100.0%
515 93 41 23 Adult Misdemeanor Public Def	34,000.00	0.00	16,695.00	17,305.00	50.9%
515 93 41 24 Adult Misdemeanor Prosecuting Attny	0.00	0.00	2,504.66	(2,504.66)	0.0%
515 Legal Services	136,500.00	7,428.38	85,436.29	51,063.71	37.4%

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001 General Fund

Expenditures		Amt Budgeted	September	YTD	Remaining	
518 Centralized Services						
518 10 10 00	Salaries & Wages	28,071.00	5,019.50	42,527.50	(14,456.50)	0.0%
518 10 11 00	Overtime	0.00	0.00	0.00	0.00	100.0%
518 10 20 00	Social Security	2,118.00	379.75	3,217.31	(1,099.31)	0.0%
518 10 21 00	Retirement	3,644.00	514.50	4,359.08	(715.08)	0.0%
518 10 22 00	Medical Benefits	7,634.00	1,087.17	9,240.79	(1,606.79)	0.0%
518 10 23 00	L & I	58.00	0.00	63.36	(5.36)	0.0%
518 10 24 00	Unemployment & PFMLA	56.00	0.00	69.10	(13.10)	0.0%
518 10 31 00	Supplies	1,000.00	0.00	885.59	114.41	11.4%
518 10 35 00	Small Equipment	0.00	0.00	0.00	0.00	100.0%
518 10 41 00	Professional Services	1,420.00	148.00	8,554.12	(7,134.12)	0.0%
518 10 42 00	Communications	0.00	0.00	0.00	0.00	100.0%
518 10 44 00	Advertsing	10,000.00	0.00	4,176.00	5,824.00	58.2%
518 10 48 00	Repairs & Maintenance	1,000.00	0.00	245.58	754.42	75.4%
518 10 49 01	Meetings, Training & Travel	2,000.00	0.00	125.55	1,874.45	93.7%
518 10 49 02	Training-All EE Annual	5,000.00	0.00	1,065.64	3,934.36	78.7%
518 10 49 06	Dues	500.00	0.00	12.35	487.65	97.5%
518 10 49 10	Wellness Program	2,000.00	170.23	1,768.00	232.00	11.6%
010 Personnel Services		64,501.00	7,319.15	76,309.97	(11,808.97)	0.0%
518 30 10 00	Salaries & Wages	82,190.00	3,136.43	33,278.65	48,911.35	59.5%
518 30 11 00	Overtime	550.00	39.65	373.03	176.97	32.2%
518 30 20 00	Social Security	7,190.00	242.27	2,718.10	4,471.90	62.2%
518 30 21 00	Retirement	11,509.00	380.63	4,151.34	7,357.66	63.9%
518 30 22 00	Medical Benefits	22,707.00	762.88	7,902.04	14,804.96	65.2%
518 30 23 00	L & I	806.00	0.00	429.33	376.67	46.7%
518 30 24 00	Unemployment & PFMLA	179.00	0.00	82.11	96.89	54.1%
518 30 31 00	Supplies	6,038.00	1,126.99	8,411.56	(2,373.56)	0.0%
518 30 31 05	Uniforms	1,600.00	7.80	562.77	1,037.23	64.8%
518 30 32 00	Fuel	2,520.00	420.49	2,383.54	136.46	5.4%
518 30 35 00	Small Tools	450.00	0.00	0.00	450.00	100.0%
518 30 41 00	Professional Services	39,500.00	100.91	15,441.95	24,058.05	60.9%
518 30 42 00	Communications	600.00	24.04	224.27	375.73	62.6%
518 30 44 00	Advertising	0.00	0.00	0.00	0.00	100.0%
518 30 46 00	Insurance	120,500.00	0.00	120,498.00	2.00	0.0%
518 30 47 00	Utilities	18,060.00	470.34	9,520.10	8,539.90	47.3%
518 30 47 02	Rental Expense	300.00	0.00	0.00	300.00	100.0%
518 30 48 00	Repairs/maintenance	10,000.00	540.17	9,912.59	87.41	0.9%
518 30 49 01	Meetings, Training & Travel	500.00	50.47	1,630.19	(1,130.19)	0.0%
030 Buildings & Grounds		325,199.00	7,303.07	217,519.57	107,679.43	33.1%
518 61 41 01	Judgements & Settlements	0.00	0.00	0.00	0.00	100.0%
518 63 41 01	COVID19	0.00	0.00	0.00	0.00	100.0%
060 Covid19		0.00	0.00	0.00	0.00	100.0%
518 90 31 90	General Gov't Supplies & Mat'l's	6,000.00	234.47	3,611.77	2,388.23	39.8%
518 90 35 90	Other General Governmental Services (SA) - Small Tools And Minor Equipment	1,000.00	0.00	0.00	1,000.00	100.0%
518 90 42 00	General Gov't Communications	35,000.00	0.00	2,010.00	32,990.00	94.3%
518 90 42 02	Passport Postage	2,000.00	0.00	31.95	1,968.05	98.4%
518 90 49 01	B & O Tax	500.00	14.20	51.51	448.49	89.7%
518 90 49 02	AWC Membership	6,000.00	0.00	6,800.50	(800.50)	0.0%

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001 General Fund

Expenditures	Amt Budgeted	September	YTD	Remaining	
518 Centralized Services					
518 90 49 03 Puget Sound Regnl Council	2,500.00	2,673.00	5,048.00	(2,548.00)	0.0%
518 90 49 04 SnoCo Tomorrow	1,500.00	0.00	1,623.00	(123.00)	0.0%
518 90 49 05 Puget Sound Clean Air	5,000.00	0.00	4,974.00	26.00	0.5%
518 90 49 06 OMWBE	200.00	0.00	0.00	200.00	100.0%
518 90 49 07 Snohomish Health Dist.	0.00	0.00	0.00	0.00	100.0%
518 90 49 08 Senior Center Life EAP	0.00	0.00	0.00	0.00	100.0%
090 General Gov't Services	59,700.00	2,921.67	24,150.73	35,549.27	59.5%
518 Centralized Services	449,400.00	17,543.89	317,980.27	131,419.73	29.2%

521 Law Enforcement

521 10 10 00 Salaries & Wages	150,381.00	11,455.00	95,594.44	54,786.56	36.4%
521 10 11 00 Overtime	0.00	0.00	6,891.91	(6,891.91)	0.0%
521 10 20 00 Social Security	11,504.00	876.31	7,991.75	3,512.25	30.5%
521 10 21 00 Retirement	19,179.00	1,425.74	12,756.62	6,422.38	33.5%
521 10 22 00 Medical Benefits	53,647.00	4,258.36	37,311.80	16,335.20	30.4%
521 10 23 00 L & I	756.00	0.00	309.58	446.42	59.1%
521 10 24 00 Unemployment & PFMLA	301.00	0.00	210.38	90.62	30.1%
521 10 31 00 Supplies	2,300.00	254.01	3,972.56	(1,672.56)	0.0%
521 10 31 01 Supplies - Nat'l Night Out	3,500.00	1,390.92	5,095.12	(1,595.12)	0.0%
521 10 31 02 Training Supplies	275.00	0.00	0.00	275.00	100.0%
521 10 32 00 Fuel	175.00	0.00	0.00	175.00	100.0%
521 10 33 50 Small Equipment	0.00	0.00	0.00	0.00	100.0%
521 10 35 01 Uniforms	450.00	0.00	0.00	450.00	100.0%
521 10 41 00 Professional Services	400.00	0.00	111.95	288.05	72.0%
521 10 44 00 Advertising	500.00	0.00	0.00	500.00	100.0%
521 10 45 00 Rentals And Leases	500.00	0.00	0.00	500.00	100.0%
521 10 47 00 Utilities	10,000.00	689.99	6,088.56	3,911.44	39.1%
521 10 48 03 Repair\maintenance	1,000.00	0.00	425.79	574.21	57.4%
521 10 49 00 Miscellaneous	1,000.00	182.68	182.68	817.32	81.7%
521 10 49 02 Dues	700.00	0.00	50.55	649.45	92.8%
521 10 49 03 Meeting, Training & Travel	2,000.00	0.00	359.00	1,641.00	82.1%
521 10 49 05 Credit Card Bank Fees-Law Enf	0.00	0.00	0.00	0.00	100.0%
521 10 49 06 Narcotics Task Force	1,360.00	1,357.00	1,357.00	3.00	0.2%
521 10 49 07 Intergovernmental Agreements	1,944,372.00	161,464.50	1,130,251.50	814,120.50	41.9%
521 10 49 08 Sno911&SERS (wasDispatch)	137,912.00	18,362.22	82,629.99	55,282.01	40.1%
521 10 49 09 SERS Maint&OpDONOTUSE	0.00	0.00	0.00	0.00	100.0%
521 10 49 10 Animal Control	3,630.00	0.00	2,085.00	1,545.00	42.6%
521 Law Enforcement	2,345,842.00	201,716.73	1,393,676.18	952,165.82	40.6%

522 Fire Control

522 22 10 00 Salaries & Wages	0.00	0.00	0.00	0.00	100.0%
522 22 11 00 Overtime	0.00	0.00	0.00	0.00	100.0%
522 22 20 00 Social Security	0.00	0.00	0.00	0.00	100.0%
522 22 21 00 Retirement	0.00	0.00	0.00	0.00	100.0%
522 22 22 00 Medical Benefits	0.00	0.00	0.00	0.00	100.0%
522 22 23 00 L & I	0.00	0.00	0.00	0.00	100.0%
522 22 24 00 Unemployment & PFMLA	0.00	0.00	0.00	0.00	100.0%
522 22 31 00 Supplies	0.00	0.00	0.00	0.00	100.0%
522 22 32 00 Fuel	0.00	0.00	0.00	0.00	100.0%

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001 General Fund

Expenditures		Amt Budgeted	September	YTD	Remaining	
522 Fire Control						
522 22 35 00	Small Equipment	0.00	0.00	0.00	0.00	100.0%
522 22 35 01	Uniforms	0.00	0.00	0.00	0.00	100.0%
522 22 41 00	Professional Services	0.00	0.00	0.00	0.00	100.0%
522 22 42 00	Communications	0.00	0.00	0.00	0.00	100.0%
522 22 44 00	Advertising	0.00	0.00	0.00	0.00	100.0%
522 22 45 00	Rentals	0.00	0.00	0.00	0.00	100.0%
522 22 47 00	Utilities	0.00	0.00	0.00	0.00	100.0%
522 22 48 00	Repair/maintenance	0.00	0.00	0.00	0.00	100.0%
522 22 48 07	Vehicle Repair/maintenance	0.00	0.00	0.00	0.00	100.0%
522 22 49 01	Meetings, Training & Travel	0.00	0.00	0.00	0.00	100.0%
522 22 49 02	Dues	0.00	0.00	0.00	0.00	100.0%
522 22 49 03	Administrative Service Contract	239,780.00	0.00	158,917.97	80,862.03	33.7%
522 Fire Control		239,780.00	0.00	158,917.97	80,862.03	33.7%
523 Jail Costs						
523 50 49 03	County Jail	55,000.00	5,541.27	14,244.37	40,755.63	74.1%
523 Jail Costs		55,000.00	5,541.27	14,244.37	40,755.63	74.1%
525 Emergency Services						
525 10 49 00	2010 Flood Emergency	0.00	0.00	0.00	0.00	100.0%
525 10 49 01	Emergency Services - Prof Svcs	0.00	0.00	0.00	0.00	100.0%
525 10 49 03	Emergency Services-SnoCo DEM	10,110.00	0.00	8,202.00	1,908.00	18.9%
525 Emergency Services		10,110.00	0.00	8,202.00	1,908.00	18.9%
551 Public Housing Services						
551 10 49 09	Resource Cntr-Housing	15,000.00	0.00	6,818.82	8,181.18	54.5%
551 10 49 10	Alliance For Housing Authority	1,740.00	0.00	1,780.00	(40.00)	0.0%
551 Public Housing Services		16,740.00	0.00	8,598.82	8,141.18	48.6%
558 Community Planning & Economic Development						
558 60 10 00	Salaries & Wages	475,292.00	37,472.80	371,995.32	103,296.68	21.7%
558 60 11 00	Overtime	570.00	252.68	1,306.31	(736.31)	0.0%
558 60 20 00	Social Security	45,975.00	2,886.00	28,883.85	17,091.15	37.2%
558 60 21 00	Retirement	71,230.00	4,093.71	39,237.35	31,992.65	44.9%
558 60 22 00	Medical Benefits	114,720.00	5,739.32	58,661.70	56,058.30	48.9%
558 60 23 00	L & I	1,332.00	0.00	1,416.51	(84.51)	0.0%
558 60 24 00	Unemployment & PFMLA	1,098.00	0.00	745.95	352.05	32.1%
558 60 31 00	Supplies	4,000.00	1,840.78	5,574.34	(1,574.34)	0.0%
558 60 32 00	Fuel	700.00	137.89	826.69	(126.69)	0.0%
558 60 35 00	Small Equipment	3,500.00	0.00	0.00	3,500.00	100.0%
558 60 41 00	Professional Services	463,050.00	74,752.52	245,641.47	217,408.53	47.0%
558 60 41 01	Economic Development-DSC DO NOT USE	0.00	347.89	347.89	(347.89)	0.0%
558 60 41 03	Tourism Promotion & Marketing-DO NOT USE	0.00	0.00	0.00	0.00	100.0%
558 60 41 09	Prof Serv-Reimbursable	40,000.00	3,337.50	27,315.23	12,684.77	31.7%
558 60 42 00	Communications	2,000.00	172.46	1,508.20	491.80	24.6%
558 60 44 00	Advertising	3,000.00	495.01	3,470.43	(470.43)	0.0%

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001 General Fund

Expenditures		Amt Budgeted	September	YTD	Remaining	
558 Community Planning & Economic Development						
558 60 45 00	Rentals	3,600.00	194.42	1,936.45	1,663.55	46.2%
558 60 48 00	Repairs & Maintenance	400.00	104.41	498.36	(98.36)	0.0%
558 60 49 00	Meetings, Training & Travel	8,000.00	1,045.00	3,350.33	4,649.67	58.1%
558 60 49 01	Meetings, Training & Travel- DON'T USE	0.00	0.00	37.93	(37.93)	0.0%
558 60 49 02	Dues	13,500.00	0.00	11,179.68	2,320.32	17.2%
558 60 49 03	Printing	0.00	0.00	0.00	0.00	100.0%
558 60 49 05	Credit Card Bank Fees-CD	0.00	0.00	0.00	0.00	100.0%
558 60 49 80	Interfund Payment for Eng Service	0.00	0.00	12,161.33	(12,161.33)	0.0%
060 Community Development		1,251,967.00	132,872.39	816,095.32	435,871.68	34.8%
558 70 10 00	Salaries & Wages	93,087.00	7,639.00	66,519.00	26,568.00	28.5%
558 70 11 00	Overtime	0.00	0.00	0.00	0.00	100.0%
558 70 20 00	Social Security	7,004.00	584.39	5,088.75	1,915.25	27.3%
558 70 21 00	Retirement	12,083.00	783.00	6,818.22	5,264.78	43.6%
558 70 22 00	Medical Benefits	30,637.00	1,555.31	19,197.12	11,439.88	37.3%
558 70 23 00	L & I	231.00	0.00	171.95	59.05	25.6%
558 70 24 00	Unemployment & PFMLA	186.00	0.00	132.88	53.12	28.6%
558 70 31 00	Supplies	4,000.00	13.83	358.46	3,641.54	91.0%
558 70 35 00	Small Equipment	2,500.00	0.00	0.00	2,500.00	100.0%
558 70 41 00	Professional Services	25,000.00	0.00	1,365.00	23,635.00	94.5%
558 70 42 00	Communications	1,500.00	42.18	308.04	1,191.96	79.5%
558 70 44 00	Advertising	1,000.00	0.00	0.00	1,000.00	100.0%
558 70 48 00	Repair & Maintenance	500.00	0.00	0.00	500.00	100.0%
558 70 49 00	Meetings, Training & Travel	2,500.00	175.00	1,415.87	1,084.13	43.4%
558 70 49 02	Dues	4,000.00	0.00	0.00	4,000.00	100.0%
558 70 49 03	Printing	1,000.00	0.00	0.00	1,000.00	100.0%
070 Economic Development		185,228.00	10,792.71	101,375.29	83,852.71	45.3%
558 Community Planning & Economic		1,437,195.00	143,665.10	917,470.61	519,724.39	36.2%
562 Public Health Services						
562 10 49 07	Snohomish Health District	7,000.00	0.00	0.00	7,000.00	100.0%
562 Public Health Services		7,000.00	0.00	0.00	7,000.00	100.0%
566 Substance Abuse						
566 00 49 05	Liquor Board Excise Tax	1,602.00	0.00	1,726.17	(124.17)	0.0%
566 Substance Abuse		1,602.00	0.00	1,726.17	(124.17)	0.0%
569 Aging And Disability Services						
569 10 49 08	Sr Center LEAP	35,000.00	0.00	35,000.00	0.00	0.0%
569 Aging And Disability Services		35,000.00	0.00	35,000.00	0.00	0.0%
572 Libraries						
572 10 47 00	Utilities	12,360.00	2,030.20	9,472.59	2,887.41	23.4%
572 10 48 00	Repair/maintenance	2,500.00	0.00	253.45	2,246.55	89.9%

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001 General Fund

Expenditures	Amt Budgeted	September	YTD	Remaining	
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572 Libraries

572 Libraries	14,860.00	2,030.20	9,726.04	5,133.96	34.5%
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576 Park Facilities

576 80 10 00	Salaries & Wages	262,892.00	23,151.05	170,276.72	92,615.28	35.2%
576 80 11 00	Overtime	2,019.00	1,110.13	2,323.79	(304.79)	0.0%
576 80 20 00	Social Security	22,640.00	1,845.35	13,115.79	9,524.21	42.1%
576 80 21 00	Retirement	29,171.00	2,684.10	18,946.90	10,224.10	35.0%
576 80 22 00	Medical Benefits	62,600.00	5,541.29	40,133.35	22,466.65	35.9%
576 80 23 00	L & I	2,898.00	0.00	1,454.13	1,443.87	49.8%
576 80 24 00	Unemployment & PFMLA	530.00	0.00	292.42	237.58	44.8%
576 80 31 00	Supplies	11,025.00	2,713.26	17,916.86	(6,891.86)	0.0%
576 80 32 00	Fuel	6,825.00	997.95	5,655.23	1,169.77	17.1%
576 80 35 00	Small Equipment	1,150.00	0.00	2,521.08	(1,371.08)	0.0%
576 80 35 01	Uniforms	1,600.00	0.00	458.82	1,141.18	71.3%
576 80 41 00	Professional Services	17,540.00	652.66	12,665.53	4,874.47	27.8%
576 80 41 01	Summer Concert Series-DO NOT USE	0.00	0.00	0.00	0.00	100.0%
576 80 41 02	Movies In The Park-DO NOT USE	0.00	0.00	0.00	0.00	100.0%
576 80 41 03	Light Up Your Holidays-DO NOT USE	0.00	0.00	0.00	0.00	100.0%
576 80 41 04	CPG Grant - Clean Up Day	0.00	0.00	0.00	0.00	100.0%
576 80 41 05	Touch A Truck-DO NOT USE	0.00	0.00	0.00	0.00	100.0%
576 80 41 06	Snow Goose/Glass Quest-DO NOT USE	0.00	0.00	0.00	0.00	100.0%
576 80 41 07	Haunted Halloween At Ovenell-DO NOT USE	0.00	0.00	0.00	0.00	100.0%
576 80 41 10	Park Events-DO NOT USE	0.00	0.00	0.00	0.00	100.0%
576 80 42 00	Communications	1,000.00	196.97	1,031.61	(31.61)	0.0%
576 80 45 06	Rent	2,500.00	23.20	455.54	2,044.46	81.8%
576 80 47 00	Utilities	15,750.00	324.48	17,620.41	(1,870.41)	0.0%
576 80 48 00	Repair/maintenance	10,000.00	1,122.23	46,944.68	(36,944.68)	0.0%
576 80 48 01	Field Maint - User Fees	0.00	0.00	0.00	0.00	100.0%
576 80 49 01	Meetings, Training & Travel	1,250.00	0.00	25.00	1,225.00	98.0%
576 80 49 02	Dues	0.00	0.00	0.00	0.00	100.0%
576 80 49 05	Credit Card Bank Fees-PW	0.00	0.00	0.00	0.00	100.0%
576 Park Facilities		451,390.00	40,362.67	351,837.86	99,552.14	22.1%

580 Non Expenditures

582 10 00 01	Refund Of Deposits	0.00	0.00	350.00	(350.00)	0.0%
582 30 00 01	Court Collections	0.00	2,363.87	6,626.16	(6,626.16)	0.0%
589 00 00 10	Change Fund	0.00	0.00	0.00	0.00	100.0%
589 00 09 98	ASP Clearing	0.00	0.00	0.00	0.00	100.0%
589 90 00 01	Payroll EE Deductions Clearing	0.00	(2,109.80)	(203.09)	203.09	100.0%
589 90 00 02	Payroll Draw Clearing	0.00	0.00	10,250.00	(10,250.00)	0.0%
580 Non Expenditures		0.00	254.07	17,023.07	(17,023.07)	0.0%

594 Capital Expenditures

594 18 64 01	Machinery & Equipment	4,000.00	0.00	0.00	4,000.00	100.0%
594 21 64 01	Equipment - Grant Funded	0.00	0.00	0.00	0.00	100.0%

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001 General Fund

Expenditures		Amt Budgeted	September	YTD	Remaining	
594 Capital Expenditures						
594 25 60 00	Emergency Services - Machinery & Equipment	0.00	0.00	0.00	0.00	100.0%
594 58 64 00	Equipment - Software	0.00	0.00	0.00	0.00	100.0%
594 Capital Expenditures		4,000.00	0.00	0.00	4,000.00	100.0%
597 Interfund Transfers						
597 00 00 01	Transfer To 101-Share Of St Lighting	340,000.00	85,000.00	255,000.00	85,000.00	25.0%
597 00 01 07	Transfer To Equip Replacemen	90,343.00	22,586.00	67,758.00	22,585.00	25.0%
597 00 01 15	Transfer Out To Tourism & Promotion DSC	25,000.00	6,250.00	18,750.00	6,250.00	25.0%
597 01 01 09	Trfr Out-contingency Fund (1	50,000.00	12,500.00	37,500.00	12,500.00	25.0%
597 01 01 10	Transfer To Build Impr Fund	0.00	0.00	0.00	0.00	100.0%
597 01 02 05	Transfer To Debt Serv(Parks)	0.00	0.00	0.00	0.00	100.0%
597 01 03 00	Transfer Out To Streets 103	285,000.00	0.00	285,000.00	0.00	0.0%
597 01 04 21	Trsfr Out To Water Operating	100,000.00	25,000.00	75,000.00	25,000.00	25.0%
597 05 01 04	Transfer Out To Parks Improvement	0.00	0.00	0.00	0.00	100.0%
597 10 04 11	Transfer To Drainage Constr	564,000.00	141,000.00	423,000.00	141,000.00	25.0%
597 Interfund Transfers		1,454,343.00	292,336.00	1,162,008.00	292,335.00	20.1%
999 Ending Balance						
508 31 00 01	Restricted End Cash & Invest	0.00	0.00	0.00	0.00	100.0%
508 91 00 01	Unassigned End Cash & Invest	3,997,360.00	0.00	0.00	3,997,360.00	100.0%
508 91 00 02	Unassigned End Cash & Invest	590.00	0.00	0.00	590.00	100.0%
999 Ending Balance		3,997,950.00	0.00	0.00	3,997,950.00	100.0%
Fund Expenditures:		11,505,624.00	626,618.34	4,818,639.91	6,686,984.09	58.1%
Fund Excess/(Deficit):		(21,035.11)	(206,106.50)	6,368,070.13		

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101 Street Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
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308 Beginning Balances

308 51 01 01	Assigned Beg Cash & Invest	149,312.87	0.00	149,312.87	0.00	0.0%
308 Beginning Balances		149,312.87	0.00	149,312.87	0.00	0.0%

310 Taxes

311 10 01 01	Property Taxes - Street 8%	0.00	0.00	0.00	0.00	100.0%
310 Taxes		0.00	0.00	0.00	0.00	100.0%

320 Licenses & Permits

321 91 00 10	WM - Street Maintenance Fee	18,685.00	0.00	7,106.00	11,579.00	62.0%
322 90 00 03	Right Of Way And Utility Permits	1,010.00	0.00	0.00	1,010.00	100.0%
320 Licenses & Permits		19,695.00	0.00	7,106.00	12,589.00	63.9%

330 Intergovernmental Revenues

336 00 71 00	Multimodal Transportation	9,494.00	2,627.58	7,883.46	1,610.54	17.0%
336 00 87 00	Mvft Unrestricted Fuel Tax	140,000.00	14,735.57	113,850.04	26,149.96	18.7%
330 Intergovernmental Revenues		149,494.00	17,363.15	121,733.50	27,760.50	18.6%

340 Charges For Services

344 10 00 00	Adopt A Street Fees	0.00	30.00	30.00	(30.00)	0.0%
344 10 00 01	Misc. Charges For Services	0.00	0.00	0.00	0.00	100.0%
344 10 51 01	TBD Management Fee	0.00	0.00	0.00	0.00	100.0%
349 00 00 01	Interfund Charge - TBD	0.00	0.00	0.00	0.00	100.0%
340 Charges For Services		0.00	30.00	30.00	(30.00)	0.0%

360 Misc Revenues

361 11 01 01	State Pool/cd Interest	2,020.00	234.89	1,182.10	837.90	41.5%
361 30 01 01	Gain/Loss on Sale of Invest	0.00	(674.16)	(674.16)	674.16	100.0%
369 91 01 01	Miscellaneous	0.00	0.00	0.00	0.00	100.0%
398 10 01 01	Insurance Recoveries	0.00	0.00	0.00	0.00	100.0%
360 Misc Revenues		2,020.00	(439.27)	507.94	1,512.06	74.9%

380 Non Revenues

382 20 01 01	Retainage	0.00	0.00	0.00	0.00	100.0%
380 Non Revenues		0.00	0.00	0.00	0.00	100.0%

397 Interfund Transfers

397 00 00 00	Transfer In From GF	340,000.00	85,000.00	255,000.00	85,000.00	25.0%
397 00 01 03	Trfr From Street Const (103)	0.00	0.00	0.00	0.00	100.0%
397 00 02 03	Transfer In From Lid Guarantee	0.00	0.00	0.00	0.00	100.0%
397 01 01 20	Transfer In From Reet (120)	0.00	0.00	0.00	0.00	100.0%
397 02 01 21	Transfer In From Reet (121)	0.00	0.00	0.00	0.00	100.0%
397 07 06 77	Transfer In From TBD	200,000.00	50,000.00	150,000.00	50,000.00	25.0%
397 Interfund Transfers		540,000.00	135,000.00	405,000.00	135,000.00	25.0%

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101 Street Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
Fund Revenues:	860,521.87	151,953.88	683,690.31	176,831.56	20.5%

Expenditures	Amt Budgeted	September	YTD	Remaining	
542 Streets - Maintenance					
542 30 10 00 Salaries & Wages	281,141.00	22,636.72	183,079.59	98,061.41	34.9%
542 30 10 99 Engineering Sal & Ben Allocation	0.00	0.00	(56,191.50)	56,191.50	100.0%
542 30 11 00 Overtime	2,062.00	346.76	1,847.34	214.66	10.4%
542 30 20 00 Social Security	23,290.00	1,749.83	14,116.72	9,173.28	39.4%
542 30 21 00 Retirement	31,549.00	2,428.47	20,160.75	11,388.25	36.1%
542 30 22 00 Medical Benefits	69,060.00	5,328.05	40,879.75	28,180.25	40.8%
542 30 23 00 L & I	2,954.00	0.00	1,414.17	1,539.83	52.1%
542 30 24 00 Unemployment & PFMLA	570.00	0.00	324.98	245.02	43.0%
542 30 31 00 Supplies	22,500.00	2,423.93	37,279.40	(14,779.40)	0.0%
542 30 31 03 Uniforms	1,600.00	19.50	802.06	797.94	49.9%
542 30 32 00 Fuel	4,700.00	1,068.05	6,047.83	(1,347.83)	0.0%
542 30 35 00 Small Tools & Equipment	1,850.00	0.00	0.00	1,850.00	100.0%
542 30 35 01 Adopt A Street Signs	0.00	0.00	0.00	0.00	100.0%
542 30 41 00 Professional Services	18,341.00	310.44	13,621.40	4,719.60	25.7%
542 30 42 00 Communications	1,200.00	78.88	662.73	537.27	44.8%
542 30 44 00 Advertising	0.00	0.00	0.00	0.00	100.0%
542 30 45 00 Rentals	1,800.00	18.16	79.55	1,720.45	95.6%
542 30 46 00 Insurance	16,870.00	0.00	16,870.00	0.00	0.0%
542 30 46 10 Payments To Claimants	0.00	0.00	0.00	0.00	100.0%
542 30 47 00 Utilities	66,500.00	5,008.65	41,826.31	24,673.69	37.1%
542 30 47 01 Street Lighting DO NOT USE	0.00	0.00	0.00	0.00	100.0%
542 30 48 00 Repair/maintenance	80,000.00	208.70	64,196.31	15,803.69	19.8%
542 30 48 01 SnoCo PW Striping	16,000.00	0.00	0.00	16,000.00	100.0%
542 30 49 00 Miscellaneous	0.00	0.00	0.00	0.00	100.0%
542 30 49 01 Meetings, Training & Travel	1,500.00	0.00	2,007.58	(507.58)	0.0%
542 30 49 03 Dues	100.00	0.00	524.41	(424.41)	0.0%
542 Streets - Maintenance	643,587.00	41,626.14	389,549.38	254,037.62	39.5%

580 Non Expenditures

582 20 01 01 Refund Retainage	0.00	0.00	0.00	0.00	100.0%
580 Non Expenditures	0.00	0.00	0.00	0.00	100.0%

594 Capital Expenditures

595 30 63 00 Misc Capital Projects - TBD	0.00	0.00	0.00	0.00	100.0%
595 30 63 10 Right Of Way Const. & Repair	0.00	0.00	0.00	0.00	100.0%
595 30 64 01 Machinery & Equipment	3,250.00	0.00	0.00	3,250.00	100.0%
594 Capital Expenditures	3,250.00	0.00	0.00	3,250.00	100.0%

597 Interfund Transfers

597 01 01 07 Transfer Out To Equip Resrv	67,857.00	16,964.00	50,892.00	16,965.00	25.0%
597 Interfund Transfers	67,857.00	16,964.00	50,892.00	16,965.00	25.0%

999 Ending Balance

508 51 01 01 Assigned End Cash & Invest	145,828.00	0.00	0.00	145,828.00	100.0%
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101 Street Fund

Expenditures	Amt Budgeted	September	YTD	Remaining	
999 Ending Balance					
999 Ending Balance	145,828.00	0.00	0.00	145,828.00	100.0%
Fund Expenditures:	860,522.00	58,590.14	440,441.38	420,080.62	48.8%
Fund Excess/(Deficit):	(0.13)	93,363.74	243,248.93		

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102 Street Impact Fee Fund

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 31 01 02	Restricted Beg Cash & Invest	861,213.24	0.00	861,213.24	0.00	0.0%
308 Beginning Balances		861,213.24	0.00	861,213.24	0.00	0.0%

330 Intergovernmental Revenues

333 20 20 00	Fhwa And Wsdot Grant	0.00	0.00	0.00	0.00	100.0%
333 97 01 02	Wsdot Arra Grant	0.00	0.00	0.00	0.00	100.0%
334 00 20 00	Puget Sound Reg Council Gran	0.00	0.00	0.00	0.00	100.0%
334 03 80 00	Tib - 267th St Nw	0.00	0.00	0.00	0.00	100.0%
330 Intergovernmental Revenues		0.00	0.00	0.00	0.00	100.0%

340 Charges For Services

345 85 01 02	Street Impact Fees	209,665.00	103,327.15	191,202.19	18,462.81	8.8%
340 Charges For Services		209,665.00	103,327.15	191,202.19	18,462.81	8.8%

360 Misc Revenues

361 11 01 02	State Pool/cd Interest	9,000.00	1,339.18	6,410.50	2,589.50	28.8%
361 30 01 02	Gain/Loss on Sale of Invest	0.00	(3,843.65)	(3,843.65)	3,843.65	100.0%
369 91 01 02	Miscellaneous	0.00	0.00	0.00	0.00	100.0%
360 Misc Revenues		9,000.00	(2,504.47)	2,566.85	6,433.15	71.5%

397 Interfund Transfers

397 00 01 21	Transfer In From Reet (121)	0.00	0.00	0.00	0.00	100.0%
397 Interfund Transfers		0.00	0.00	0.00	0.00	100.0%

Fund Revenues:	1,079,878.24	100,822.68	1,054,982.28	24,895.96	2.3%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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594 Capital Expenditures

595 10 41 00	Prof Serv 267th & Pioneer	0.00	0.00	0.00	0.00	100.0%
595 10 41 01	Engineering Pioneer Hwy Slid	0.00	0.00	0.00	0.00	100.0%
595 10 41 02	Prof Serv 270th Reconstructi	0.00	0.00	0.00	0.00	100.0%
595 10 41 03	St-1 68th Wetland Mitig	0.00	0.00	0.00	0.00	100.0%
595 10 41 04	St-5 72nd Ave (272nd To 268th)	0.00	0.00	0.00	0.00	100.0%
595 10 41 05	Engineering 272nd	0.00	0.00	0.00	0.00	100.0%
595 10 63 01	Engineering 68th St Sidewalk Construction	0.00	0.00	0.00	0.00	100.0%
595 20 61 00	267th St Nw - Land & Land Im	0.00	0.00	0.00	0.00	100.0%
595 30 44 00	Advertising	0.00	0.00	0.00	0.00	100.0%
595 30 63 15	St-1 68th Ave Nw 270th St	0.00	0.00	0.00	0.00	100.0%
595 30 63 30	St-2 267th St Nw Reconstruct	0.00	0.00	0.00	0.00	100.0%
595 30 63 40	St-4 270th Recon 97th-94th	0.00	0.00	0.00	0.00	100.0%
595 30 63 50	St-3 SR532 & 98th-104th	0.00	0.00	0.00	0.00	100.0%
595 30 63 60	Pioneer Hwy Slide Fhwa Const	0.00	0.00	0.00	0.00	100.0%
595 30 63 70	St-5 72nd Ave (272nd To 268th)	0.00	0.00	0.00	0.00	100.0%
595 30 63 80	St-17 68th Sidewalk Construction	0.00	0.00	0.00	0.00	100.0%
595 61 63 01	80th Ave Reconst Sidewals/Paths	0.00	0.00	0.00	0.00	100.0%

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102 Street Impact Fee Fund

Expenditures	Amt Budgeted	September	YTD	Remaining	
594 Capital Expenditures					
595 90 00 10 Salaries And Benefits	0.00	0.00	0.00	0.00	100.0%
594 Capital Expenditures	0.00	0.00	0.00	0.00	100.0%
597 Interfund Transfers					
597 01 01 03 Transfer Out To St Const (103)	99,600.00	0.00	99,600.00	0.00	0.0%
597 Interfund Transfers	99,600.00	0.00	99,600.00	0.00	0.0%
999 Ending Balance					
508 31 01 02 Restricted End Cash & Invest	980,278.00	0.00	0.00	980,278.00	100.0%
999 Ending Balance	980,278.00	0.00	0.00	980,278.00	100.0%
Fund Expenditures:	1,079,878.00	0.00	99,600.00	980,278.00	90.8%
Fund Excess/(Deficit):	0.24	100,822.68	955,382.28		

MONTHLY EXPENSE & REVENUE REPORT

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103 Street Construction Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
308 Beginning Balances					
308 31 01 03 Restricted Beg Cash & Invest	0.00	0.00	0.00	0.00	100.0%
308 51 01 03 Assigned Beg Cash & Invest	144,944.58	0.00	144,944.58	0.00	0.0%
308 Beginning Balances	144,944.58	0.00	144,944.58	0.00	0.0%

330 Intergovernmental Revenues

333 04 20 00 US Dept Of Commerce - Safe Routes	0.00	0.00	0.00	0.00	100.0%
333 20 00 00 FHWA/WSDOT Grant	0.00	0.00	0.00	0.00	100.0%
333 20 00 03 WSDOT / FHA 90th Ave NW	0.00	0.00	0.00	0.00	100.0%
333 20 00 04 RTCC - Viking Way	432,500.00	0.00	172,721.08	259,778.92	60.1%
333 20 00 05 Viking Way Grant Construction	0.00	0.00	0.00	0.00	100.0%
333 97 01 03 WSDOT ARRA Grant	0.00	0.00	0.00	0.00	100.0%
334 03 60 00 State Grants-WSDOT	0.00	0.00	0.00	0.00	100.0%
334 03 60 01 WSDOT SR 532 Beautification Grant	0.00	0.00	0.00	0.00	100.0%
334 03 60 02 WSDOT Safe Routes	0.00	0.00	0.00	0.00	100.0%
334 03 80 01 TIB - 68th Sidewalk Construction	0.00	0.00	0.00	0.00	100.0%
334 03 80 02 TIB - 276th Sidewalk Construction	0.00	0.00	0.00	0.00	100.0%
334 03 80 03 TIB - CHAP	0.00	0.00	0.00	0.00	100.0%
334 03 80 04 TIB 88th Overlay	0.00	0.00	0.00	0.00	100.0%
334 03 80 05 TIB 271st St 94th-SR532	0.00	0.00	0.00	0.00	100.0%
334 03 80 06 TIB Pioneer Hwy/72nd-City Limits	0.00	0.00	0.00	0.00	100.0%
334 03 80 07 Transportation Improvement Board (TIB)	330,000.00	0.00	355,888.00	(25,888.00)	0.0%
334 04 20 01 Dept Of Commerce - SRTS	0.00	0.00	0.00	0.00	100.0%
334 04 20 02 Future Dept Of Commerce Grant - Viking Way Construction	0.00	0.00	0.00	0.00	100.0%
337 00 00 05 WCIA Sidewalk Grant	0.00	0.00	0.00	0.00	100.0%
330 Intergovernmental Revenues	762,500.00	0.00	528,609.08	233,890.92	30.7%

360 Misc Revenues

361 11 01 03 State Pool/cd Interest	11,900.00	1,318.53	2,816.95	9,083.05	76.3%
361 30 01 03 Gain/Loss on Sale of Invest	0.00	(3,784.30)	(3,784.30)	3,784.30	100.0%
369 40 00 00 Judgments And Settlements	0.00	0.00	0.00	0.00	100.0%
369 91 01 03 Miscellaneous Revenue	0.00	0.00	0.00	0.00	100.0%
360 Misc Revenues	11,900.00	(2,465.77)	(967.35)	12,867.35	108.1%

380 Non Revenues

382 20 01 03 Retainage	0.00	0.00	0.00	0.00	100.0%
380 Non Revenues	0.00	0.00	0.00	0.00	100.0%

397 Interfund Transfers

397 01 01 02 Transfer In From St Impact (102)	99,600.00	0.00	99,600.00	0.00	0.0%
397 01 01 03 Transfer From TBD	984,600.00	0.00	634,600.00	350,000.00	35.5%
397 01 03 01 Transfer In From GF	285,000.00	0.00	285,000.00	0.00	0.0%
397 01 04 12 Transfer In From Drainage PIF	0.00	0.00	0.00	0.00	100.0%
397 03 04 22 Transfer In From Water Constr (422)	0.00	0.00	0.00	0.00	100.0%

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103 Street Construction Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
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397 Interfund Transfers

397 04 14 03	Transfer In From Sewer Const	0.00	0.00	0.00	0.00	100.0%
397 04 24 22	Transfer In From Water Construc	0.00	0.00	0.00	0.00	100.0%
397 Interfund Transfers		1,369,200.00	0.00	1,019,200.00	350,000.00	25.6%

Fund Revenues:	2,288,544.58	(2,465.77)	1,691,786.31	596,758.27	26.1%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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580 Non Expenditures

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

594 Capital Expenditures

595 10 41 06	St-1 68th Wetland Mitigation	0.00	0.00	0.00	0.00	100.0%
595 10 61 06	Sidewalk Installation	0.00	0.00	0.00	0.00	100.0%
595 10 61 07	Sidewalk Repair	0.00	0.00	0.00	0.00	100.0%
595 10 63 02	Eng 68th St Sidewalk	0.00	0.00	0.00	0.00	100.0%
595 10 63 03	Downtown Street & Sidewalk Imp.	0.00	0.00	0.00	0.00	100.0%
595 10 63 04	Wayfinding Signs	0.00	0.00	0.00	0.00	100.0%
595 10 63 07	276th Sidewalk	0.00	0.00	0.00	0.00	100.0%
595 10 63 08	Viking Way Eng	205,000.00	81.68	192,617.81	12,382.19	6.0%
595 10 63 09	Viking Way ROW	300,000.00	6.63	2,829.13	297,170.87	99.1%
595 30 63 05	Misc Capital Projects	0.00	0.00	0.00	0.00	100.0%
595 30 63 06	Right Of Way Const & Repair	0.00	0.00	0.00	0.00	100.0%
595 30 63 07	64th & SR532 Intersection	0.00	0.00	0.00	0.00	100.0%
595 30 63 08	SR 532 Beautification	0.00	0.00	0.00	0.00	100.0%
595 30 63 09	Cross Walk Flashing Lights	50,000.00	0.00	30,835.34	19,164.66	38.3%
595 30 63 11	Saratoga Right Of Way	0.00	0.00	0.00	0.00	100.0%
595 30 63 12	Pioneer Overlay	0.00	0.00	0.00	0.00	100.0%
595 30 63 13	Viking Way Construction	0.00	0.00	0.00	0.00	100.0%
595 30 63 14	Pioneer Hwy Overlay-CHAP	0.00	0.00	0.00	0.00	100.0%
595 30 63 16	271st St 94th-SR532 TIB	0.00	0.00	0.00	0.00	100.0%
595 30 63 17	88th/SR532-Florence (84th Ave) TIB	0.00	0.00	0.00	0.00	100.0%
595 30 63 18	Pioneer Hwy Overlay/72nd-City Limits TIB	0.00	0.00	0.00	0.00	100.0%
595 30 63 19	Cedarhome Dr. Overlay	0.00	0.00	0.00	0.00	100.0%
595 30 63 22	92nd Ave Overlay	0.00	0.00	0.00	0.00	100.0%
595 30 63 23	102nd Ave Overlay	0.00	0.00	0.00	0.00	100.0%
595 30 63 24	SR 532/Ovenell Access	0.00	0.00	0.00	0.00	100.0%
595 30 63 25	Downtown Conn Study	0.00	0.00	0.00	0.00	100.0%
595 30 63 26	SR 532/Corridor Study	0.00	0.00	0.00	0.00	100.0%
595 30 63 27	102nd Ave Sidewalk	0.00	0.00	0.00	0.00	100.0%
595 30 63 28	92nd Ave Sidewalk	200,000.00	0.00	24,508.30	175,491.70	87.7%
595 30 63 29	72nd Ave Sidewalk ROW	0.00	0.00	0.00	0.00	100.0%
595 30 63 31	72nd Overlay (SR 532 To Pioneer Hwy)	0.00	0.00	0.00	0.00	100.0%
595 30 63 32	276th St Overlay (73rd To City Limit)	0.00	0.00	0.00	0.00	100.0%
595 30 63 33	276th St Overlay (80th To 73rd)	0.00	0.00	0.00	0.00	100.0%
595 30 63 34	276th St (Lover's Lane) ChipSeal	0.00	0.00	0.00	0.00	100.0%

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103 Street Construction Fund

Expenditures		Amt Budgeted	September	YTD	Remaining	
594 Capital Expenditures						
595 30 63 35	68th Ave Overlay	175,000.00	0.00	172,785.36	2,214.64	1.3%
595 30 63 36	80th Ave Reconstruction (phase one)	100,000.00	0.00	15,716.22	84,283.78	84.3%
595 30 63 37	72nd Ave Overlay (272nd to 276th)	175,000.00	0.00	173,198.47	1,801.53	1.0%
595 30 63 38	272nd PI 99th To 102nd Overlay	0.00	0.00	0.00	0.00	100.0%
595 30 63 39	Pavement Inventory	0.00	0.00	0.00	0.00	100.0%
595 30 63 41	72nd Ave Sidewalk Construction	0.00	0.00	0.00	0.00	100.0%
595 30 63 42	273rd PI Sidewalk	180,000.00	0.00	26,530.97	153,469.03	85.3%
595 30 63 43	SR 532 Flood Berm/Bike Path	0.00	0.00	0.00	0.00	100.0%
595 30 63 44	90th Ave 271st To 272nd	0.00	0.00	0.00	0.00	100.0%
595 30 63 45	102nd Ave Sidewalk	0.00	0.00	0.00	0.00	100.0%
595 30 63 46	SR532 Corridor Access Study	0.00	0.00	0.00	0.00	100.0%
595 30 63 47	101st Reconstruct Design & Eng	0.00	0.00	0.00	0.00	100.0%
595 30 63 48	101st Reconstruct Construction	0.00	0.00	9,105.00	(9,105.00)	0.0%
595 30 63 49	City Beautification	560,000.00	39,710.54	244,558.55	315,441.45	56.3%
595 30 63 51	106th Bypass Design & Eng	0.00	0.00	0.00	0.00	100.0%
595 30 63 54	SR532 Intersection Improvs Dsgn & Eng	0.00	0.00	0.00	0.00	100.0%
595 30 63 55	72nd Ave Improvements	0.00	0.00	0.00	0.00	100.0%
594 Capital Expenditures		1,945,000.00	39,798.85	892,685.15	1,052,314.85	54.1%
597 Interfund Transfers						
597 01 01 01	Trfr Out To Streets (101)	0.00	0.00	0.00	0.00	100.0%
597 01 03 05	Trfr Out To Fund 305	0.00	0.00	0.00	0.00	100.0%
597 Interfund Transfers		0.00	0.00	0.00	0.00	100.0%
999 Ending Balance						
508 31 01 03	Restricted End Cash & Invest	0.00	0.00	0.00	0.00	100.0%
508 51 01 03	Assigned End Cash & Invest	343,545.00	0.00	0.00	343,545.00	100.0%
999 Ending Balance		343,545.00	0.00	0.00	343,545.00	100.0%
Fund Expenditures:		2,288,545.00	39,798.85	892,685.15	1,395,859.85	61.0%
Fund Excess/(Deficit):		(0.42)	(42,264.62)	799,101.16		

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104 Park And Trail Improvement Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
308 Beginning Balances					
308 31 01 04 Restricted Beg Cash & Invest	84,182.00	0.00	84,182.00	0.00	0.0%
308 51 01 04 Assigned Beg Cash & Invest	1,369,901.64	0.00	1,369,901.64	0.00	0.0%
308 Beginning Balances	1,454,083.64	0.00	1,454,083.64	0.00	0.0%

330 Intergovernmental Revenues

334 02 40 00 ALEA Grant	0.00	0.00	0.00	0.00	100.0%
334 02 70 00 RCO-WWRP Grant	0.00	0.00	0.00	0.00	100.0%
334 02 70 71 RCO-YAF	0.00	0.00	0.00	0.00	100.0%
334 02 70 72 RCO	448,000.00	0.00	0.00	448,000.00	100.0%
334 03 10 10 DOE-Floodplains By Design	0.00	0.00	0.00	0.00	100.0%
334 03 10 12 Dept Of Ecology	0.00	0.00	0.00	0.00	100.0%
334 04 20 04 DOC	927,160.00	0.00	0.00	927,160.00	100.0%
337 00 00 01 Hamilton Conservation Futures	0.00	0.00	0.00	0.00	100.0%
337 00 00 02 Ovenell Conservation Futures	0.00	0.00	0.00	0.00	100.0%
337 00 00 03 Johnson Conservation Futures	0.00	0.00	0.00	0.00	100.0%
337 00 00 04 Grant Sno-Co (Church Creek)	0.00	0.00	0.00	0.00	100.0%
337 00 00 06 SnoCo Heritage Park Grant	0.00	0.00	0.00	0.00	100.0%
330 Intergovernmental Revenues	1,375,160.00	0.00	0.00	1,375,160.00	100.0%

340 Charges For Services

345 85 01 04 Park Impact Fees	0.00	0.00	0.00	0.00	100.0%
340 Charges For Services	0.00	0.00	0.00	0.00	100.0%

360 Misc Revenues

361 11 01 04 State Pool/cd Interest	5,400.00	2,781.32	12,594.66	(7,194.66)	0.0%
361 30 01 04 Gain/Loss on Sale of Invest	0.00	(7,982.76)	(7,982.76)	7,982.76	100.0%
362 00 01 04 Rents And Leases	20,500.00	1,400.00	11,100.00	9,400.00	45.9%
367 00 00 01 Contributions & Donations	0.00	0.00	0.00	0.00	100.0%
360 Misc Revenues	25,900.00	(3,801.44)	15,711.90	10,188.10	39.3%

380 Non Revenues

382 10 01 04 Deposits Refundable	0.00	0.00	0.00	0.00	100.0%
382 20 01 04 Retainage	0.00	0.00	3,168.75	(3,168.75)	0.0%
388 50 01 04 Prior Period Adj Acctging Change	0.00	0.00	0.00	0.00	100.0%
380 Non Revenues	0.00	0.00	3,168.75	(3,168.75)	0.0%

390 Other Revenues

391 10 00 01 Long Term Debt Proceeds-Parks	378,840.00	0.00	0.00	378,840.00	100.0%
391 80 00 02 Intergovtl Loan Sno-Co	0.00	0.00	0.00	0.00	100.0%
390 Other Revenues	378,840.00	0.00	0.00	378,840.00	100.0%

397 Interfund Transfers

397 00 10 06 Transfer In From Park Impact Fees	140,000.00	35,000.00	105,000.00	35,000.00	25.0%
397 00 10 20 Transfer In From REET (120)	200,000.00	50,000.00	150,000.00	50,000.00	25.0%
397 00 10 21 Transfer In From REET (121)	445,000.00	102,916.00	342,083.00	102,917.00	23.1%

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104 Park And Trail Improvement Fund

Revenues		Amt Budgeted	September	YTD	Remaining	
397 Interfund Transfers						
397 04 01 08	Transfer In from TBD (108)	100,000.00	25,000.00	75,000.00	25,000.00	25.0%
397 05 00 01	Transfer In From Gen Fund	0.00	0.00	0.00	0.00	100.0%
397 Interfund Transfers		885,000.00	212,916.00	672,083.00	212,917.00	24.1%
Fund Revenues:		4,118,983.64	209,114.56	2,145,047.29	1,973,936.35	47.9%
Expenditures		Amt Budgeted	September	YTD	Remaining	
580 Non Expenditures						
582 10 01 04	Refund Of Deposits	0.00	0.00	0.00	0.00	100.0%
582 20 01 04	Refund Retainage	0.00	0.00	86,150.75	(86,150.75)	0.0%
580 Non Expenditures		0.00	0.00	86,150.75	(86,150.75)	0.0%
594 Capital Expenditures						
594 76 61 01	Hamilton	90,000.00	34,877.73	45,227.77	44,772.23	49.7%
594 76 61 02	Ovenell	200,000.00	0.00	14,764.64	185,235.36	92.6%
594 76 61 03	Johnson Easement Purch	0.00	0.00	0.00	0.00	100.0%
594 76 61 21	Hamilton Improvements	0.00	0.00	0.00	0.00	100.0%
594 76 63 01	River Access/Launch	0.00	0.00	0.00	0.00	100.0%
594 76 63 02	City Hall Park	0.00	0.00	0.00	0.00	100.0%
594 76 63 03	Downtown Park	0.00	0.00	0.00	0.00	100.0%
594 76 63 04	Neighborhood Park	0.00	0.00	0.00	0.00	100.0%
594 76 63 05	Johnson Farm Improvements	0.00	1,116.28	2,156.28	(2,156.28)	0.0%
594 76 63 15	Park Improvements	0.00	0.00	0.00	0.00	100.0%
594 76 63 16	Skate Park	0.00	0.00	0.00	0.00	100.0%
594 76 63 17	Church Creek Restrooms	0.00	0.00	0.00	0.00	100.0%
594 76 63 18	Heritage Park Improvemments	0.00	3,138.40	7,266.65	(7,266.65)	0.0%
594 76 63 19	Stanwood Port Susan Trail	1,080,000.00	29,844.35	62,601.87	1,017,398.13	94.2%
594 76 63 20	Downtown Park	340,000.00	16,781.25	18,781.25	321,218.75	94.5%
594 76 63 21	Acquisition Heritage Park	0.00	0.00	0.00	0.00	100.0%
594 76 63 22	Church Creek	455,000.00	532.02	10,460.32	444,539.68	97.7%
594 Capital Expenditures		2,165,000.00	86,290.03	161,258.78	2,003,741.22	92.6%
597 Interfund Transfers						
597 05 02 05	Transfer To Debt Service	0.00	0.00	0.00	0.00	100.0%
597 Interfund Transfers		0.00	0.00	0.00	0.00	100.0%
999 Ending Balance						
508 31 01 04	Restricted End Cash & Invest	0.00	0.00	0.00	0.00	100.0%
508 51 01 04	Assigned End Cash & Invest	1,953,984.00	0.00	0.00	1,953,984.00	100.0%
999 Ending Balance		1,953,984.00	0.00	0.00	1,953,984.00	100.0%
Fund Expenditures:		4,118,984.00	86,290.03	247,409.53	3,871,574.47	94.0%

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104 Park And Trail Improvement Fund

Fund Excess/(Deficit):	(0.36)	122,824.53	1,897,637.76
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105 Fire Impact Fees

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 31 01 05	Restricted Beg Cash & Invest	0.00	0.00	0.00	0.00	100.0%
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308 Beginning Balances	0.00	0.00	0.00	0.00	100.0%
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340 Charges For Services

345 85 01 05	Fire Impact Fees	0.00	3,723.39	3,723.39	(3,723.39)	0.0%
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340 Charges For Services	0.00	3,723.39	3,723.39	(3,723.39)	0.0%
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360 Misc Revenues

361 11 01 05	State Pool/cd Interest	0.00	0.00	0.00	0.00	100.0%
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360 Misc Revenues	0.00	0.00	0.00	0.00	100.0%
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Fund Revenues:	0.00	3,723.39	3,723.39	(3,723.39)	0.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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594 Capital Expenditures

594 85 64 01	Machinery & Equipment	0.00	0.00	0.00	0.00	100.0%
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594 Capital Expenditures	0.00	0.00	0.00	0.00	100.0%
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597 Interfund Transfers

597 04 02 05	Trsf Out To Debt Svc Fire S	0.00	0.00	0.00	0.00	100.0%
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597 10 00 01	Transfer To Gen Fund	0.00	0.00	0.00	0.00	100.0%
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597 Interfund Transfers	0.00	0.00	0.00	0.00	100.0%
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999 Ending Balance

508 31 01 05	Restricted End Cash & Invest	0.00	0.00	0.00	0.00	100.0%
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999 Ending Balance	0.00	0.00	0.00	0.00	100.0%
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Fund Expenditures:	0.00	0.00	0.00	0.00	100.0%
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Fund Excess/(Deficit):	0.00	3,723.39	3,723.39
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106 Park Impact Fees

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 31 01 06	Restricted Beg Cash & Invest	79,456.73	0.00	79,456.73	0.00	0.0%
308 Beginning Balances		79,456.73	0.00	79,456.73	0.00	0.0%

340 Charges For Services

345 85 01 06	Park Impact Fees	81,135.00	53,546.00	97,508.00	(16,373.00)	0.0%
340 Charges For Services		81,135.00	53,546.00	97,508.00	(16,373.00)	0.0%

360 Misc Revenues

361 11 01 06	State Pool/cd Interest	3,000.00	84.11	333.32	2,666.68	88.9%
361 30 01 06	Gain/Loss on Sale of Invest	0.00	(241.38)	(241.38)	241.38	100.0%
360 Misc Revenues		3,000.00	(157.27)	91.94	2,908.06	96.9%

Fund Revenues:	163,591.73	53,388.73	177,056.67	(13,464.94)	0.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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597 Interfund Transfers

597 00 00 04	Transfer To Park Improvement	140,000.00	35,000.00	105,000.00	35,000.00	25.0%
597 Interfund Transfers		140,000.00	35,000.00	105,000.00	35,000.00	25.0%

999 Ending Balance

508 31 01 06	Restricted End Cash & Invest	23,592.00	0.00	0.00	23,592.00	100.0%
999 Ending Balance		23,592.00	0.00	0.00	23,592.00	100.0%

Fund Expenditures:	163,592.00	35,000.00	105,000.00	58,592.00	35.8%
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Fund Excess/(Deficit):	(0.27)	18,388.73	72,056.67		
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107 Equipment Reserve Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
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308 Beginning Balances

308 51 01 07	Assigned Beg Cash & Invest	549,238.27	0.00	549,238.27	0.00	0.0%
	308 Beginning Balances	549,238.27	0.00	549,238.27	0.00	0.0%

330 Intergovernmental Revenues

334 00 30 00	State Equipment Grant	0.00	0.00	0.00	0.00	100.0%
	330 Intergovernmental Revenues	0.00	0.00	0.00	0.00	100.0%

360 Misc Revenues

361 11 01 07	State Pool/cd Interest	4,900.00	904.26	4,128.11	771.89	15.8%
361 30 01 07	Gain/Loss on Sale of Invest	0.00	(2,595.30)	(2,595.30)	2,595.30	100.0%
	360 Misc Revenues	4,900.00	(1,691.04)	1,532.81	3,367.19	68.7%

390 Other Revenues

395 10 01 07	Proceeds From Sales Of Asset	0.00	0.00	22,611.00	(22,611.00)	0.0%
	390 Other Revenues	0.00	0.00	22,611.00	(22,611.00)	0.0%

397 Interfund Transfers

397 01 00 01	Transfer In From GF	90,343.00	22,586.00	67,758.00	22,585.00	25.0%
397 01 01 01	Transfer In From Streets	67,857.00	16,964.00	50,892.00	16,965.00	25.0%
397 01 01 09	Transfer In Contingency (109)	0.00	0.00	0.00	0.00	100.0%
397 04 04 01	Transfer In From Drainage	0.00	0.00	0.00	0.00	100.0%
	397 Interfund Transfers	158,200.00	39,550.00	118,650.00	39,550.00	25.0%

Fund Revenues:	712,338.27	37,858.96	692,032.08	20,306.19	2.9%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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594 Capital Expenditures

594 00 64 02	Machinery & Equipment-police	0.00	0.00	0.00	0.00	100.0%
594 00 64 03	Machinery & Equipment-fire	0.00	0.00	0.00	0.00	100.0%
594 18 64 07	Machinery & Equipment - Admin	0.00	0.00	0.00	0.00	100.0%
594 18 64 08	Machinery & Equipment - Parks	68,700.00	0.00	25,715.71	42,984.29	62.6%
594 18 64 09	Machinery & Equipment - Street	77,700.00	0.00	25,716.99	51,983.01	66.9%
594 18 64 10	Machinery & Equipment - B&G	38,700.00	0.00	25,705.47	12,994.53	33.6%
594 18 64 20	Machinery &	0.00	0.00	19.20	(19.20)	0.0%
	594 Capital Expenditures	185,100.00	0.00	77,157.37	107,942.63	58.3%

999 Ending Balance

508 51 01 07	Assigned End Cash & Invest	527,238.00	0.00	0.00	527,238.00	100.0%
	999 Ending Balance	527,238.00	0.00	0.00	527,238.00	100.0%

Fund Expenditures:	712,338.00	0.00	77,157.37	635,180.63	89.2%
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107 Equipment Reserve Fund

Fund Excess/(Deficit):	0.27	37,858.96	614,874.71
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108 Transportation Sales Tax Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
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308 Beginning Balances

308 31 01 08	Restricted Beg Cash & Invest	845,599.40	0.00	845,599.40	0.00	0.0%
308 Beginning Balances		845,599.40	0.00	845,599.40	0.00	0.0%

310 Taxes

313 21 01 08	Public Transportation Systems Sales Tax	468,000.00	44,519.26	417,740.22	50,259.78	10.7%
310 Taxes		468,000.00	44,519.26	417,740.22	50,259.78	10.7%

330 Intergovernmental Revenues

334 03 80 08	TIB Grant	0.00	0.00	0.00	0.00	100.0%
330 Intergovernmental Revenues		0.00	0.00	0.00	0.00	100.0%

360 Misc Revenues

361 10 01 08	Interest Income	0.00	0.00	0.00	0.00	100.0%
361 11 01 08	State Pool/cd Interest	7,500.00	687.84	5,396.68	2,103.32	28.0%
361 30 01 08	Gain/Loss on Sale of Invest	0.00	(1,974.21)	(1,974.21)	1,974.21	100.0%
360 Misc Revenues		7,500.00	(1,286.37)	3,422.47	4,077.53	54.4%

Fund Revenues:	1,321,099.40	43,232.89	1,266,762.09	54,337.31	4.1%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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543 Streets Admin & Overhead

543 30 10 08	Salaries & Wages	0.00	0.00	0.00	0.00	100.0%
543 30 11 08	Overtime	0.00	0.00	0.00	0.00	100.0%
543 30 20 08	Social Security	0.00	0.00	0.00	0.00	100.0%
543 30 21 08	Retirement	0.00	0.00	0.00	0.00	100.0%
543 30 22 08	Medical Benefits	0.00	0.00	0.00	0.00	100.0%
543 30 23 08	L & I	0.00	0.00	0.00	0.00	100.0%
543 30 24 08	Unemployment & PFMLA	0.00	0.00	0.00	0.00	100.0%
543 30 41 08	Professional Services	0.00	0.00	0.00	0.00	100.0%
543 30 44 08	Advertising	0.00	0.00	0.00	0.00	100.0%
543 30 49 08	Miscellaneous	0.00	0.00	0.00	0.00	100.0%
543 Streets Admin & Overhead		0.00	0.00	0.00	0.00	100.0%

594 Capital Expenditures

595 30 63 20	272nd (72nd - 86th) Overlay	0.00	0.00	0.00	0.00	100.0%
595 30 63 21	Safe Routes To Schools	0.00	0.00	0.00	0.00	100.0%
594 Capital Expenditures		0.00	0.00	0.00	0.00	100.0%

597 Interfund Transfers

597 04 01 04	Transfer to Park & Trail Impr (104)	100,000.00	25,000.00	75,000.00	25,000.00	25.0%
597 07 01 01	Transfer To Street Operating	200,000.00	50,000.00	150,000.00	50,000.00	25.0%
597 07 03 05	Transfer To Fund 305	0.00	0.00	0.00	0.00	100.0%
597 07 03 07	Transfer To Street Construction	634,600.00	0.00	634,600.00	0.00	0.0%

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MONTHLY EXPENSE & REVENUE REPORT

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108 Transportation Sales Tax Fund

Expenditures	Amt Budgeted	September	YTD	Remaining	
597 Interfund Transfers					
597 Interfund Transfers	934,600.00	75,000.00	859,600.00	75,000.00	8.0%
999 Ending Balance					
508 31 01 08 Restricted End Cash & Invest	386,499.00	0.00	0.00	386,499.00	100.0%
999 Ending Balance	386,499.00	0.00	0.00	386,499.00	100.0%
Fund Expenditures:	1,321,099.00	75,000.00	859,600.00	461,499.00	34.9%
Fund Excess/(Deficit):	0.40	(31,767.11)	407,162.09		

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109 Contingency Fund

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 51 01 09	Assigned Beg Cash & Invest	425,889.04	0.00	425,889.04	0.00	0.0%
308 Beginning Balances		425,889.04	0.00	425,889.04	0.00	0.0%

360 Misc Revenues

361 11 01 09	State Pool/cd Interest	5,400.00	710.63	3,288.50	2,111.50	39.1%
361 30 01 09	Gain/Loss on Sale of Invest	0.00	(2,039.60)	(2,039.60)	2,039.60	100.0%
360 Misc Revenues		5,400.00	(1,328.97)	1,248.90	4,151.10	76.9%

397 Interfund Transfers

397 02 00 01	Transfer In From General Fun	50,000.00	12,500.00	37,500.00	12,500.00	25.0%
397 Interfund Transfers		50,000.00	12,500.00	37,500.00	12,500.00	25.0%

Fund Revenues:	481,289.04	11,171.03	464,637.94	16,651.10	3.5%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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597 Interfund Transfers

597 00 01 21	Transfer Out To REET1 (121)	0.00	0.00	0.00	0.00	100.0%
597 01 00 01	Contingency Transfer Out	0.00	0.00	0.00	0.00	100.0%
597 Interfund Transfers		0.00	0.00	0.00	0.00	100.0%

999 Ending Balance

508 51 01 09	Assigned End Cash & Invest	481,289.00	0.00	0.00	481,289.00	100.0%
999 Ending Balance		481,289.00	0.00	0.00	481,289.00	100.0%

Fund Expenditures:	481,289.00	0.00	0.00	481,289.00	100.0%
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Fund Excess/(Deficit):	0.04	11,171.03	464,637.94
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110 Building Improvement Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
308 Beginning Balances					
308 31 01 10 Restricted Beg Cash & Invest	2,746.00	0.00	2,746.00	0.00	0.0%
308 51 01 10 Assigned Beg Cash & Invest	2,864,440.86	0.00	2,864,440.86	0.00	0.0%
308 Beginning Balances	2,867,186.86	0.00	2,867,186.86	0.00	0.0%

310 Taxes

313 11 01 10 Sales Tax Construction	0.00	0.00	0.00	0.00	100.0%
310 Taxes	0.00	0.00	0.00	0.00	100.0%

330 Intergovernmental Revenues

333 01 80 00 Hazard Mitigation Program Grant	0.00	0.00	0.00	0.00	100.0%
333 01 80 01 DOC - New CH Design	0.00	0.00	0.00	0.00	100.0%
334 01 80 02 DEM - State	0.00	0.00	0.00	0.00	100.0%
334 04 20 05 DOC City Hall	0.00	0.00	0.00	0.00	100.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.00	100.0%

360 Misc Revenues

361 11 01 10 State Pool/cd Interest	16,800.00	4,504.40	21,409.90	(4,609.90)	0.0%
361 30 01 10 Gain/Loss on Sale of Invest	0.00	(12,928.16)	(12,928.16)	12,928.16	100.0%
367 00 01 10 Contributions & Donations	0.00	0.00	0.00	0.00	100.0%
360 Misc Revenues	16,800.00	(8,423.76)	8,481.74	8,318.26	49.5%

380 Non Revenues

382 20 01 10 Retainage	0.00	0.00	0.00	0.00	100.0%
388 50 01 10 Prior Period Adj Acctging Change	0.00	0.00	0.00	0.00	100.0%
380 Non Revenues	0.00	0.00	0.00	0.00	100.0%

397 Interfund Transfers

397 02 01 20 Transfer In REET 1 (120)	0.00	0.00	0.00	0.00	100.0%
397 04 00 01 Transfer In From General Fund	0.00	0.00	0.00	0.00	100.0%
397 Interfund Transfers	0.00	0.00	0.00	0.00	100.0%

Fund Revenues:	2,883,986.86	(8,423.76)	2,875,668.60	8,318.26	0.3%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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580 Non Expenditures

582 20 01 10 Refund Retainage	0.00	0.00	0.00	0.00	100.0%
580 Non Expenditures	0.00	0.00	0.00	0.00	100.0%

594 Capital Expenditures

594 18 62 10 Building Improvements	0.00	0.00	0.00	0.00	100.0%
594 18 62 11 Police/City Hall Design	200,000.00	11,265.47	21,031.87	178,968.13	89.5%
594 18 62 12 City Hall HVAC	0.00	0.00	0.00	0.00	100.0%
594 18 62 13 Police/City Hall Construction	0.00	0.00	0.00	0.00	100.0%

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110 Building Improvement Fund

Expenditures		Amt Budgeted	September	YTD	Remaining	
594 Capital Expenditures						
594 18 62 14	Library Improvements	0.00	0.00	0.00	0.00	100.0%
594 18 62 15	Fire Station Improvements	0.00	0.00	0.00	0.00	100.0%
594 18 62 16	Police Station Improvements	0.00	0.00	0.00	0.00	100.0%
594 Capital Expenditures		200,000.00	11,265.47	21,031.87	178,968.13	89.5%
597 Interfund Transfers						
597 00 01 20	Transfer Out To Reet (120)	0.00	0.00	0.00	0.00	100.0%
597 05 01 21	Transfer Out To REET (121)	0.00	0.00	0.00	0.00	100.0%
597 Interfund Transfers		0.00	0.00	0.00	0.00	100.0%
999 Ending Balance						
508 31 01 10	Restricted End Cash & Invest	0.00	0.00	0.00	0.00	100.0%
508 51 01 10	Assigned End Cash & Invest	2,683,987.00	0.00	0.00	2,683,987.00	100.0%
999 Ending Balance		2,683,987.00	0.00	0.00	2,683,987.00	100.0%
Fund Expenditures:		2,883,987.00	11,265.47	21,031.87	2,862,955.13	99.3%
Fund Excess/(Deficit):		(0.14)	(19,689.23)	2,854,636.73		

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115 Tourism And Promotion

Revenues	Amt Budgeted	September	YTD	Remaining	
308 Beginning Balances					
308 31 01 15 Restricted Beg Cash & Invest	0.00	0.00	0.00	0.00	100.0%
308 51 01 15 Assigned Beg Cash & Invest	1,850.68	0.00	1,850.68	0.00	0.0%
308 Beginning Balances	1,850.68	0.00	1,850.68	0.00	0.0%

310 Taxes

313 31 00 50 Lodging Tax	1,000.00	0.00	128.08	871.92	87.2%
310 Taxes	1,000.00	0.00	128.08	871.92	87.2%

330 Intergovernmental Revenues

333 11 01 15 COVID Indirect Fed DOC	0.00	0.00	0.00	0.00	100.0%
337 00 00 50 Grant Sno-Co DSC	8,000.00	0.00	0.00	8,000.00	100.0%
337 00 00 51 Grant Summer Arts Jam	0.00	0.00	0.00	0.00	100.0%
337 00 00 52 Grant PortofSeattle	0.00	0.00	0.00	0.00	100.0%
330 Intergovernmental Revenues	8,000.00	0.00	0.00	8,000.00	100.0%

340 Charges For Services

345 60 00 50 Advertising	25,000.00	0.00	0.00	25,000.00	100.0%
340 Charges For Services	25,000.00	0.00	0.00	25,000.00	100.0%

360 Misc Revenues

367 00 00 50 Donations	5,000.00	0.00	0.00	5,000.00	100.0%
367 00 00 51 Sponsorships	45,000.00	200.00	2,150.00	42,850.00	95.2%
360 Misc Revenues	50,000.00	200.00	2,150.00	47,850.00	95.7%

397 Interfund Transfers

397 00 01 01 Transfer In From General Fund	25,000.00	6,250.00	18,750.00	6,250.00	25.0%
397 Interfund Transfers	25,000.00	6,250.00	18,750.00	6,250.00	25.0%

Fund Revenues:	110,850.68	6,450.00	22,878.76	87,971.92	79.4%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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557 Community Services

557 30 31 00 Supplies	1,000.00	457.61	457.61	542.39	54.2%
557 30 41 00 Professional Services	40,000.00	1,209.00	42,819.15	(2,819.15)	0.0%
557 30 41 03 Tourism Grants	21,000.00	0.00	6,956.00	14,044.00	66.9%
557 30 44 00 Advertising	10,000.00	3,781.38	8,867.08	1,132.92	11.3%
557 30 49 01 Meetings, Training & Travel	0.00	0.00	0.00	0.00	100.0%
557 30 49 02 Dues	2,000.00	0.00	0.00	2,000.00	100.0%
557 30 49 03 Printing	10,000.00	0.00	1,704.24	8,295.76	83.0%
557 Community Services	84,000.00	5,447.99	60,804.08	23,195.92	27.6%

999 Ending Balance

508 31 01 15 Restricted End Cash & Invest	0.00	0.00	0.00	0.00	100.0%
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115 Tourism And Promotion

Expenditures	Amt Budgeted	September	YTD	Remaining	
999 Ending Balance					
508 51 01 15 Assigned End Cash & Invest	26,851.00	0.00	0.00	26,851.00	100.0%
999 Ending Balance	26,851.00	0.00	0.00	26,851.00	100.0%
Fund Expenditures:	110,851.00	5,447.99	60,804.08	50,046.92	45.1%
Fund Excess/(Deficit):	(0.32)	1,002.01	(37,925.32)		

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120 REET - Capital Improvements

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 31 01 20	Restricted Beg Cash & Invest	1,193,674.88	0.00	1,193,674.88	0.00	0.0%
308 Beginning Balances		1,193,674.88	0.00	1,193,674.88	0.00	0.0%

310 Taxes

318 34 00 00	REET 1 - 1st Quarter Percent	301,000.00	25,195.99	302,505.55	(1,505.55)	0.0%
310 Taxes		301,000.00	25,195.99	302,505.55	(1,505.55)	0.0%

360 Misc Revenues

361 11 01 20	State Pool/cd Interest	9,300.00	2,160.41	9,770.94	(470.94)	0.0%
361 30 01 20	Gain/Loss on Sale of Invest	0.00	(6,200.65)	(6,200.65)	6,200.65	100.0%
360 Misc Revenues		9,300.00	(4,040.24)	3,570.29	5,729.71	61.6%

397 Interfund Transfers

397 01 01 10	Transfer In From Bldg Impr 1	0.00	0.00	0.00	0.00	100.0%
397 Interfund Transfers		0.00	0.00	0.00	0.00	100.0%

Fund Revenues:	1,503,974.88	21,155.75	1,499,750.72	4,224.16	0.3%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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594 Capital Expenditures

594 76 61 20	Sebranke Property Purchase	0.00	0.00	0.00	0.00	100.0%
594 Capital Expenditures		0.00	0.00	0.00	0.00	100.0%

597 Interfund Transfers

597 00 01 04	Transfer Out To Park Imp (104)	200,000.00	50,000.00	150,000.00	50,000.00	25.0%
597 00 01 10	Transfer Out To Bldg (110)	0.00	0.00	0.00	0.00	100.0%
597 02 02 05	Trfr Out-1995 G.o. Bonds (20	0.00	0.00	0.00	0.00	100.0%
597 03 01 01	Transfer Out To Street (101)	0.00	0.00	0.00	0.00	100.0%
597 Interfund Transfers		200,000.00	50,000.00	150,000.00	50,000.00	25.0%

999 Ending Balance

508 31 01 20	Restricted End Cash & Invest	1,303,975.00	0.00	0.00	1,303,975.00	100.0%
999 Ending Balance		1,303,975.00	0.00	0.00	1,303,975.00	100.0%

Fund Expenditures:	1,503,975.00	50,000.00	150,000.00	1,353,975.00	90.0%
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Fund Excess/(Deficit):	(0.12)	(28,844.25)	1,349,750.72
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121 REET - Growth Management

Revenues	Amt Budgeted	September	YTD	Remaining	
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308 Beginning Balances

308 31 01 21	Restricted Beg Cash & Invest	1,360,859.71	0.00	1,360,859.71	0.00	0.0%
308 Beginning Balances		1,360,859.71	0.00	1,360,859.71	0.00	0.0%

310 Taxes

318 35 00 00	REET 2 - 2nd Quarter Percent	301,000.00	25,195.99	290,449.62	10,550.38	3.5%
310 Taxes		301,000.00	25,195.99	290,449.62	10,550.38	3.5%

360 Misc Revenues

361 11 01 21	State Pool/cd Interest	14,500.00	2,186.01	10,164.84	4,335.16	29.9%
361 30 01 21	Gain/Loss on Sale of Invest	0.00	(6,274.10)	(6,274.10)	6,274.10	100.0%
360 Misc Revenues		14,500.00	(4,088.09)	3,890.74	10,609.26	73.2%

397 Interfund Transfers

397 00 01 10	Transfer In From Bldg Imp (110)	0.00	0.00	0.00	0.00	100.0%
397 02 01 09	Transfer In From Cont (109)	0.00	0.00	0.00	0.00	100.0%
397 Interfund Transfers		0.00	0.00	0.00	0.00	100.0%

Fund Revenues:	1,676,359.71	21,107.90	1,655,200.07	21,159.64	1.3%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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591 Debt Service

591 28 78 00	Principal - 800 Megahertz	0.00	0.00	0.00	0.00	100.0%
592 28 83 00	Interest - 800 Megahertz	0.00	0.00	0.00	0.00	100.0%
591 Debt Service		0.00	0.00	0.00	0.00	100.0%

597 Interfund Transfers

597 00 00 05	Transfers-Out Park Imprv (104)	445,000.00	102,916.00	342,083.00	102,917.00	23.1%
597 00 01 02	Transfer Out To Street Const	0.00	0.00	0.00	0.00	100.0%
597 02 01 01	Transfer Out To Street (101)	0.00	0.00	0.00	0.00	100.0%
597 03 02 05	Trfr Out-1995 G.o. Bonds (20	0.00	0.00	0.00	0.00	100.0%
597 Interfund Transfers		445,000.00	102,916.00	342,083.00	102,917.00	23.1%

999 Ending Balance

508 31 01 21	Restricted End Cash & Invest	1,231,360.00	0.00	0.00	1,231,360.00	100.0%
999 Ending Balance		1,231,360.00	0.00	0.00	1,231,360.00	100.0%

Fund Expenditures:	1,676,360.00	102,916.00	342,083.00	1,334,277.00	79.6%
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Fund Excess/(Deficit):	(0.29)	(81,808.10)	1,313,117.07		
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205 Debt Service Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
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308 Beginning Balances

308 51 02 05	Assigned Beg Cash & Invest	21,035.71	0.00	21,035.71	0.00	0.0%
308 Beginning Balances		21,035.71	0.00	21,035.71	0.00	0.0%

310 Taxes

311 10 22 00	G.o. Bond 2000 - Fire Statio	0.00	(57.19)	(55.98)	55.98	100.0%
311 10 22 10	G.o. Bond 2007 Ref 1994/2000	0.00	0.00	0.00	0.00	100.0%
310 Taxes		0.00	(57.19)	(55.98)	55.98	100.0%

360 Misc Revenues

361 11 02 05	State Pool/cd Interest	0.00	0.00	0.00	0.00	100.0%
360 Misc Revenues		0.00	0.00	0.00	0.00	100.0%

397 Interfund Transfers

397 00 01 04	Transfer In From Fund 104	0.00	0.00	0.00	0.00	100.0%
397 00 01 05	Trsf From Fund 105	0.00	0.00	0.00	0.00	100.0%
397 00 01 20	Transfer In From Fund (120)	0.00	0.00	0.00	0.00	100.0%
397 01 01 21	Transfer In From Fund 121	0.00	0.00	0.00	0.00	100.0%
397 01 02 03	Transfer In From Fund 203	0.00	0.00	0.00	0.00	100.0%
397 03 00 01	Transfer In From Gen Fund	0.00	0.00	0.00	0.00	100.0%
397 Interfund Transfers		0.00	0.00	0.00	0.00	100.0%

Fund Revenues:	21,035.71	(57.19)	20,979.73	55.98	0.3%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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591 Debt Service

591 22 71 00	Go Bond Principal-fire Stati	0.00	0.00	0.00	0.00	100.0%
591 22 71 01	1993-1995 Go Bond Princ-2007	0.00	0.00	0.00	0.00	100.0%
591 76 00 01	Long Term Debt-Parks	0.00	0.00	0.00	0.00	100.0%
592 22 83 10	G.o.bond Interest-fire Stati	0.00	0.00	0.00	0.00	100.0%
592 22 83 20	1993-1995 Go Bond Int-2007 R	0.00	0.00	0.00	0.00	100.0%
592 22 89 00	Professional Services	381.00	0.00	0.00	381.00	100.0%
592 76 00 01	Long Term Debt-Parks	0.00	0.00	0.00	0.00	100.0%
591 Debt Service		381.00	0.00	0.00	381.00	100.0%

597 Interfund Transfers

597 04 00 01	Transfer to GF	0.00	0.00	0.00	0.00	100.0%
597 Interfund Transfers		0.00	0.00	0.00	0.00	100.0%

999 Ending Balance

508 51 02 05	Assigned End Cash & Invest	0.00	0.00	0.00	0.00	100.0%
999 Ending Balance		0.00	0.00	0.00	0.00	100.0%

Fund Expenditures:	381.00	0.00	0.00	381.00	100.0%
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205 Debt Service Fund

Fund Excess/(Deficit):	20,654.71	(57.19)	20,979.73
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401 Sewer Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
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308 Beginning Balances

308 51 04 01	Assigned Beg Cash & Invest	1,956,620.21	0.00	1,956,620.21	0.00	0.0%
308 Beginning Balances		1,956,620.21	0.00	1,956,620.21	0.00	0.0%

340 Charges For Services

343 50 04 01	Sewer Service Charges	2,722,334.00	214,695.24	2,136,951.83	585,382.17	21.5%
343 50 50 01	Sewer - Other Fees	1,100.00	0.00	196.00	904.00	82.2%
340 Charges For Services		2,723,434.00	214,695.24	2,137,147.83	586,286.17	21.5%

360 Misc Revenues

359 90 51 01	Late Penalties	24,000.00	1,514.06	15,514.74	8,485.26	35.4%
361 11 04 01	State Pool/cd Interest	27,300.00	2,723.61	14,326.15	12,973.85	47.5%
361 30 04 01	Gain/Loss on Sale of Invest	0.00	(7,817.08)	(7,817.08)	7,817.08	100.0%
369 91 04 01	Miscellaneous	500.00	0.00	6,372.25	(5,872.25)	0.0%
388 10 00 01	Prior Period Adjustment	0.00	0.00	0.00	0.00	100.0%
360 Misc Revenues		51,800.00	(3,579.41)	28,396.06	23,403.94	45.2%

380 Non Revenues

382 20 04 01	Retainage	0.00	0.00	0.00	0.00	100.0%
388 50 04 01	Prior Period Adj Acctging Change	0.00	0.00	0.00	0.00	100.0%
389 35 00 00	PUT Tax	0.00	0.00	0.00	0.00	100.0%
380 Non Revenues		0.00	0.00	0.00	0.00	100.0%

397 Interfund Transfers

397 00 04 05	Trfr From Plant Invest Fee (405)	0.00	0.00	0.00	0.00	100.0%
397 00 55 01	Transfer In From WWTP	0.00	0.00	0.00	0.00	100.0%
397 03 04 21	Transfer In from Water Op (421)	163,135.00	40,784.00	122,352.00	40,783.00	25.0%
397 Interfund Transfers		163,135.00	40,784.00	122,352.00	40,783.00	25.0%

Fund Revenues:	4,894,989.21	251,899.83	4,244,516.10	650,473.11	13.3%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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535 Sewer

535 80 10 00	Salaries & Wages	530,144.00	42,438.96	344,880.99	185,263.01	34.9%
535 80 11 00	Overtime	5,480.00	518.69	1,942.87	3,537.13	64.5%
535 80 20 00	Social Security	47,587.00	3,278.75	26,350.84	21,236.16	44.6%
535 80 21 00	Retirement	76,440.00	5,033.26	39,291.03	37,148.97	48.6%
535 80 22 00	Medical Benefits	151,715.00	14,881.44	98,991.56	52,723.44	34.8%
535 80 23 00	L & I	7,342.00	0.00	4,542.75	2,799.25	38.1%
535 80 24 00	Unemployment & PFMLA	1,199.00	0.00	689.83	509.17	42.5%
535 80 31 00	Supplies	36,500.00	4,758.50	32,448.28	4,051.72	11.1%
535 80 31 03	Uniforms	5,250.00	72.07	2,963.91	2,286.09	43.5%
535 80 32 00	Fuel	10,000.00	704.35	6,736.40	3,263.60	32.6%
535 80 35 00	Small Equipment	5,000.00	0.00	8,131.38	(3,131.38)	0.0%
535 80 41 00	Professional Services	127,757.00	6,185.51	81,784.90	45,972.10	36.0%
535 80 41 01	Bio-solid Removal	0.00	0.00	0.00	0.00	100.0%
535 80 42 00	Communications	22,500.00	2,095.16	13,204.29	9,295.71	41.3%

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401 Sewer Fund

Expenditures	Amt Budgeted	September	YTD	Remaining	
535 Sewer					
535 80 43 00 Permits	9,750.00	0.00	9,325.90	424.10	4.3%
535 80 44 00 Advertising	500.00	0.00	0.00	500.00	100.0%
535 80 45 00 Rentals	3,800.00	167.74	733.95	3,066.05	80.7%
535 80 46 00 Insurance	50,000.00	0.00	45,789.00	4,211.00	8.4%
535 80 47 00 Utilities	155,000.00	8,897.78	88,734.96	66,265.04	42.8%
535 80 48 00 Repair/maintenance	92,500.00	23,682.77	82,954.55	9,545.45	10.3%
535 80 49 00 Miscellaneous	0.00	0.00	0.00	0.00	100.0%
535 80 49 01 B & O Tax	45,000.00	5,924.86	45,832.48	(832.48)	0.0%
535 80 49 03 Meetings, Training & Travel	9,500.00	459.00	2,313.03	7,186.97	75.7%
535 80 49 05 Credit Card Bank Fees	12,000.00	1,144.34	10,587.89	1,412.11	11.8%
535 80 49 06 Dues	650.00	0.00	835.63	(185.63)	0.0%
535 80 49 80 Interfund Payment For Servic	272,291.00	68,073.00	204,219.00	68,072.00	25.0%
535 Sewer	1,677,905.00	188,316.18	1,153,285.42	524,619.58	31.3%

580 Non Expenditures

582 20 04 01 Refund Retainage	0.00	0.00	0.00	0.00	100.0%
589 35 00 00 PUT Tax	0.00	0.00	0.00	0.00	100.0%
580 Non Expenditures	0.00	0.00	0.00	0.00	100.0%

591 Debt Service

591 35 78 00 Pwtf Principal - Sewer Imprv	0.00	0.00	0.00	0.00	100.0%
591 35 78 01 Pwtf Principal-wwtp Design	0.00	0.00	0.00	0.00	100.0%
591 35 78 02 Srf Principal-treatment Plan	465,029.00	0.00	465,029.34	(0.34)	0.0%
591 35 78 03 Pwtf Principal-271st Trunkli	106,921.00	0.00	106,921.06	(0.06)	0.0%
591 35 78 04 2021 Revenue Bond Principal	145,000.00	0.00	0.00	145,000.00	100.0%
592 35 83 00 Pwtf Interest - Sewer Imprvt	0.00	0.00	0.00	0.00	100.0%
592 35 83 01 Pwtf Interest-wwtp Design	0.00	0.00	0.00	0.00	100.0%
592 35 83 03 Pwtf Interest-271st Trunk Co	2,673.00	0.00	2,673.03	(0.03)	0.0%
592 35 83 04 2021 Revenue Bond Interest	130,800.00	0.00	89,700.00	41,100.00	31.4%
591 Debt Service	850,423.00	0.00	664,323.43	186,099.57	21.9%

594 Capital Expenditures

594 35 64 03 Machinery & Equipment	13,250.00	0.00	0.00	13,250.00	100.0%
594 Capital Expenditures	13,250.00	0.00	0.00	13,250.00	100.0%

597 Interfund Transfers

597 00 04 51 Transfer To Bond Reserve (45	0.00	0.00	0.00	0.00	100.0%
597 00 04 57 Transfer To Equip Replacemen	105,211.00	26,303.00	78,909.00	26,302.00	25.0%
597 01 04 03 Transfer Out To Sewer Const (403)	1,145,485.00	286,371.00	859,114.00	286,371.00	25.0%
597 Interfund Transfers	1,250,696.00	312,674.00	938,023.00	312,673.00	25.0%

999 Ending Balance

508 51 04 01 Assigned End Cash & Invest	1,102,716.00	0.00	0.00	1,102,716.00	100.0%
999 Ending Balance	1,102,716.00	0.00	0.00	1,102,716.00	100.0%

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401 Sewer Fund

Expenditures	Amt Budgeted	September	YTD	Remaining	
Fund Expenditures:	4,894,990.00	500,990.18	2,755,631.85	2,139,358.15	43.7%
Fund Excess/(Deficit):	(0.79)	(249,090.35)	1,488,884.25		

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403 Sewer Construction Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
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308 Beginning Balances

308 31 04 03	Restricted Beg Cash & Invest	0.00	0.00	0.00	0.00	100.0%
308 51 04 03	Assigned Beg Cash & Invest	5,114,416.15	0.00	5,114,416.15	0.00	0.0%
308 Beginning Balances		5,114,416.15	0.00	5,114,416.15	0.00	0.0%

340 Charges For Services

343 50 00 00	Sewer Connection Fees	30,000.00	12,500.00	23,000.00	7,000.00	23.3%
340 Charges For Services		30,000.00	12,500.00	23,000.00	7,000.00	23.3%

360 Misc Revenues

361 11 04 03	State Pool/cd Interest	27,800.00	6,463.68	33,456.74	(5,656.74)	0.0%
361 30 04 03	Gain/Loss on Sale of Invest	0.00	(18,551.52)	(18,551.52)	18,551.52	100.0%
361 40 00 02	Interest From Interfund Loan	1,500.00	0.00	0.00	1,500.00	100.0%
360 Misc Revenues		29,300.00	(12,087.84)	14,905.22	14,394.78	49.1%

380 Non Revenues

381 12 03 05	Interfund Loan Repayment	0.00	0.00	0.00	0.00	100.0%
381 12 04 11	Interfund Loan Repayment	0.00	0.00	0.00	0.00	100.0%
382 20 04 03	Retainage	0.00	4,182.12	45,463.12	(45,463.12)	0.0%
380 Non Revenues		0.00	4,182.12	45,463.12	(45,463.12)	0.0%

390 Other Revenues

391 20 04 03	Revenue Bond Proceeds	0.00	0.00	0.00	0.00	100.0%
390 Other Revenues		0.00	0.00	0.00	0.00	100.0%

397 Interfund Transfers

397 01 04 05	Trfr In From Sewer Plant Inv	0.00	0.00	0.00	0.00	100.0%
397 02 04 01	Transfer In From Sewer (401)	1,145,485.00	286,371.00	859,114.00	286,371.00	25.0%
397 61 55 10	Trfr In From 271st St NW Trunkline	0.00	0.00	0.00	0.00	100.0%
397 Interfund Transfers		1,145,485.00	286,371.00	859,114.00	286,371.00	25.0%

Fund Revenues:	6,319,201.15	290,965.28	6,056,898.49	262,302.66	4.2%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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580 Non Expenditures

581 10 03 05	Interfund Loan Issued	0.00	0.00	0.00	0.00	100.0%
581 10 04 11	Interfund Loan Issued	0.00	0.00	0.00	0.00	100.0%
582 20 04 03	Refund Retainage	0.00	0.00	0.00	0.00	100.0%
580 Non Expenditures		0.00	0.00	0.00	0.00	100.0%

594 Capital Expenditures

594 35 41 00	Professional Services	0.00	0.00	0.00	0.00	100.0%
594 35 41 05	Sewer System Plan Update	430,000.00	0.00	78,880.14	351,119.86	81.7%
594 35 41 06	Bio-solids Removal	0.00	0.00	0.00	0.00	100.0%

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403 Sewer Construction Fund

Expenditures		Amt Budgeted	September	YTD	Remaining	
594 Capital Expenditures						
594 35 41 20	Wastewater Rate Study	0.00	0.00	0.00	0.00	100.0%
594 35 41 25	Ex9 Modificatn Headworks Stu	0.00	0.00	0.00	0.00	100.0%
594 35 62 00	Buildings	0.00	0.00	0.00	0.00	100.0%
594 35 62 01	Biosolids Processing Facility	2,300,000.00	0.00	0.00	2,300,000.00	100.0%
594 35 63 00	Improvements	0.00	0.00	0.00	0.00	100.0%
594 35 63 01	Wash Water System	0.00	0.00	0.00	0.00	100.0%
594 35 63 07	Infrastructure Access Cctv	0.00	0.00	0.00	0.00	100.0%
594 35 63 13	Collector/Int Syst Flow	0.00	0.00	0.00	0.00	100.0%
594 35 63 14	Ex4b Pioneer Highway	0.00	0.00	0.00	0.00	100.0%
594 35 63 15	Ex10b 80th Easement Sewer	0.00	0.00	0.00	0.00	100.0%
594 35 63 16	Pioneer/Cedarhome To 267th	0.00	1,227.50	3,225.50	(3,225.50)	0.0%
594 35 63 17	Basin 1 Pipe Eval/Repair/Replace	0.00	0.00	0.00	0.00	100.0%
594 35 63 18	Ex 10a 261st Street	0.00	0.00	0.00	0.00	100.0%
594 35 63 19	Viking Way Sewer Improve	0.00	0.00	0.00	0.00	100.0%
594 35 63 20	90th Street Sewer Improve	0.00	0.00	0.00	0.00	100.0%
594 35 63 21	Pioneer Hwy Swr Main Repl	0.00	0.00	0.00	0.00	100.0%
594 35 63 22	72nd SMR	0.00	0.00	0.00	0.00	100.0%
594 35 63 23	SR 532 @ 64th Extension	0.00	0.00	0.00	0.00	100.0%
594 35 63 24	271st (94th - 99th)	0.00	0.00	0.00	0.00	100.0%
594 35 63 25	270th (94th - 96th)	0.00	0.00	0.00	0.00	100.0%
594 35 63 26	Sheetpile Walls (50/50 W Drainage)	0.00	0.00	0.00	0.00	100.0%
594 35 63 27	Misc Pipe Replacement (EX1)	0.00	0.00	0.00	0.00	100.0%
594 35 63 28	Collector/Int Flow Monitor & Video(Ex2)	0.00	0.00	0.00	0.00	100.0%
594 35 63 29	Main Lift Station Upgrades	850,000.00	534.03	636,315.17	213,684.83	25.1%
594 35 63 31	Sewer Plant Improvements	0.00	0.00	0.00	0.00	100.0%
594 35 63 32	Pioneer 77th-267th	0.00	0.00	0.00	0.00	100.0%
594 35 63 33	UV Energy Efficiency Upgrades	0.00	0.00	0.00	0.00	100.0%
594 35 63 34	272nd/101st-99th(Ex13)	0.00	0.00	0.00	0.00	100.0%
594 35 63 35	Upper Pioneer Hwy/85th-CedarhomeDesign	0.00	0.00	0.00	0.00	100.0%
594 35 63 36	Lower Pioneer Hwy (Ex18)	0.00	0.00	0.00	0.00	100.0%
594 35 63 37	UV Disinfection	0.00	0.00	0.00	0.00	100.0%
594 35 63 38	Church Creek Collection System (Ex5A)	1,025,000.00	92,119.61	1,016,823.19	8,176.81	0.8%
594 35 63 39	72nd Ave & 261st Interceptor	0.00	0.00	0.00	0.00	100.0%
594 35 63 40	Grit Removal Unit Install (EX9)	0.00	0.00	0.00	0.00	100.0%
594 35 63 41	Telemetry System Upgrade	0.00	0.00	0.00	0.00	100.0%
594 35 64 01	Telemetry Equipment	0.00	0.00	0.00	0.00	100.0%
594 35 64 32	Pioneer 77th - 267th	0.00	0.00	0.00	0.00	100.0%
594 35 64 33	Smoke Testing/Camera/Flow Meter Basin 1	0.00	0.00	0.00	0.00	100.0%
594 35 65 09	Ex3c Basin4a Grav Main Replm	0.00	0.00	0.00	0.00	100.0%
594 Capital Expenditures		4,605,000.00	93,881.14	1,735,244.00	2,869,756.00	62.3%

597 Interfund Transfers

597 00 35 00	Trsfr To 305	0.00	0.00	0.00	0.00	100.0%
597 04 11 03	Transfer To Street Constr	0.00	0.00	0.00	0.00	100.0%
597 Interfund Transfers		0.00	0.00	0.00	0.00	100.0%

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403 Sewer Construction Fund

Expenditures		Amt Budgeted	September	YTD	Remaining	
999 Ending Balance						
508 31 04 03	Restricted End Cash & Invest	0.00	0.00	0.00	0.00	100.0%
508 51 04 03	Assigned End Cash & Invest	1,714,201.00	0.00	0.00	1,714,201.00	100.0%
999 Ending Balance		1,714,201.00	0.00	0.00	1,714,201.00	100.0%
Fund Expenditures:		6,319,201.00	93,881.14	1,735,244.00	4,583,957.00	72.5%
Fund Excess/(Deficit):		0.15	197,084.14	4,321,654.49		

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405 Sewer Plant Investment Fund

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 51 04 05	Assigned Beg Cash & Invest	387,698.26	0.00	387,698.26	0.00	0.0%
308 Beginning Balances		387,698.26	0.00	387,698.26	0.00	0.0%

360 Misc Revenues

361 11 04 05	State Pool/cd Interest	5,000.00	700.00	3,097.97	1,902.03	38.0%
361 30 04 05	Gain/Loss on Sale of Invest	0.00	(2,009.07)	(2,009.07)	2,009.07	100.0%
368 10 04 05	Plant Investment Fees	150,000.00	79,737.00	136,317.00	13,683.00	9.1%
360 Misc Revenues		155,000.00	78,427.93	137,405.90	17,594.10	11.4%

Fund Revenues:	542,698.26	78,427.93	525,104.16	17,594.10	3.2%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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597 Interfund Transfers

597 00 04 01	Transfer Out to Sewer Oper	0.00	0.00	0.00	0.00	100.0%
597 00 04 03	Transfer To Sewer Constructi	0.00	0.00	0.00	0.00	100.0%
597 Interfund Transfers		0.00	0.00	0.00	0.00	100.0%

999 Ending Balance

508 51 04 05	Assigned End Cash & Invest	542,698.00	0.00	0.00	542,698.00	100.0%
999 Ending Balance		542,698.00	0.00	0.00	542,698.00	100.0%

Fund Expenditures:	542,698.00	0.00	0.00	542,698.00	100.0%
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Fund Excess/(Deficit):	0.26	78,427.93	525,104.16
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410 Drainage Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
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308 Beginning Balances

308 51 04 10	Assigned Beg Cash & Invest	663,433.49	0.00	663,433.49	0.00	0.0%
308 Beginning Balances		663,433.49	0.00	663,433.49	0.00	0.0%

340 Charges For Services

343 10 00 00	Drainage Service Charges	1,258,000.00	114,412.33	1,050,439.40	207,560.60	16.5%
343 10 00 10	Drainage - Other Fees	200.00	0.00	(1,041.90)	1,241.90	621.0%
343 10 10 00	Drainage Service Surcharge	0.00	0.00	0.00	0.00	100.0%
340 Charges For Services		1,258,200.00	114,412.33	1,049,397.50	208,802.50	16.6%

360 Misc Revenues

359 90 51 02	Late Penalties	9,000.00	953.40	6,812.95	2,187.05	24.3%
361 11 04 10	State Pool/cd Interest	5,100.00	1,118.14	5,795.27	(695.27)	0.0%
361 30 04 10	Gain/Loss on Sale of Invest	0.00	(3,209.18)	(3,209.18)	3,209.18	100.0%
369 91 41 00	Miscellaneous Revenue	0.00	0.00	0.00	0.00	100.0%
388 10 00 02	Prior Period Adjustment	0.00	0.00	0.00	0.00	100.0%
360 Misc Revenues		14,100.00	(1,137.64)	9,399.04	4,700.96	33.3%

380 Non Revenues

389 36 00 00	B & O Tax	0.00	0.00	0.00	0.00	100.0%
380 Non Revenues		0.00	0.00	0.00	0.00	100.0%

Fund Revenues:	1,935,733.49	113,274.69	1,722,230.03	213,503.46	11.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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531 Natural Resources

531 50 10 00	Salaries & Wages	212,339.00	16,474.85	142,113.93	70,225.07	33.1%
531 50 11 00	Overtime	2,019.00	346.76	1,823.08	195.92	9.7%
531 50 20 00	Social Security	24,144.00	1,283.93	10,900.98	13,243.02	54.9%
531 50 21 00	Retirement	31,363.00	1,639.79	14,514.78	16,848.22	53.7%
531 50 22 00	Medical Benefits	68,428.00	3,650.52	31,847.33	36,580.67	53.5%
531 50 23 00	L & I	3,432.00	0.00	1,411.94	2,020.06	58.9%
531 50 24 00	Unemployment & PFMLA	592.00	0.00	276.14	315.86	53.4%
531 50 31 00	Supplies	6,500.00	2,000.26	6,618.38	(118.38)	0.0%
531 50 31 03	Uniforms	1,050.00	36.56	1,040.49	9.51	0.9%
531 50 32 00	Fuel	5,500.00	1,068.05	6,047.83	(547.83)	0.0%
531 50 35 00	Small Equipment	2,500.00	0.00	0.00	2,500.00	100.0%
531 50 41 00	Professional Services	43,744.00	1,087.19	16,505.54	27,238.46	62.3%
531 50 42 00	Communications	1,500.00	78.88	662.73	837.27	55.8%
531 50 43 00	Permits	600.00	0.00	0.00	600.00	100.0%
531 50 45 00	Rentals	10,500.00	50.97	436.08	10,063.92	95.8%
531 50 46 00	Insurance	20,000.00	0.00	19,280.00	720.00	3.6%
531 50 47 00	Utilities	10,000.00	2,567.95	8,390.05	1,609.95	16.1%
531 50 48 00	Repairs And Maintenance	30,000.00	0.00	23,396.53	6,603.47	22.0%
531 50 48 01	Drainage System Maintenance	0.00	0.00	0.00	0.00	100.0%
531 50 49 00	Miscellaneous	0.00	0.00	0.00	0.00	100.0%
531 50 49 01	B & O Tax	12,000.00	1,897.14	16,331.00	(4,331.00)	0.0%
531 50 49 02	Dues	0.00	0.00	0.00	0.00	100.0%

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410 Drainage Fund

Expenditures	Amt Budgeted	September	YTD	Remaining	
531 Natural Resources					
531 50 49 03 Meetings, Training & Travel	1,000.00	0.00	1,578.34	(578.34)	0.0%
531 50 49 05 Credit Card Bank Fees	4,000.00	632.37	5,462.90	(1,462.90)	0.0%
531 50 49 50 Interfund Payment For Servic	151,499.00	37,875.00	113,625.00	37,874.00	25.0%
531 Natural Resources	642,710.00	70,690.22	422,263.05	220,446.95	34.3%

580 Non Expenditures

589 36 00 00 B & O Tax	0.00	0.00	0.00	0.00	100.0%
580 Non Expenditures	0.00	0.00	0.00	0.00	100.0%

591 Debt Service

591 31 78 01 SnoCo PW Assist Fund Princ	51,260.00	0.00	51,258.95	1.05	0.0%
591 31 78 02 2022 Revenue Bond Principal	87,500.00	0.00	0.00	87,500.00	100.0%
592 31 83 01 SnoCo PW Assist Fund Interest	13,840.00	0.00	13,900.79	(60.79)	0.0%
592 31 83 02 2022 Revenue Bonds Interest	25,000.00	0.00	0.00	25,000.00	100.0%
591 Debt Service	177,600.00	0.00	65,159.74	112,440.26	63.3%

594 Capital Expenditures

594 38 64 01 Machinery & Equipment	3,250.00	0.00	0.00	3,250.00	100.0%
594 Capital Expenditures	3,250.00	0.00	0.00	3,250.00	100.0%

597 Interfund Transfers

597 00 42 20 Transfer To WCF (422)	0.00	0.00	0.00	0.00	100.0%
597 01 04 11 Transfer To DCF (411)	909,405.00	227,351.00	682,054.00	227,351.00	25.0%
597 01 04 57 Transfer To Equip Replacemen	0.00	0.00	0.00	0.00	100.0%
597 03 04 58 Trsfr To 458 Equip Repl	48,041.00	12,010.00	36,030.00	12,011.00	25.0%
597 04 01 07 Transfer To Equip Res (107)	0.00	0.00	0.00	0.00	100.0%
597 Interfund Transfers	957,446.00	239,361.00	718,084.00	239,362.00	25.0%

999 Ending Balance

508 51 04 10 Assigned End Cash & Invest	154,727.00	0.00	0.00	154,727.00	100.0%
999 Ending Balance	154,727.00	0.00	0.00	154,727.00	100.0%

Fund Expenditures:	1,935,733.00	310,051.22	1,205,506.79	730,226.21	37.7%
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Fund Excess/(Deficit):	0.49	(196,776.53)	516,723.24		
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411 Drainage Construction Fund

Revenues		Amt Budgeted	September	YTD	Remaining	
308 Beginning Balances						
308 31 04 11	Restricted Beg Cash & Invest	47,386.00	0.00	47,386.00	0.00	0.0%
308 51 04 11	Assigned Beg Cash & Invest	802,548.16	0.00	802,548.16	0.00	0.0%
308 Beginning Balances		849,934.16	0.00	849,934.16	0.00	0.0%
330 Intergovernmental Revenues						
333 97 03 60	FEMA	0.00	0.00	0.00	0.00	100.0%
334 01 80 00	State Fema	0.00	0.00	0.00	0.00	100.0%
334 03 10 01	Department Of Ecology	0.00	0.00	0.00	0.00	100.0%
334 04 20 11	DOC - Stormwater Separation Grant	0.00	0.00	0.00	0.00	100.0%
334 04 20 12	DOC - Berm 532	0.00	0.00	0.00	0.00	100.0%
334 04 20 13	DOC-Sheet Pile Walls	0.00	0.00	0.00	0.00	100.0%
330 Intergovernmental Revenues		0.00	0.00	0.00	0.00	100.0%
340 Charges For Services						
343 10 04 11	Drainage Connection Fees	12,000.00	1,200.00	1,400.00	10,600.00	88.3%
343 10 04 12	Drainage Development Fee	0.00	0.00	0.00	0.00	100.0%
345 14 00 00	Drainage Services - Stilly Tribe	0.00	0.00	0.00	0.00	100.0%
340 Charges For Services		12,000.00	1,200.00	1,400.00	10,600.00	88.3%
360 Misc Revenues						
361 11 04 11	State Pool/cd Interest	3,000.00	2,256.02	8,481.72	(5,481.72)	0.0%
361 30 04 11	Gain/Loss on Sale of Invest	0.00	(6,475.07)	(6,475.07)	6,475.07	100.0%
369 40 00 11	Judgments And Settlements	0.00	0.00	0.00	0.00	100.0%
360 Misc Revenues		3,000.00	(4,219.05)	2,006.65	993.35	33.1%
380 Non Revenues						
381 10 00 02	Interfund Loans Received	0.00	0.00	0.00	0.00	100.0%
382 20 04 11	Retainage	0.00	20,561.75	20,561.75	(20,561.75)	0.0%
380 Non Revenues		0.00	20,561.75	20,561.75	(20,561.75)	0.0%
390 Other Revenues						
391 20 04 11	Revenue Bond Proceeds	3,500,000.00	3,440,000.00	3,440,000.00	60,000.00	1.7%
391 80 00 01	Intergovtl Loan Sno-Co	0.00	0.00	0.00	0.00	100.0%
390 Other Revenues		3,500,000.00	3,440,000.00	3,440,000.00	60,000.00	1.7%
397 Interfund Transfers						
397 01 04 10	Transfer From Drainage (410)	909,405.00	227,351.00	682,054.00	227,351.00	25.0%
397 02 04 12	Transfer In From Drainage PIF	0.00	0.00	0.00	0.00	100.0%
397 10 00 01	Transfer In From Gen Fund	564,000.00	141,000.00	423,000.00	141,000.00	25.0%
397 Interfund Transfers		1,473,405.00	368,351.00	1,105,054.00	368,351.00	25.0%
Fund Revenues:		5,838,339.16	3,825,893.70	5,418,956.56	419,382.60	7.2%
Expenditures		Amt Budgeted	September	YTD	Remaining	

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411 Drainage Construction Fund

Expenditures	Amt Budgeted	September	YTD	Remaining	
580 Non Expenditures					
581 20 00 02 Interfund Loan Principal Payback	0.00	0.00	0.00	0.00	100.0%
582 20 04 11 Refund Retainage	0.00	0.00	0.00	0.00	100.0%
592 38 82 02 Interfund Loan Interest	0.00	0.00	0.00	0.00	100.0%
580 Non Expenditures	0.00	0.00	0.00	0.00	100.0%

591 Debt Service

592 31 83 03 2022 Rev Bond Cost of Issuance	0.00	37,708.00	37,708.00	(37,708.00)	0.0%
591 Debt Service	0.00	37,708.00	37,708.00	(37,708.00)	0.0%

594 Capital Expenditures

594 31 63 01 Irvine Slough Stormwtr Sep & Pump Station	1,450,000.00	472,791.90	616,240.95	833,759.05	57.5%
594 31 63 02 SR 532 Flood Berm	0.00	0.00	0.00	0.00	100.0%
594 31 63 17 101st,102nd,103rd Replacement	0.00	0.00	0.00	0.00	100.0%
594 34 41 24 Drainage Rate Study	0.00	0.00	0.00	0.00	100.0%
594 38 63 00 Improvements	0.00	0.00	0.00	0.00	100.0%
594 38 63 03 Florence Rd Drainage	0.00	0.00	0.00	0.00	100.0%
594 38 63 04 Sd-6 Seven Tube Tide Gate Re	0.00	0.00	0.00	0.00	100.0%
594 38 63 05 Retention Pond Improvements	0.00	0.00	0.00	0.00	100.0%
594 38 63 06 Enclose Ditch Lovers' Lane	0.00	0.00	0.00	0.00	100.0%
594 38 63 07 Flood By-Pass WWTP Lagoon	0.00	0.00	0.00	0.00	100.0%
594 38 63 08 Irvine Slough Erosion Control	0.00	0.00	0.00	0.00	100.0%
594 38 63 09 270th Drainage	0.00	0.00	0.00	0.00	100.0%
594 38 63 10 85th Drainage (Pioneer Hwy To 276th)	0.00	0.00	0.00	0.00	100.0%
594 38 63 11 Stormwater Separation	0.00	0.00	0.00	0.00	100.0%
594 38 63 12 270th (Florence To 88th)	0.00	0.00	0.00	0.00	100.0%
594 38 63 13 Sheetpile Walls (50/50 W Sewer)	0.00	0.00	0.00	0.00	100.0%
594 38 63 14 Flood Wall	564,000.00	8,984.00	18,992.66	545,007.34	96.6%
594 38 63 15 270th Street (Florence To 88th)	0.00	0.00	0.00	0.00	100.0%
594 38 63 16 Fort Freeberg - FEMA	0.00	0.00	0.00	0.00	100.0%
594 Capital Expenditures	2,014,000.00	481,775.90	635,233.61	1,378,766.39	68.5%

597 Interfund Transfers

597 00 04 05 Trsfer To 305	0.00	0.00	0.00	0.00	100.0%
597 Interfund Transfers	0.00	0.00	0.00	0.00	100.0%

999 Ending Balance

508 31 04 11 Restricted End Cash & Invest	0.00	0.00	0.00	0.00	100.0%
508 51 04 11 Assigned End Cash & Invest	3,824,339.00	0.00	0.00	3,824,339.00	100.0%
999 Ending Balance	3,824,339.00	0.00	0.00	3,824,339.00	100.0%

Fund Expenditures:	5,838,339.00	519,483.90	672,941.61	5,165,397.39	88.5%
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411 Drainage Construction Fund

Fund Excess/(Deficit):	0.16	3,306,409.80	4,746,014.95
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412 Drainage Plant Investment Fund

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 51 04 12	Assigned Beg Cash & Invest	57,349.26	0.00	57,349.26	0.00	0.0%
308 Beginning Balances		57,349.26	0.00	57,349.26	0.00	0.0%

360 Misc Revenues

361 11 04 12	State Pool/cd Interest	700.00	165.75	509.87	190.13	27.2%
361 30 04 12	Gain/Loss on Sale of Invest	0.00	(475.73)	(475.73)	475.73	100.0%
368 10 04 12	Plant Investment Fees	80,000.00	57,974.00	106,050.00	(26,050.00)	0.0%
360 Misc Revenues		80,700.00	57,664.02	106,084.14	(25,384.14)	0.0%

Fund Revenues:	138,049.26	57,664.02	163,433.40	(25,384.14)	0.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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597 Interfund Transfers

597 02 01 03	Transfer Out To Streets Const (103)	0.00	0.00	0.00	0.00	100.0%
597 02 04 11	Transfer Out Drainage Const	0.00	0.00	0.00	0.00	100.0%
597 02 42 20	Transfer Out WCF (422)	0.00	0.00	0.00	0.00	100.0%
597 Interfund Transfers		0.00	0.00	0.00	0.00	100.0%

999 Ending Balance

508 51 04 12	Assigned End Cash & Invest	138,049.00	0.00	0.00	138,049.00	100.0%
999 Ending Balance		138,049.00	0.00	0.00	138,049.00	100.0%

Fund Expenditures:	138,049.00	0.00	0.00	138,049.00	100.0%
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Fund Excess/(Deficit):	0.26	57,664.02	163,433.40
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421 Water Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
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308 Beginning Balances

308 51 04 21	Assigned Beg Cash & Invest	1,096,615.91	0.00	1,096,615.91	0.00	0.0%
308 Beginning Balances		1,096,615.91	0.00	1,096,615.91	0.00	0.0%

340 Charges For Services

343 40 00 21	Water - Other Fees	7,000.00	(1,806.80)	(15,407.36)	22,407.36	320.1%
343 40 04 21	Water Service Charges	2,150,000.00	222,404.04	1,808,191.97	341,808.03	15.9%
340 Charges For Services		2,157,000.00	220,597.24	1,792,784.61	364,215.39	16.9%

360 Misc Revenues

359 90 51 00	Late Penalties	21,000.00	1,582.69	16,378.22	4,621.78	22.0%
361 11 04 21	State Pool/cd Interest	22,000.00	1,909.22	12,915.92	9,084.08	41.3%
361 30 04 21	Gain/Loss on Sale of Invest	0.00	(5,479.71)	(5,479.71)	5,479.71	100.0%
369 91 04 21	Miscellaneous	200.00	0.00	0.00	200.00	100.0%
398 10 04 21	Insurance Recoveries	0.00	0.00	6,462.36	(6,462.36)	0.0%
360 Misc Revenues		43,200.00	(1,987.80)	30,276.79	12,923.21	29.9%

380 Non Revenues

389 34 00 00	PUT Tax	0.00	0.00	0.00	0.00	100.0%
380 Non Revenues		0.00	0.00	0.00	0.00	100.0%

397 Interfund Transfers

397 00 00 01	Transfer In From GF (hydrants)	100,000.00	25,000.00	75,000.00	25,000.00	25.0%
397 00 04 23	Transfer In From Cederhome PIF(423)	10,000.00	2,500.00	7,500.00	2,500.00	25.0%
397 00 04 24	Trfr From Water Plant Inv 42	0.00	0.00	0.00	0.00	100.0%
397 Interfund Transfers		110,000.00	27,500.00	82,500.00	27,500.00	25.0%

Fund Revenues:	3,406,815.91	246,109.44	3,002,177.31	404,638.60	11.9%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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534 Water Utilities

534 80 10 00	Salaries & Wages	515,595.00	37,840.85	342,621.39	172,973.61	33.5%
534 80 11 00	Overtime	7,640.00	741.84	2,362.41	5,277.59	69.1%
534 80 20 00	Social Security	48,423.00	2,944.97	26,208.72	22,214.28	45.9%
534 80 21 00	Retirement	75,973.00	4,488.20	39,139.10	36,833.90	48.5%
534 80 22 00	Medical Benefits	160,818.00	9,507.78	86,551.16	74,266.84	46.2%
534 80 23 00	L & I	6,072.00	0.00	3,560.18	2,511.82	41.4%
534 80 24 00	Unemployment & PFMLA	1,109.00	0.00	675.54	433.46	39.1%
534 80 31 00	Supplies	40,000.00	1,858.99	36,840.50	3,159.50	7.9%
534 80 31 05	Uniforms	4,200.00	37.13	2,613.44	1,586.56	37.8%
534 80 31 08	Chemicals	7,500.00	1,093.97	11,304.84	(3,804.84)	0.0%
534 80 32 00	Fuel	12,000.00	1,352.21	8,714.04	3,285.96	27.4%
534 80 35 00	Small Equipment	8,000.00	1,540.96	1,710.35	6,289.65	78.6%
534 80 35 01	Meters/installs	20,000.00	0.00	749.80	19,250.20	96.3%
534 80 41 00	Professional Services	142,508.00	12,132.70	103,868.45	38,639.55	27.1%
534 80 42 00	Communications	7,500.00	959.86	5,109.74	2,390.26	31.9%

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421 Water Fund

Expenditures	Amt Budgeted	September	YTD	Remaining	
534 Water Utilities					
534 80 43 00 Permits	5,500.00	0.00	4,575.20	924.80	16.8%
534 80 44 00 Advertising	500.00	0.00	0.00	500.00	100.0%
534 80 45 00 Rentals	2,500.00	50.98	4,235.00	(1,735.00)	0.0%
534 80 46 00 Insurance	40,000.00	0.00	38,558.00	1,442.00	3.6%
534 80 47 00 Utilities	86,000.00	7,101.43	59,596.23	26,403.77	30.7%
534 80 48 00 Repair/maintenance	75,000.00	1,088.82	70,734.54	4,265.46	5.7%
534 80 49 01 B & O Tax	95,000.00	10,643.91	85,780.85	9,219.15	9.7%
534 80 49 05 Credit Card Bank Fees	11,000.00	1,234.69	11,035.61	(35.61)	0.0%
534 80 49 06 Dues	1,100.00	0.00	617.01	482.99	43.9%
534 80 49 09 Meetings, Training & Travel	7,000.00	0.00	3,535.89	3,464.11	49.5%
534 80 49 80 Interfund Payments For Servi	298,972.00	74,743.00	224,229.00	74,743.00	25.0%
534 Water Utilities	1,679,910.00	169,362.29	1,174,926.99	504,983.01	30.1%

580 Non Expenditures

582 34 72 00 2011 Revenue Bond Principal	0.00	0.00	0.00	0.00	100.0%
588 10 00 01 Prior Period Adjustment	0.00	0.00	0.00	0.00	100.0%
589 34 00 00 PUT Tax	0.00	0.00	0.00	0.00	100.0%
580 Non Expenditures	0.00	0.00	0.00	0.00	100.0%

591 Debt Service

591 34 78 01 Pwtf Principal - Water Imprv	0.00	0.00	0.00	0.00	100.0%
591 34 78 02 Pwtf Principal-emerg'cy Repa	0.00	0.00	0.00	0.00	100.0%
591 34 78 03 Pwtf Principal-cedarhome Rsr	139,519.00	0.00	139,519.10	(0.10)	0.0%
591 34 78 04 Pwtf Princ Water Trtmnt Plan	172,385.00	0.00	172,384.52	0.48	0.0%
591 34 78 05 Pwtf Princ - Water Comp Plan	0.00	0.00	0.00	0.00	100.0%
591 34 78 06 2019 Revenue Bond Principal	133,000.00	0.00	0.00	133,000.00	100.0%
591 34 78 11 2021 Revenue Bond Principal	115,000.00	0.00	0.00	115,000.00	100.0%
592 34 83 03 Pwtf Interest - Water Imprvt	0.00	0.00	0.00	0.00	100.0%
592 34 83 04 Pwtf Interest-emergency Repair	0.00	0.00	0.00	0.00	100.0%
592 34 83 05 Pwtf Interest-cedarhome Rsrv	2,790.00	0.00	2,790.38	(0.38)	0.0%
592 34 83 06 Pwtf Int Water Trtmnt Plant	4,310.00	0.00	4,309.61	0.39	0.0%
592 34 83 07 2011 Revenue Bond Interest	0.00	0.00	0.00	0.00	100.0%
592 34 83 09 2019 Revenue Bond Interest	77,596.00	0.00	38,798.20	38,797.80	50.0%
592 34 83 11 2021 Revenue Bond Interest	48,600.00	0.00	0.00	48,600.00	100.0%
591 Debt Service	693,200.00	0.00	357,801.81	335,398.19	48.4%

594 Capital Expenditures

594 34 64 02 Machinery & Equipment	31,250.00	0.00	0.00	31,250.00	100.0%
594 Capital Expenditures	31,250.00	0.00	0.00	31,250.00	100.0%

597 Interfund Transfers

597 00 04 22 Transfer to Capital (422)	112,040.00	28,010.00	84,030.00	28,010.00	25.0%
597 00 04 59 Transfer To Water Equip RES	73,616.00	18,404.00	55,212.00	18,404.00	25.0%
597 02 04 57 Transfer To Equip Replacemen	0.00	0.00	0.00	0.00	100.0%
597 03 04 01 Transfer Out to Sewer Op (401)	163,135.00	40,784.00	122,352.00	40,783.00	25.0%
597 10 04 51 Transfer To WS Bond Res (451)	0.00	0.00	0.00	0.00	100.0%
597 Interfund Transfers	348,791.00	87,198.00	261,594.00	87,197.00	25.0%

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421 Water Fund

Expenditures	Amt Budgeted	September	YTD	Remaining	
999 Ending Balance					
508 51 04 21 Assigned End Cash & Invest	653,665.00	0.00	0.00	653,665.00	100.0%
999 Ending Balance	653,665.00	0.00	0.00	653,665.00	100.0%
Fund Expenditures:	3,406,816.00	256,560.29	1,794,322.80	1,612,493.20	47.3%
Fund Excess/(Deficit):	(0.09)	(10,450.85)	1,207,854.51		

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422 Water Construction Fund

Revenues	Amt Budgeted	September	YTD	Remaining	
308 Beginning Balances					
308 31 04 22 Restricted Beg Cash & Invest	0.00	0.00	0.00	0.00	100.0%
308 51 04 22 Assigned Beg Cash & Invest	2,315,698.19	0.00	2,315,698.19	0.00	0.0%
308 Beginning Balances	2,315,698.19	0.00	2,315,698.19	0.00	0.0%

340 Charges For Services

343 40 00 00 Water Connection Fees	36,000.00	5,500.00	8,600.00	27,400.00	76.1%
340 Charges For Services	36,000.00	5,500.00	8,600.00	27,400.00	76.1%

360 Misc Revenues

361 11 04 22 State Pool/cd Interest	8,800.00	3,519.23	16,968.95	(8,168.95)	0.0%
361 30 04 22 Gain/Loss on Sale of Invest	0.00	(10,100.61)	(10,100.61)	10,100.61	100.0%
369 91 04 22 Miscellaneous	0.00	0.00	0.00	0.00	100.0%
360 Misc Revenues	8,800.00	(6,581.38)	6,868.34	1,931.66	22.0%

380 Non Revenues

382 20 04 22 Retainage	0.00	0.00	0.00	0.00	100.0%
380 Non Revenues	0.00	0.00	0.00	0.00	100.0%

390 Other Revenues

391 20 04 22 Revenue Bond Proceeds	0.00	0.00	0.00	0.00	100.0%
390 Other Revenues	0.00	0.00	0.00	0.00	100.0%

397 Interfund Transfers

397 01 04 21 Transfer In From Water Fund	112,040.00	28,010.00	84,030.00	28,010.00	25.0%
397 01 04 24 Trfr In From Water Plant Inv	0.00	0.00	0.00	0.00	100.0%
397 01 41 00 Transfer In From Drainage	0.00	0.00	0.00	0.00	100.0%
397 01 41 20 Transfer In From DCF (412)	0.00	0.00	0.00	0.00	100.0%
397 Interfund Transfers	112,040.00	28,010.00	84,030.00	28,010.00	25.0%

Fund Revenues:	2,472,538.19	26,928.62	2,415,196.53	57,341.66	2.3%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
580 Non Expenditures					
582 20 04 22 Refund Retainage	0.00	0.00	0.00	0.00	100.0%
580 Non Expenditures	0.00	0.00	0.00	0.00	100.0%

594 Capital Expenditures

594 34 41 00 Professional Services	0.00	0.00	0.00	0.00	100.0%
594 34 41 05 Water System Plan Update	258,000.00	9,363.04	96,960.34	161,039.66	62.4%
594 34 41 19 Water Rate Study	0.00	0.00	0.00	0.00	100.0%
594 34 41 20 F4 Ch Well Water Right Trsfr	0.00	0.00	0.00	0.00	100.0%
594 34 41 21 M1 Devel System Wide Flushin	0.00	0.00	0.00	0.00	100.0%
594 34 41 22 M2 Dist System Corrosion Stu	0.00	0.00	0.00	0.00	100.0%

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422 Water Construction Fund

Expenditures		Amt Budgeted	September	YTD	Remaining	
594 Capital Expenditures						
594 34 41 23	Water Use Efficiency Program	0.00	0.00	0.00	0.00	100.0%
594 34 41 25	Cross Connection Control Program	0.00	0.00	0.00	0.00	100.0%
594 34 63 00	Improvements	0.00	0.00	0.00	0.00	100.0%
594 34 63 06	Pz-1 297 Zone To 400 Zone	0.00	0.00	0.00	0.00	100.0%
594 34 63 13	Wm13 16" 84th Dr To Tc Foods	0.00	0.00	0.00	0.00	100.0%
594 34 63 16	Bryant Well #3 (2011 Bond)	0.00	0.00	0.00	0.00	100.0%
594 34 63 17	F9 Hatt Slough Collection Bo	0.00	0.00	0.00	0.00	100.0%
594 34 63 18	Waterline Replacement	0.00	0.00	0.00	0.00	100.0%
594 34 63 19	City Valve Repair	0.00	0.00	0.00	0.00	100.0%
594 34 63 20	Wsdot Utility Relocation	0.00	0.00	0.00	0.00	100.0%
594 34 63 21	Water Main Upgrd 267th Pione	0.00	0.00	0.00	0.00	100.0%
594 34 63 22	Bryant Well Treatment Facili	0.00	0.00	0.00	0.00	100.0%
594 34 63 23	Bailey Reservoir Altitude Va	0.00	0.00	0.00	0.00	100.0%
594 34 63 24	Cross Connection Control Prg	0.00	0.00	0.00	0.00	100.0%
594 34 63 25	Pioneer Hwy (64th-72nd) Water Main	0.00	0.00	0.00	0.00	100.0%
594 34 63 26	Cedar Home Well (Pipe/Bldg)	0.00	0.00	0.00	0.00	100.0%
594 34 63 27	Knittle Res. Sensors	0.00	0.00	0.00	0.00	100.0%
594 34 63 28	PZI - 125 & 242 To 245	0.00	0.00	0.00	0.00	100.0%
594 34 63 29	Bailey Res To Hatt Slough Telemetry	0.00	0.00	0.00	0.00	100.0%
594 34 63 30	Wellhead Protection Program	0.00	0.00	0.00	0.00	100.0%
594 34 63 31	Bryant Well #2 Replacement	0.00	0.00	0.00	0.00	100.0%
594 34 63 32	PZ-2	0.00	0.00	0.00	0.00	100.0%
594 34 63 33	F11 Hatt Slough Replacement	0.00	0.00	0.00	0.00	100.0%
594 34 63 34	WMR 52 98th Ave	0.00	0.00	0.00	0.00	100.0%
594 34 63 35	SR 532 @ 64th Ext Water	0.00	0.00	0.00	0.00	100.0%
594 34 63 36	Pressure Relief Valve - Zone 245	0.00	0.00	0.00	0.00	100.0%
594 34 63 37	Knittle Res #2 Recoating	0.00	0.00	0.00	0.00	100.0%
594 34 63 39	92nd Ave Water Main	0.00	0.00	0.00	0.00	100.0%
594 34 63 40	270th Street (Florence To 88th)	0.00	0.00	0.00	0.00	100.0%
594 34 63 41	Cedarhome Well Pump	0.00	0.00	0.00	0.00	100.0%
594 34 63 42	Viking Way Water Main	0.00	0.00	0.00	0.00	100.0%
594 34 63 43	Long Term Water Supply Study	0.00	0.00	0.00	0.00	100.0%
594 34 63 44	Decommission Fure Well	0.00	0.00	0.00	0.00	100.0%
594 34 63 45	Bryant Well Monitor	0.00	0.00	0.00	0.00	100.0%
594 34 63 46	297 Zone Reservoir Construction	0.00	0.00	0.00	0.00	100.0%
594 34 63 47	Telemetry Upgrades	180,000.00	0.00	344.92	179,655.08	99.8%
594 34 64 01	Water Meter Replacement Program	5,000.00	0.00	54,650.00	(49,650.00)	0.0%
594 34 64 04	Cedarhome Generator	0.00	0.00	0.00	0.00	100.0%
594 Capital Expenditures		443,000.00	9,363.04	151,955.26	291,044.74	65.7%
597 Interfund Transfers						
597 00 03 05	Trsfr To 305	0.00	0.00	0.00	0.00	100.0%
597 03 01 03	Transfer Out To Streets Const (103)	0.00	0.00	0.00	0.00	100.0%
597 04 21 03	Transfer To Street Construc	0.00	0.00	0.00	0.00	100.0%
597 Interfund Transfers		0.00	0.00	0.00	0.00	100.0%

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422 Water Construction Fund

Expenditures		Amt Budgeted	September	YTD	Remaining	
999 Ending Balance						
508 31 04 22	Restricted End Cash & Invest	0.00	0.00	0.00	0.00	100.0%
508 51 04 22	Assigned End Cash & Invest	2,029,538.00	0.00	0.00	2,029,538.00	100.0%
999 Ending Balance		2,029,538.00	0.00	0.00	2,029,538.00	100.0%
Fund Expenditures:		2,472,538.00	9,363.04	151,955.26	2,320,582.74	93.9%
Fund Excess/(Deficit):		0.19	17,565.58	2,263,241.27		

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423 Cedar Home Plant Investment

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 51 04 23	Assigned Beg Cash & Invest	337,253.02	0.00	337,253.02	0.00	0.0%
308 Beginning Balances		337,253.02	0.00	337,253.02	0.00	0.0%

360 Misc Revenues

361 11 04 23	State Pool/cd Interest	2,100.00	523.75	2,482.91	(382.91)	0.0%
361 30 04 23	Gain/Loss on Sale of Invest	0.00	(1,503.21)	(1,503.21)	1,503.21	100.0%
368 10 04 23	Plant Investment Fees	10,000.00	0.00	0.00	10,000.00	100.0%
360 Misc Revenues		12,100.00	(979.46)	979.70	11,120.30	91.9%

380 Non Revenues

382 80 04 23	Pwtf Loan Proceeds	0.00	0.00	0.00	0.00	100.0%
380 Non Revenues		0.00	0.00	0.00	0.00	100.0%

Fund Revenues:	349,353.02	(979.46)	338,232.72	11,120.30	3.2%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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594 Capital Expenditures

594 34 63 01	Cedarhome Reservoir Constr.	0.00	0.00	0.00	0.00	100.0%
594 Capital Expenditures		0.00	0.00	0.00	0.00	100.0%

597 Interfund Transfers

597 02 04 21	Transfer Out Water Oper (421	10,000.00	2,500.00	7,500.00	2,500.00	25.0%
597 Interfund Transfers		10,000.00	2,500.00	7,500.00	2,500.00	25.0%

999 Ending Balance

508 51 04 23	Assigned End Cash & Invest	339,353.00	0.00	0.00	339,353.00	100.0%
999 Ending Balance		339,353.00	0.00	0.00	339,353.00	100.0%

Fund Expenditures:	349,353.00	2,500.00	7,500.00	341,853.00	97.9%
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Fund Excess/(Deficit):	0.02	(3,479.46)	330,732.72
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424 Water Plant Investment Fund

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 51 04 24	Assigned Beg Cash & Invest	740,970.18	0.00	740,970.18	0.00	0.0%
308 Beginning Balances		740,970.18	0.00	740,970.18	0.00	0.0%

360 Misc Revenues

361 11 04 24	State Pool/cd Interest	5,000.00	1,225.80	5,609.80	(609.80)	0.0%
361 30 04 24	Gain/Loss on Sale of Invest	0.00	(3,518.16)	(3,518.16)	3,518.16	100.0%
368 10 04 24	Plant Investment Fees	200,000.00	71,401.00	108,242.00	91,758.00	45.9%
360 Misc Revenues		205,000.00	69,108.64	110,333.64	94,666.36	46.2%

Fund Revenues:	945,970.18	69,108.64	851,303.82	94,666.36	10.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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597 Interfund Transfers

597 00 04 21	Trfr Out Water Oper (421)	0.00	0.00	0.00	0.00	100.0%
597 01 04 22	Transfer To Water Const. (42	0.00	0.00	0.00	0.00	100.0%
597 Interfund Transfers		0.00	0.00	0.00	0.00	100.0%

999 Ending Balance

508 51 04 24	Assigned End Cash & Invest	945,970.00	0.00	0.00	945,970.00	100.0%
999 Ending Balance		945,970.00	0.00	0.00	945,970.00	100.0%

Fund Expenditures:	945,970.00	0.00	0.00	945,970.00	100.0%
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Fund Excess/(Deficit):	0.18	69,108.64	851,303.82
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451 Water Bond Reserve

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 31 04 51	Restricted Beg Cash & Invest	0.00	0.00	0.00	0.00	100.0%
308 Beginning Balances		0.00	0.00	0.00	0.00	100.0%

360 Misc Revenues

361 11 04 51	State Pool/cd Interest	0.00	0.00	0.00	0.00	100.0%
360 Misc Revenues		0.00	0.00	0.00	0.00	100.0%

390 Other Revenues

391 20 04 51	Revenue Bond Proceeds	0.00	0.00	0.00	0.00	100.0%
390 Other Revenues		0.00	0.00	0.00	0.00	100.0%

397 Interfund Transfers

397 00 04 01	Transfer In From Sewer (401)	0.00	0.00	0.00	0.00	100.0%
397 10 04 21	Transfer From Water (421)	0.00	0.00	0.00	0.00	100.0%
397 Interfund Transfers		0.00	0.00	0.00	0.00	100.0%

Fund Revenues:	0.00	0.00	0.00	0.00	100.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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591 Debt Service

591 34 72 01	2011 Revenue Bond Principal	0.00	0.00	0.00	0.00	100.0%
591 34 72 02	2019 Revenue Bond Principal	0.00	0.00	0.00	0.00	100.0%
592 34 83 08	2011 Rev Bond Interest & Debt Cost	0.00	0.00	0.00	0.00	100.0%
592 34 83 10	2019 Rev Bond Interest & Debt Cost	0.00	0.00	0.00	0.00	100.0%
591 Debt Service		0.00	0.00	0.00	0.00	100.0%

999 Ending Balance

508 31 04 51	Restricted End Cash & Invest	0.00	0.00	0.00	0.00	100.0%
999 Ending Balance		0.00	0.00	0.00	0.00	100.0%

Fund Expenditures:	0.00	0.00	0.00	0.00	100.0%
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Fund Excess/(Deficit):	0.00	0.00	0.00
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452 Sewer Bond Reserve

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 31 04 52	Restricted Beg Cash & Invest	0.00	0.00	0.00	0.00	100.0%
	308 Beginning Balances	0.00	0.00	0.00	0.00	100.0%

360 Misc Revenues

361 11 04 52	State Pool/cd Interest	0.00	0.00	0.00	0.00	100.0%
	360 Misc Revenues	0.00	0.00	0.00	0.00	100.0%

Fund Revenues:	0.00	0.00	0.00	0.00	100.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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999 Ending Balance

508 31 04 52	Restricted End Cash & Invest	0.00	0.00	0.00	0.00	100.0%
	999 Ending Balance	0.00	0.00	0.00	0.00	100.0%

Fund Expenditures:	0.00	0.00	0.00	0.00	100.0%
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Fund Excess/(Deficit):	0.00	0.00	0.00
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457 Sewer Equipment Reserve

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 51 04 57	Assigned Beg Cash & Invest	661,121.73	0.00	661,121.73	0.00	0.0%
308 Beginning Balances		661,121.73	0.00	661,121.73	0.00	0.0%

360 Misc Revenues

361 11 04 57	State Pool/cd Interest	7,200.00	1,127.79	5,185.55	2,014.45	28.0%
361 30 04 57	Gain/Loss on Sale of Invest	0.00	(3,236.89)	(3,236.89)	3,236.89	100.0%
369 91 04 57	Miscellaneous	0.00	0.00	0.00	0.00	100.0%
360 Misc Revenues		7,200.00	(2,109.10)	1,948.66	5,251.34	72.9%

390 Other Revenues

395 10 04 57	Proceeds From Sale Of Assets	0.00	0.00	1,875.00	(1,875.00)	0.0%
390 Other Revenues		0.00	0.00	1,875.00	(1,875.00)	0.0%

397 Interfund Transfers

397 00 04 10	Transfer In From Drainage	0.00	0.00	0.00	0.00	100.0%
397 00 04 21	Transfer In From Water	0.00	0.00	0.00	0.00	100.0%
397 01 04 01	Transfer In From Sewer	105,211.00	26,303.00	78,909.00	26,302.00	25.0%
397 Interfund Transfers		105,211.00	26,303.00	78,909.00	26,302.00	25.0%

Fund Revenues:	773,532.73	24,193.90	743,854.39	29,678.34	3.8%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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594 Capital Expenditures

594 35 64 02	Machinery & Equipment	0.00	0.00	0.00	0.00	100.0%
594 Capital Expenditures		0.00	0.00	0.00	0.00	100.0%

999 Ending Balance

508 51 04 57	Assigned End Cash & Invest	773,533.00	0.00	0.00	773,533.00	100.0%
999 Ending Balance		773,533.00	0.00	0.00	773,533.00	100.0%

Fund Expenditures:	773,533.00	0.00	0.00	773,533.00	100.0%
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Fund Excess/(Deficit):	(0.27)	24,193.90	743,854.39
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458 Drainage Equipment Reserve

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 51 04 58	Assigned Beg Cash & Invest	286,290.66	0.00	286,290.66	0.00	0.0%
308 Beginning Balances		286,290.66	0.00	286,290.66	0.00	0.0%

360 Misc Revenues

361 11 04 58	State Pool/cd Interest	3,600.00	505.23	2,206.81	1,393.19	38.7%
361 30 04 58	Gain/Loss on Sale of Invest	0.00	(1,450.02)	(1,450.02)	1,450.02	100.0%
360 Misc Revenues		3,600.00	(944.79)	756.79	2,843.21	79.0%

390 Other Revenues

395 10 04 58	Proceeds From Sale Of Assets	0.00	0.00	1,994.00	(1,994.00)	0.0%
390 Other Revenues		0.00	0.00	1,994.00	(1,994.00)	0.0%

397 Interfund Transfers

397 03 04 10	Trfr In From Drainage	48,041.00	12,010.00	36,030.00	12,011.00	25.0%
397 04 04 59	Transfer In from Water Equip Res (459)	68,150.00	17,038.00	51,113.00	17,037.00	25.0%
397 Interfund Transfers		116,191.00	29,048.00	87,143.00	29,048.00	25.0%

Fund Revenues:	406,081.66	28,103.21	376,184.45	29,897.21	7.4%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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594 Capital Expenditures

594 31 64 02	Machinery & Equipment	77,700.00	0.00	25,697.77	52,002.23	66.9%
594 Capital Expenditures		77,700.00	0.00	25,697.77	52,002.23	66.9%

999 Ending Balance

508 51 04 58	Assigned End Cash & Invest	328,382.00	0.00	0.00	328,382.00	100.0%
999 Ending Balance		328,382.00	0.00	0.00	328,382.00	100.0%

Fund Expenditures:	406,082.00	0.00	25,697.77	380,384.23	93.7%
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Fund Excess/(Deficit):	(0.34)	28,103.21	350,486.68
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MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

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459 Water Equipment Reserve

Revenues	Amt Budgeted	September	YTD	Remaining	
308 Beginning Balances					
308 51 04 59 Assigned Beg Cash & Invest	431,010.22	0.00	431,010.22	0.00	0.0%
308 Beginning Balances	431,010.22	0.00	431,010.22	0.00	0.0%

360 Misc Revenues

361 11 04 59 State Pool/cd Interest	2,600.00	683.79	3,283.05	(683.05)	0.0%
361 30 04 59 Gain/Loss on Sale of Invest	0.00	(1,962.55)	(1,962.55)	1,962.55	100.0%
360 Misc Revenues	2,600.00	(1,278.76)	1,320.50	1,279.50	49.2%

390 Other Revenues

395 10 04 59 Proceeds From Sale Of Assets	0.00	0.00	0.00	0.00	100.0%
390 Other Revenues	0.00	0.00	0.00	0.00	100.0%

397 Interfund Transfers

397 02 04 21 Transfer In From Water (421)	73,616.00	18,404.00	55,212.00	18,404.00	25.0%
397 Interfund Transfers	73,616.00	18,404.00	55,212.00	18,404.00	25.0%

Fund Revenues:	507,226.22	17,125.24	487,542.72	19,683.50	3.9%
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Expenditures	Amt Budgeted	September	YTD	Remaining	
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594 Capital Expenditures

594 34 64 03 Machinery & Equipment	0.00	0.00	0.00	0.00	100.0%
594 Capital Expenditures	0.00	0.00	0.00	0.00	100.0%

597 Interfund Transfers

597 04 04 58 Transfer to Drainage Equip Res (458)	68,150.00	17,038.00	51,113.00	17,037.00	25.0%
597 Interfund Transfers	68,150.00	17,038.00	51,113.00	17,037.00	25.0%

999 Ending Balance

508 51 04 59 Assigned End Cash & Invest	439,076.00	0.00	0.00	439,076.00	100.0%
999 Ending Balance	439,076.00	0.00	0.00	439,076.00	100.0%

Fund Expenditures:	507,226.00	17,038.00	51,113.00	456,113.00	89.9%
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Fund Excess/(Deficit):	0.22	87.24	436,429.72		
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630 Agency Fund

Revenues	Amt Budgeted	September	YTD	Remaining
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308 Beginning Balances

308 31 06 30	Restricted Beg Cash & Invest	55.56	0.00	55.56	0.00	0.0%
308 Beginning Balances		55.56	0.00	55.56	0.00	0.0%

380 Non Revenues

389 10 00 00	Customer Deposits DONOTUSE	0.00	0.00	0.00	0.00	100.0%
389 20 00 00	Retainage DONOTUSE	0.00	0.00	0.00	0.00	100.0%
389 30 00 02	Gun Permits	0.00	537.00	7,921.75	(7,921.75)	0.0%
389 30 00 03	Building Fee St. Surcharge	0.00	136.50	1,267.50	(1,267.50)	0.0%
389 30 00 04	Park Sales Tax And Other Sales Tax	0.00	53.05	1,108.28	(1,108.28)	0.0%
389 30 00 05	Leasehold Excise Tax	0.00	387.13	1,870.15	(1,870.15)	0.0%
380 Non Revenues		0.00	1,113.68	12,167.68	(12,167.68)	0.0%

Fund Revenues:	55.56	1,113.68	12,223.24	(12,167.68)	0.0%
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Expenditures	Amt Budgeted	September	YTD	Remaining
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580 Non Expenditures

588 50 06 30	Prior Period Adj Acctging Change	0.00	0.00	0.00	0.00	100.0%
589 10 00 00	Customer Deposits	0.00	0.00	0.00	0.00	100.0%
589 20 00 00	Retainage	0.00	0.00	0.00	0.00	100.0%
589 30 00 02	Gun Permits	0.00	2,393.00	7,967.25	(7,967.25)	0.0%
589 30 00 03	Building Fee St. Surcharge	0.00	190.00	1,131.00	(1,131.00)	0.0%
589 30 00 04	Park Sales Tax And Other Sales Tax	0.00	280.40	1,000.90	(1,000.90)	0.0%
589 30 00 05	Leasehold Excise Tax	0.00	0.00	1,084.98	(1,084.98)	0.0%
580 Non Expenditures		0.00	2,863.40	11,184.13	(11,184.13)	0.0%

999 Ending Balance

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

Fund Expenditures:	56.00	2,863.40	11,184.13	(11,128.13)	0.0%
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Fund Excess/(Deficit):	(0.44)	(1,749.72)	1,039.11
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MONTHLY EXPENSE & REVENUE REPORT

City Of Stanwood

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Fund	Revenue	September	Received		Expenditures	September	Spent	
001 General Fund	11,484,588.89	420,511.84	11,186,710.04	2.6%	11,505,624.00	626,618.34	4,818,639.91	58.1%
101 Street Fund	860,521.87	151,953.88	683,690.31	20.5%	860,522.00	58,590.14	440,441.38	48.8%
102 Street Impact Fee Fund	1,079,878.24	100,822.68	1,054,982.28	2.3%	1,079,878.00	0.00	99,600.00	90.8%
103 Street Construction Fund	2,288,544.58	-2,465.77	1,691,786.31	26.1%	2,288,545.00	39,798.85	892,685.15	61.0%
104 Park And Trail Improvement Fund	4,118,983.64	209,114.56	2,145,047.29	47.9%	4,118,984.00	86,290.03	247,409.53	94.0%
105 Fire Impact Fees	0.00	3,723.39	3,723.39	0.0%	0.00	0.00	0.00	100.0%
106 Park Impact Fees	163,591.73	53,388.73	177,056.67	0.0%	163,592.00	35,000.00	105,000.00	35.8%
107 Equipment Reserve Fund	712,338.27	37,858.96	692,032.08	2.9%	712,338.00	0.00	77,157.37	89.2%
108 Transportation Sales Tax Fund	1,321,099.40	43,232.89	1,266,762.09	4.1%	1,321,099.00	75,000.00	859,600.00	34.9%
109 Contingency Fund	481,289.04	11,171.03	464,637.94	3.5%	481,289.00	0.00	0.00	100.0%
110 Building Improvement Fund	2,883,986.86	-8,423.76	2,875,668.60	0.3%	2,883,987.00	11,265.47	21,031.87	99.3%
115 Tourism And Promotion	110,850.68	6,450.00	22,878.76	79.4%	110,851.00	5,447.99	60,804.08	45.1%
120 REET - Capital Improvements	1,503,974.88	21,155.75	1,499,750.72	0.3%	1,503,975.00	50,000.00	150,000.00	90.0%
121 REET - Growth Management	1,676,359.71	21,107.90	1,655,200.07	1.3%	1,676,360.00	102,916.00	342,083.00	79.6%
205 Debt Service Fund	21,035.71	-57.19	20,979.73	0.3%	381.00	0.00	0.00	100.0%
401 Sewer Fund	4,894,989.21	251,899.83	4,244,516.10	13.3%	4,894,990.00	500,990.18	2,755,631.85	43.7%
403 Sewer Construction Fund	6,319,201.15	290,965.28	6,056,898.49	4.2%	6,319,201.00	93,881.14	1,735,244.00	72.5%
405 Sewer Plant Investment Fund	542,698.26	78,427.93	525,104.16	3.2%	542,698.00	0.00	0.00	100.0%
410 Drainage Fund	1,935,733.49	113,274.69	1,722,230.03	11.0%	1,935,733.00	310,051.22	1,205,506.79	37.7%
411 Drainage Construction Fund	5,838,339.16	3,825,893.70	5,418,956.56	7.2%	5,838,339.00	519,483.90	672,941.61	88.5%
412 Drainage Plant Investment Fund	138,049.26	57,664.02	163,433.40	0.0%	138,049.00	0.00	0.00	100.0%
421 Water Fund	3,406,815.91	246,109.44	3,002,177.31	11.9%	3,406,816.00	256,560.29	1,794,322.80	47.3%
422 Water Construction Fund	2,472,538.19	26,928.62	2,415,196.53	2.3%	2,472,538.00	9,363.04	151,955.26	93.9%
423 Cedar Home Plant Investment	349,353.02	-979.46	338,232.72	3.2%	349,353.00	2,500.00	7,500.00	97.9%
424 Water Plant Investment Fund	945,970.18	69,108.64	851,303.82	10.0%	945,970.00	0.00	0.00	100.0%
451 Water Bond Reserve	0.00	0.00	0.00	100.0%	0.00	0.00	0.00	100.0%
452 Sewer Bond Reserve	0.00	0.00	0.00	100.0%	0.00	0.00	0.00	100.0%
457 Sewer Equipment Reserve	773,532.73	24,193.90	743,854.39	3.8%	773,533.00	0.00	0.00	100.0%
458 Drainage Equipment Reserve	406,081.66	28,103.21	376,184.45	7.4%	406,082.00	0.00	25,697.77	93.7%
459 Water Equipment Reserve	507,226.22	17,125.24	487,542.72	3.9%	507,226.00	17,038.00	51,113.00	89.9%
630 Agency Fund	55.56	1,113.68	12,223.24	0.0%	56.00	2,863.40	11,184.13	0.0%
	57,237,627.50	6,099,373.61	51,798,760.20	9.5%	57,238,009.00	2,803,657.99	16,525,549.50	71.1%

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CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 7a

DATE: October 27, 2022

SUBJECT: Parks and Trails Advisory Committee Meeting Minutes

CONTACT PERSON: Carly Ruacho, Senior Planner

ATTACHMENTS: A –Meeting Minutes 09-19-2022

SUMMARY STATEMENT

Minutes from the September 19, 2022, Parks and Trails Advisory Committee Meeting are attached to this staff report for approval as presented. These minutes were approved at the October 17, 2022, Parks and Trails Advisory Committee Meeting.



Parks and Trails Advisory Committee Meeting Minutes September 19, 2022

Call to Order: 3:02 pm

Roll Call

Members Present:

Cathy Wooten
Dave Hall
Gordy Holmes
Lisa Bruce
Judy Williams
Matt Withers

Staff Present:

Kevin Pellham
Shawn Smith
Carly Ruacho

Absent: Katelyn Durfee

Also known to be present: Peter Kamb and Andrew Davis

Citizen Comments: No comments

Approval of Minutes: Carly will review video from the July 18, 2022 meeting to see if there was an update given on Rails to Trails project. If there was a discussion about what occurred at the Rails to Trails meeting with the attorney this information will be added to the minutes. Committee member requested that the committee be notified if this was modified.

Gordy Holmes moves to approve the July 18, 2022 meeting minutes with the Rails to Trails information added if it was discussed.

Item #4 Public Farm Discussion

Andrew Davis presented his idea on the use of Ovenell Park to have an underground vegetable garden. He plans on hosting weekly work parties where members of the community can learn to grow their own food. The power point presentation can be viewed on the city website under agendas, September 19, 2022 agenda [click here](#) . To view Stanwood Public Farm proposed plan can be viewed by [clicking here](#) .

The committee had the following questions and comments:

- The parking lot must be paved for the commercial use of the park, were you aware of this?
 - Andrew was unaware of this requirement
- What are the current barriers to open the park?
 - A committee member explained that the main issue is there are way more wetlands than originally thought.
- What is your plan for restrooms?
 - There is a line item for porta-potty in the proposed budget for the project.
- Would the lease cover the cost of the restroom, or would the city be asked to cover this cost?
 - At this point the city is not being asked to pay or provide anything



Parks and Trails Advisory Committee Meeting Minutes September 19, 2022

- If you were leasing the property, would you be accepting to maintaining, would you be keeping the park clean, landscaping how would that work?
 - Any of the areas that are being used by the project would be maintained by the group. As far as the other areas, they would not want to be responsible for them.
- What is your background?
 - Worked on WOOF organic farms for 6 years all over the state, master's degree from Vermont law school in food and agriculture policy. Currently he works as a farm manager at a local farm.
- Where are you expecting water to come from?
 - He had had a conversation with Carly Ruacho and there is potential access to water.
- How will you prepare the soil?
 - He would be consulting with Skagit Farmers supply he believes speaking with them they would give him the proper soil recommendations. He has also priced out compost from LENZ.
 - Its prominently an accrue that would need soil.
- What kind of legal do you have that protects you?
 - He is in hopes that he can partner with the Stanwood Food Bank to make this part of their mission.
- Has the City leased property before?
 - Yes, not something the City does all the time but it has been done.
- Have you given any consideration to the traffic flowing into the park? Cars coming from town would be crossing traffic.
 - There are two ways into the park, so he would look into having it be a one-way using Saratoga Dr. He is aware crossing traffic could be a concern.
 - It was noted the road would need a lot of work prior to making this the entrance.
 - City would have the final say for the traffic flow- more research needs done.
- Have the safety issues regarding the park been addressed?
 - The city had a risk assessment about a month or two ago. The insurance company gave the city a to do list of items that would need to be fixed prior to opening to the public.

Carly explained that doing a project like this would take up additional city resources. There are several items the city would need to look into prior to putting this into action.

- How do you plan to pay for the \$12,000.00 budget you created?
 - Raising money and donations. He is hoping not to charge volunteers.
- What is your goal for implementing this?
 - Goal would be this spring
- Do you have a number of expected participants?
 - Hoping to have 6 volunteers each week.
- Will this be a full-time job for you?
 - He will spend about 15 hours per week managing the project
- Will kids be able to participate?
 - Discussion regarding reaching out to the homeschool community.



Parks and Trails Advisory Committee Meeting Minutes September 19, 2022

- The committee said there is concern for the large financial impact on the city for this project, for a park that the City decided it would not be putting any money into soon.
 - How much it would cost to pave the parking area
 - Design by city
 - Department of transportation
 - More parks team resources
- How long does this thing structure last? Inaudible of what being referred to.
 - Est 20 years life expectancy
- Will you need electricity?
 - He doesn't believe so.
- Would it be possible to encourage your volunteers to carpool and set up times for arriving at the park to minimize the traffic concerns?
 - Yes, he sees positional for that.

Item #5. PTAC Attendance Report

The committee requested an attendance report for the committee members. Carly reviewed the minutes and did the following report. The committee brought this concern up not the city.

PTAC ATTENDANCE 2022							
	1/18/2022	2/22/2022	3/21/2022	4/18/2022	5/16/2022	6/20/2022	7/18/2022
Cathy Wooten	X	X	X	O	X	X	X
Matt Withers	X	X	X	X	O	O	X
Dave Hall	X	X	O	X	X	X	X
Lisa Bruce	X	X	X	X	O	O	X
Gordy Holmes	X	O	X	X	X	X	X
Katelyn Durfey	//	X	X	X	X	O	O
Rick Hawkins	O	X	X	X	//	//	//
Judy Williams	//	//	//	//	X	X	O

X = Present

O = Absent

// = not on committee

During roll call Lisa Bruce questioned if she has really missed two PTAC meetings in a row. Carly will review Lisa's attendance for May and June.

Bylaws say two unexcused meetings a year can be missed, after two missed there can be action taken.

Carly will reach out to Katelyn Durfee regarding her absences.



Parks and Trails Advisory Committee Meeting Minutes September 19, 2022

Item #6. Park/Trail Updates:

Church Creek Park: Tree removal is complete. The cost was about \$75,000.00 to complete the work that was just completed. The arborist is estimating about \$140,000.00 of work still needed.

A committee member stated that three of the areas that were talked about being sensitive areas, where signs would be placed have been obliterated so the committee member feels there is no reason to put the signs up now.

Carly urges the committee to still have signs up to protect the future growth of these areas.

The committee was asked if they should do a walkthrough. A committee member stated they would like to have someone who knows how to do an assessment on the park area to come and assess.

It was noted that the city has had an arborist out at the park to do an assessment, the arborist is recommending a lot more work be done at the park.

The committee asked is there any one currently working on the Church Creek Park trail?

- Staff will be working to lay the chips soon

Committee asked when does the city think they will begin to work on the fixing the slippery trail

- City has looked into options nothing is finalized

New trees will be coming and be planted in Church Creek Park around the wintertime.

Benches will be installed at the playground when time allows.

Pickleball design will be going out for bid by the first week of October.

After a committee member reviewed the pickleball drawings there as concerns of how close the pickleball field was to the basketball post. Are they a safe distance back? Carly will ask the Designers to review this concern.

Suggestion from the committee to have the lines for pickleball and basketball painted different colors.

Flagpole needs painted and this will most likely be done inhouse.

The flag pool landscaping will be about 6,000.00 and this is already in the city budget.

Suggestion was made by the committee to put the proposed bench further out from the basketball court playing area.

The \$30,000.00 that is in the current budget for brush removal and signs what is that going for?

- At this time we do not have a project for that budget.



Parks and Trails Advisory Committee Meeting Minutes September 19, 2022

- A committee member did some math on costs saved on other parks projects and the savings is \$61,000.00. It was suggested this money go toward the \$100,000.00 needed for pickleball.

Heritage Park: Trees that were planned to be removed for PUD project have been removed. 88 Trees will be coming to Heritage Park. They will be replacing the trees that were taken out, parking area, and out large trees throughout the park.

A committee member brought up that when there was a soccer game last Saturday people were parking all over the place and its hazardous. It was asked if in the dirt area where more trees are planned to be planted, could that be turned into parking instead. It was suggested that people look into parking at the middle school and the overflow parking by the library. Shawn Smith mentioned possibly making the Heritage Park new parking lot the next phase of the park renovations since there is a current need for it.

The city can open back up the parking area by the dog park. It will only fit about 10 cars.

A committee member asked that if we do the new parking are where the city just purchased from Josephine's would the city do the RV hook up areas at the same time as paving the parking area?

- This topic needs more discussion to give an answer

RV parking is still a part of the master plan.

The current soccer field is smaller than field standards. It is requested that the concrete that is surrounding the field be removed to avoid possible injury. Another committee member mentioned that on all soccer fields there is a concrete boarder, so this is not uncommon. It's just this one is here for drainage purposes and to remove it its over 1000 sq ft. The plan is to replace these fields so using resources to remove this is not a simple task. This is an important issue because it involves safety. Staff and the committee will be looking further into this issue.

Committee member recommends that the pickleball court size be changed to 38'x128'. Requested to have a gate for entrance. The committee will email Carly with more info to discuss at a later date.

Open Discussion:

A committee member asked the committee their opinion on adding committee comments to the agenda.

- There will be more conversation about this next meeting for a final decision on this matter.

Does the city have a grant writer?

- No, not a specific person assigned to grant writing.

Hamilton: Hearing Examiner for Shoreline permit scheduled for October 27, 2022.



Parks and Trails Advisory Committee Meeting Minutes September 19, 2022

Stanwood Port Susan Trail: 60% design complete, moving to 90% design. Appraisal completed on property for SR532 connection.

Ovenell Park: Committee would like some more information to be brought to the committee regarding the Stanwood Public Farm proposal. No decisions were made at this meeting. In general, the committee supports the idea presented for the Stanwood Public Farm.

Johnson Farm Dike Trail: No Update

A discussion about when the minutes would be received was brought up by a committee member. Three members were under the impression that they would be getting the minutes within a week after the meeting. The city was under the impression that the minutes were due to the committee a week prior to the meeting.

Adjourned: 5:00 PM

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CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 7b

DATE: October 27, 2022

SUBJECT: Public Safety Committee Report

CONTACT PERSON: Jason Toner, Police Chief

ATTACHMENTS: A – Public Safety Committee Meeting Minutes
September 8, 2022

SUMMARY STATEMENT

The minutes of the September 8, 2022, Public Safety Committee Meeting are attached to this staff report for approval as presented.



STANWOOD

PUBLIC SAFETY COMMITTEE

Meeting Minutes

September 8, 2022

LOCATION: School Admin Bldg., 26920 Pioneer Hwy Stanwood WA

ATTENDANCE: City Council Member Steve Shepro, City Council Member Tim Schmitt, City Council Member Timothy Pearce, Stanwood Police Chief Jason Toner, North County Regional Fire Chief John Cermak

AGENDA:

Police:

1. General Police update
2. Upcoming events
3. SRO Contract

Fire:

1. 2022 Second Quarter Report for North County Regional Fire Authority,

CALLED TO ORDER: Meeting Called to Order at 6:00 pm

DISCUSSION:

- Chief Toner reviewed the September CompStat report. Discussed current police staffing and vacancies.
- Discussed uptick in catalytic converter thefts
- Discussed increased traffic infractions post-pandemic
- Discussed speeding concerns
- Reformatting CompStat report.
- Discussed the Stanwood HS School Resource Officer no longer being part of the City of Stanwood contract and reporting to SCSO School Services Unit.
- Discussed online threats towards area schools
- Traffic Speed Studies
- Chief Cermak discussed North County EMS hiring update
- Discussed 9/11 Ceremony
- Discussed upcoming promotional process
- Discussed ribbon cutting at the regional training center
- Discussed implementing a 'Peak Activity Unit'
- Discussed call wall time at area hospitals and how it affects call times

Adjourn: Meeting Adjourned at 6:38pm



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 7c

DATE: October 27, 2022

SUBJECT: Public Works/Parks Committee Report

CONTACT PERSON: Kevin Hushagen, Public Works Director

ATTACHMENTS: A – Public Works/Parks Committee Meeting
Minutes October 3, 2022

SUMMARY STATEMENT

The minutes of the October 3, 2022, Public Works/Parks Committee Meeting are attached to this staff report for approval as presented.



Public Works Committee
Meeting Minutes
October 3, 2022

Attendance:

Councilmembers: Darren Robb, Tim Pearce, Andreena Bergman

City Staff: Public Works Director Kevin Hushagen, City Administrator Shawn Smith, Administrative Assistant Amanda Slattery

Meeting was conducted in person. The full meeting agenda packet with detailed information can be found on the City's website at [Agenda Center](#).

Call to order at 5:32 pm

Agenda- agenda was switched to discuss Item No. 2. Dish Wireless LLC Lease Agreement Review first.

1. Dish Wireless LLC Lease Agreement Review

The Public Works committee reviewed and gave input on the proposed site lease agreement with Dish Network to install antennas on the side wall of a city owned water tank.

Committee comments-

- Regarding section 5.1 : 5.1 Interference. Tenant agrees to use commercially reasonable efforts to ensure that Tenant's Equipment does not cause measurable Interference (as defined below) with any equipment installed at the Structure as of the Effective Date. Following the Effective Date, Landlord agrees not to install or to permit others to install any structure or equipment which could block or otherwise interfere with any transmission or reception by Tenant's Equipment ("Interference"). Notwithstanding the foregoing, in the event Landlord determines that it is necessary to install equipment to serve the City's water system that may interfere with Tenant's equipment, then Landlord shall deliver at least 90 days prior written notice to Tenant and the parties shall cooperate in good faith to determine a suitable relocation premises for Tenant's equipment. If Interference continues for a period more than forty-eight (48) hours following a Party's receipt of notification thereof, Landlord shall use commercially reasonable efforts to cause any interfering party to cease operating, and/or relocate, the source of Interference, or to reduce the power sufficiently to minimize the Interference until such Interference can be remedied.
 - If there were upgrades needed at the water tank and the upgrades interfered with tenants' equipment. Would this lease agreement interfere with the city being able to do what is needed?
 - City staff needs time to answer this question and will bring the information they receive to the next meeting.
 - What if the interference is caused by non-city interference?
 - City staff needs time to answer this question and will bring the information they receive to the next meeting.
- Regarding section 5.2: 5.2 Relocation of Tenant's Equipment. Following Tenant's receipt of a written Notice from Landlord, Tenant agrees to temporarily relocate its equipment to a mutually agreed upon location on the Property (a "Temporary Location") to facilitate Landlord's performance of maintenance, repair or similar work at the Property or in or on the Structure, provided that: (a) Landlord pays all costs incurred by Tenant for relocating Tenant's Equipment to the Temporary Location as well as back to the original location; (b) Landlord gives Tenant at least six (6) months prior written Notice (except in the case of a bona fide emergency which is reasonably likely to result in damage or injury to persons, the Structure or the Property (an "Emergency"), in which event Landlord will provide the greatest amount of notice possible under the circumstances; and (c) except for an Emergency Tenant shall not be required to relocate its equipment to a Temporary Location more than one (1) time within any five (5) year period. If Tenant's use of the Temporary



Public Works Committee Meeting Minutes October 3, 2022

Location requires Tenant to undergo re-zoning or re-permitting, Landlord shall not require Tenant to relocate Tenant's Equipment, absent an Emergency, until Tenant's receipt of all Governmental Approvals applicable to Tenant's use of the Temporary Location.

- The committee did not like that the city would be responsible for paying to move the equipment. This could be a large expense.
- Would it be possible for Dish to put up their own pole at the location to attach their equipment to, so it's not attached to the tower?
 - City staff will get back to the committee with an answer to this question.
- If there is an act of nature and the tenant's equipment is damaged who is responsible for paying to have it fixed?
 - City staff will get back to the committee with an answer to this question.
- How many Dish customers does the city have?
 - City staff will get back to the committee with an answer to this question.
- Who is benefiting from the 5G that is being produced from the equipment on the city's water tank?
- Committee was concerned about damage being done to the water tank by the tenant's equipment being attached to it.
- Committee was concerned about the appearance of the equipment being attached to the tank. It would be visible.
- How would the equipment get serviced? Would tenants have full access to the area? Shawn believed they would contact city staff to let them in. He will verify this.

The committee suggested bringing this back to the November 7th, 2022, Public Works Committee with responses to the committees questions and/or concerns brought up at this meeting.

2. Capital Improvement Plan (CIP)

The committee reviewed and discussed the proposed CIP.

The committee had the following questions and comments.

- What is the funding source for the 2024 Biosolids Removal and Utilization?
 - City staff will get back to the committee with an answer to this question.
- Add \$70,000.00 to Cedarhome area parkland in the 2023 CIP prior to next Thursday- Budget would be Parks.
- Port Susan Trail- it shows all grant funding as used to date. Is this correct?
 - City staff will get back to the committee with an answer to this question.

Adjourn: 6:35

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**CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT**

ITEM NUMBER: 8a

DATE: October 27, 2022

SUBJECT: Approval of Voucher and Payroll Checks

CONTACT PERSON: Amy Bergemeier, Accounting Specialist

ATTACHMENTS: A - Voucher Check Detail

SUMMARY STATEMENT

Approve issuance of Washington Federal Bank voucher checks 36019 through 36094 and electronic fund transfers in the amount of \$476,660.88. Approve issuance of Washington Federal payroll benefit checks 2049 through 2061 and funds transfers in the amount of \$346,885.41.

RECOMMENDED MOTION

MOTION TO APPROVE ISSUANCE OF WASHINGTON FEDERAL BANK VOUCHER CHECKS 36019 THROUGH 36094 AND ELECTRONIC FUNDS TRANSFERS IN THE AMOUNT OF \$476,660.88. APPROVE ISSUANCE OF WASHINGTON FEDERAL PAYROLL BENEFIT CHECKS 2049 THROUGH 2061 AND FUNDS TRANSFERS IN THE AMOUNT OF \$346,885.41.

CHECK REGISTER

City Of Stanwood

Time: 12:06:59 Date: 10/19/2022

09/30/2022 To: 10/19/2022

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4851	10/07/2022	Payroll	3	EFT		4,139.98	September 2022 Payroll
4852	10/07/2022	Payroll	3	EFT		4,391.22	September 2022 Payroll
4853	10/07/2022	Payroll	3	EFT		3,537.26	September 2022 Payroll
4854	10/07/2022	Payroll	3	EFT		658.93	September 2022 Payroll
4855	10/07/2022	Payroll	3	EFT		2,210.68	September 2022 Payroll
4856	10/07/2022	Payroll	3	EFT		2,389.09	September 2022 Payroll
4857	10/07/2022	Payroll	3	EFT		435.68	September 2022 Payroll
4858	10/07/2022	Payroll	3	EFT		3,057.93	September 2022 Payroll
4859	10/07/2022	Payroll	3	EFT		3,109.16	September 2022 Payroll
4860	10/07/2022	Payroll	3	EFT		7,107.74	September 2022 Payroll
4861	10/07/2022	Payroll	3	EFT		4,016.77	September 2022 Payroll
4862	10/07/2022	Payroll	3	EFT		2,300.74	September 2022 Payroll
4863	10/07/2022	Payroll	3	EFT		3,135.44	September 2022 Payroll
4864	10/07/2022	Payroll	3	EFT		3,567.13	September 2022 Payroll
4865	10/07/2022	Payroll	3	EFT		3,121.30	September 2022 Payroll
4866	10/07/2022	Payroll	3	EFT		1,516.29	September 2022 Payroll
4867	10/07/2022	Payroll	3	EFT		435.68	September 2022 Payroll
4868	10/07/2022	Payroll	3	EFT		3,593.15	September 2022 Payroll
4869	10/07/2022	Payroll	3	EFT		3,121.10	September 2022 Payroll
4870	10/07/2022	Payroll	3	EFT		4,919.96	September 2022 Payroll
4871	10/07/2022	Payroll	3	EFT		6,413.37	September 2022 Payroll
4872	10/07/2022	Payroll	3	EFT		4,479.29	September 2022 Payroll
4873	10/07/2022	Payroll	3	EFT		1,873.61	September 2022 Payroll
4874	10/07/2022	Payroll	3	EFT		1,563.05	September 2022 Payroll
4875	10/07/2022	Payroll	3	EFT		5,119.79	September 2022 Payroll
4876	10/07/2022	Payroll	3	EFT		5,393.91	September 2022 Payroll
4877	10/07/2022	Payroll	3	EFT		3,863.35	September 2022 Payroll
4878	10/07/2022	Payroll	3	EFT		435.68	September 2022 Payroll
4879	10/07/2022	Payroll	3	EFT		3,140.82	September 2022 Payroll
4880	10/07/2022	Payroll	3	EFT		435.68	September 2022 Payroll
4881	10/07/2022	Payroll	3	EFT		3,919.22	September 2022 Payroll
4882	10/07/2022	Payroll	3	EFT		385.68	September 2022 Payroll
4883	10/07/2022	Payroll	3	EFT		2,057.82	September 2022 Payroll
4884	10/07/2022	Payroll	3	EFT		2,683.70	September 2022 Payroll
4885	10/07/2022	Payroll	3	EFT		1,592.40	September 2022 Payroll
4886	10/07/2022	Payroll	3	EFT		3,607.56	September 2022 Payroll
4887	10/07/2022	Payroll	3	EFT		285.60	September 2022 Payroll
4888	10/07/2022	Payroll	3	EFT		3,314.79	September 2022 Payroll
4889	10/07/2022	Payroll	3	EFT		4,152.52	September 2022 Payroll
4890	10/07/2022	Payroll	3	EFT		435.51	September 2022 Payroll
4891	10/07/2022	Payroll	3	EFT		4,462.23	September 2022 Payroll
4892	10/07/2022	Payroll	3	EFT		3,909.93	September 2022 Payroll
4893	10/07/2022	Payroll	3	EFT		4,925.41	September 2022 Payroll
4894	10/07/2022	Payroll	3	EFT		4,081.51	September 2022 Payroll
4895	10/07/2022	Payroll	3	EFT		2,279.22	September 2022 Payroll
4896	10/07/2022	Payroll	3	EFT		6,397.74	September 2022 Payroll
4899	10/07/2022	Payroll	3	EFT	HSA Bank	1,408.33	Pay Cycle(s) 10/07/2022 To 10/07/2022 - HSA Contributions ER; Pay Cycle(s) 10/07/2022 To 10/07/2022 - HSA Contr EE
4900	10/07/2022	Payroll	3	EFT	Internal Revenue Service (941)	69,517.82	941 Deposit for Pay Cycle(s) 10/07/2022 - 10/07/2022
4901	10/07/2022	Payroll	3	EFT	WA St Department Of Retirement Systems	46,316.86	Pay Cycle(s) 10/07/2022 To 10/07/2022 - PERS2; Pay Cycle(s) 10/07/2022 To 10/07/2022 - PERS 3; Pay Cycle(s) 10/07/2022 To 10/07/2022 - 457 - DRS (DCP)
4914	10/05/2022	Claims	3	EFT	US Bank	8,706.92	4485 5945 5564 1495
5013	10/05/2022	Claims	3	EFT	Xpress/Bill Pay	593.59	Sept Fees

CHECK REGISTER

City Of Stanwood

Time: 12:06:59 Date: 10/19/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5014	10/03/2022	Claims	3	EFT	Heartland Payment Systems	252.33	Sept Merchant Fees
5016	10/04/2022	Claims	3	EFT	Chase Paymentech	3,500.67	Sept Paymentech Fees
5034	10/13/2022	Claims	3	EFT	WA St Dept of Revenue **	16,791.72	City of Stanwood
4902	10/07/2022	Payroll	3	2049	AFLAC	221.39	Pay Cycle(s) 10/07/2022 To 10/07/2022 - AFLAC, Pre-Tax; Pay Cycle(s) 10/07/2022 To 10/07/2022 - AFLAC, Post-Tax
4903	10/07/2022	Payroll	3	2050	AWC Employee Benefit Trust	24,027.81	Pay Cycle(s) 10/07/2022 To 10/07/2022 - AWC - Health First 250; Pay Cycle(s) 10/07/2022 To 10/07/2022 - AWC- Dental J; Pay Cycle(s) 10/07/2022 To 10/07/2022 - AWC - Vision; Pay Cycle(s) 10/07/2022 To;
4904	10/07/2022	Payroll	3	2051	Colonial Life Insurance	66.75	Pay Cycle(s) 10/07/2022 To 10/07/2022 - Colonial Life Ins
4905	10/07/2022	Payroll	3	2052	Great-West Life & Annuity	3,363.00	Pay Cycle(s) 10/07/2022 To 10/07/2022 - 457 - Empower (Mass Mutual); Pay Cycle(s) 10/07/2022 To 10/07/2022 - Roth 457(b)Empower(MassMutual)
4906	10/07/2022	Payroll	3	2053	ICMA Retirement Trust	3,625.77	Pay Cycle(s) 10/07/2022 To 10/07/2022 - 457 - Mission Square Ret(ICMA)
4907	10/07/2022	Payroll	3	2054	Legal Shield	53.70	Pay Cycle(s) 10/07/2022 To 10/07/2022 - Legal Shield
4908	10/07/2022	Payroll	3	2055	Navia Benefits	125.00	Pay Cycle(s) 10/07/2022 To 10/07/2022 - Navia Limited FSA
4909	10/07/2022	Payroll	3	2056	Western Conference of Teamsters Pension Trust	2,760.12	Pay Cycle(s) 10/07/2022 To 10/07/2022 - WCTPP Contributions
4910	10/07/2022	Payroll	3	2057	Teamsters Union Local 231	1,658.00	Pay Cycle(s) 10/07/2022 To 10/07/2022 - Teamsters Dues
4911	10/07/2022	Payroll	3	2058	Washington Teamsters Welfare Trust	37,188.70	Pay Cycle(s) 10/07/2022 To 10/07/2022 - Teamsters Dental; Pay Cycle(s) 10/07/2022 To 10/07/2022 - Teamsters Medical
5028	10/13/2022	Payroll	3	2059	Dept of Labor and Industries	9,373.39	3RD Quarter L&I: 07/01/2022 - 09/30/2022
5029	10/13/2022	Payroll	3	2060	ESD - PFMLA	3,598.07	Pay Cycle(s) 07/01/2022 To 09/30/2022 - PFMLA
5030	10/13/2022	Payroll	3	2061	Employment Security Dept	1,606.08	3rd Quarter Unemployment: 07/01/2022 - 09/30/2022
4915	10/05/2022	Claims	3	36019	Ace Hardware		Need to Correct Vendor
4916	10/05/2022	Claims	3	36020	Aramark Uniform Services Inc	56.67	937963000
4917	10/05/2022	Claims	3	36021	BHC Consultants, LLC	1,595.16	City of Stanwood
4918	10/05/2022	Claims	3	36022	Badger Meter Inc	149.50	460708
4919	10/05/2022	Claims	3	36023	Bonner Electrical Contracting LLC	7,673.53	City of Stanwood
4920	10/05/2022	Claims	3	36024	Britten Inc	2,024.20	city of stanwood
4921	10/05/2022	Claims	3	36025	Confluence Environmental Company, Inc	33,501.31	City of Stanwood
4922	10/05/2022	Claims	3	36026	Edge Analytical Inc	512.94	STA01 city of stanwood; STA01; STA01
4923	10/05/2022	Claims	3	36027	Granich Engineered Products Inc	104.14	CSP8 city of stanwood
4924	10/05/2022	Claims	3	36028	Hamilton Lumber LLC	43.14	City of Stanwood
4925	10/05/2022	Claims	3	36029	David Hammond	56.16	City of Stanwood
4926	10/05/2022	Claims	3	36030	Monarch Tree Services	69,539.97	44695

CHECK REGISTER

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8.4

CHECK REGISTER

Time: 12:06:59 Date: 10/19/2022

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001 General Fund	403,456.56	
101 Street Fund	55,762.78	
103 Street Construction Fund	29,516.11	
104 Park And Trail Improvement Fund	107,125.03	
106 Park Impact Fees	200.00	
110 Building Improvement Fund	2,336.00	
115 Tourism And Promotion	330.56	
401 Sewer Fund	93,668.42	
403 Sewer Construction Fund	807.50	
410 Drainage Fund	28,699.09	
411 Drainage Construction Fund	9,259.00	
421 Water Fund	81,384.64	
422 Water Construction Fund	10,947.55	
630 Agency Fund	53.05	
	Claims:	476,660.88
* Transaction Has Mixed Revenue And Expense Accounts	823,546.29	Payroll: 346,885.41

CHECK REGISTER

City Of Stanwood

Time: 12:06:59 Date: 10/19/2022

09/30/2022 To: 10/19/2022

Page: 5

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

() Finance Director () Auditing Officer Wendy Bonbrun Date: 10/19/22
(✓) Deputy Finance Director



**CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT**

ITEM NUMBER: 8b
DATE: October 27, 2022
SUBJECT: City Council Regular Meeting Minutes – October 13, 2022
CONTACT PERSON: Lisa Sokolik, City Clerk
ATTACHMENTS: A – Council Regular Meeting Minutes – October 13, 2022

SUMMARY STATEMENT

October 13, 2022, Regular City Council Meeting minutes are attached.

RECOMMENDED MOTION

MOTION TO APPROVE THE OCTOBER 13, 2022, CITY COUNCIL REGULAR MEETING MINUTES AS PRESENTED.

CITY OF STANWOOD
Regular Meeting of the City Council
Thursday, October 13, 2022 – 7:00 p.m.
In-Person & Zoom Online Meeting
MINUTES

1. Call to Order and Pledge of Allegiance

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

2. Roll Call

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

Also present: City Administrator Shawn Smith, Community Development Director Patricia Love, Finance Director David Hammond, Public Works Director Kevin Hushagen, Police Chief Jason Toner, Fire Chief John Cermak, City Attorney Nikki Thompson, Economic Development and Marketing Manager Sarah Cho, Assistant to the Administrator/Communication Manager Krista Hintz, Utility Supervisor Leigh Danielson via Zoom and City Clerk Lisa Sokolik.

3. Approval of the Agenda

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

4. Presentation - None

5. Public Comments

Written comments must be provided to the Clerk by 9:00 a.m. on the day of the meeting. Verbal comments may be provided by attending the meeting in person or via Zoom.

Written:

Chuck Wilson, Unknown Topic: Request for a golf cart zone in the city limits

Verbal:

Carrie Meyer Richardson, Stanwood

Topic: City parking lot west of Hardware Store (new Art Center). Request for City to offer to return the property to the property owner, a non-profit organization.

Council and staff will discuss this request.

6. Staff / Department Reports

- a. Police Compstat Report – September 2022

7. Council Committee Reports

- a. Community Development Committee Minutes – July 7, 2022
- b. Economic Development Board Minutes – July 15, 2022

- c. Parks and Trails Advisory Committee Minutes – July 18, 2022
- d. Public Works Committee Minutes – September 12, 2022

Councilmember Shepro commented on the meeting minutes that have gone out this year, they have been outstanding. One of his early frustrations a few years ago with minutes is that they weren't very helpful or meaningful to anyone who wasn't at the meeting, now they are. Thank you to Audrey RotRock and Amanda Slattery.

Councilmember Robb commented on the minutes, although the content is excellent, it would be helpful if Council could get the minutes quicker. The Mayor responded that it can take staff up to 8 hours to produce detailed minutes for a two-hour meeting. He added that minutes should be shorter and a little more succinct. The Mayor asked City Attorney Thompson if there is a law on how long or detailed the minutes have to be. Thompson said there is no law, but the general guidance is that less is more on minutes. It is the preference of the City how they want their minutes.

Councilmember Schmitt asked what property is being referenced on the Public Works Committee minutes, page 7.20 the first bullet point. Councilmember Shepro answered the Raplee Property.

8. Consent Agenda

- a. Approve Vouchers and Payroll Checks
- b. Approve September 22, 2022, City Council Regular Meeting Minutes
- c. Approve September 22, 2022, City Council Special Workshop Meeting Minutes

Motion by Councilmember Robb, second by Councilmember Gaumond to approve the consent agenda items A and C. Motion carried unanimously.

9. Unfinished Business - None

10. Public Hearing – None

11. New Business

- a. Authorize the Reappointment of Economic Development Board Members

Economic Development and Marketing Manager Sarah Cho asked Council to reappoint five Economic Development Board members whose terms will be ending on December 31, 2022. All five board members have expressed their wishes to continue to serve on the board.

Council Comments:

- Are there term limits? Cho answered, currently no term limits, but the terms are staggering. If Council would like to set a term limit for this board, that can be updated.
- The staggered terms, why are all five up this year? Cho answered that the board started with three members ending one year and four members ending the following year, but over the years with members leaving before their term, it is now out of sync.
- Can these reappointments be staggered now? Cho answered yes, if Council would like to stagger these reappointments, two or three can end December 31, 2024, and the remainder can end December 31, 2025.
- How long is a term? Cho said it is a two-year term.

Cho said staff can review and update the bylaws to ensure terms are more staggered.

Motion by Councilmember Pearce, second by Councilmember Robb to appoint Les Anderson, Randy Heagle, Blake Arnold, John Russell, and Ashley Palmer to the Stanwood Economic Development Board, with terms ending December 31, 2024.

Councilmember Pearce added that he is thrilled to have enthusiastic volunteers. Often with our committees we have vacancies, so the fact that they want to continue on is great.

Roll call of votes was taken. Motion carried unanimously.

- b. Authorize Final Acceptance of Church Creek Lift Station Gravity Bypass Extension
Completed by Faber Construction

Public Works Director Kevin Hushagen said the project was completed on time, under budget, and done very well. Faber Construction was a good company to work with.

Council Comments:

- What is a retainage period? Hushagen said that on a Public Works project, the contractor must either put up a retainage bond or have the City hold retainage of 5% the project cost. Once the project is complete, that starts the 90-day period it takes for Dept. of Security, Dept. of Revenue and Labor and Industries to make sure that the contractor has paid employees, sub-contractors, and suppliers.

Motion by Councilmember Metz, second by Councilmember Bergman to authorize the final acceptance of the Church Creek Lift Station Gravity Bypass Extension project completed by Faber Construction. Motion carried unanimously.

- c. Authorize Final Acceptance of Church Creek Park Tree Removal Completed by Monarch Tree Service

Hushagen said an arborist came out and identified dangerous, diseased, and dead trees. Fifty trees were removed. While they were there, they identified more trees that needed to be removed. This was the first phase of tree thinning; staff will be coming back to Council to get approval to remove additional dangerous trees. Monarch Tree Service did the work for the City and they were good to work with.

Motion by Councilmember Gaumond, second by Councilmember Pearce to authorize the final acceptance of the Church Creek Park Tree Removal project completed by Monarch Tree Service. Motion carried unanimously.

- d. Authorize Final Acceptance of the Hamilton Smokestack Painting Completed by Coating Applicators

The project was completed on time and on budget, the contractor did a great job, and you can see it from a long way off.

Council Comments:

- Citizens identify the smokestack with Stanwood, Coating Applicators did a great job!

- Talked to Rorry Studley, owner of Coating Applicators, he really wanted to do this project for the city and was very passionate about it.

Motion by Councilmember Robb, second by Councilmember Pearce to authorize the final acceptance of the Hamilton Smokestack Painting project completed by Coating Applicators. Motion carried unanimously.

e. Authorize the Mayor to Sign Snohomish County Sheriff's Office Contract

City Administrator Shawn Smith discussed the Interlocal Agreement with the Snohomish County Sheriff's Office for Law Enforcement Services. This agreement is a one-year extension, the language in the contract hasn't changed, however, the cost has gone up. The county has required this contract term of one year to bring Stanwood's term in line with other contracting cities, thus, the city will be negotiating another contract to begin in 2024.

One correction in the staff report, under Committee/Board Recommendations, the ILA did not go to the Public Safety Committee on October 13 due to a conflict with tonight's Council Special Workshop.

The total increase for 2023 is \$173,856 which is significant but is less than expected. The City will get a small credit for the use of our building and a reduction as the School Resource Officer (SRO) is now being contracted directly with the school district.

Council Comments:

- In the ILA there is language about replacing the Chief if we were without a Chief for an extended period, but no language about replacing deputies. How will the loss of deputies be addressed? Chief Toner answered that we are down two swing shift deputies. The Sheriff's Office is in the process of hiring and training those officers. He has been told the positions will be filled no later than February 1st. As far as the contract assurances, the stance of the Sheriff's Office is that they provide the City a minimal level of service which is 24/7 coverage and they have never not done that.
- It is unfortunate that the city is not involved in the SRO program. Chief Toner said Officer McCurry will be the SRO.
- Is one of the factors of the large increased cost for service due to the officer's risk insurance which is now being passed on to the city? Smith answered that has been a cost that the Sheriff's Office has been covering. The ILA's payment schedule is based on direct cost reimbursement.

Motion by Councilmember Metz, second by Councilmember Shepro to authorize the Mayor to sign the Interlocal Agreement between the City of Stanwood and the Snohomish County Sheriff's Office for the year 2023.

Roll call of votes was taken. Motion carried unanimously.

f. Authorize the Mayor to Execute Agreements with Strategies 360 and Pace Engineering to Support Grant Writing and Government Relations

City Administrator Shawn Smith explained that these are two separate items, but both are for grant writing. Strategies 360 is a lobbying firm that has been under contract with the

City for several years, but the contract lapsed last year. Staff is looking to contract with them again as they have been very helpful in obtaining. There are several big projects that staff would like to do, so having every opportunity to find grant money will help get these projects underway.

The contract with Pace Engineering is for them to write the complex grant application for the Irvine Slough Stormwater Separation (IS4) Phase IV project. The project estimate is four million and we will be applying for three million with a one million city match. The City does not have anyone on staff to write the complex application, by contracting with Pace, staff is hoping to turn their fee of \$30,000 into \$3,000,000.

Motion by Councilmember Robb, second by Councilmember Shepro to authorize the Mayor to sign a contract with Strategies 360 not to exceed \$60,000 to assist the City with State and Federal capital funding requests and keep the City informed on legislation that would impact municipalities.

Roll call of votes was taken. Motion carried unanimously.

Motion by Councilmember Robb, second by Councilmember Pearce to authorize the Mayor to sign a contract with Pace Engineers not to exceed \$30,000 to assist the City with the Building Resilient Infrastructure and Communities Grant opportunity.

Roll call of votes was taken. Motion carried unanimously.

12. Public Closing Comments – None

13. Executive/Legislative Reports

a. Mayor's Report

- Mayor Roberts and Sarah Cho have been on a roll attending ribbon-cutting ceremonies. Last Friday they participated in the ribbon-cutting for Pat's Thai Shabu Restaurant, they put out a really nice buffet for everyone to try the menu.

b. City Administrator Report

- Smith has been talking to the High School about the Student Advisor position. Council passed a resolution to have that position, but we haven't had a Student Advisor for a few years. Staff is working on updating the application and revising the role. Applicants will be interviewed and we're hoping to start the program again in January.
- Had a bid opening for Pickleball Courts at Church Creek and Heritage Parks. The bid came in within our budget.
- Had a bid opening for the Sebranke property remediation. The bid came in within our budget.
- The banner poles are up on the west end of town and the banners are on the light poles along SR 532.
- The Capital Improvement Plan (CIP) is a yearly plan, even though the City is adopting a two-year budget, the CIP is revisited and can be revised every year.
- Smith would be happy to meet with council members individually to discuss the CIP, go over project details, answer any project questions, or talk about new ideas.

c. Councilmember Reports/Questions

- Councilmember Metz did not go to the ribbon-cutting but did go to Pat's Thai and was happy with the experience. He also tried Thai Kitchen a few times and was equally happy with them. Please support our local businesses!
- Councilmember Robb asked if there were any committees still meeting entirely online? Smith answered, no. Robb said there is enough track record to keep the hybrid meetings, there is not a large uptick of citizens attending via zoom, but it has worked out for some to remote in when they were not able to attend in person. The Mayor said that the subject is being discussed.
- Councilmember Shepro thanked Smith for offering to meet with council members individually to discuss the CIP. Also, in contrast to the budget process from a few years ago, what a remarkable difference. Two years ago, Council spent maybe a total of 45 minutes discussing the budget, now we're spending 5 or more hours.
- Shepro went to the Cookie Mill for lunch, there were no other customers. Please visit the Cookie Mill to help them through this difficult time, they're a nice business to have in Stanwood.
- Councilmember Bergman thanked city staff for their hard work, they do a great job!
- It's Picker's Market this weekend, and streets will be closed. It should be a good time with the Harvest Festival that they'll be having.
- Councilmember Schmitt would like to see Public Works put out Christmas decorations the day after Halloween – haha!
- The City Council should start thinking about putting in car-charging stations.

14. Recess to Executive Session – None

15. Adjourn

There being no further business before the Council, and hearing no objection to adjournment, Mayor Roberts adjourned the meeting at 7:58 p.m.

CITY OF STANWOOD

ATTEST:

Sid Roberts, Mayor

Lisa Sokolik, City Clerk

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**CITY OF STANWOOD
COUNCIL AGENDA STAFF REPORT**

ITEM NUMBER: 8c
DATE: October 27, 2022
SUBJECT: City Council Special Workshop Minutes October 13, 2022
CONTACT PERSON: Lisa Sokolik, City Clerk
ATTACHMENTS: A – Council Special Workshop Minutes 10/13/2022

SUMMARY STATEMENT

October 13, 2022, City Council Special Workshop minutes are attached.

RECOMMENDED MOTION

MOTION TO APPROVE THE OCTOBER 13, 2022, CITY COUNCIL SPECIAL WORKSHOP MINUTES AS PRESENTED.

CITY OF STANWOOD

City Council Special Workshop Meeting

Thursday, October 13, 2022 – 5:00 p.m.

Stanwood-Camano School District Admin. Bldg. Board Room

26920 Pioneer Highway, Stanwood

and via Zoom Online & Telephone

MINUTES**Call to Order**

Mayor Sid Roberts called the meeting to order at 5:01 p.m.

Attendance

Councilmembers present: Dani Gaumond, Marcus Metz, Darren Robb, Tim Pearce, Steve Shepro, Andreena Bergman, and Tim Schmitt.

Also present: City Administrator Shawn Smith, Community Development Director Patricia Love, Finance Director David Hammond, Public Works Director Kevin Hushagen, Finance Manager Wendy Dowhower, Assistant to the Administrator and Communications Manager Krista Hintz, Utility Supervisor Leigh Danielson via zoom and City Clerk Lisa Sokolik.

1. Budget 2023 - 2024

On August 11, 2022, at the Special Workshop, the preliminary capital budget was discussed and at the September 22, 2022, Special Workshop the preliminary operating budgets, were discussed. Tonight, operating and capital budgets were brought together for a discussion of the preliminary budget for 2023-2024.

Finance Director David Hammond led the discussion, focusing on:

- The capital improvement plan funding and the general fund.
- An update of the ARPA first tranche designations approved by council.
- The ARPA second tranche.
- The assumptions that are being relied upon for the budget.
- The calendar of the adoption of the capital improvement plan and the biennial budget.
- Options to address funding gaps.

Hammond asked Council for feedback on the Capital Improvement Plan (CIP); remove some projects or look at funding options, as the city cannot afford to do all projects as it's structured right now.

To levy property tax, an ordinance will need to be mailed to the assessor's office by November 30th. Councilmember Shepro asked if the city can levy a property tax next year or in six months. Hammond answered a levy can only be done once a year.

Mayor Roberts said that there are a lot of good projects on the CIP, but in order to do all of them Council will need to discuss and decide to either raise revenue (taxes) or remove projects. He asked Council to discuss and ask staff questions.

Stanwood Special Workshop Meeting Minutes – October 13, 2022

Council discussed and asked questions about the proposed CIP.

The workshop handout is attached to these minutes.

A Special Workshop will be added to the Council's calendar for November 3, 2022, time to be determined.

Adjourn

Mayor Roberts Adjourned the meeting at 6:40 p.m.

CITY OF STANWOOD

ATTEST:

Sid Roberts, Mayor

Lisa Sokolik, City Clerk

**Stanwood City Council
Special Workshop Meeting
October 13, 2022
Budget 2023-24**

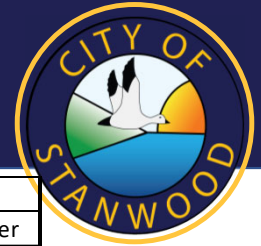


Parks, Facilities & Floodwall Project Costs Added in the Draft 2023-2028 Capital Improvement Program



Additional Project Costs in 2023-2027 Capital Improvement Plan							
Project:	2023	2024	2025	2026	2027	2028	Total
Cedarhome new park	\$ 70,000						
Church Creek	\$ 90,000	\$ 650,000	\$ 80,000	\$ 217,650	\$ (239,400)	\$ 329,400	\$ 1,127,650
Ovenell Park	\$ (250,000)	\$ (355,000)	\$ (1,500,000)				\$ (2,105,000)
Downtown Park							\$ -
Johnson Farm	\$ 485,000		\$ 50,000	\$ 200,000			\$ 735,000
Hamilton							\$ -
Port Susan Trail	\$ 500,000			\$ 200,000	\$ 200,000		\$ 900,000
Heritage Park	\$ 200,000	\$ 300,000	\$ 1,750,000	\$ 1,750,000			\$ 4,000,000
Raplee Property	\$ 85,000	\$ 60,000	\$ 550,000				\$ 695,000
Civic Hall/Police Station Remodels	\$ 890,000						\$ 890,000
Floodwall	\$ 150,000						\$ 150,000
Subtotal	\$ 2,220,000	\$ 655,000	\$ 930,000	\$ 2,367,650	\$ (39,400)	\$ 329,400	\$ 6,462,650
City Beautification	\$ 35,000	\$ 35,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 190,000
Twin City Mile	\$ 1,784,000	\$ 739,000	\$ 1,500,000	\$ 742,000	\$ 3,710,000	\$ 1,730,000	\$ 10,205,000
2022-2027 CIP City Beautification	\$ 405,000	\$ 155,000	\$ 530,000	\$ 530,000	\$ 1,020,000		\$ 2,640,000
2022-2027 Main Street Corridor				\$ 3,450,000			\$ 3,450,000
net City Beautification Increase	\$ 1,414,000	\$ 619,000	\$ 1,000,000	\$ (3,208,000)	\$ 2,720,000	\$ 1,760,000	\$ 4,305,000
Increases, by year	\$ 3,634,000	\$ 1,274,000	\$ 1,930,000	\$ (840,350)	\$ 2,680,600	\$ 2,089,400	
Total increase, 2023-2028		\$ 10,767,650					

Parks, Facilities, Floodwall And Twin City Mile
Project Costs in 2023-2028
Capital Improvement Program,
Detailed by Funding Source



Project:	Total 2023-2028 Projected use of:								Developer
	Debt	REET 1	REET 2	Park Impact	General *	Grant	TBF	Traffic Impact	
Cedarhome new park				\$ 70,000					
Church Creek	\$ -	\$ 250,000			\$ 250,000				
Ovenell Park	\$ -	\$ -	\$ -	\$ -	\$ -				
Downtown Park	\$ 1,000,000				\$ 100,000				
Johnson Farm		\$ 200,000			\$ 335,000	\$ 200,000			
Hamilton		\$ 250,000			\$ 250,000	\$ 500,000			
Port Susan Trail	\$ 1,305,000	\$ 1,100,000			\$ 1,033,000	\$ 805,000			
Heritage Park	\$ 3,400,000	\$ 800,000	\$ 200,000	\$ 200,000	\$ 200,000				
Raplee Property					\$ 145,000	\$ 550,000			
Civic Hall/Police Station Remodels					\$ 890,000				
Floodwall					\$ 714,000				
Subtotal Parks	\$ 5,705,000	\$ 2,600,000	\$ 200,000	\$ 270,000	\$ 3,917,000	\$ 2,055,000			
City Beautification			\$ 190,000						
Twin City Mile	\$ 5,221,000				\$ 1,684,000	\$ 3,000,000	\$ 300,000		
SubTotal by Source-Before Streets	\$ 10,926,000	\$ 2,600,000	\$ 390,000	\$ 270,000	\$ 5,601,000	\$ 5,055,000	\$ 300,000		

Streets & Sidewalks Project Costs in 2023-2028

Capital Improvement Program, Detailed by Funding Source



	Debt	REET 1	REET 2	Park Impact	General *	Grant	TBF	Traffic Impact	Developer
Street Projects in 2023-2028									
Westside Overlays					\$ 387,337		\$ 387,337		
Viking Way Phase 2						\$ 890,000		\$ 146,000	
Sidewalk: Cedarhome Drive NW			\$ 150,612				\$ 500,000	\$ 64,000	
Sidewalk: 98th Dr. NW					\$ 35,920		\$ 75,000	\$ 12,320	
Sidewalk: 272nd St NW					\$ 168,000		\$ 75,000	\$ 27,000	
Sidewalk: 72nd AVE NW			\$ 45,000		\$ 102,500		\$ 100,000	\$ 27,500	
Sidewalk: 92nd Ave NW			\$ 140,000		\$ 111,000		\$ 100,000	\$ 39,000	
Sidewalk 284th ST NW-South					\$ 92,280		\$ 75,000	\$ 18,600	
Overlay and ADA Improvements						\$ 2,340,500	\$ 296,300		
80th Ave NW Reconstruction Phase 1			\$ 880,000				\$ 100,000	\$ 420,000	
80th Ave NW Reconstruction Phase 2									\$ 5,000,000
Ovenell Entrance/106th Bypass						\$ 3,500,000			
SR532 Hamilton Entrance Intersection						\$ 3,500,000			
64th and SR532 Intersection						\$ 4,200,000			
284th Street NW Improvements						\$ 622,000		\$ 1,000,000	\$ 4,078,000
101st Ave Reconstruction & Overlay						\$ 2,640,000			
Subtotal Streets	\$ -	\$ -	\$ 1,215,612	\$ -	\$ 897,037	\$ 17,692,500	\$ 1,708,637	\$ 1,754,420	\$ 9,078,000
Subtotal Parks, Facilities & Floodwall	\$ 5,705,000	\$ 2,600,000	\$ 200,000	\$ 270,000	\$ 3,917,000	\$ 2,055,000	\$ -	\$ -	\$ -
Total By Funding Source	\$ 10,926,000	\$ 2,600,000	\$ 1,605,612	\$ 270,000	\$ 6,498,037	\$ 22,747,500	\$ 2,008,637	\$ 1,754,420	\$ 9,078,000
Available January 2023		\$ 1,376,650	\$ 1,287,216	\$ 39,608	\$ 5,902,542		\$ 450,000	\$ 980,000	
Available Annually		\$ 250,000	\$ 250,000	\$ 50,000			\$ 500,000	\$ 150,000	
Available over 2023-28		\$ 1,500,000	\$ 1,500,000	\$ 300,000			\$ 3,000,000	\$ 900,000	
Total Available	\$ -	\$ 2,876,650	\$ 2,787,216	\$ 339,608	\$ 5,902,542	\$ -	\$ 3,450,000	\$ 1,880,000	
Gap and Surplus by Source	\$ (10,926,000)	\$ 276,650	\$ 1,181,604	\$ 69,608	\$ (595,495)	\$ (22,747,500)	\$ 1,441,363	\$ 125,580	

*Sum of
Funds
103, 104
and 110
and GF
Surplus
2021-22

2021 Citizen Survey of Priorities



- **Build Safe Streets**

- *Develop multi-modal, safe and aesthetically pleasing city streets and support our WSDOT partnership to improve SR532 intersections*

- **Water and Sewer Systems**

- *To ensure that cost-effective, high-quality water and sewer service is available, or can be provided, to serve the projected population and employment growth with the City.*

- **Drainage and Flood Protection**

- *Protect life and property from storm, river, flood, and excess surface waters. Assure compliance with federal and state storm-water management and water quality requirements. Encourage the preservation and enhancement of natural drainage systems.*

- **City Beautification**

- *Preserve the community's historic rural, small-town character while promoting the region as a family-friendly place to live, work and play. The project will celebrate the beauty of the area and promote buying locally.*

- **Support a Sustainable Local Economy**

- *Focus economic development efforts on continually building a sustainable local economy by supporting existing businesses, recruiting new business and promote our tourism industry.*

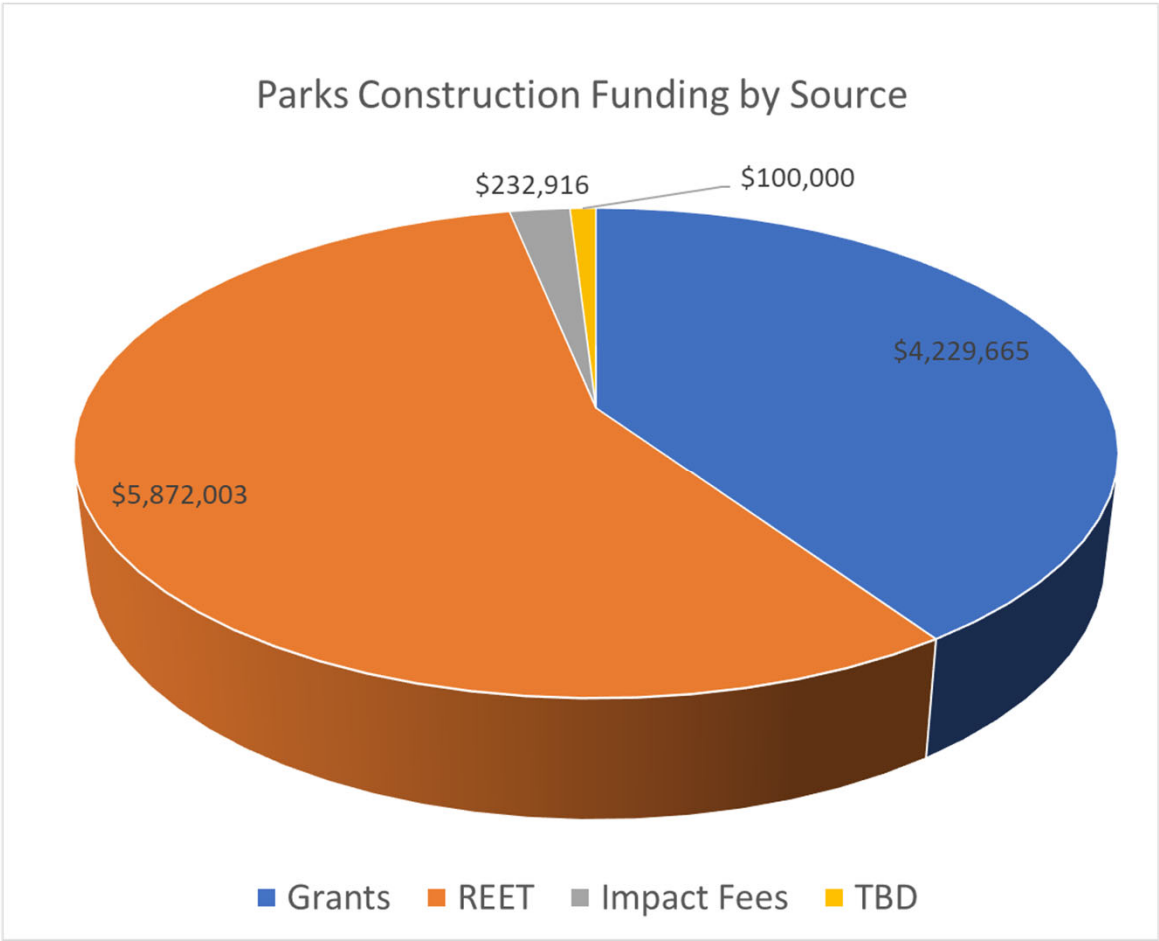
- **Enhance Parks and Recreation**

- *Improve our existing parks and trails, especially along the waterfront and develop recreational opportunities for the community and visitors*

- **Public Engagement Opportunity**

- *Continually enhance connectivity and public engagement tools for residents, business and visitors through diverse communication channels that include alternative meeting formats*

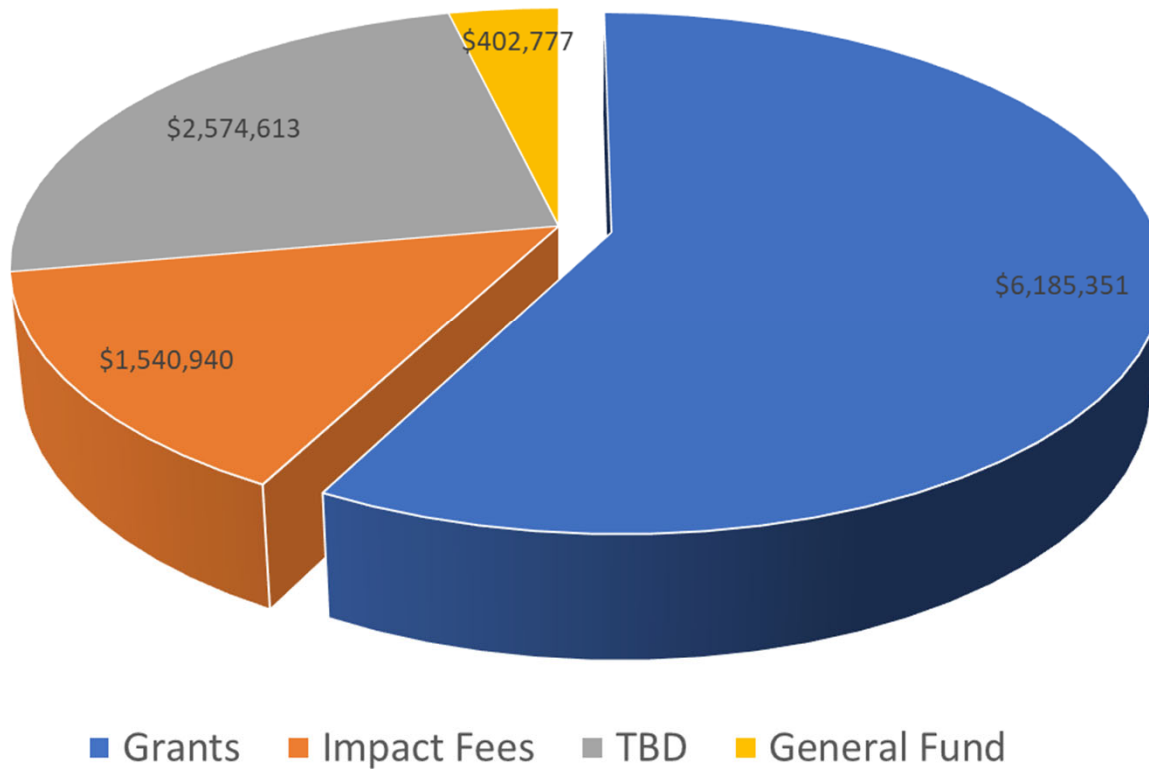
Parks Construction Funding Ten-Year History



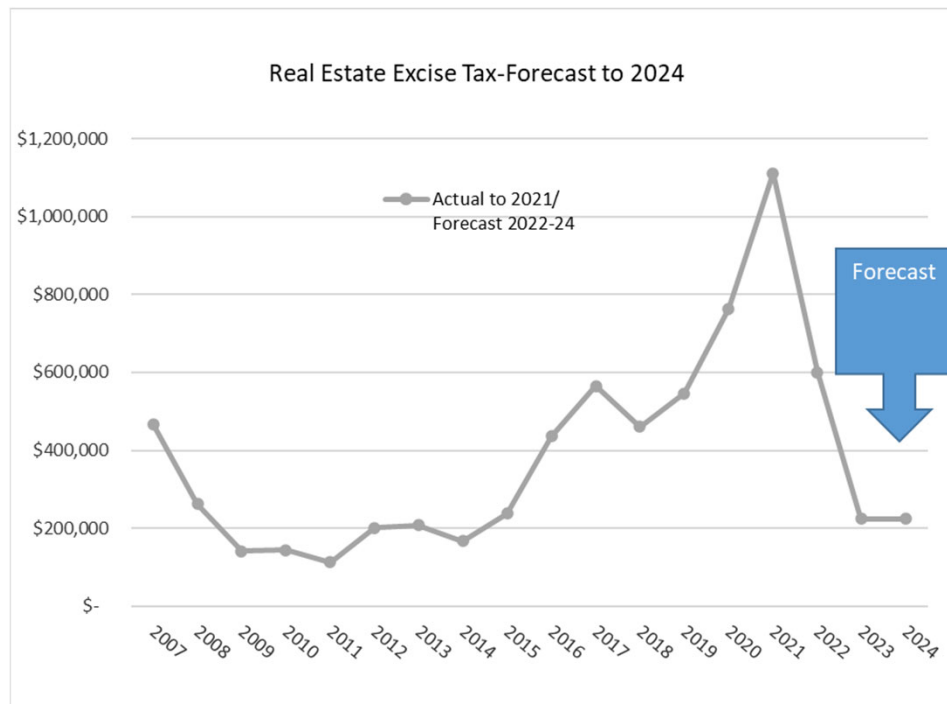
Street Construction Funding Ten-Year History



Street Construction Funding by Source



Real Estate Excise Tax History and Outlook



General Fund Revenue & Expenditure History and Biennium Forecast



	2021	2022	2023	2024				
Beginning Fund Balance	\$ 4,428,700	\$ 4,094,795	\$ 4,242,863	\$ 2,222,244		Percentage Changes		
General Fund Revenue						2021-22	2022-23	2023-24
Property tax	\$ 1,826,734	\$ 1,954,000	\$ 2,032,948	\$ 2,064,249		7.0%	4.0%	1.5%
Sales tax	\$ 2,523,758	\$ 2,397,825	\$ 2,275,911	\$ 2,328,184		-5.0%	-5.1%	2.3%
Utility tax	\$ 1,187,067	\$ 1,158,250	\$ 1,201,360	\$ 1,254,144		-2.4%	3.7%	4.4%
Licenses & permits	\$ 510,985	\$ 375,115	\$ 377,130	\$ 386,558		-26.6%	0.5%	2.5%
Charges for Services	\$ 388,009	\$ 398,045	\$ 313,800	\$ 321,645		2.6%	-21.2%	2.5%
State pass-through	\$ 1,398,640	\$ 1,292,346	\$ 265,619	\$ 265,571		-7.6%	-79.4%	0.0%
Fines & Misc.	\$ 123,471	\$ 80,885	\$ 76,125	\$ 77,526		-34.5%	-5.9%	1.8%
	\$ 7,958,664	\$ 7,656,466	\$ 6,542,893	\$ 6,697,877		-3.8%	-14.5%	2.4%
Less: ARPA	\$ 1,018,070	\$ 1,018,070						
	\$ 6,940,594	\$ 6,638,396	\$ 6,542,893	\$ 6,697,877		-4.4%	-1.4%	2.4%
General Fund Expenditure	2021	2022	2023	2024		2021-22	2022-23	2023-24
Operating Expenditures:								
Salaries and Wages	\$ 1,352,689	\$ 1,464,870	\$ 1,590,891	\$ 1,671,842		8.3%	8.6%	5.1%
Personnel Benefits	\$ 520,807	\$ 645,727	\$ 658,014	\$ 691,604		24.0%	1.9%	5.1%
Supplies	\$ 39,088	\$ 69,644	\$ 75,425	\$ 81,067		78.2%	8.3%	7.5%
Services	\$ 448,427	\$ 679,110	\$ 728,403	\$ 710,976		51.4%	7.3%	-2.4%
Professional Services	\$ 910,824	\$ 489,989	\$ 818,019	\$ 540,985		-46.2%	66.9%	-33.9%
Police Services Contract	\$ 1,880,685	\$ 1,944,372	\$ 2,111,430	\$ 2,248,673		3.4%	8.6%	6.5%
Capital	\$ 13,500	\$ 25,000	\$ 25,000	\$ 26,250		85%	0%	5%
Operating Subtotal	\$ 5,166,020	\$ 5,318,712	\$ 6,007,182	\$ 5,971,397		3.0%	12.9%	-0.6%
Transfers Out:								
Streets	\$ 300,000	\$ 340,000	\$ 340,000	\$ 340,000		13.3%	0.0%	0.0%
Equipment	\$ 110,710	\$ 90,343	\$ 80,165	\$ 70,000		-18.4%	-11.3%	-12.7%
Tourism	\$ 43,750	\$ 90,000	\$ 91,000	\$ 91,000		105.7%	1.1%	0.0%
Contingency	\$ 34,313	\$ 50,000	\$ 138,000	\$ 40,000		45.7%	176.0%	-71.0%
Water (Hydrant Reimb.)	\$ 100,000	\$ 100,000	\$ 104,000	\$ 109,200		0.0%	4.0%	5.0%
Ordinary Transfers Out Subtotal	\$ 588,773	\$ 670,343	\$ 753,165	\$ 650,200		13.9%	12.4%	-13.7%
Operating and Ordinary Transfers	\$ 5,754,793	\$ 5,989,055	\$ 6,760,347	\$ 6,621,597		4%	13%	-2%

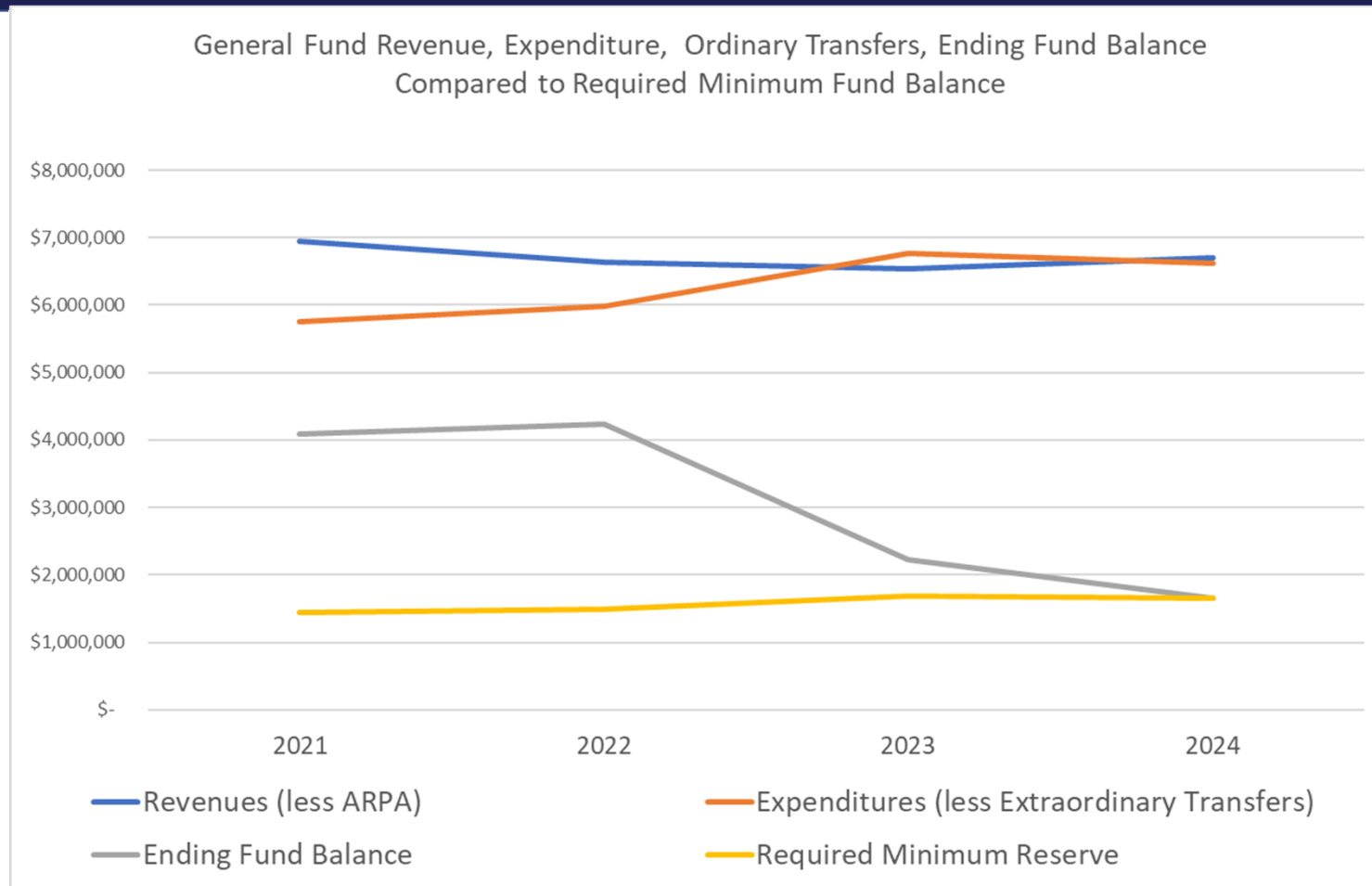


Extraordinary Transfers and One-Time Costs

Extraordinary Transfers	2021	2022	2023	2024
Floodwall		\$ 564,000	\$ 150,000	
Street Construction		\$ 285,000	\$ 300,000	
Parks Construction	\$ 449,003		\$ 300,000	
Facilities Capital	\$ 1,500,000		\$ 300,000	
Transfers Out Total	\$ 2,537,776	\$ 1,519,343	\$ 1,803,165	\$ 650,200
Total Expenditures	\$ 7,703,796	\$ 6,838,055	\$ 7,810,347	\$ 6,621,597
Ending Fund Balance	\$ 4,094,795	\$ 4,242,863	\$ 2,222,244	\$ 1,648,324
Required Minimum Reserve	\$ 1,438,698	\$ 1,497,264	\$ 1,690,087	\$ 1,655,399

One-Time General Fund Costs 2022, and Proposed for 2023-24 Biennium				
	2022	2023	2024	
Senior Center	\$ 25,000			
Resource Center		\$ 50,000		
Food Bank Paving		\$ 40,000		
Crosswalks	\$ 50,000	\$ 50,000		
Special Events	\$ 10,000	\$ 10,000	\$ 10,000	
City Beautification	\$ 285,000			
Storefront Improvement Program		\$ 100,000	\$ 100,000	
RFA Ambulance	\$ 150,000			
Public Works Security	\$ 25,000	\$ 20,000		
Flood Wall	\$ 564,000	\$ 150,000		
Event Stage	\$ 30,000			
Records Request Software	\$ 3,290			
Budget Software Implementation	\$ 5,600			
Digital Records Management	\$ 126,000	\$ 180,000	\$ 120,000	
Park & Rec Feasibility Study	\$ 25,000			
Municipal Code update	\$ 30,000	\$ 115,000	\$ 115,000	
Comprehensive Plan	\$ 200,000	\$ 220,000	\$ 80,000	
	\$ 1,530,912	\$ 937,023	\$ 427,024	\$ 2,894,959

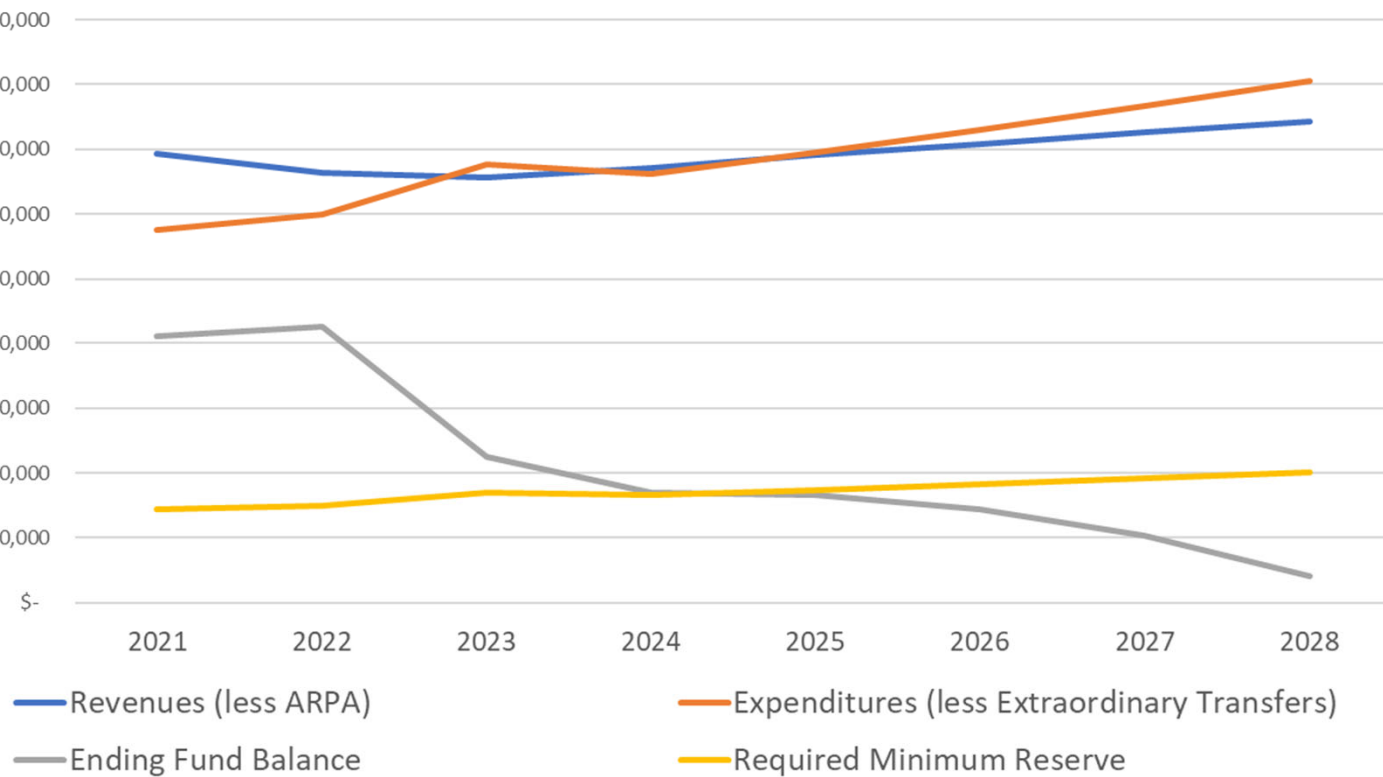
2023-24 Biennium General Fund Outlook



Six-Year General Fund Outlook



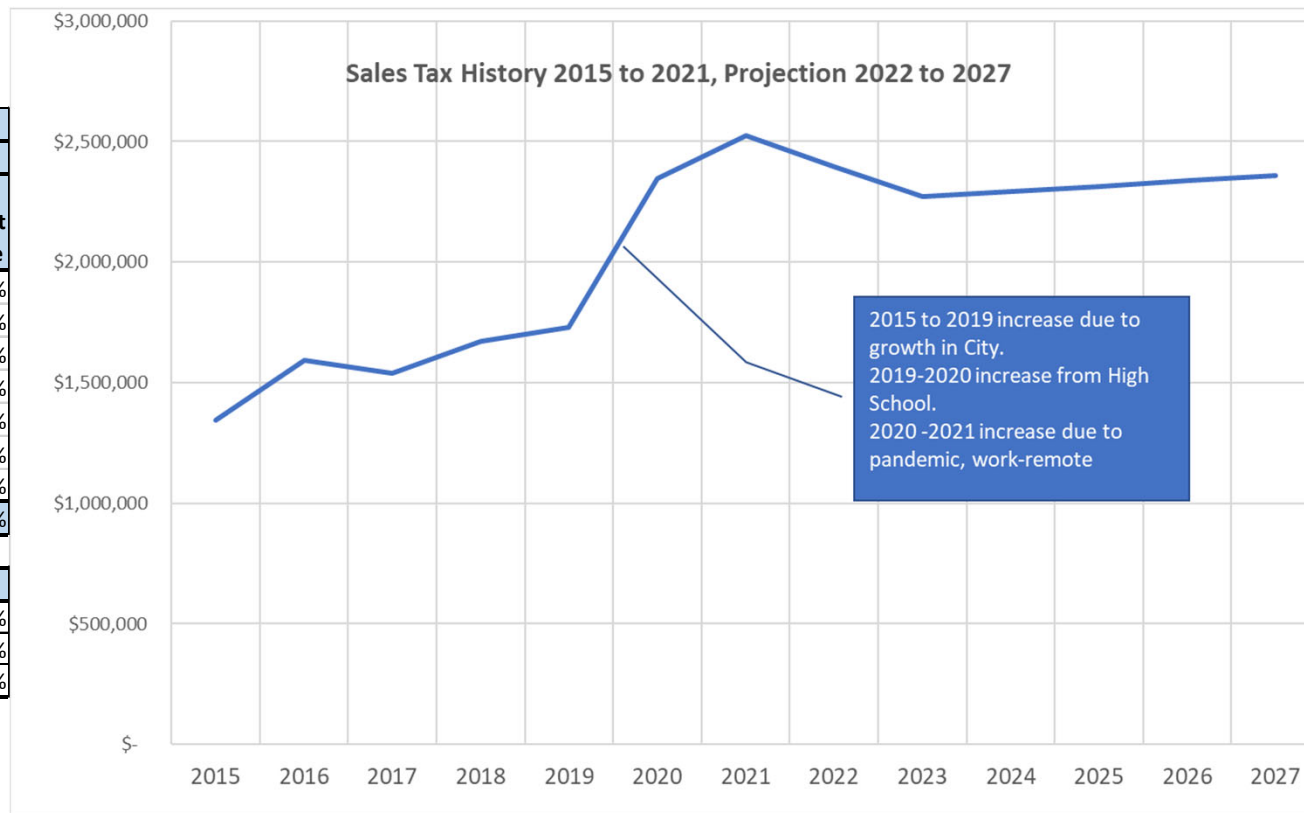
General Fund Revenue, Expenditure, Ordinary Transfers, Ending Fund Balance
Compared to Required Minimum Fund Balance



Sales Tax reflects economy is holding steady amidst higher prices.



2022 through September				
Retail Sales Tax				
Industry Category	2022 YTD	2021 Same Period	Dollar Change	Percent Change
Convenience & Grocers	\$ 80,153	\$ 76,286	\$ 3,867	5.1%
Auto/RV Dealer	\$ 151,118	\$ 151,551	\$ (433)	-0.3%
Department Store	\$ 90,011	\$ 86,993	\$ 3,018	3.5%
Specialty Retail	\$ 434,592	\$ 442,296	\$ (7,705)	-1.7%
Restaurants	\$ 219,561	\$ 192,050	\$ 27,511	14.3%
Building & Construction	\$ 415,073	\$ 461,723	\$ (46,650)	-10.1%
All Other Sales & Use Tax	\$ 385,238	\$ 352,437	\$ 32,801	9.3%
Total	\$ 1,775,746	\$ 1,763,336	\$ 12,411	0.7%
Other Sales Taxes				
Criminal Justice	\$ 142,335	\$ 117,174	\$ 25,161	21.5%
Affordable Housing	\$ 9,324	\$ 14,276	\$ (4,952)	-34.7%
Transportation Benefit District	\$ 417,740	\$ 414,835	\$ 2,905	0.7%



Council Designations of ARPA Funds—Report on First Tranche, Page 1



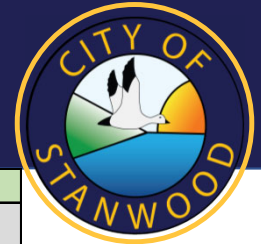
Proposed ARPA Designated Work					
Department	Project Title	Project Description	Community Priority	Estimated Cost	Status Update
Public Works	FloodWall	Construct a removable floodwall on Florence Road to prevent flooding of downtown Stanwood during flood events.	Drainage and Flood Protection	\$ 564,000	Soil borings have been completed and awaiting a geotech report. Once that report is finalized the pier design can be completed.
Finance/IT	Budget Software	Implementation of ClearGov Software to provide budgeting, planning, forecasting and budget information presentation software services	Enhance Public Engagement	\$ 5,600	Implementation in Process for both the Capital Improvement Plan and the 2023-24 operational budgets.
Finance/IT	Public Records Request Software	One-time implementation costs for Public Records Request Processing Software. This work will improve employee efficiency when processing citizen records requests by automating workflows. These requests are often made to learn about city government and also to gather information about property development. The Police Dept. processes approx. 400 requests per year, while the Clerk's Office processes about 115. Failure to comply with the Public Records Act carries significant financial penalty and this purchase will help ensure compliance with the Public Records Act.	Enhance Public Engagement	\$ 3,290	Implementation in Process-seven users (in Community Development and Clerk's Office) have licenses and are able to search and access scanned building permits. As more city records are digitized, more users will be added.
City-wide	Regional Fire Authority Revenue Loss	The Regional Fire Authority (RFA) has requested assistance with the purchase of an ambulance. The RFA experienced a decline in transportation fees during the pandemic with limited ability to reduce costs of staffing the service. At the same time, the RFA had budgeted purchase of an ambulance, and was able to complete the purchase. The RFA has also requested revenue loss mitigation from Snohomish County, however the county did not provide in the first phase of ARPA funding.	Promoting Public Safety	\$ 150,000	Paid to RFA, Ambulance on order.
City-wide	Lincoln Hill Retirement Community/Senior Center	This request comes from the Lincoln Hill Retirement Community/Senior Center, to partially replace revenue lost during the pandemic. The biggest impact has been Economic, as we have basically been "closed" and cannot hold fundraisers, rent rooms, programs fees, etc. that normally would give us income. Just our car show alone, we lost \$8000 in income. Our income has been reduced by at least \$25,000 due to covid and not being able to operate fundraisers, room rentals, had to close the Thrift Store (\$90,000 a year income).	Promoting Public Safety	\$ 25,000	Paid to Lincoln Hill

Council Designations of ARPA Funds—Report on First Tranche, Page 2



Proposed ARPA Designated Work					
Department	Project Title	Project Description	Community Priority	Estimated Cost	Status Update
Community Development	Brick Road Gateway	Expand the City Beautification budget to design and construct a gateway feature in the triangle entrance to the brick road at 270th and Camano Street (or near there). The City would work with our local landscape architect to establish project parameters for the gateway project and then use our partnership with the Stanwood Camano Arts Advocacy Commission to design and construct the feature. This would result in two gateways drawing residents and tourist off of SR 532 and into the downtown shopping district: 88th Avenue Arch currently under design and the Triangle Gateway area. The Gateway Feature will be designed so that it can be moved as needed to accommodate any future changes in the brick road.	Expand Tourism and Promoting Economic Growth	\$ 50,000	TCM Steering Committee is scheduled to discuss and select site on 9/29/22. Then a meeting with the Stanwood Camano Arts Advocacy Commission will be scheduled to discuss a design contract.
Community Development	Special Event Support	Many of the yearly special events held in Stanwood were canceled the last two years due to Covid-19. In 2021 downtown businesses gathered together to hold the Halloween and Light Up Your Holiday events and while these were very successful events, staff and Councilmembers heard that some businesses could not participate due to the financial impact Covid 19 had on their businesses. This request is to establish a small fund to help support the 2022 special events as a city contribution. City contributions would be dispersed in \$1,000 to \$2,500 amounts depending on requests showing what amenities could be added to elevate the event and participation. Funds can be used for on-site furnishings such as heaters, benches, tents, lights, or other types of equipment to enhance the public enjoyment of the event. Suggested events could include the Summer Concert Series, Light Up Your Holidays, Halloween Ghouls Night, Community Parade, and Farmers Market.	Expand Tourism and Promoting Economic Growth	\$ 10,000	2022 Events supported: • Pickers Market, May 2022: \$750 • Twin City Idlers Car Show, June 2022: \$1206 Upcoming events who should be applying: • Pickers Market, October 2022 • Ghouls Night Out, October 2022 • Light up Your Holidays, December 2022
Community Development	Event Stage and Tent	Purchase a portable stage, trailer and tent for special events such as the summer concert series, hometown holidays, touch a truck, national night out. The stage would be used by the city as well as event organizers. The existing "gypsy wagon" is reaching the end of its life span and not very useful as it is too small to accommodate some of the bands the City / Chamber would like to attract to Stanwood. The tent will cover the stage if it rains or provide shade. To help pay for the costs the city could charge a "rental fee" for special events or it could be marketed as a city contribution towards special events.	Expand Tourism and Promoting Economic Growth	\$ 30,000	Meeting with the new Stanwood Commerce Alliance is scheduled to determine if the "gypsy wagon" can be retrofitted along with the purchase of portable stage. RFP is being prepared as the state purchasing lists do not have portable stages that fits the City's needs.
Community Development	Municipal Code Update	The City has initiated the Stanwood Municipal Code Update project, which will update all 17 Titles of the Municipal Code by eliminating outdated and redundant provisions, modernizing the text in a reader friendly format and updating the code to be current with state and federal law. A request for proposals has been advertised and two firms submitted proposals; interviews to select the consulting firm took place on March 3, 2022. The Council appropriated \$200,000 for this project in the 2022 budget. Much of this work was going to be overseen by the Senior Planner. However, the City has not been able to fill this position, so additional consulting time / costs will be needed.	Enhance Public Engagement	\$ 50,000	Municipal Code Project is progressing. First drafts of Titles 1, 2 and 4 are expected by October 10.

Council Designations of ARPA Funds—Report on First Tranche, Page 3



Proposed ARPA Designated Work					
Department	Project Title	Project Description	Community Priority	Estimated Cost	Status Update
Community Development	City Beautification Project – Power Installation	Expand the City Beautification budget to install power to city owned light and banner poles in the downtown area. The City's holiday decorations can only be installed on city owned poles. Many of these poles do not have power capabilities for holiday decorations. Businesses and Councilmembers have requested that we upgrade the power grid in the downtown area so that we can install a lighted holiday tree and decorations along the Twin City Mile and other streets in the downtown area. This request along with \$50,000 in the 2022 budget for holiday decorations would be used to install the power needed.	Expand Tourism and Promoting Economic Growth	\$ 50,000	Power has been installed at City Hall and the Camano Street Triangle. A power installation plan and cost estimates has been prepared for 88th Avenue and 92nd Avenue. Power along 271st will be installed with the individual project.
Public Works	Flashing crosswalk signs	Purchase and install pedestrian activated flashing crosswalk signs at 72nd Ave and 272nd St to allow safe crossing for citizens to access schools, shopping center and the YMCA. Currently there is only sidewalk on the east side of 72nd Avenue at this intersection. Students walking to school, citizens going to the Haggen shopping center or using the YMCA facilities cross to connect with the sidewalk on the west side. This is a high traffic area that, especially during the fall and winter months with shorter daylight hours, has been identified as a candidate for a lighted crossing.	Promoting Public Safety	\$ 15,000	Signs have been installed.
Public Works	Flashing crosswalk signs	With the continued and increased use of the Food Bank more citizens are crossing 102nd Avenue to the parking lot on the east side of the road. Staff would purchase and install pedestrian activated flashing crosswalk signs at 102nd Ave and 271st St to allow safe crossing for citizens using the food bank and other services. 102nd Avenue is a high traffic road and the City has received requests to provide a safer way for citizens to cross.	Promoting Public Safety	\$ 15,000	Signs have been installed.
Clerk	Digitization of Building Permits	This request is to support the digitization of building permit files. The city currently maintains eighty-two boxes of building permit files. These records are required to be maintained for the life of the building plus six years. Planning for future records storage is impacted significantly by this requirement. Further, this is our most frequent record requested by the public, thus staff time involved in locating and providing these records is significant, whereas if they were digitized they would be easily located.	Enhance Public Engagement	\$ 50,000	Contractor has nearly completed this scanning project.
Public Works	Physical Security Improvements	This project would fund upgrades to the physical security of the Public Works Shop, including gate access.	Protecting the Environment	\$ 25,000	Contract in place, work scheduled to begin November.
			Total	\$ 1,042,890	
			Available	\$ 1,018,070	
			Undesignated	\$ (24,820)	

Council Designations of ARPA Funds—Second Tranche, Page 1



Proposed ARPA Designated Work				
Department	Project Title	Project Description	Community Priority	Estimated Cost
City-wide	Grant writer	To assist preparing FEMA Building Resilient Infrastructure and Communities grant, which is part of the Biden Administration Infrastructure Bill.	Support a Sustainable Local Economy	\$ 30,000
City-wide	Paving Food Bank Lot	The Food Bank provides support to the city and has requested financial assistance to pave the gravel parking lot. This is a positive for the city also, in that the gravel lot creates a maintenance problem.	City Beautification	\$ 40,000
City-wide	Port Susan Trail Waterfront Access Acquisition	Property may be purchased to provide river access along a stretch of the Port Susan Trail.	Enhance Parks and Recreation	\$ 365,000
Drainage	Johnson Farm Remediation and Demolition	To prepare for the reconstruction of the Skagit Bay Dike and development of the walking trail, environmental remediation and building demolition are necessary.	Drainage and Flood Protection	\$ 265,000
Drainage	Additional Costs Associated with Flood Wall	Council previously designated \$564,000 toward the design and construction of the removable flood wall. As design progresses anticipated project costs have increased, including materials costs.	Drainage and Flood Protection	\$ 150,000
City-wide	Community Resource Center	The Community Resource Center provides support to the city in many ways, and has requested financial assistance for several capital improvements they hope to make at their facility to improve accessibility, security and safety. These focus on supporting those living with developmental or physical challenges; projects include upgraded restroom doors (to include push button access), exterior and interior lighting upgrades, replacement of exterior doors, and replacement of aging folding tables and chairs and AV equipment.	Support a Sustainable Local Economy	\$ 50,000
Public Works	Flashing crosswalk signs	Staff recommend purchase and install pedestrian activated flashing crosswalk signs at 72 nd and 272 nd , 102 nd and 271 st and mid-block on 271 st between 84 th and 88 th to allow safe crossing for citizens using the food bank and other services. 72 nd is a high traffic road and the City has received requests to provide a safer way for citizens to cross.	Build Safe Streets	\$ 50,000

Council Designations of ARPA Funds—Second Tranche, Page 2



Proposed ARPA Designated Work				
Department	Project Title	Project Description	Community Priority	Estimated Cost
Community Development	Special Event Support	This request is to continue to support special events with city contributions in 2023 and 2024. City contributions would be dispersed in \$1,000 to \$2,500 amounts depending on what amenities could be added to elevate the event and participation. Funds can be used for on-site furnishings such as heaters, benches, tents, lights, or other types of equipment to enhance the public enjoyment of the event. Suggested events could include the Summer Concert Series, Light Up Your Holidays, Halloween Ghouls Night, Community Parade, and Farmers	Expand Tourism and Promoting Economic Growth	\$ 20,000
Public Works	Physical Security Improvements	This project would fund increased cost of upgrades to the physical security of the Public Works Shop, including gate access, and add Heritage Park.	Protecting the Environment	\$ 20,000
City-wide	Code Publishing Platform Upgrade	The City of Stanwood uses Code Publishing to host the City's Municipal Code on the internet. Code Publishing now offers a new platform that improves customer usability of code which includes easy code references, hover features over important definitions, better graphic and table features, and tracts historic legislatives changes for easy reference. With the Municipal Code project, staff is requesting to upgrade our contract with Code Publishing to move to their new platform.	Support a Sustainable Local Economy	\$ 6,500
			Total	\$ 996,500
			Available	\$ 1,018,070
			Undesignated	\$ 21,570



General Fund Outlook Depends on Many Assumptions

Significant Assumptions:

- TBD Sales Tax Levy Renewal Passes
- Fund Rainy Day Reserve with \$75,000 (less than Statutory Maximum of \$138,000)
- One Percent Property Tax Increase
- Salary and benefit increases within range
- Fifty Percent of Construction Sales Tax Allocated to Street Construction may not be possible
- Conservative Building Permit Forecast
- Continued General Fund Support to Street Operations - \$340,000 (allows TBD Tax 100% to Capital)
- City Engineer & Senior Planner Positions Remain Vacant
- Municipal Code and Comprehensive Plan Updates Complete in 2024
- Records Digitization continues in 2025-26
- Police Services Contract renewal for 2024 is within 6.5% increase (9% in 2023)



Options to address funding gaps:

- Levy Banked Property Tax Capacity
- Excess Property Tax Levy
- Public Safety Sales Tax
- TBD Sales Tax
- Reduced Levels of Service Capital Improvement Plan Changes

Budget and Capital Improvement Plan Calendar



Property tax public hearing and ordinance 1 st reading	November 10
Budget public hearing, 1 st reading of budget ordinance	November 10
Capital Improvement Plan, public hearing, 1 st reading	November 10
Property tax ordinance second reading & adoption	November 21
Second reading and adoption of the 2023-24 Biennial Budget	November 21
Capital Improvement Plan, 2 nd reading & adoption	November 21

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CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 10

DATE: October 27, 2022

SUBJECT: Mini-Warehouse/Storage Facility Emergency Ordinance

CONTACT PERSON: Patricia Love, Community Development Director

ATTACHMENTS: A – Mini-Warehouse/Storage Facility Emergency Ordinance 1507
B – Public Comments

PURPOSE

The purpose of this agenda item is for Council consideration to hold a public hearing and adopt Ordinance 1507, Interim Emergency Zoning Regulations, to prohibit mini warehouse/storage facilities in the City of Stanwood.

SUMMARY

The City is undertaking the 2024 Municipal Code Update project and has signed a professional services agreement with BHC Consultants for this project. The approved scope of work addresses multiple tasks and deliverables. Work task 2.3 in the scope of work is to identify high priority code issues to resolve immediately with an interim ordinance. Interim ordinances offer a temporary solution to address needed regulations until the issue can be fully evaluated and new codes are adopted.

To avoid the risk of buildable industrial land being developed with uses that contribute little to the economic development of Stanwood, staff is proposing that the Council prohibit new ministorage facilities through the use of interim regulations. Pausing application submittals for ministorage facilities will provide staff and the Planning Commission sufficient time to evaluate how or if new mini-warehouse/storage facilities should be allowed in the City.

BACKGROUND

One of the first tasks needed to update a Comprehensive Plan is to consider how the existing land use structure meets or falls short of the state mandated population and employment growth targets for the next 20-year planning horizon. FCS GROUP prepared a land use analysis that summarizes the city's existing conditions to determine if the city could meet our mandated population and employment targets. In summary, the analysis found that the city's existing land use designations / zoning has sufficient capacity to meet

the 2044 population growth targets but falls short (by 251 jobs) of the employment growth targets. As a result of these findings, the City needs to adopt appropriate policies and zoning that promotes job growth.

Secondly, our Comprehensive Plan policy gap analysis shows that the City's land use and economic development goals and policies do not comply with the Puget Sound Regional Council's Multicounty Planning Policies or the Snohomish Countywide Planning Policies regarding advocating and promoting living wage jobs. Living wage jobs are defined as jobs that pay enough to meet the basic needs and cost of supporting a family or individual independently. Factors for determine living wage jobs include housing, food, transportation, utilities, health care, childcare, and recreation. A quick search on Indeed.com shows the general wage for ministorage facility workers ranges between \$17-\$20 an hour; just slightly above minimum wage.

In 2021 the City Council adopted an ordinance, based on a recommendation from the Planning Commission and staff, which limited the placement of ministorage facilities to the Light Industrial and General Industrial zones. Recently, the City has been receiving several inquiries regarding siting of ministorage facilities in our industrial zones and we currently have one facility under permit review. Ministorage facilities generally take up large acres of land and produce a low number of jobs. With the employment gap identified as part of our Comprehensive Plan Update, the City needs to determine it's highest and best use of its remaining vacant and redevelopable land before it is developed with low job generating uses.

ANALYSIS

The City of Stanwood is approximately 2.8 square miles, has a population of 8,405, and is served by five existing or planned mini-warehouse/storage facilities. These combined facilities have an equivalent number of storage units for an average of one unit per three residents of the city. Mini-warehouse/storage facilities are a use that generates minimal revenue and employment, and as we work on updating our comprehensive plan we want to encourage uses that generate more significant employment in industrial zones.

The City is considering land use alternatives to enable the City of Stanwood to provide sufficient land capacity for new development over the next 20+ years. One of the land use alternatives being considered is a rezone of Light Industrial lands and some General Industrial lands to Planned Industrial. This land use alternative is intended to protect existing industrial operations while encouraging redevelopment of underutilized industrial buildings/sites.

The amount of industrial job activity in the City has been flat or declining over the past several years. Mini-Warehouse/storage facilities are a common industrial and commercial use that benefits individuals who are in need of a storage facility. However, these facilities do not benefit the greater community as they do not generate a tax revenue or produce significant employment opportunities for residents.

The purpose of adopting this interim emergency ordinance is to preserve potential developable industrial lands within the City while providing city staff with the time to fully analyze the issue and draft a zoning approach consistent with the goals and vision of Stanwood's residents.

Fiscal Impact			
No direct financial impact. Code work was already budgeted and approved through the Municipal Code Update Project contract and scope of work.			
Fund(s):	Staff Time		
Amount:	\$	Project Estimate:	\$ -
Budget Authorized	☐ Yes ☐ No	Amendment Required	☐ Yes ☐ No ☐ Monitor

RECOMMENDATIONS

Staff Recommendation:

Staff recommends that the Council open the public hearing on the interim emergency ordinance and take public testimony. At the conclusion of the public hearing staff recommends that the interim emergency ordinance be approved to avoid potential future applications for mini-warehouse/storage facilities until a thorough review of city's industrial zones highest and best land uses is determined. This work will be integrated into the Municipal Code Update.

Committee/Board Recommendation:

The Planning Commission and City Council Community Development Committee conducted a duly noticed, joint public hearing on September 19th, 2022, and recommended approval to the City Council concerning amendments to the Stanwood Municipal Code.

CITY COUNCIL OPTIONS

1. Adopt Ordinance 1507, Mini-Warehouse/Storage Facility Emergency Ordinance, and forward the issue to the Planning Commission for review as part of the Community Development Department's Comprehensive Plan and Municipal Code Update work plan.
2. Direct staff to make changes to the Ordinance and approve with requested changes.
3. Do not adopt Ordinance 1507.

PROPOSED MOTION

I MOVE TO AUTHORIZE THE MAYOR TO SIGN ORDINANCE 1507 MINI-WAREHOUSE/STORAGE FACILITY EMERGENCY ORDINANCE AND FORWARD THE ISSUE TO THE PLANNING COMMISSION FOR REVIEW AS PART OF THE COMMUNITY DEVELOPMENT DEPARTMENT'S COMPREHENSIVE PLAN AND MUNICIPAL CODE UPDATE WORK PLAN.

ORDINANCE NO. 1507

AN ORDINANCE OF THE CITY OF STANWOOD, WASHINGTON, ADOPTING INTERIM DEVELOPMENT REGULATIONS AMENDING TITLE 17 OF THE STANWOOD MUNICIPAL CODE, TO SPECIFY THAT MINI-WAREHOUSE/STORAGE USES ARE NOT PERMITTED IN ANY ZONING DISTRICT WITHIN THE CITY OF STANWOOD; AND AMENDING THE EXISTING LIST OF PROHIBITED USES, 17.30.050, THE INDUSTRIAL USE ZONING TABLE, 17.30.080, AND RELATED DEVELOPMENT REGULATIONS, 17.60.040 AND 17.105.140.

WHEREAS, Mini-Warehouse/Storage Facilities are now allowed in the City in the Light Industrial (LI) and General Industrial (GI) Zoning Districts; and

~~**WHEREAS**, the GMA at RCW 36.70A.390 provides that the County Commissioners may adopt a moratorium, interim zoning ordinance, and interim official control, and~~

WHEREAS, ~~a moratorium~~, interim zoning ordinances, and interim official controls enacted under RCW 36.70.A.390 and/or RCW 35.63.200 are methods by which local governments may preserve the status quo so that new plans and regulations will not be rendered moot by intervening development; and

WHEREAS, an interim moratorium is a recognized technique to stem a potential rush for permits whenever a community decides to change its planning ordinances in order to prevent development inconsistent with the ultimate planning design that might be approved; and

WHEREAS, the United States Supreme Court in Tahoe-Sierra Preservation Council, Inc. v. Tahoe Regional Planning Agency, 535 U.S. 302 (2002), held that moratoria are essential tools for successful development and re-affirmed that moratoria are not per se takings; and

WHEREAS, that pursuant to WAC 197-11-880, the adoption of this ordinance is exempt from the requirements of a threshold determination under the State Environmental policy Act; and

WHEREAS, a land use analysis has been prepared that shows the city's existing land use conditions cannot meet the 2044 mandated employment growth targets.

WHEREAS, the Comprehensive Plan policy gap analysis shows that the City's land use and economic development goals and policies do not comply with the Puget Sound Regional Council's Multicounty Planning Policies or the Snohomish Countywide Planning Policies regarding advocating and promoting living wage jobs;

WHEREAS, ministorage facilities generally take up large acres of land and produce a low number of minimum wage jobs;

WHEREAS, without review of the city's land use policies regarding zoning of ministorage facilities, the city is in jeopardy of not having sufficient industrial land supply to meet the 2044 employment targets;

WHEREAS, the City Council understands that Mini-Warehouse/Storage are needed, however without proper zoning controls, permitting of such a facility in the City of Stanwood could result in potential negative impacts on the community; and

WHEREAS, the Council wishes to study the issue further and directs the Planning Commission to consider potential amendments to the Stanwood Municipal Code regarding zoning regulations, permitting processes, and any conditions or standards that may be appropriate for Mini-Warehouse/Storage; and

WHEREAS, an emergency exists and the moratorium imposed by this ordinance is necessary for the protection of the public health, safety, property, and peace; and

WHEREAS, the Planning Commission and City Council Community Development Committee conducted a duly noticed, joint public hearing on September 19th, 2022, and recommended approval to the City Council concerning amendments to the Stanwood Municipal Code; and

WHEREAS, the City Council considered the Planning Commission's recommendation at public hearing on October 27th, 2022;

WHEREAS, RCW 35A.12.130 states no ordinance shall take effect until five days after the date of its publication unless otherwise provided by statute or charter, 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.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF STANWOOD DOES ORDAIN:

Section 1. Interim Development Regulations. The following sections are hereby adopted in the Stanwood Municipal Code as interim development regulations.

SMC 17.30.050 Prohibited uses amended. SMC 17.30.050 Prohibited use adds the following prohibited use to the list, as shown in the red, underscored text:

(22) Mini-Warehouse/Storage Facility, as defined under 17.20.140.

SMC Section 17.30.080 Industrial use zoning table established amended. SMC Section 17.30.080 removes the allowed following item on Mini-Warehouse/Storage Facility from the permitted uses in the “Permitted Use Table: Industrial Zones” as shown in the red, strikethrough text:

Land Use	Permit Type	LI	GI	Abbreviated Definition
Wholesale Storage/Distribution Facilities				
Mini-Warehouse/Storage Facility	P-H	P(17)	P	A building or group of buildings consisting of individual storage units not exceeding 400 square feet per storage unit that are leased or owned for the storage of business and household goods or contractor's supplies, not to be used for any wholesale or retail operations.

SMC 17.60.040 Commercial and industrial development standards amended. SMC Section 17.60.040 removes development regulations pertaining to mini-warehouses, as shown in the red, strikethrough text:

(2) Development Conditions – Commercial and Industrial Zones.

5. Coverage may be increased to 40 percent for wholesale, moving van/storage and warehouse operations, 50 percent for petroleum products distribution and storage and school bus maintenance facilities, ~~and 65 percent for mini-warehouse.~~

SMC 17.105.140 Minimum required off-street parking spaces amended. SMC Section 17.105.140 removes development regulations pertaining to ministorage, as shown in the red, strikethrough text:

Industrial Uses

~~Ministorage~~

~~1 space per 300 square feet of office space, plus 1 per employee, plus 1 per residential/manager's unit~~

Section 2. Vesting. Applications shall be deemed complete for vesting purposes in accordance with SMC 17.81A. Procedures.

Section 3. Duration. Ordinance 1507, Ministorage Interim Development Regulations, shall remain in full force and effect as adopted on October 27, 2022, and shall remain in effect until April 27, 2023, unless repealed, extended or modified by the City Council.

Section 4. Findings of Fact. As required by RCW 35A.63.220 and RCW 36.70A.390, within sixty (60) days of the passage of this ordinance, the City Council shall hold a public hearing on this ordinance and shall adopt findings of fact justifying this action immediately after said public hearing. The City Council held a public hearing on the proposed interim regulations with adoption of this ordinance. The Stanwood City Council hereby adopts the Findings of Fact and Conclusions as provided in Exhibit A and attached as if fully set forth herein.

Section 5. Declaration of Emergency. The City Council hereby declares that an emergency exists necessitating that this Ordinance take effect immediately upon passage by a majority vote plus one of the whole membership of the Council, and that the same is not subject to a referendum (RCW 35A.12.130). Without an immediate moratorium on the City's acceptance of mini-warehouse/storage facility applications, such applications could become vested, leading to development that could be incompatible with the codes eventually adopted by the City. Therefore, the moratorium must be imposed as an emergency measure to protect the public health, safety and welfare, and to prevent the submission of applications for mini-warehouse/storage facility to the City in an attempt to vest rights for an indefinite period of time. This Ordinance does not affect any existing vested rights.

Section 6. Severability - Construction. If a section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason by any court of competent jurisdiction; such decision shall not affect the validity of the remaining portions of this ordinance. If the provisions of this ordinance are found to be inconsistent with other provisions of the Stanwood Municipal Code, the provisions of this ordinance shall control.

Section 7. Effective Date. This ordinance shall take effect and be in full force and effect immediately upon passage, as set forth in Section 5, as long as it is approved by a majority plus one of the entire membership of the City Council, as required by RCW 35A.12.130.

PASSED by the City Council of the City of Stanwood this 27th day of October, 2022

CITY OF STANWOOD:

Sid Roberts, Mayor

ATTEST:

APPROVED AS TO FORM:

Lisa Sokolik, City Clerk

Nikki Thompson, City Attorney

DRAFT

Exhibit A

Findings of Fact and Conclusions



City of Stanwood City Council
Findings of Fact and Conclusions of Law

A. GENERAL INFORMATION

Project Summary:	Ministorage Interim Zoning Regulations
Applicant:	City of Stanwood
Location:	City of Stanwood
Public Hearing Date:	October 27, 2022
Staff Contact:	Patricia Love, Community Development Director

B. BACKGROUND AND DESCRIPTION OF PROPOSAL

To avoid the risk of buildable industrial land being developed with uses that contribute little to the economic development of Stanwood, staff is proposing that the Council prohibit new ministorage facilities through the use of interim regulations. Pausing application submittals for ministorage facilities will provide staff and the Planning Commission sufficient time to evaluate how or if new mini-warehouse/storage facilities should be allowed in the City.

C. CODE AMENDMENT CRITERIA

The city may approve or approve with modifications amendments to the text of the zoning code if:

(a) The purpose and desired effect of the proposed zoning code amendment are consistent with the Stanwood Municipal Code;

The City of Stanwood is in the process of updating its 2024-2044 Comprehensive Plan. State law requires Comprehensive Plans and the implementing Municipal Code / Zoning Regulations to be consistent with each other. One of the first tasks needed to update a Comprehensive Plan is to consider how the existing land use structure meets or falls short of the state mandated population and employment growth targets for the next 20-year planning horizon. The City prepared a land use analysis to determine if the city could

meet its mandated population and employment targets. In summary, the analysis found that the city's existing land use designations / zoning has sufficient capacity to meet the 2044 population growth targets but falls short (by 251 jobs) of the employment growth targets. As a result of these findings, the City current industrial land use designations and corresponding zoning regulations are inconsistent with state law and needs to be amended to promote job growth.

To avoid potential applications for ministorage facilities that could encumber the City's vacant or underutilized industrial land supply, interim zoning regulations have been adopted prohibiting such uses for a period of six months to provide sufficient time to evaluate the industrial lands highest and best uses needed to meet the city's mandated employment growth targets.

(b) There is a positive relationship to the public health, safety and welfare of the community; and

The Draft Comprehensive Plan policy gap analysis shows that the City's land use and economic development goals and policies do not comply with the Puget Sound Regional Council's Multicounty Planning Policies or the Snohomish Countywide Planning Policies regarding advocating and promoting living wage jobs. Living wage jobs are defined as jobs that pay enough to meet the basic needs and cost of supporting a family or individual independently. Factors for determine living wage jobs include housing, food, transportation, utilities, health care, childcare, and recreation. A quick search on Indeed.com shows the general wage for ministorage facility workers ranges between \$17-\$20 an hour; just slightly above minimum wage.

With the employment gap identified as part of the Comprehensive Plan Update, the City needs to determine the highest and best use of its remaining vacant and redevelopable land before it is developed with low job and wage generating uses.

(c) The proposed amendment is consistent with the Stanwood Comprehensive Plan.

Stanwood's Comprehensive Plan establishes the distribution and location of land uses within the city limits. The Land Use Element of the Comprehensive Plan describes trends, future needs, type of future development and the general character of Stanwood. Land use determines where people in the City will reside, shop and work.

While the Comprehensive Plan does not have specific policies regarding Ministorage Facilities, it does have goals and policies about how the city evaluates land use decisions. These goals support an informed, thoughtful and public process for amending city regulations and about preservation of the city's vision and character.

Land Use Goal 1: Plan current and future land uses in accordance with the Washington State Growth Management Act, Snohomish Countywide Planning Policies and the values and vision of Stanwood residents and business people.

Land Use Policy 1.3: Create adequate land use capacity to accommodate growth targets by zoning land with sufficient density and range of uses to allow the housing and commercial markets to attract quality development.

Land Use Policy 16.2: Ensure that the land supply necessary for the 20-year employment projections is available.

Economic Development Goal 1: Promote economic vitality defined as a lively growth oriented business climate that supports a wide range of private and public investments resulting in development and business acidity that diversifies the City's tax base and provides both employment and consumer shopping opportunities for city and unincorporated area residents.

D. FINDINGS OF FACT

1. The Washington State Growth Management Act (GMA) requires cities and counties to update their Comprehensive Plans every ten years.
2. The City of Stanwood is currently in the 10-year Comprehensive Plan update cycle as mandated by the GMA.
3. Cities and towns planning in Snohomish County are required to ensure their Comprehensive Plans and Development Regulations are consistent with the Puget Sound Puget Sound Regional Council's (PSRC) Multicounty Planning Policies and the Snohomish Countywide Planning Policies.
4. PSRC Vision 2050 establishes population and employment growth targets that are adopted by King, Pierce, Snohomish and Kitsap Counties.
5. Snohomish County and all cities in the County adopt population and employment growth targets based on PRSC's growth strategy.
6. The City of Stanwood prepared a land use analysis that shows the city's existing land use conditions and zoning cannot meet the 2044 mandated employment growth targets.
7. The Comprehensive Plan policy gap analysis shows that the City's land use and economic development goals and policies do not comply with the Puget Sound Regional Council's Multicounty Planning Policies or the Snohomish Countywide Planning Policies regarding advocating and promoting living wage jobs.
8. Mini-Warehouse/Storage Facilities are now allowed in the City in the Light Industrial (LI) and General Industrial (GI) Zoning Districts.

9. Ministorage facilities generally take up large acres of land and produce a low number of minimum wage jobs.
10. Without review of the city's land use policies regarding zoning of ministorage facilities, the city is in jeopardy of not having sufficient industrial land supply to meet the 2044 employment targets.
11. The Planning Commission and City Council Community Development Committee conducted a duly noticed, joint public hearing on September 19th, 2022, and recommended that the Council approve the interim ministorage regulations.
12. The City Council understands that Mini-Warehouse/Storage are needed, however without proper zoning controls, permitting of such a facility in the City of Stanwood could result in potential negative impacts on the community.
13. The Council wishes to study the issue further and directs the Planning Commission to consider potential amendments to the Stanwood Municipal Code regarding zoning regulations for mini-warehouse/storage facilities.
14. RCW 35A.63.220 and 36.70A.390 authorize the establishment of a six-month moratorium or interim zoning controls to address emergency situations.
15. On October 27, 2022 the Stanwood City Council held a public hearing on Ordinance 1507 that declared an emergency and prohibited the siting of ministorage facilities in the City of Stanwood for six-months.
16. Staff prepared a report summarizing the proposed interim ministorage regulations. This report is part of the public record and was presented to the City Council on October 27, 2022, for their consideration.

E. CONCLUSIONS OF LAW

1. The City of Stanwood has authority under RCW Title 35A, to adopt plans and regulations related to development and operations within the City of Stanwood.
2. SMC section 17.155.030 requires that the Planning Commission review and make recommendations to the Stanwood City Council regarding code amendments to Title 17, Zoning.
3. On October 11, 2022, the public hearing notice was printed in the Stanwood Camano News as required by law that a public hearing be held by the City Council and all

persons wishing to provide public input concerning the proposed amendments set forth in this Ordinance were heard.

4. The proposal is consistent with the Comprehensive Plan and meets the requirements and intent of the Plan by ensuring an informed, thoughtful and public process for amending city regulations.
5. The proposal is beneficial to the public health, safety and welfare and is in the public interest by ensuring that the City future Comprehensive Plan and land use regulations comply with mandated employment growth targets, the regional Puget Sound Regional Council Multicounty Planning Policies and the Snohomish County Planning Policies .
6. After considering staff comments and public testimony the Stanwood City Council determined the draft interim ministorage regulations is consistent with the Comprehensive Plan and should be adopted for at least six months to provide staff and the Planning Commission time to evaluate and recommend appropriate development regulations.

F. STAFF RECOMMENDATION

Move that the City Council **ADOPT** the Findings of Fact and Conclusions of Law contained herein and **AUTHORIZE** the Mayor to sign the Findings on behalf of the City Council

Dated this 27th of October 2022.

Sid Roberts, Mayor
City of Stanwood

Schroeder, Tansy

From: jeff glaspy <jeff@titanhomesnw.com>
Sent: Tuesday, October 11, 2022 8:49 AM
To: Schroeder, Tansy
Subject: Concern
Attachments: Mini Storage CC Public Hearing Notice 8.5x11.pdf

CAUTION : This email originated from outside of this organization. Please exercise caution with links and attachments.

Tansy, please advise if I need to direct this elsewhere. In the email it does not specify who to submit comments to.

My concerns with the attached public hearing are as follows.

If the use is changed to prohibited, what other zoning area will have its use changed to accept mini storage? LI and GI are in my experience the only zoning designations in most municipalities where this type of use is permitted.

What is driving this emergency hearing? Is it a public request or is the city behind it?

Regards,
Jeff Glaspy

Titan Framing LLC, DBA
Titan Homes NW, Titan Construction Company
848 N. Sunrise Blvd.
Suite F203 Box 7
Camano Island, WA 98282
360-629-2423

Schroeder, Tansy

From: Merle Ash <Merle@landtechway.com>
Sent: Tuesday, October 11, 2022 9:19 AM
To: Schroeder, Tansy
Cc: Kyle Schrader; Dylan Sluder; Adele Ash; Tyler Foster; Love, Patricia; Audrey Rotrock
Subject: Storage Wars--Moratorium.

CAUTION : This email originated from outside of this organization. Please exercise caution with links and attachments.

Tansy—how would Kyle’s project be affected? Is he safe on this?

You know I cannot understand this government hysteria on storage facilities; I think it is totally misunderstood. My guess is that Municipalities do not like them as they are not good revenue generators for “government”.

I know around Marysville and Arlington, there are a lot of storage facilities. If you did a feasibility for a new facility and looked at the density in a 3-mile radius you would likely think there are too many. However, they are all full.

As GMA starts forcing us to smaller and smaller lots or attached living, the more storage facilities are needed. Families are getting pushed into apartments, townhomes, or when lucky single family homes on small acreage. With the old standard large lot, storage was not such an issue. With this migration to apartments and townhomes created by GMA and Affordability—these storage facilities are more needed now than ever and this need will only grow.

It seems like every municipality in the County is implementing these Moratoriums on Storage; I do believe they will find this to be a very short-sighted path to resolve some perceived issue. What is the Driver on wanting to institute these Moratoriums on storage facilities?

Thank you Tansy for all that you do.

I did try to reply to all on your email to share my concerns but Microsoft considered it SPAM and would not send. If you could send it out, I would appreciate feedback on why these Storage projects are so unwanted.

Merle Ash

Land Technologies, Inc.
18820 3rd Ave NE
Arlington WA 98223
360-652-9727
Merle@landtechway.com

Schroeder, Tansy

From: Schroeder, Tansy
Sent: Monday, October 17, 2022 11:01 AM
To: Aleph Fackenthall
Subject: RE: Municipal Code Update Notice: Public Hearing for Mini-Warehouse/Storage Facility Emergency Ordinance

Hi Aleph,

I appreciate your suggestion and I will add more information to the body of the email in the future.

Thank you!

Tansy Schroeder
City Planner | City of Stanwood
10220 270th St NW
Stanwood, WA 98292
Direct: 360-454-5211 | City Hall: 360-629-2181
Email: tansy.schroeder@stanwoodwa.org



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Email may be considered a public record subject to public disclosure under RCW 42.56

From: Aleph Fackenthall <aleph.fackenthall@gmail.com>
Sent: Monday, October 17, 2022 10:53 AM
To: Schroeder, Tansy <Tansy.Schroeder@ci.stanwood.wa.us>
Subject: Re: Municipal Code Update Notice: Public Hearing for Mini-Warehouse/Storage Facility Emergency Ordinance

CAUTION : This email originated from outside of this organization. Please exercise caution with links and attachments.

Hello Tansy,
Thanks for the information. After reading the attached document it was a lot more clear why storage facilities might be prohibited. It may have made a long sentence but if a brief reason for the proposed restriction could have been included in the original email, it would have been appreciated.

Thanks,
aleph

On Mon, Oct 17, 2022 at 9:01 AM Schroeder, Tansy <Tansy.Schroeder@ci.stanwood.wa.us> wrote:

Good morning Aleph,

Thanks for your patience, I was in a conference last week. Please find attached the draft emergency ordinance and city council staff report. Please let me know if you have any questions.

Thank you,

Tansy Schroeder

City Planner | City of Stanwood

10220 270th St NW

Stanwood, WA 98292

Direct: 360-454-5211 | City Hall: 360-629-2181

Email: tansy.schroeder@stanwoodwa.org



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Email may be considered a public record subject to public disclosure under RCW 42.56

From: Aleph Fackenthall <aleph.fackenthall@gmail.com>

Sent: Tuesday, October 11, 2022 8:57 AM

To: Schroeder, Tansy <Tansy.Schroeder@ci.stanwood.wa.us>

Subject: Re: Municipal Code Update Notice: Public Hearing for Mini-Warehouse/Storage Facility Emergency Ordinance

CAUTION : This email originated from outside of this organization. Please exercise caution with links and attachments.

Hello Tansy,

Can you send me via email the materials pertaining to this project?

Thanks,

aleph

On Tue, Oct 11, 2022 at 7:59 AM Schroeder, Tansy <Tansy.Schroeder@ci.stanwood.wa.us> wrote:

Good morning,

You are receiving this email as a Party of Record for the 2022-2024 Municipal Code Update Project. The City of Stanwood City Council will hold a Public Hearing on the proposed Mini-Warehouse/Storage Facility Emergency Ordinance on Thursday, October 27, 2022 at 7:00 PM at the Stanwood-Camano School District Administration Building Board Room located at 26920 Pioneer Highway, Stanwood, WA 98292 and via an online meeting due to the coronavirus pandemic. The Public Hearing is to consider an emergency interim zoning ordinance to the Stanwood Municipal Code Title 17 amending the Stanwood Municipal Code and the City's permitted use matrix to prohibit new Mini-Warehouse/Storage facilities within city limits.

Your views for or against the proposed code amendment are invited by attendance, representation, or letter. Comments on this application must be received by 5:00 PM on Wednesday, October 26, 2022.

Thank you,

Tansy Schroeder

City Planner | City of Stanwood

10220 270th St NW

Stanwood, WA 98292

Direct: 360-454-5211 | City Hall: 360-629-2181

Email: tansy.schroeder@stanwoodwa.org



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Email may be considered a public record subject to public disclosure under RCW 42.56

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

ITEM NUMBER: 11a
DATE: October 27th, 2022
SUBJECT: City Attorney Contract 2023-2026
CONTACT PERSON: David Hammond, Finance Director
ATTACHMENTS: A – Thompson, Guildner & Assoc. Proposal
B – Professional Services Agreement

PURPOSE

The purpose of this item is whether the Council should authorize the mayor to sign a four-year professional services agreement with Thompson, Guildner & Associates, Inc. P.S. to provide general municipal attorney services.

BACKGROUND

The law firm of Weed, Graafstra, and Associates, P.S. provided municipal attorney services to the city since from 2004 to April of 2021, when Weed, Graafstra, and Associates changed their name to Thompson, Guildner & Associates, Inc. P.S. With the current City Attorney contract expiring on December 31, 2022, staff issued a Request for Proposals (RFP) on August 23, 2022. Proposals were due on September 23, 2022, the city received one proposal from Thompson, Guildner & Associates.

The Mayor and staff reviewed the proposal and found it responsive to the RFP. Considering the city's satisfaction with work performed by Thompson, Guildner & Associates over the past eighteen months, staff recommends entering into this proposed contract.

DISCUSSION

The municipal attorney is an essential member of the municipal team for purposes of managing legal affairs, risk management and assisting the city in making legally sound policy decisions. The selection and continuity of the city attorney is one of the most important decisions for a City Council. General municipal attorney services include attending council meetings, legal services to the Mayor, City Council and staff, preparation and review of ordinances, resolutions, agreements and other legislative documents, and legal representation in civil matters such as land use hearings and appeals.

Although the firm name has changed, the history and service of the attorneys have not. The firm has specialized in providing municipal law services for cities, towns, and special purpose districts since the 1960s. Nikki Thompson, the city's primary attorney, has been in practice since 2006 and her practice has been public agency focused since 2011. She has broad experience in all areas of municipal law. Emily Guildner and Noel Treat, the city's designated secondary attorneys both have extensive experience in all areas of municipal law. Emily also specializes in public records request fulfillment and Noel has extensive human resources and employment law experience.

ANALYSIS

The following rates will apply under the agreement.

Description	2023	2024	2025	2026
Hourly Rate	\$250	\$258	\$266	\$274
Investigator Services Per Hour Rate	\$190	\$196	\$202	\$208
Paralegal Services Per Hour Rate	\$168	\$173	\$178	\$183

RECOMMENDATION

Staff Recommendation:

1. Review and discuss the Professional Services Agreement with Thompson, Guildner & Associates.
2. Authorize the mayor to sign the proposed city attorney retainer agreement (Attachment A) for calendar years 2023-2026.

Committee/Board Recommendation:

This item will be discussed at the October 27th, 2022, Finance Committee meeting. Their recommendation will be presented orally.

CITY COUNCIL OPTIONS

1. Authorize the mayor to sign a Professional Services Agreement with Thompson, Guildner & Associates for municipal attorney services. This action implies the City Council is satisfied with the attorney services and is prepared to continue the attorney-client relationship.
2. Do not authorize the mayor to sign a Professional Services Agreement with Thompson, Guildner & Associates and direct staff to areas of concern. The City Council may have minor concerns regarding the agreement terms or the relationship with the City's municipal attorney. The City Council may direct staff to areas of concern to resolve prior to authorizing the mayor to sign the agreement.
3. Do not authorize the mayor to sign the agreement. The City Council may have material concerns regarding the agreement terms or the work product provided

by Thompson, Guildner & Associates. The City Council will want to direct staff to resolve the City Council's concerns prior to authorizing the mayor to sign the agreement.

PROPOSED MOTION

I MOVE TO AUTHORIZE THE MAYOR TO SIGN A PROFESSIONAL SERVICES AGREEMENT WITH THOMPSON, GUILDNER & ASSOCIATES FOR GENERAL MUNICIPAL ATTORNEY SERVICES.



**THOMPSON • GUILDNER
& ASSOCIATES INC. P.S.**

110 Cedar Ave, Ste 102
Snohomish, WA 98290
360.568.3119

www.trustedguidancelaw.com

September 23, 2022

City of Stanwood
Attn: City Clerk
10220 270th St. NW
Stanwood, WA 98292

RE: Response to RFP for City Attorney Services
(1) Cover Letter

Thompson, Guildner & Associates, Inc., P.S. is pleased to submit this proposal for City Attorney Services. Previously known as *Weed, Graafstra & Associates, Inc., P.S.*, our Firm has been in the business of providing legal services to municipalities, ports, sewer and water utilities, fire districts, utility districts, and other special purpose districts for over 50 years. Many of our current and former municipal clients have functional similarities to the City of Stanwood. Our attorneys bring a wealth of experience in the field of municipal law and are well qualified to continue providing City Attorney Services to the City of Stanwood.

For the purposes of this submittal, please contact Nikki Thompson as follows:

Nikki Thompson, Partner
Thompson, Guildner & Associates, Inc. P.S.
110 Cedar Ave, Suite 102
Snohomish, WA 98290
(360) 568-3119 phone & fax
nikkit@trustedguidancelaw.com

Respectfully,

Nikki Thompson
Partner
Thompson, Guildner & Associates, Inc. P.S.

Enclosed:

- (2) Description of Our Firm
- (3) Provision of Required Legal Services
- (4) Compensation

- (5) References
- (6) Disclosure
- (7) Description of Experience with Unions, Human Resources, Employment Law, etc.
- (8) Description of Experience with Public Records Requests
- (9) Description of Experience Reducing Liability/Exposure to the City
- (10) Statement of Contract Compliance
- (11) Certification



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& ASSOCIATES INC. P.S.**

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September 23, 2022

City of Stanwood
Attn: City Clerk
10220 270th St. NW
Stanwood, WA 98292

RE: Response to RFP for City Attorney Services
(2) Description of Our Firm

Firm Overview

While *Thompson, Guildner & Associates, Inc., P.S.* is physically located in Snohomish, our clients are geographically diverse. We utilize technology to drive down the costs of our representation and to represent clients throughout the state in a cost effective and efficient manner.

The majority of our Firm's work is, and always has been, on behalf of municipal clients. The Firm represented the City of Marysville from 1972-2015, and the City of Snohomish continuously since 1974. The Firm also represents the Cities of Granite Falls, Sedro-Woolley, and Leavenworth, as well as the Towns of Coupeville and Darrington, Olympic View Water & Sewer District, Highland Water District, the Port of Coupeville, and the Snohomish Health District. We have in the past provided and continue to provide municipal representation on special projects to the Cities of Sultan, Edmonds, Mountlake Terrace, Sumner, Tumwater, Wenatchee, Chelan, Issaquah, and the Snohomish County Public Utility District.

By virtue of our roles as city attorneys, we collectively spend a great deal of time immersed in every aspect of our clients' municipal codes. The Firm can perform any municipal legal need including contract review, ordinance drafting, labor relations and personnel issues, public works bidding and purchasing, real estate transactions, acquisitions and condemnations, open public meetings and public records requests, code enforcement, and land use matters.

The primary assigned attorney for the City of Stanwood would be Partner Nikki Thompson. Nikki has an established history serving as primary general counsel for public clients both in-house and with our Firm, and has extensive experience in all areas of municipal law, with an additional focus on labor relations and personnel matters. The secondary assigned attorneys for the City of Stanwood would be Partner Emily Guildner and Of Counsel Attorney Noel Treat. Emily has extensive experience in all areas of municipal law and also specializes

in public records requests fulfillment. Noel also has significant municipal law experience, in addition to extensive human resources and employment law experience in the public sector.

Thompson, Guildner & Associates, Inc. P.S. has a dedicated team of attorneys who each have considerable experience in all areas of municipal and public entity law. Our biographies below demonstrate the depth of our municipal experience and our ability to perform the requested City Attorney Services.

**Identification of Attorneys and staff who would provide
City Attorney Services to the City of Stanwood**

Designated Primary Attorney: Nikki Thompson, Partner

Designated Secondary Attorneys: Emily Guildner, Partner and Noel Treat, Of Counsel

Additional Attorney Team: Thom H. Graafstra, Of Counsel
Erin Lewis, Senior Associate
Anna Thompson, Senior Associate
Tara Kalar, Senior Associate

Support Staff Team: Lisa Powers, Legal Investigator
Karen LeClaire, Billing Specialist
Sarah Crow, Paralegal
Mara Powers, Paralegal
Lisa Felix, Business Development Coordinator

Nikki Thompson. Nikki Thompson has been in practice since 2006. Her practice has been public agency focused since 2011 when she became the prosecutor for the City of Oak Harbor. Nikki has broad experience in all areas of municipal law, including contract review, ordinance drafting, labor relations and personnel issues, public works bidding and purchasing, real estate transactions, open public meetings and public records, code enforcement, and land use matters. Nikki spent the five years preceding her employment with *Thompson, Guildner & Associates, Inc., P.S.* as the City of Oak Harbor's City Attorney. Nikki served as counsel for all departments, including Public Works, Development Services, Finance, Administration, Police, Fire, Human Resources, Marina, Senior Services, and City Council. Nikki currently serves as the City Attorney for the City of Sedro-Woolley, the City Attorney for the City of Stanwood, and shares responsibility for the representation of the City of Snohomish, Town of Darrington, Town of Coupeville, and the Snohomish Health District. She also represents municipalities in pending litigation and assists municipalities in the implementation of risk management best practices. Nikki prides herself on working effectively and collaboratively with department heads, staff, elected officials, and members of the public.

Professional Organizations:

- Washington State Bar Association
- Washington Association of Municipal Attorneys (WSAMA)
- Snohomish County Bar Association

Education:

- University of Washington, B.A. 2002
- Seattle University, J.D. 2006

Emily Guildner. Emily Guildner currently serves as the City of Snohomish City Attorney and shares responsibility for the representation of Olympic View Water and Sewer District and the City of Carnation. Her practice focuses on assisting municipal clients with a variety of matters including complex public records requests, contract review, first amendment issues, and code enforcement. She handles litigation for municipal clients and private clients on matters related to real estate, land use, code enforcement and contract disputes. Emily recently took on the extensive task of reviewing the City of Snohomish's municipal code for changes required due to a change in the form of government. She has also assisted in auditing, advising and revising several clients' sign codes in the wake of Reed v. Town of Gilbert, including the City of Leavenworth and the City of Snohomish. In addition, Emily serves as lead enforcement counsel for the Snohomish Health District, and as Thom H. Graafstra's assistant counsel to the City of Leavenworth, the City of Granite Falls, and Eastmont Parks District.

Professional Organizations:

- Contributing author, Violations of the Right to Access Clean Water and Sanitation in Belize, International Human Rights Clinic Willamette University College of Law (2013)
- Washington State Bar Association
- Washington State Association of Municipal Attorneys (WSAMA)
- Snohomish County Bar Association
- WSAMA Speaker April 2019

Education:

- Pacific Lutheran University, B.A. 2009
- Willamette University College of Law, J.D. 2013

Noel Treat. Noel Treat joined *Thompson, Guildner & Associates, Inc. P.S.* as Of Counsel in June of 2022. Noel has over 25 years of extensive experience in the legal, management, and policy issues facing local governments. He has held several senior legal counsel roles including General Counsel to Seattle Public Schools, Senior Civil Deputy and Section Head for the King County Prosecuting Attorney's Office, and City Attorney for several cities. He also has deep leadership experience in local government including serving as the City Manager for Mercer Island, Chief Human Resource Officer for Seattle Public Schools, and Chief of Staff for the King County Executive, among other positions. Noel has broad experience advising local government in everything from complex real estate transactions, employment law issues, politically sensitive investigations, contracts, Open Public Meetings Act questions, and much more. Noel is the Firm's lead attorney for Olympic View Water and Sewer District and Marysville Fire District. He also provides general counsel work for Northshore School District, in addition to conflict counsel work for multiple school districts. He is a member of

the Council of School Attorneys and a past member of several city manager associations. Noel was admitted to practice in Washington State in 1995.

Professional Organizations:

- Washington State Bar Association
- Council of School Attorneys

Education:

- Colorado College, B.A. cum laude 1992
- University of Arizona, J.D. 1995

Thom H. Graafstra. Thom H. Graafstra's practice focuses on all areas of municipal law, including land use, open public meetings, public records, and tort and litigation defense. Thom also represents private clients in real estate and commercial matters. Thom currently serves as City Attorney for the Cities of Leavenworth and Granite Falls, Attorney for Eastmont Parks and Recreation District, and as special counsel for other business and government agencies as needed. He has done many large projects over his career, including twice serving as Counsel for the City of Everett Charter Review Commission. He also has done work for numerous other cities and special purpose districts in Washington over his 42-year career.

Professional Organizations:

- Washington State Bar Association
- Washington State Association of Municipal Attorneys (WSAMA)
- Real Property and Probate Section
- Snohomish County Bar Association

Education:

- University of Washington, B.A. 1973
- University of Washington, J.D. 1976

Erin Lewis. Erin Lewis joined the Firm as a Senior Associate in January 2022. She started her career in 2006 as a Rule 9 prosecutor for the City of Spokane. Erin was hired by the Island County Prosecutors Office where she worked in the District Court division before advancing to managing juvenile court matters, felony matters, therapeutic courts, paternity establishment, child support actions, and civil commitments. From 2013 to 2021, Erin served the City of Oak Harbor as City Prosecutor/Assistant City Attorney. During her time with Oak Harbor, Erin handled prosecution, advised law enforcement on legal updates, and served as a member of the multi-agency domestic violence task force. Additionally, Erin has experience in contract review, land use, code enforcement, and complex public records requests.

Professional Organizations:

- Washington State Bar Association

Education:

- Montana State University, B.S. 2001
- Gonzaga University, J.D. 2007

Anna Thompson. Anna Thompson joined the Firm as a Senior Associate in March 2022. Anna began practicing family law in Island and Skagit Counties in 2012. In 2014, she transitioned to employment with the City of Oak Harbor, serving in multiple roles including City Clerk, Public Records Officer, and Assistant City Attorney. In 2021, she accepted a Deputy Prosecuting Attorney position at Skagit County Prosecutor's Office. Anna has a wide range of experience in the civil, criminal, and municipal law fields. Oak Harbor presented a plethora of legal and municipal experiences where she handled municipal business functions involving public meetings, records retention, public records requests, business licensing, project management, and city legal matters including legal research and writing, contract review, drafting ordinances and resolutions, legal memos, and litigation. Her unique combination of work experience that involves diverse practice areas as well as municipal experience working directly with elected officials and face-to-face communication with the public adds creative and interpersonal qualities to the firm. Anna was admitted to practice in Washington State in 2012. Although they share a surname, Partner Nikki Thompson and Anna are not related.

Professional Organizations:

- Washington State Bar Association
- Island County Bar Association
- Washington State Association of Municipal Attorneys (WSAMA)
- International Institute of Municipal Clerks

Education:

- Pensacola Christian College, B.S. 2007
- Liberty University School of Law, J.D. 2011

Tara Kalar. Tara Kalar joined the Firm as a Senior Associate in May 2022. Tara has experience in the legal offices of the Minnesota Department of Revenue, the Minnesota Department of Transportation, the Minnesota Department of Human Services and the University of Minnesota Humphrey School of Public Affairs Roy Wilkins Center for Human Relations and Social Justice. Tara has a wide range of experience in administrative law including advising state agencies with regard to records retention, public records requests, and state agency legal matters including legal research and writing, contract review, drafting proposed legislation, and legal memos. Tara was a recipient of the 2016 Governor's Award for Continuous Improvement in State Government presented by Minnesota Governor Mark Dayton. Tara is admitted in Minnesota and Washington.

Professional Organizations:

- Washington State Bar Association
- American Bar Association
- FBI Human Rights and Special Prosecutions Section Volunteer Attorney

Education:

- University of Minnesota, Twin Cities, B.A. 2007
- William Mitchell College of Law, J.D. 2012

Support Staff. The Firm currently employs four support staff members who support the attorneys and clients directly. We also employ a former police detective who serves as a legal investigator in support of our attorney's investigative work for our clients. Paralegal and legal investigator hours are billed as described in attachment (4) Compensation.



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September 23, 2022

City of Stanwood
Attn: City Clerk
10220 270th St. NW
Stanwood, WA 98292

RE: Response to RFP for City Attorney Services
(3) Provision of Required Legal Services

Thompson, Guildner & Associates, Inc., P.S. understands the scope of work for City Attorney Services for the City of Stanwood to be as follows:

SCOPE OF WORK: CITY ATTORNEY

The City Attorney provides legal advice, counsel, services, consultation, and opinions to the Mayor, City Council, City Administrator, and other City Management staff, on the full scope of civil municipal legal assignments, including but not limited to: all matters related to the Stanwood Municipal Code; state statutes and rules related to Code cities; ordinances and resolutions of the Council; land use planning; compliance with City, state and federal regulatory requirements; intergovernmental agreements; laws against discrimination; public private development partnerships; construction of public works; utility regulations and operations; purchasing and procurement; leasing; purchase and sale of property; employment legal matters; public disclosure issues; Open Public Meetings Act requirements; municipal risk and tort law. Support of the code enforcement and nuisance abatement function is also included in the City Attorney scope. The City Attorney's advice includes methods to avoid civil litigation.

1. Furnishes legal representation at all regular City Council meetings, and at other meetings when requested.
2. Appears before courts and administrative agencies to represent the City's interests. Furnishes legal representation at all regular City Council meetings, and at other meetings when requested.
3. Advises Code Enforcement on the interpretation and applicability of code provisions, the conduct of investigations, civil infraction preparation, nuisance abatement, and related matters.
4. Prepares and reviews ordinances and resolutions, and other documents for legal correctness and acceptability.

5. Assists City officials and employees to maintain awareness of ethical standards and appearance of fairness standards, and to avoid potential conflicts of interest, prohibited transactions and the appearance of prohibited transactions.
6. Assists City officials and employees to understand the legal roles and duties of their respective offices and interrelationships with others.
7. Provides the Mayor and City Council with guidance as to Robert's Rules of Order and related procedural matters relating to Council meetings.
8. Prepares legal opinions and memoranda at the request of the City or the Council.
9. Provides the Mayor, City Council, and administration a legal perspective and advice on various governmental issues.
10. Maintain knowledge of issues facing the City and be prepared to offer timely legal opinions within a pre-established response process.
11. Reviews and/or draft contracts, in whole or in part, and activities incidental or related thereto, including, but not necessarily limited to, real-estate transactions, interlocal agreements, labor agreements, professional services, purchasing, service or product contracts, as requested. May assist in negotiation of such contracts and/or agreements as requested.
12. Performs other legal services and tasks, as assigned by the Mayor or Designee.

Our Firm is committed to fulfilling these services and being fully available to serve the City of Stanwood. While our physical office is located an approximate 45-minute drive from Stanwood City Hall, we are always available remotely. We adapted our practices during the COVID-19 pandemic to make the best use of the available technology, and are able to attend meetings and communicate with staff fully remotely when necessary. Our Firm believes in providing legal services to our clients as a team. While Partner Nikki Thompson will be the primary assigned attorney, the other attorneys in the Firm are available at a moment's notice to step in and provide the same high caliber level of service. Over the course of the past year, each member of our team has done work for the City of Stanwood. Our team approach is intended to help the City feel confident and comfortable reaching out to any of us to receive a quick response.



**THOMPSON • GUILDNER
& ASSOCIATES INC. P.S.**

110 Cedar Ave, Ste 102

Snohomish, WA 98290

360.568.3119

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September 23, 2022

City of Stanwood
Attn: City Clerk
10220 270th St. NW
Stanwood, WA 98292

RE: Response to RFP for City Attorney Services
(4) Compensation

Thompson, Guildner & Associates, Inc., P.S. offers an hourly rate to our regular municipal clients. Our Attorneys' services shall be charged at the rate of \$250.00 per hour for 2023 to provide the requested City Attorney Services to the City of Stanwood. This proposed hourly rate applies to all attorneys in the Firm.

If our legal investigator is used for interviews and other related investigative work, the rate will be charged at \$190.00 per hour for 2023. If one of our paralegals is used for research, compilation and organization of data, drafting documents, or assistance in preparation of reports, the paralegal rate will be charged at \$168.00 per hour for 2023. Our Firm uses paralegals whenever appropriate to keep costs low. All time shall be accounted for and billed to the tenth (1/10) of the hour for attorneys, our legal investigator, and paralegals.

These hourly rates for attorneys, our legal investigator, and paralegals are valid for the year 2023. Rates will increase at a rate of three percent (3%) per annum, rounded to the nearest whole dollar amount. The rates therefore for the following years would be:

2023 \$ 250.00 per hour attorney services
\$ 190.00 per hour legal investigator services
\$ 168.00 per hour paralegal services

2024 \$ 258.00 per hour attorney services
\$ 196.00 per hour legal investigator services
\$ 173.00 per hour paralegal services

2025 \$ 266.00 per hour attorney services
\$ 202.00 per hour legal investigator services
\$ 178.00 per hour paralegal services

2026 \$ 274.00 per hour attorney services
\$ 208.00 per hour legal investigator services
\$ 183.00 per hour paralegal services

The Firm will request reimbursement of direct expenses incurred and costs advanced, including but not limited to court costs, filing fees, witness fees, recording fees, copying expenses at cost, legal research fees, the cost of travel (billed one way at the hourly rate), lodging and tuition relating to meetings of the Association of Washington Cities and Association of Municipal Attorneys which shall be pro-rated. The cost of travel applies to regular reoccurring meetings held at the City's primary offices and all other travel as required during the normal course of City Attorney services and representation. Ordinary law office operating expenses, such as rent and secretarial services, shall not be compensated or reimbursed.

If third party costs are incurred by either the City or our Firm, paralegals will obtain multiple quotes whenever possible to obtain a cost-effective service from third parties. Costs over \$300.00 will be discussed with and approved by the appropriate City representative prior to being incurred. This will ensure that there are no disputes over costs charged or incurred for the City.

Our Firm's billing system provides clear and easy to understand invoicing, with separate accounts for administrative billing, litigation billing, and public records billing. We can open as many separate accounts as needed to ensure that billing is simple for the City representatives to apply appropriate funds. This system paired with our straightforward rates will reduce or remove any uncertainty with bills received by our office.

Our Firm will be able to attend in-person meetings held at the City's primary offices. If the City prefers the use of technology to save travel time fees, we are happy to accommodate virtual attendance as well. Our office is equipped with video conferencing capability so that our attendance can be either in person or virtual as requested by the City.

In conclusion, we are excited about this opportunity and are confident that we can provide cost-effective and high-quality legal services to the City of Stanwood.



**THOMPSON • GUILDNER
& ASSOCIATES INC. P.S.**

110 Cedar Ave, Ste 102

Snohomish, WA 98290

360.568.3119

www.trustedguidancelaw.com

September 23, 2022

City of Stanwood
Attn: City Clerk
10220 270th St. NW
Stanwood, WA 98292

RE: Response to RFP for City Attorney Services
(5) References

Thompson, Guildner & Associates, Inc., P.S. provides service to each of the following clients.
Please feel free to contact anyone of the following clients to request a reference for our Firm.

- City of Sedro-Woolley
 - 325 Metcalf Street
Sedro-Woolley, WA 98284
 - Julia Johnson, Mayor, 360-855-3160, swmayor@sedro-woolley.gov
- City of Snohomish
 - P.O. Box 1589
116 Union Avenue
Snohomish, WA 98291
 - Linda Redmon, Mayor, 360-282-3154, redmon@snohomishwa.gov
- Town of Darrington
 - 1005 Cascade St.
PO Box 397
Darrington, WA 98241
 - Dan Rankin, Mayor, 360-436-1131, dan.rankin@darringtonwa.us

Active Clients:

- Active government clients: 18
 - ✓ Of which are Washington State City/Town clients: 12
- Private/corporate clients: 39
- **Total Active Clients: 57**



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RE: Response to RFP for City Attorney Services
(6) Disclosure

There are no judgments or lawsuits against *Thompson, Guildner & Associates, Inc., P.S.*, or any attorney of the Firm. There is no anticipated or pending litigation or judgments involving our Firm or attorneys. There are no anticipated or pending complaints to the Washington State Bar Association. The Firm, its attorneys, and its employees have no current or foreseeable material assignments or relationships with any entity, state, or local government, elected official, or other person or entity that may constitute or create the appearance of a conflict of interest.



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Stanwood, WA 98292

RE: Response to RFP for City Attorney Services
(7) Description of Experience with Unions, Human Resources, Employment Law, etc.

The attorneys of *Thompson, Guildner & Associates, Inc., P.S.*, have extensive experience with collective bargaining unit negotiations, human resource and employment law, and addressing employee grievances. Our proposed lead attorney Partner Nikki Thompson worked extensively with public works, police, and fire unions during her tenure as an in-house city attorney prior to joining our Firm, and has continued to spearhead union negotiations with our public clients. Nikki serves as legal advisor to the Human Resources departments in Snohomish and Sedro-Woolley. Frequent legal issues addressed include union contract interpretation and advice, disciplinary processes, grievance processing, separation agreements, intersecting leave law questions (FMLA/PFML/PSL), pay and benefit questions, and much more. She recently negotiated on behalf of management during AFSCME and Teamsters negotiations and is currently bargaining with IAFF and a police guild. Nikki recently worked with co-counsels on negotiating the separation of a long-time public employee who had retained counsel due to grievances against the public employer. Of Counsel Attorney Noel Treat previously served as the Chief Human Resource Officer for Seattle Public Schools, and has extensive experience in employment investigations, labor relations and negotiations. Noel is currently serving as conflict counsel for multiple school districts and performing sensitive investigation work related to employee misconduct.

The Firm works in conjunction with the Association of Washington Cities, the Washington Cities Insurance Authority, and the Municipal Research and Services Center, and utilizes their training and education tools to benefit our public clients. We advise our clients on trainings to be taken by employees and managers, both from a risk management perspective and a corrective action perspective. We also customize training topics based upon our clients request related to employee relations and supervisor training. We recognize the importance of keeping our clients abreast of updates to employment law and providing the most up-to-date advice regarding this sensitive topic.



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Stanwood, WA 98292

RE: Response to RFP for City Attorney Services
(8) Description of Experience with Public Records Requests

Thompson, Guildner & Associates, Inc., P.S., has substantial experience in the specialized field of public records requests. The State laws and best practices regarding public records requests have changed drastically throughout the Firm's history, and we have made it a priority to keep up to date on the latest laws, trends, and technology. Our Firm has served as the public records office for Snohomish County Public Facilities District for seven years, and we have served our public clients in their need to fulfill public records requests since our Firm's founding in the 1970s.

Each member of our Firm is trained to handle and advise clients on public records issues. Each attorney typically advises the clients for which they are the primary attorney on public records searches, responses, best practices, and litigation. Today, our Partner Emily Guildner is the public records specialist and oversees the fulfillment of many of our clients' requests. Paralegal Mara Powers assists Emily in searching client and Firm records and fulfilling requests. Senior Associate Attorney Anna Thompson previously served as an in-house Public Records Officer and works with Emily on fulfilling client public records requests. Many of our clients make use of GovQA public records software and we are trained in using this platform to fulfill public records requests.

Our Firm has assisted in more than ten public records requests in the past calendar year and has applied necessary redactions to more than 50,000 pages of documents and reviewed thousands more that did not require redactions. We provide the redacted documents with an explanation and redaction log for the monthly installments required by the cities we serve.



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September 23, 2022

City of Stanwood
Attn: City Clerk
10220 270th St. NW
Stanwood, WA 98292

RE: Response to RFP for City Attorney Services
(9) Description of Experience Reducing Liability/Exposure to the City

Thompson, Guildner & Associates, Inc., P.S., prides ourselves on our Firm's focus on preemptive work with our clients to avoid litigation as much as possible. For our public clients, this often means projects such as code amendments, which will benefit the client in the long-term by staying in front of forthcoming legislative changes or case laws. When major Supreme Court cases come out, we complete code overhauls to ensure compliance. An example of these types of preemptive code amendments is Partner Emily Guildner has worked with clients on revising their sign codes in the wake of Reed v. Town of Gilbert. The Firm has also completed many code updates for the City of Sedro-Woolley in the past two years. In addition to code amendments, our Firm also works with clients on policy revisions such as public records policies, procurement policies, personnel policies, social media policies, wellness policies, special events permitting, and other specialized areas that allow us to help our clients avoid potential pitfalls.

Reducing our clients' liability and exposure is also a primary focus of our attendance at meetings, both public and staff. Whether we are attending in-person or remotely, we are preemptive in preparing for the meeting's agenda and what items may cause our clients undo exposure, and how to navigate those items. During open public meetings, when appropriate we counsel our clients in executive session as permitted by law, and help our clients avoid the dangers of discussing items during executive sessions that do not qualify.

The general counsel we offer our clients is perhaps our best tool in reducing their liability and exposure. We keep abreast of changes at the national, state, and county levels and work to make sure our clients stay informed of any statutory or case law changes that will impact them. Our regular counsel to our public clients' leadership is supplemented by trainings that we offer, either upon our clients' requests, or based on a need that we foresee. An example of training that we provide to leadership is Open Public Meetings Act (OPMA) and Public Records Act (PRA) training. We also provide training to elected officials on understanding their roles and responsibilities. We firmly believe that having strong policies, updated code, and training on both provide the foundation of a strong municipality.



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September 23, 2022

City of Stanwood
Attn: City Clerk
10220 270th St. NW
Stanwood, WA 98292

RE: Response to RFP for City Attorney Services
(10) Statement of Contract Compliance

Upon execution of a Professional Services Agreement between the City of Stanwood and *Thompson, Guildner & Associates, Inc., P.S.*, our Firm will provide proof of comprehensive insurance coverage. We will provide policy documentation and other proof of coverage as required.



CERTIFICATION

I have read the Request for Proposal (RFP) for Legal Services and fully understand its intent. I understand that our ability to meet the criteria and provide the required services shall be reviewed by the City, which will develop a recommendation for City Council consideration regarding the selection of the firm that the City feels best matches the needs of the City. It is understood that all information included in, attached to, or required by this RFP shall become public record upon delivery to the City.

With my signature, I certify the following:

1. I am authorized to commit my firm to this Proposal and that the information herein is valid for 90 days from this date.
2. That all information presented herein is accurate and complete and that the services and equipment can be delivered as presented in this Proposal upon the City's request.
3. That I have had an opportunity to ask questions regarding this RFP and that those questions have been answered.
4. That I understand that any material omission of required forms or information may result in rejection of this Proposal as non-responsive.
5. That this Proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an offer for this Proposal, and is in all respects fair and without collusion or fraud.
6. That the completion of the Proposal is a binding commitment to provide Legal Services as proposed therein.

Proposer Signature: Nikki Thompson Date: 23 September 2022

Address: 110 Cedar Avenue, Suite 102, Snohomish, WA 98290

Print Name: Nikki Thompson Title: Partner

Phone: 360-568-3119 Email: NikkiT@trustedguidancelaw.com

**PROFESSIONAL SERVICES AGREEMENT BETWEEN
CITY OF STANWOOD, WASHINGTON
AND THOMPSON, GUILDNER & ASSOCIATES, INC. P.S.
FOR LEGAL SERVICES**

THIS AGREEMENT ("Agreement") is made and entered into by and between the City of Stanwood, Washington, a Washington State municipal corporation ("City"), and Thompson, Guildner & Associates, Inc., P.S., a Washington Professional Services Corporation ("Consultant").

NOW, THEREFORE, in consideration of the terms, conditions, covenants and performances contained herein, the parties hereto agree as follows:

ARTICLE I. PURPOSE

The purpose of this Agreement is to provide the City with general municipal legal services, as described in Article II. The general terms and conditions of the relationship between the City and the Consultant are specified in this Agreement.

ARTICLE II. SCOPE OF SERVICES

The Scope of Services is attached hereto as **Exhibit "A"** and incorporated herein by this reference ("Scope of Services"). All services and materials necessary to accomplish the tasks outlined in the Scope of Services shall be provided by the Consultant unless noted otherwise in the Scope of Services or this Agreement. All such services shall be provided in accordance with the standards of the Consultant's profession.

ARTICLE III. OBLIGATIONS OF THE CONSULTANT

III.1 MINOR CHANGES IN SCOPE. The Consultant shall accept minor changes, amendments, or revision in the detail of the Scope of Services as may be required by the City when such changes will not have any impact on the service costs or proposed delivery schedule. Extra work, if any, involving substantial changes and/or changes in cost or schedules will be addressed as follows:

Extra Work. The City may desire to have the Consultant perform work or render services in connection with each project in addition to or other than work provided for by the expressed intent of the Scope of Services in the scope of services. Such work will be considered as extra work and will be specified in a written supplement to the scope of services, to be signed by both parties, which will set forth the nature and the scope thereof. All proposals for extra work or services shall be prepared by the Consultant at no cost to the City. Work under a supplemental agreement shall not proceed until executed in writing by the parties.

III.2 WORK PRODUCT AND DOCUMENTS. The work product and all documents produced under this Agreement shall be furnished by the Consultant to the City, and upon completion of the work shall become the property of the City, except that the Consultant may retain one copy of the work product and documents for its records. The Consultant will be responsible for the accuracy of the work, even though the work has been accepted by the City.

In the event that the Consultant shall default on this Agreement or in the event that this Agreement

shall be terminated prior to its completion as herein provided, all work product of the Consultant, along with a summary of work as of the date of default or termination, shall become the property of the City. Upon request, the Consultant shall tender the work product and summary to the City. Tender of said work product shall be a prerequisite to final payment under this Agreement. The summary of work done shall be prepared at no additional cost to the City.

Consultant will not be held liable for reuse of documents produced under this Agreement or modifications thereof for any purpose other than those authorized under this Agreement without the written authorization of Consultant.

III.3 TERM. The term of this Agreement shall commence on January 1, 2023 and shall terminate at midnight, December 31, 2026. The parties may extend the term of this Agreement by written mutual agreement for two additional two-year terms (not to exceed eight years for the entire Agreement).

III.4 NONASSIGNABLE. The services to be provided by the Consultant shall not be assigned or subcontracted without the express written consent of the City.

III.5 EMPLOYMENT.

a. The term “employee” or “employees” as used herein shall mean any officers, agents, or employee of the of the Consultant.

b. Any and all employees of the Consultant, while engaged in the performance of any work or services required by the Consultant under this Agreement, shall be considered employees of the Consultant only and not of the City, and any and all claims that may or might arise under the Workman's Compensation Act on behalf of any said employees while so engaged, and any and all claims made by any third party as a consequence of any negligent act or omission on the part of the Consultant or its employees while so engaged in any of the work or services provided herein shall be the sole obligation of the Consultant.

c. Consultant represents, unless otherwise indicated below, that all employees of Consultant that will provide any of the work under this Agreement have not ever been retired from a Washington State retirement system, including but not limited to Teacher (TRS), School District (SERS), Public Employee (PERS), Public Safety (PSERS), law enforcement and fire fighters (LEOFF), Washington State Patrol (WSPRS), Judicial Retirement System (JRS), or otherwise. *(Please indicate No or Yes below)*

_____ No employees supplying work have ever been retired from a Washington state retirement system.

_____ Yes employees supplying work have been retired from a Washington state retirement system.

In the event the Consultant indicates “no”, but an employee in fact was a retiree of a Washington State retirement system, and because of the misrepresentation the City is required to defend a claim by the Washington State retirement system, or to make contributions for or on account of the employee, or reimbursement to the Washington State retirement system for benefits paid, Consultant hereby agrees to save, indemnify, defend and hold City harmless from and against all expenses and costs, including reasonable attorney’s fees incurred in defending the claim of the Washington State retirement system and from all contributions paid or required to be paid, and for all reimbursement required to the Washington

State retirement system. In the event Consultant affirms that an employee providing work has ever retired from a Washington State retirement system, said employee shall be identified by Consultant, and such retirees shall provide City with all information required by City to report the employment with Consultant to the Department of Retirement Services of the State of Washington.

III.6 INSURANCE.

a. **Insurance Term.** The Consultant shall procure and maintain for the duration of the Agreement, malpractice/professional liability insurance against damages and legal defense based upon alleged errors, omissions, or mistakes which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

b. **No Limitation.** Consultant's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

c. **Minimum Scope of Insurance - Consultant shall obtain insurance of the types described below:**

- (1) Malpractice insurance for attorneys and/or law firms.
- (2) Network Security, Cyber Crimes, Privacy, and Data Breach Response insurance.

(a) shall include, but not be limited to, coverage, including defense, for the following losses or services:

Liability arising from theft, dissemination, and/or use of City confidential and personally identifiable information, including but not limited to, any information about an individual maintained by the City, including (i) any information that can be used to distinguish or trace an individual's identity, such as name, social security number, date and place of birth, mother's maiden name, or biometric records; and (ii) any other information that is linked or linkable to an individual, such as medical, educational, financial, and employment information regardless of how or where the information is stored or transmitted.

Network security liability arising from (i) the unauthorized access to, use of, or tampering with computer systems, including hacker attacks; or (ii) the inability of an authorized third party to gain access to supplier systems and/or City data, including denial of service, unless caused by a mechanical or electrical failure; (iii) introduction of any unauthorized software computer code or virus causing damage to the City or any other third party data.

Lawfully insurable fines and penalties resulting or alleging from a data breach.

Event management services and first-party loss expenses for a data breach response including crisis management services, credit monitoring for individuals, public relations, legal service advice, notification of affected parties, independent information security forensics firm, and costs to re-

secure, re-create and restore data or systems.

d. **The minimum insurance limits shall be as follows:**

Consultant shall maintain the following insurance limits:

(1) Malpractice. \$2,000,000 per claim and \$2,000,000 as an annual aggregate.

(2) Network Security (Cyber) and Privacy Insurance shall be written with limits no less than \$2,000,000 per claim \$2,000,000 policy aggregate for network security and privacy coverage, \$100,000 per claim for regulatory action (fines and penalties), and \$100,000 per claim for event management services.

e. **Notice of Cancellation.** In the event that the Consultant receives notice (written, electronic or otherwise) that any of the above required insurance coverage is being cancelled and/or terminated, the Consultant shall immediately (within forty-eight (48) hours) provide written notification of such cancellation/termination to the City.

f. **Acceptability of Insurers.** Insurance to be provided by Consultant shall be with insurers with a current A.M. Best rating of no less than A:VII, or if not rated by Best, with minimum surpluses the equivalent of Best VII rating.

g. **Verification of Coverage.** In signing this agreement, the Consultant is acknowledging and representing that required insurance is active and current. Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work. Further, throughout the term of this Agreement, the Consultant shall provide the City with proof of insurance upon request by the City.

h. **Insurance shall be Primary - Other Insurance Provision.** The Consultant's insurance coverage shall be primary insurance as respect the City. Any Insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

i. **Claims-made Basis.** Unless approved by the City all insurance policies shall be written on an "Occurrence" policy as opposed to a "Claims-made" policy. The City may require an extended reporting endorsement on any approved "Claims-made" policy.

j. **Failure to Maintain Insurance.** Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

k. **Public Entity Full Availability of Consultant Limits.** If the Consultant maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those

required by this contract or whether any certificate of insurance furnished to the Public Entity evidences limits of liability lower than those maintained by the Consultant.

1. **Safeguarding of Personal Information.** The Consultant shall not use or disclose Personal Information, as defined in RCW 19.255.010, in any manner that would constitute a violation of federal law or applicable provisions of Washington State law. Consultant agrees to comply with all federal and state laws and regulations, as currently enacted or revised, regarding data security and electronic data interchange of Personal Information.

The Consultant shall ensure its directors, officers, employees, subcontractors or agents use Personal Information solely for the purposes of accomplishing the services set forth in the Agreement.

The Consultant shall protect Personal Information collected, used, or acquired in connection with the Agreement, against unauthorized use, disclosure, modification or loss.

The Consultant and its sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make Personal Information known to unauthorized persons without the express written consent of City or as otherwise authorized by law.

The Consultant agrees to implement physical, electronic, and managerial policies, procedures, and safeguards to prevent unauthorized access, use, or disclosure of Personal Information.

The Consultant shall make the Personal Information available to amend as directed by City and incorporate any amendments into all the copies maintained by the Consultant or its subcontractors. Consultant shall certify its return or destruction upon expiration or termination of the Agreement and the Consultant shall retain no copies. If Consultant and City mutually determine that return or destruction is not feasible, the Consultant shall not use the Personal Information in a manner other than those permitted or authorized by state and federal laws.

The Consultant shall notify City in writing immediately upon becoming aware of any unauthorized access, use or disclosure of Personal Information. Consultant shall take necessary steps to mitigate the harmful effects of such use or disclosure. Consultant is financially responsible for notification of any unauthorized access, use or disclosure. The details of the notification must be approved by City. Any breach of this clause may result in termination of the Agreement and the demand for return of all Personal Information.

III.6 DISCRIMINATION PROHIBITED AND COMPLIANCE WITH EQUAL OPPORTUNITY LEGISLATION. The Consultant agrees to comply with equal opportunity employment and not to discriminate against client, employee, or applicant for employment or for services because of race, creed, color, religion, national origin, marital status, sex, sexual orientation, age or handicap except for a bona fide occupational qualification with regard, but not limited to, the following: employment upgrading; demotion or transfer; recruitment or any recruitment advertising; layoff or terminations; rates of pay or other forms of compensation; selection for training, rendition of services. The Consultant further agrees to maintain (as appropriate) notices, posted in conspicuous places, setting forth the provisions of this nondiscrimination clause. The Consultant understands and agrees that if it violates this nondiscrimination provision, this Agreement may be terminated by the City, and further that the Consultant will be barred from performing any services for the City now or in the future, unless a showing is made satisfactory to the City that discriminatory practices have been terminated and that recurrence of such action is unlikely.

III.7 UNFAIR EMPLOYMENT PRACTICES. During the performance of this Agreement, the Consultant agrees to comply with RCW 49.60.180, prohibiting unfair employment practices.

III.10 LEGAL RELATIONS. The Consultant shall comply with all federal, state and local laws and ordinances applicable to work to be done under this Agreement. The Consultant represents that the firm and all employees assigned to work on any City project are in full compliance with the statutes of the State of Washington governing activities to be performed and that all personnel to be assigned to the work required under this Agreement are fully qualified and properly licensed to perform the work to which they will be assigned. This Agreement shall be interpreted and construed in accordance with the laws of Washington. Venue for any litigation commenced relating to this Agreement shall be in Snohomish County Superior Court.

III.11 INDEPENDENT CONTRACTOR.

a. The Consultant and the City understand and expressly agree that the Consultant is an independent contractor in the performance of each and every part of this Agreement. The Consultant expressly represents, warrants and agrees that his status as an independent contractor in the performance of the work and services required under this Agreement is consistent with and meets the six-part independent contractor test set forth in RCW 51.08.195 or as hereafter amended. The Consultant, as an independent contractor, assumes the entire responsibility for carrying out and accomplishing the services required under this Agreement. The Consultant shall make no claim of City employment nor shall claim any related employment benefits, social security, and/or retirement benefits.

b. The Consultant shall be solely responsible for paying all taxes, deductions, and assessments, including but not limited to federal income tax, FICA, social security tax, assessments for unemployment and industrial injury, and other deductions from income which may be required by law or assessed against either party as a result of this Agreement. In the event the City is assessed a tax or assessment as a result of this Agreement, the Consultant shall pay the same before it becomes due.

c. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that the Consultant performs hereunder.

d. Prior to commencement of work, the Consultant shall obtain a business license from the City.

III.12 CONFLICTS OF INTEREST. The Consultant agrees to and shall notify the City of any potential conflicts of interest in Consultant's client base and shall obtain written permission from the City prior to providing services to third parties where a conflict or potential conflict of interest is apparent. If the City determines in its sole discretion that a conflict is irreconcilable, the City reserves the right to terminate this Agreement.

III.13 CITY CONFIDENCES. The Consultant agrees to and will keep in strict confidence, and will not disclose, communicate or advertise to third parties without specific prior written consent from the City in each instance, the confidences of the City or any information regarding the City or services provided to the City.

III.14 SUBCONTRACTORS/SUBCONSULTANTS.

a. The Consultant shall be responsible for all work performed by subcontractors/subconsultants pursuant to the terms of this Agreement.

b. The Consultant must verify that any subcontractors/subconsultants they directly hire meet the responsibility criteria for the project. Verification that a subcontractor/subconsultant has proper license and bonding, if required by statute, must be included in the verification process. The Consultant will use the following Subcontractors/Subconsultants or as set forth in Exhibit ____:

c. The Consultant may not substitute or add subcontractors/subconsultants without the written approval of the City.

d. All Subcontractors/Subconsultants shall have the same insurance coverages and limits as set forth in this Agreement and the Consultant shall provide verification of said insurance coverage.

ARTICLE IV. OBLIGATIONS OF THE CITY

IV.1 PAYMENTS.

a. The Consultant shall be paid by the City for services rendered under this Agreement as described in the Scope of Services and as provided in this section. Such payment shall be full compensation for work performed and services rendered and for all labor, materials, supplies, equipment and incidentals necessary to complete the work. In the event the City elects to expand the scope of services from that set forth in Exhibit A, the City shall pay Consultant a mutually agreed amount.

b. The City will pay timely submitted and approved invoices received before the 20th of each month within thirty (30) days of receipt.

IV.2 CITY APPROVAL. Notwithstanding the Consultant's status as an independent contractor, results of the work performed pursuant to this Agreement must meet the approval of the City, which shall not be unreasonably withheld if work has been completed in compliance with the Scope of Services and City requirements.

IV.3 MAINTENANCE/INSPECTION OF RECORDS.

a. The Consultant shall maintain all books, records, documents and other evidence pertaining to the costs and expenses allowable under this Agreement in accordance with generally accepted accounting practices. All such books and records required to be maintained by this Agreement shall be subject to inspection and audit by representatives of the City and/or the Washington State Auditor at all reasonable times, and the Consultant shall afford the proper facilities for such inspection and audit. Representatives of the City and/or the Washington State Auditor may copy such books, accounts and records where necessary to conduct or document an audit. The Consultant shall preserve and make available all such books of account and records for a period of three (3) years after final payment under this Agreement. In the event that any audit or inspection identifies any discrepancy in such financial records, the Consultant shall provide the City with appropriate clarification and/or financial adjustments within thirty (30) calendar days of notification of the discrepancy.

b. **Public Records.** The parties agree that this Agreement and records related to the

performance of the Agreement are with limited exception, public records subject to disclosure under the Public Records Act RCW 42.56. Further, in the event of a Public Records Request to the City, the City may provide the Consultant with a copy of the Records Request and the Consultant shall provide copies of any City records in Consultant's possession, necessary to fulfill that Public Records Request. If the Public Records Request is large the Consultant will provide the City with an estimate of reasonable time needed to fulfill the records request.

ARTICLE V. GENERAL

V.1 NOTICES. Notices shall be sent to the following address:

City of Stanwood
Shawn Smith, City Administrator
10220 270th Street NW
Stanwood, WA 98292

Thompson, Guildner & Associates, Inc., P.S.
Nikki Thompson, Partner
110 Cedar Ave, Suite 102
Snohomish, WA 98290

Receipt of any notice shall be deemed effective three (3) days after deposit of written notice in the U.S. mail with proper postage and address.

V.2 TERMINATION. The right is reserved by the City to terminate this Agreement in whole or in part at any time upon ten (10) calendar days' written notice to the Consultant.

If this Agreement is terminated in its entirety by the City for its convenience, the City shall pay the Consultant for satisfactory services performed through the date of termination in accordance with payment provisions of Section IV.1.

V.3 DISPUTES. The parties agree that, following reasonable attempts at negotiation and compromise, any unresolved dispute arising under this Agreement may be resolved by a mutually agreed-upon alternative dispute resolution of arbitration or mediation.

V.4 EXTENT OF AGREEMENT/MODIFICATION. This Agreement, together with attachments or addenda, represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified or added to only by written instrument properly signed by both parties.

V.5 SEVERABILITY

a. If a court of competent jurisdiction holds any part, term or provision of this Agreement to be illegal or invalid, in whole or in part, the validity of the remaining provisions shall not be affected, and the parties' rights and obligations shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

b. If any provision of this Agreement is in direct conflict with any statutory provision of the State of Washington, that provision which may conflict shall be deemed inoperative and null and void insofar as it may conflict, and shall be deemed modified to conform to such statutory provision.

V.6 NONWAIVER. A waiver by either party hereto of a breach by the other party hereto of any covenant or condition of this Agreement shall not impair the right of the party not in default to avail itself of any subsequent breach thereof. Leniency, delay or failure of either party to insist upon strict performance of any agreement, covenant or condition of this Agreement, or to exercise any right herein

given in any one or more instances, shall not be construed as a waiver or relinquishment of any such agreement, covenant, condition or right.

V.7 FAIR MEANING. The terms of this Agreement shall be given their fair meaning and shall not be construed in favor of or against either party hereto because of authorship. This Agreement shall be deemed to have been drafted by both of the parties.

V.8 GOVERNING LAW. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

V.9 VENUE. The venue for any action to enforce or interpret this Agreement shall lie in the Superior Court of Washington for Snohomish County, Washington.

V.10 COUNTERPARTS. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement.

V.11 AUTHORITY TO BIND PARTIES AND ENTER INTO AGREEMENT. The undersigned represent that they have full authority to enter into this Agreement and to bind the parties for and on behalf of the legal entities set forth below.

DATED this _____ day of _____, 2022.

CITY OF STANWOOD

THOMPSON, GUILDNER & ASSOCIATES, INC. P.S.

By _____
Sid Roberts, Mayor

By _____
Nikki Thompson, Partner

Approved as to form:

Attest:

Nikki Thompson, City Attorney

Lisa Sokolik, City Clerk

Exhibit A
Scope of Services



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 11b

DATE: October 27, 2022

SUBJECT: Resolution 2022-17, Rescinding Resolution 2020-05, Emergency Powers and Rescinding Emergency Proclamation of March 9, 2020

CONTACT PERSON: Shawn Smith, City Administrator

ATTACHMENTS: A – Resolution 2020-17 - Terminating The Local Emergency Declared In Response To The Covid-19 Pandemic By Rescinding Resolution 2020-05 Dated March 26, 2020 And Terminating The Office Of The Mayor Emergency Proclamation Dated March 9, 2020

ISSUE

The issue before the City Council is consideration and adoption of Resolution 2022-17, which will rescind the Mayor's 2020 emergency proclamation that adopted emergency procurement procedures and also rescind Resolution 2022-05, which established procedures for holding public meetings consistent with state law while reducing the risk of exposure and spread of contagious viruses.

BACKGROUND

Rapidly evolving progress of the Novel Coronavirus COVID-19 required the Stanwood Mayor to proclaim an emergency on March 9, 2020, and cancel the regular City Council meeting of March 12. This action followed a series of federal, state, and local emergency proclamations.

- January 31, 2020, the United States Department of Public Health and Human Services Secretary Alex Azar declared a public emergency for the novel coronavirus (COVID-19) beginning on January 27, 2020.
- February 29, 2020, Governor Jay Inslee declared a state of emergency exists in all counties in the State of Washington due to the number of confirmed cases of COVID-19 in the State.
- March 2, 2020, the Snohomish County Department of Emergency Management, Snohomish County Emergency Coordination Center, began coordinating information and resources across county government to support the Snohomish Health District in alleviating the impacts to people, property, and infrastructure, and is assessing the magnitude and long-term effects of the incident with the Snohomish Health District.

- March 4, 2020, by Health Officer's Order No. 20-056, the Snohomish County Health Officer proclaimed a countywide public health emergency for COVID-19.
- March 4, 2020, Snohomish County Executive Dave Somers signed a proclamation of emergency due to the number of confirmed cases of COVID-19 in the County, thus enabling the County government to take extraordinary measures; and

These state regional and national actions directed city officials to develop means for the City Council to meet and conduct city business with the least risk of increasing the spread of COVID-19, including on-line meeting, telephone meeting and granting emergency procurement authority.

On March 26, 2020, the Stanwood City Council adopted Resolution 2020-05, which established procedures for holding public meetings consistent with state law while reducing the risk of exposure and spread of contagious viruses.

Governor Inslee has announced the upcoming rescission of all COVID-19 emergency proclamations and state of emergency by October 31, 2022, noting that although COVID-19 still in Washington, we can move from a pandemic response.

Based on improving conditions, the local emergency declaration and emergency response posture in Stanwood is no longer needed and the city should be focused on the economic, social, and cultural recovery of the Stanwood region.

Consistent with the Open Public Meetings Act, the city will continue to provide remote access to City Council Regular Meetings and to the Planning Commission Meetings, both for members of the public and in unusual circumstances, to Councilmembers and Planning Commissioners.

COMMITTEE RECOMMENDATION

This was not reviewed by committee.

CITY COUNCIL OPTIONS

1. Adopt Resolution 2022-17 Rescinding Resolution 2020-05, Emergency Powers and Rescinding Emergency Proclamation of March 9, 2020
2. Do not Adopt Resolution 2022-17 Rescinding Resolution 2020-05, Emergency Powers and Rescinding Emergency Proclamation of March 9, 2020

RECOMMENDED ACTIONS

I MOVE TO ADOPT RESOLUTION 2022-17 TERMINATING THE LOCAL EMERGENCY DECLARED IN RESPONSE TO THE COVID-19 PANDEMIC BY RESCINDING RESOLUTION 2020-05 DATED MARCH 26, 2020, AND TERMINATING THE OFFICE OF THE MAYOR EMERGENCY PROCLAMATION DATED MARCH 9, 2020.

RESOLUTION NO. 2022-17

A RESOLUTION OF THE CITY OF STANWOOD, WASHINGTON, TERMINATING THE LOCAL EMERGENCY DECLARED IN RESPONSE TO THE COVID-19 PANDEMIC BY RESCINDING RESOLUTION 2020-05 DATED MARCH 26, 2020 AND TERMINATING THE OFFICE OF THE MAYOR EMERGENCY PROCLAMATION DATED MARCH 9, 2020.

WHEREAS, on February 29, 2020, Governor Jay Inslee declared a state of emergency in response to the new cases of COVID-19 in Washington State; and,

WHEREAS, on March 9, 2020, the Office of the Mayor issued an Emergency Proclamation for the City of Stanwood which declared a State of Emergency arising from the COVID-19 outbreak and authorized the utilization of emergency powers granted under Stanwood Municipal Code (SMC) Section 9.08.020 and Revised Code of Washington (RCW) Chapter 38.52, and other relevant provisions of state and federal law; and,

WHEREAS, Governor Inslee issued Proclamation 20-28 on March 24, 2020, which prohibited in-person gatherings for public meetings, which has since been amended multiple times, and as a result of which the City of Stanwood City Council and all City of Stanwood appointed boards, commissions and committees have accommodated virtual meeting technology, which has allowed greater citizen participation in the meetings; and,

WHEREAS, on March 26, 2020, at a Meeting of the City Council, the City Council adopted Resolution No. 2020-05 which ratified the Proclamation of Emergency issued by the Mayor and temporarily amended the City Council procedures to facilitate social distancing standards; and,

WHEREAS, Section 9.08.040 of the SMC states that “After the issuance of a written proclamation of a state of emergency as provided for in SMC 9.08.020, the mayor or in the event of his inability to act, the governing mayor pro tem, or any three members of the council, or in the absence thereof, the governing authority of the city, may terminate, modify or amend at any time such proclamation by written declaration thereof, and notice given in the same manner as set forth in SMC 9.08.020.”; and,

WHEREAS, on June 30, 2021, Governor Inslee removed all restrictions on capacity and physical distancing for public meetings, while retaining the face covering requirements as outlined in Proclamation 20-25, et seq., Secretary of Health Order 20-03.2, and LNI Publication F414-179; and,

WHEREAS, on July 1, 2021, Governor Inslee issued Proclamation No. 20-25.14, “Washington Ready,” which, in part, recognizes that “data reflect that the number and percent of vaccinated Washington residents continue to increase, while the number of new COVID-19 cases, hospitalizations, and deaths are decreasing,” and the Governor thereby ordered that movement, occupancy, and face-covering restrictions be modified as set forth in Proclamation No. 20-25.14; and,

WHEREAS, on September 8, 2022, Governor Inslee declared that he will terminate the statewide COVID-19 state of emergency declaration on October 31, 2022 and that all remaining COVID-19 emergency proclamations will be rescinded by that date; and,

WHEREAS, a local emergency declaration and emergency response posture in Stanwood is no longer needed, and is in fact duplicative of the state and federal response measures and structures, which are

more than adequate to respond to the crisis at this stage, which is and rightly should be focused on the economic, social, and cultural recovery of the Stanwood region;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Stanwood, Washington, as follows:

Section 1. The Emergency Previously Proclaimed No Longer Exists. Based on changing circumstances and improving conditions in Stanwood, Snohomish County, and more broadly related to the COVID-19 pandemic, the emergency, as defined in Chapter 38.52 RCW, RCW 43.06.010 (12), RCW 39.04.280 (3), and Chapter 9.08 SMC, or imminent threat of such an emergency, that existed as described in Resolution No. 2020-05, no longer exists within the City of Stanwood, and therefore Resolution No. 2020-05 to ratify the Emergency Declaration by Mayor Leonard Kelley on March 9, 2020, and to temporarily amend City Council procedures to facilitate social distancing standards, is hereby rescinded, except for those provisions which allow for virtual meeting participation, as below described.

Section 2. Termination of the Proclamation of Emergency. The Proclamation of Emergency issued by the Mayor on March 9, 2020, which was ratified and confirmed on March 26, 2020 by the City Council through Resolution No. 2020-05, is hereby terminated by the rescinding of Resolution No. 2020-05 as above described.

Section 3. Continued implementation of virtual meeting technology. Subject to any state law restrictions or conditions, all City of Stanwood Council and Planning Commission, in addition to holding in-person meetings open to the public, will also offer members of the public the option of virtually attending the meetings. City Councilmembers and Planning Commissioners may also attend virtually.

Section 4. No impact to the use of American Rescue Plan Act funds. The rescinding of Resolution No. 2020-05 and the ending of the local state of emergency declarations is not intended to have any impact on the use of the funds awarded to the City of Stanwood by the American Rescue Plan Act. The use of the funds is governed by federal and state laws which are not impacted by the lack of a state of local emergency.

PASSED AND ADOPTED by the City Council of the City of Stanwood, State of Washington, on this ____ day of ____, 2022.

Sid Roberts, Mayor

ATTEST:

Lisa Sokolik, City Clerk

APPROVED AS TO FORM:

Nikki Thompson, City Attorney



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 11c

DATE: October 27, 2022

SUBJECT: RH2 Engineering On-Call PSA Supplemental No. 2
Extending the Term Two Years

CONTACT PERSON: Kevin Hushagen, Public Works Director

ATTACHMENTS: A – RH2 Engineering Supplemental No. 2 Agreement

ISSUE

The issue in front of the City Council is to authorize the Mayor to sign Supplemental No. 2 to extend the term of the On-Call Professional Services Agreement 2018-53 an additional two years.

SUMMARY

At times, the City can have multiple projects under design and construction, with additional projects planned for the upcoming years. In addition, the City routinely performs maintenance projects throughout city limits. Many of these projects require specialized consultation from a licensed civil engineering firm. In 2018, the City signed a Professional Service Agreement (2018-53) with RH2 Engineering Inc. The contract was extended on October 11, 2020 for an additional two years with Supplemental No.1, which is set to expire October 31, 2022. The terms of the original contract allow for the contract to be extended by written mutual agreement.

DISCUSSION

The City currently has multiple projects under design and construction, with additional projects planned for the upcoming years. Many of these projects require specialized consultation from a licensed professional firm. Having an on-call contract with RH2 Engineering allow the City to award contracts more quickly ensuring the City's needs are addressed as quickly and efficiently as possible.

FISCAL IMPACT

This is only a time extension, with no additional costs.

COMMITTEE RECOMMENDATION

This was not brought to any committees.

CITY COUNCIL OPTIONS

- 1.) Authorize the Mayor to extend contracts for professional services with RH2 Engineering, Inc.
- 2.) Do not extend the contracts and direct staff to areas of concern.
- 3.) Direct staff to take this item to the Public Works Committee for further discussion.

RECOMMENDED MOTION

I MOVE TO AUTHORIZE THE MAYOR TO SIGN SUPPLEMENTAL NO. 2 WITH RH2 ENGINEERING, INC. TO EXTEND THE ON-CALL PROFESIONAL SERVICES AGREEMENT 2018-53 TERM FOR AN ADDITONAL TWO YEARS.

**SUPPLEMENTAL AGREEMENT NO. 2
TO PROFESSIONAL SERVICES AGREEMENT 2018-53
BETWEEN CITY OF STANWOOD AND RH2 ENGINEERING, INC.
FOR ON-CALL CONSULTANT SERVICES**

This Supplemental Agreement No. 2 is made and entered into on the 27th day of October, 2022, between the City of Stanwood, hereinafter called the "City" and RH2 Engineering, Inc., hereinafter called the "Consultant."

WITNESSETH THAT:

WHEREAS, the parties hereto have previously entered into an Agreement for On-call Professional Services (Agreement 2018-53), hereinafter called the "Project," said Agreement being dated October 11, 2018; and

WHEREAS, both parties desire to supplement said Agreement, to extend the term until midnight, October 31st 2024.

NOW THEREFORE, in consideration of the terms, conditions, covenants and performance contained herein or attached and incorporated, and made a part hereof, the parties hereto agree as follows:

Each and every provision of the Original Agreement for Professional Services dated October 11, 2018, shall remain in full force and effect, except as modified in the following sections:

1. Article III, Section III.3 of the Original Agreement, Term is amended to add that the parties agree to extend the term of the agreement to terminate at midnight October 31, 2024.

IN WITNESS WHEREOF, the parties hereto have executed this SUPPLEMENTAL AGREEMENT NO. 2 as of the day and year first above written.

CITY OF STANWOOD

RH2 ENGINEERING, INC.

By: _____
Sid Roberts, Mayor

By: Richard L. Ballard
Richard L. Ballard, Director

APPROVED AS TO FORM:

ATTEST/AUTHENTICATED:

Nikki Thompson , City Attorney

Lisa Sokolik, City Clerk

Attachment: A – Rate Sheets

EXHIBIT C
RH2 ENGINEERING, INC.
2022 SCHEDULE OF RATES AND CHARGES

RATE LIST	RATE	UNIT
Professional I	\$158	\$/hr
Professional II	\$175	\$/hr
Professional III	\$189	\$/hr
Professional IV	\$207	\$/hr
Professional V	\$223	\$/hr
Professional VI	\$236	\$/hr
Professional VII	\$253	\$/hr
Professional VIII	\$265	\$/hr
Professional IX	\$265	\$/hr
Control Specialist I	\$145	\$/hr
Control Specialist II	\$158	\$/hr
Control Specialist III	\$173	\$/hr
Control Specialist IV	\$187	\$/hr
Control Specialist V	\$200	\$/hr
Control Specialist VI	\$215	\$/hr
Control Specialist VII	\$229	\$/hr
Control Specialist VIII	\$240	\$/hr
Technician I	\$121	\$/hr
Technician II	\$131	\$/hr
Technician III	\$150	\$/hr
Technician IV	\$161	\$/hr
Technician V	\$176	\$/hr
Technician VI	\$193	\$/hr
Technician VII	\$210	\$/hr
Technician VIII	\$220	\$/hr
Administrative I	\$78	\$/hr
Administrative II	\$94	\$/hr
Administrative III	\$111	\$/hr
Administrative IV	\$131	\$/hr
Administrative V	\$151	\$/hr
CAD/GIS System	\$27.50	\$/hr
CAD Plots - Half Size	\$2.50	price per plot
CAD Plots - Full Size	\$10.00	price per plot
CAD Plots - Large	\$25.00	price per plot
Copies (bw) 8.5" X 11"	\$0.09	price per copy
Copies (bw) 8.5" X 14"	\$0.14	price per copy
Copies (bw) 11" X 17"	\$0.20	price per copy
Copies (color) 8.5" X 11"	\$0.90	price per copy
Copies (color) 8.5" X 14"	\$1.20	price per copy
Copies (color) 11" X 17"	\$2.00	price per copy
Technology Charge	2.50%	% of Direct Labor
Mileage	\$0.6250	price per mile (or Current IRS Rate)
Subconsultants	15%	Cost +
Outside Services	at cost	



CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 11d

DATE: October 27, 2022

SUBJECT: Authorize Mayor to enter into an agreement with TranTech Engineering to Perform Load Rating on the Irvine Slough Bridge

CONTACT PERSON: Kevin Hushagen, Public Works Director

ATTACHMENTS: A – Scope of Work
B – Fee Schedule

PURPOSE

The purpose of this item is for Council to authorize the Mayor to enter into an agreement with TranTech Engineering to perform a load rating on the Irvine Slough Bridge.

BACKGROUND

As part of the National Rating Load inventory, Washington State Department of Transportation (WSDOT) contacted city staff informing that a load rating was due to be conducted on the Irvine Slough Bridge by years' end.

ANALYSIS

City staff worked to find information on the structure and project and kept WSDOT informed of the progress. WSDOT provided city staff with firms that could complete this task and TranTech was contacted. TranTech provided the city with a scope and fee to do the rating.

FINANCIAL IMPACT

Although this was an unforeseen expenditure, it will be paid for out of the street budget and a budget amendment is not anticipated.

PROPOSED MOTION

I MOVE TO AUTHORIZE THE MAYOR TO ENTER INTO AN AGREEMENT WITH TRANTECH ENGINEERING, LLC NOT TO EXCEED \$4,748, TO PERFORM A BRIDGE LOAD RATING ON THE IRVINE SLOUGH BRIDGE.

SCOPE OF WORK

City of Stanwood

Load Rating Update

INTRODUCTION

The City of Stanwood (CITY) has requested Engineering Services from TranTech Engineering, LLC (TranTech) to perform bridge load rating services.

Two City owned bridge have been identified that need load rating updates as necessary to meet FHWA load rating update requirements as specified in their memo titled “Load Rating of Specialized Hauling Vernicles (SHV)” dated November 15, 2013 and for Emergency Vehicles (EV) per FHWA Memorandum dated November 3, 2016. TranTech will provide load rating services for the bridges identified by the City that require updates for SHV’s and Emergency Vehicles (EV) by December 30, 2022.

All work shall be in accordance with City/WSDOT/FHWA guidelines and with the requirements of the National Bridge Inspection Standards (NBIS), where applicable.

Throughout the conduct of these activities, there will be a close coordination between TranTech and the City. TranTech will manage the activities to ensure timeliness of required submittals.

The above listed task is described in further detail in the following.

Task 1 –Irvine Slough Load Rating

IRVINE SLOUGH (SID 08595900) has been identified as needing load ratings updates by December 30, 2022.

The services in this task include utilization of the existing load rating, as-built plans, and inventory inspection data to perform a Load Factor Rating (LFR) or Load and Resistance Factor Rating (LRFR) per current WSDOT and FHWA guidelines. All rating activities will include ratings for Specialized Hauling Vehicles (SHV) and for Emergency Vehicle (EV) as required by the FHWA's Memorandum on Load Rating of Specialized Hauling Vehicles (SHV) dated November 15, 2013 and for Emergency Vehicles (EV) per FHWA's Memorandum dated November 3, 2016. TranTech will provide the actual single unit rating for the SU4 – SU7 vehicles regardless of whether the Notional Rating (screening) Load (NRL) check is greater than 1.0:

A Quality Assurance Program is an integral part of each load rating. It includes the following:

- Competent and experienced personnel will perform all calculations.
- The load rating will be thoroughly reviewed and checked by experienced personnel prior to submittal.
- Any rating factor less than 1.0 will receive additional scrutiny to ensure load restrictions are avoided if possible

Deliverables

A signed hard copy of the load rating report for the subject bridge will be submitted to the City and the electronic bridge record in the Washington State Bridge Inventory will be updated to reflect the updated rating.

The Load Rating Report will consist of:

- A Bridge Rating Summary Sheet listing the rating factors for each vehicle checked along with controlling points in the superstructure. The summary sheet shall be stamped and signed by a professional engineer licensed in the State of Washington.
- A brief report of any potential anomalies in the ratings and an explanation of the cause of any rating factor less than 1.0, including site specific proposed load posting that will cause the least disruption to the traveling public.
- A hard copy of computer output files used for rating, and any other calculations or special analysis required.
- A complete set of plans for the bridge if they exist.
- A CD which contains the final versions of all input and output files, and other calculations created in performing the load rating.
- All reports shall be bound in Accopress-type binders.
- Should load posting be found to be necessary, TranTech will work with the City to identify a posting method that will minimize inconvenience to the traveling public.

Assumptions:

- TranTech will work from the as-built plans and the inventory inspection report to provide the most accurate condition for the load rating calculations.
- Existing load rating analysis will be reviewed and utilized to the extent possible.
- Some existing load rating analysis may be of little or no use for the update process requiring a complete re-rating.
- It is assumed that structural plans and/or previous load ratings will be provided by the City for the structures listed above. Should it be determined that existing structural information is not available for a structure, the City will be contacted for discussion regarding alternative load rating methods and approval of the additional work.
- It is assumed that no substructure load rating will be performed. Should it be determined that this additional evaluation is necessary due to deterioration of the substructure elements, the City will be contacted for approval of the additional work.

TRANTECH
Engineering LLC

City of Stanwood - Load Rating Updates

Note – The sum of the above Profit and Overhead is equal to a combined multiplier of 2.6138

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CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 11e
DATE: October 27, 2022
SUBJECT: Final Acceptance of 273rd PI NW Pedestrian Path
CONTACT PERSON: Kevin Hushagen, Public Works Director
ATTACHMENTS: A – Final Pay Request

PURPOSE

The purpose of this item is for Council to authorize final acceptance of the 273rd PI NW Pedestrian Path project completed by Konnerup Construction.

BACKGROUND

This project added a new section of sidewalk and ADA ramps between 100th and 102nd on 273rd PI NW. This project was publicly bid and received six (6) bids. The project is now complete, and staff is seeking final acceptance.

ANALYSIS

The original contract amount was \$113,775. The final bill was under the contract amount at \$108,529.40.

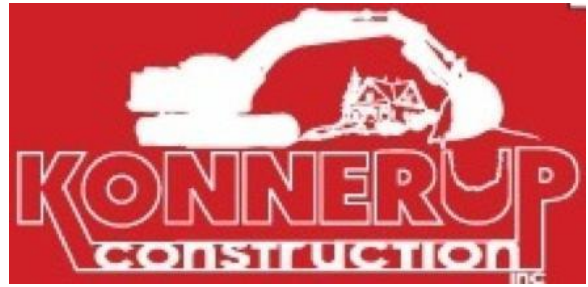
FIANCIAL IMPACT

The total fiscal impact is \$108,529.40 for construction and \$26,530.97 for permitting, publishing, and design. \$180,000 was budgeted for the project.

PROPOSED MOTION

I MOVE TO AUTHORIZE THE FINAL ACCEPTANCE OF THE 273RD PL NW PEDESTRIAN PATH COMPLETED BY KONNERUP CONSTRUCTION.

Konnerup Construction Inc
 Po Box 882
 Stanwood, WA 98292
 425 508 0847
 jtkonnerup@gmail.com



INVOICE

BILL TO
 City of Stanwood

INVOICE # 1803
DATE 10/05/2022
DUE DATE 10/05/2022
TERMS Due on receipt

DESCRIPTION	QTY	RATE	AMOUNT
Minor Changes Minor Changes	1	0.00	0.00
ADA Features Surveying ADA Features Surveying	1	2,000.00	2,000.00
Mobilization Mobilization	1	15,000.00	15,000.00
Traffic Control Traffic Control as required. Per LS	1	12,000.00	12,000.00
Clearing and Grubbing Clearing and Grubbing	1	3,000.00	3,000.00
Removal of obstructions Removal of obstructions	1	3,000.00	3,000.00
Shoring and Trench Safety Shoring and Trench Safety	1	1,000.00	1,000.00
CSTC Crushed Surface Top Course. Per ton	120.70	50.00	6,035.00
HMA Paving HMA Paving	67.17	320.00	21,494.40
12" StormSewer Pipe 12" StormSewer Pipe	40	120.00	4,800.00
Skid Resistant Surfacing Skid Resistant Surfacing	1	500.00	500.00
Catch Basin Type 1 Catch basin	2	2,000.00	4,000.00
Quarry Spalls Quarry Spalls per TON	10	70.00	700.00
Erosion Control Temporary Erosion and Sediment Control	1	2,000.00	2,000.00
Landscape Restoration Property Restoration	1	3,000.00	3,000.00

DESCRIPTION	QTY	RATE	AMOUNT
Cement Concrete Curb and Gutter Cement Concrete Curb and Gutter	110	90.00	9,900.00
Cement Concrete Pedestrian Curb Cement Concrete Pedestrian Curb	20	80.00	1,600.00
Cement Concrete Sidewalk Cement Concrete Sidewalk per SY	28	175.00	4,900.00
Cement Concrete Curb Ramp Type Single Direction Cement Concrete Curb Ramp Type Single Direction	1	2,250.00	2,250.00
Cement Concrete Curb Ramp Type Parallel Cement Concrete Curb Ramp Type Parallel	2	2,250.00	4,500.00
Cement Concrete Curb Ramp Type Perpendicular Cement Concrete Curb Ramp Type Perpendicular	1	2,250.00	2,250.00
Permanent Signage Permanent Signage	1	1,000.00	1,000.00
Plastic Sidewalk Line Plastic Sidewalk Line	180	20.00	3,600.00

BALANCE DUE

\$108,529.40

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CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 11f
DATE: October 27, 2022
SUBJECT: Final Plat of Chandler's Reserve
CONTACT PERSON: Tansy Schroeder, City Planner
ATTACHMENTS: A – Final Plat of Chandler's Reserve

PURPOSE

The purpose of this agenda item is for Council approval of the final plat of Chandler's Reserve, a 91 single family residential lot in north Stanwood off of 80th Avenue.

SUMMARY

Stanwood's subdivision code as provided in Title 16 of the Stanwood Municipal Code provides that formal subdivisions are considered any division of residential land into 10 or more lots. Subdivision of land occurs in three distinct phases: preliminary plat, plat construction and final plat. The land use law associated with each phase is very specific regarding a city's legal authority to regulate that process.

Applications for preliminary plat are reviewed against the City's adopted subdivision, zoning, environmental, and development standards for compliance with land use regulations as well as for overall life, health, welfare requirements. Public comments are solicited several times during the review stage of the permit: open comment period, during environmental review process and at the public hearing. The Hearing Examiner makes a formal decision to either approve, approve with conditions, or deny the preliminary plat application at the conclusion of the public review process.

The purpose of final plat is to determine whether conditions of preliminary plat approval have been satisfied. Once all of the site improvements have been constructed and inspected per the approved plan, the applicant can apply for final plat approval. At the final plat approval stage, the process is essentially administrative: the city verifies all conditions of preliminary plat have been met and site improvements are installed per plan approval.

If the City finds that the plat conforms to the preliminary approval, the City must approve the final plat.

BACKGROUND

Stanwood-26, LCC (Hegger) submitted a preliminary plat application for 91 residential lots in October 2019. The project was reviewed per the City's permitting process and was approved after a public hearing with the Hearing Examiner in December 2020. After the

approval, the project changed ownership from Stanwood-26, LLC (Hegger) to Lennar Northwest.

Civil construction improvements include streets, sidewalks, stormwater improvements, water improvements, sewer improvements, and Native Growth Protection Fencing. Lennar Northwest is providing a maintenance bond for all installed public improvements along the right of way of both 80th Avenue NW and 284th Street NW. Lennar Northwest is providing performance bonds for internal street trees and landscaping, open / park space landscaping and amenities.

ANAYSIS

City staff has reviewed and approved the final plat of Chandler's Reserve. The final plat maps are ready to be signed by the Mayor, the Community Development Director and the Public Works Director.

Community Development and Public Works Departments have approved the final punch list items. The following is a list of items the City has received from the applicant:

- Maintenance Bond - on-site sewer, off-site sewer, on-site water, off-site water, and on-site storm drainage
- Maintenance Bond – Frontage Improvements
- Performance Bond – Landscaping, Open / Park Space Improvements
- Home Owners Association with Covenants, Conditions, & Restrictions
- Native Growth Protection Area (NGPA) Easement
- NGPA signage and fencing
- Signed Williams Pipeline Easement

Based on staff review, the applicant has completed all applicable conditions of the preliminary plat approval. Any conditions to be completed prior to building permit issuance and other restrictions are identified on the face of the plat map.

SMC 16.20.060(3) states:

After being approved as required above, the final plat shall be presented to the city council. After finding that the final plat has been completed in accordance with the provisions of this code, and that all required improvements have been completed or that arrangements or contracts have been entered into to guarantee that such required improvements will be completed, and that the interests of the city are fully protected, the mayor shall sign the final plat accepting such dedications and easements as may be included thereon, and the final plat shall be returned to the applicant for filing for record with the auditor.

Upon approval by the City Council, the Mayor will sign the final plat along with city staff. The final plat will be returned to the applicant to record with the Snohomish County Auditor Office.

FINANCIAL IMPACT

Fiscal Impact			
No direct financial impact for recording of the Final Plat. Once the plat is recorded, the new owners will begin paying the appropriate property taxes. Housing construction will result in one-time construction sales tax to the city and payment of building permit fees, impact fees and plant investment fees.			
Fund(s):	N/A		
Amount:	\$	Project Estimate:	\$ -
Budget Authorized	☐ Yes ☐ No	Amendment Required	☐ Yes ☐ No ☐ Monitor

COMMITTEE RECOMMENDATIONS

The final plat was discussed at the June 2, 2022 Community Development Committee Meeting. The Committee had no concerns and was supportive of moving forward with the adoption of final plat. At the October 6, 2022 Community Development Committee Meeting the Committee discussed modifying the final plat process to allow performance bonds for subdivision landscaping prior to final plat approval, which the Committee was supportive of.

CITY COUNCIL OPTIONS

1. Approve the final plat of Chandler's Reserve as presented.
2. Return the final plat of Chandler's Reserve to the applicant to make final correction or edits to the final plat.

RECOMMENDED ACTION

I MOVE TO APPROVE THE FINAL PLAT OF CHANLDERS RESERVE AND TO ALLOW THE MAYOR TO SIGN THE FINAL PLAT IN ACCORDANCE WITH SMC 16.020.060(3).

File:P:\21000s\21444\survey\plots\21444p01.dwg Layout:SHEET 1 Date/Time:7/19/2022 10:56 AM Scale:1" = 1' KANDERSON Xref: -----

CHANDLER'S RESERVE

A PLANNED RESIDENTIAL DEVELOPMENT

PORTION OF THE SW1/4 OF THE SE1/4, SECTION 18, AND PORTION OF THE NW1/4 OF THE NE1/4, SECTION 19, T32N-R4E, W.M., CITY OF STANWOOD, SNOHOMISH COUNTY, WASHINGTON

DEDICATION

KNOW ALL MEN (PERSONS) BY THESE PRESENTS THAT LENNAR NORTHWEST, INC, A DELAWARE CORPORATION, THE UNDERSIGNED OWNER, IN FEE SIMPLE OF THE LAND HEREBY PLATTED, HEREBY DECLARE THIS PLAT AND DEDICATE TO THE USE OF THE PUBLIC FOREVER ALL STREETS, AVENUES, PLACES AND SEWER EASEMENTS OR WHATEVER PUBLIC PROPERTY THERE IS SHOWN ON THE PLAT AND THE USE FOR ANY AND ALL PUBLIC PURPOSES NOT INCONSISTENT WITH THE USE THEREOF FOR PUBLIC HIGHWAY PURPOSES. ALSO, THE RIGHT TO MAKE ALL NECESSARY SLOPES FOR CUTS AND FILLS UPON LOTS, BLOCKS, TRACTS, ETC. SHOWN ON THIS PLAT IN THE REASONABLE ORIGINAL GRADING OF ALL THE STREETS, AVENUES, PLACES, ETC. SHOWN HEREON. ALSO, THE RIGHT TO DRAIN ALL STREETS OVER AND ACROSS ANY LOT OR LOTS WHERE WATER MIGHT TAKE A NATURAL COURSE AFTER THE STREET OR STREETS ARE GRADED. ALSO, ALL CLAIMS FOR DAMAGE AGAINST ANY GOVERNMENTAL AUTHORITY ARE WAIVED WHICH MAY BE OCCASIONED TO THE ADJACENT LAND BY THE ESTABLISHED CONSTRUCTION, DRAINAGE, AND MAINTENANCE OF SAID ROADS.

FOLLOWING ORIGINAL REASONABLE GRADING OF ROADS AND WAYS HEREON, NO DRAINAGE WATERS ON ANY LOT OR LOTS SHALL BE DIVERTED OR BLOCKED FROM THEIR NATURAL COURSE SO AS TO DISCHARGE UPON ANY PUBLIC ROAD RIGHTS-OF-WAY TO HAMPER PROPER ROAD DRAINAGE. THE OWNER OF ANY LOT OR LOTS, PRIOR TO MAKING ANY ALTERATION IN THE DRAINAGE SYSTEM AFTER THE RECORDING OF THE PLAT MUST MAKE APPLICATION TO AND RECEIVE APPROVAL FROM THE DIRECTOR OF THE DEPARTMENT OF PUBLIC WORKS FOR SAID ALTERATION. ANY ENCLOSING OF DRAINAGE WATERS IN CULVERTS OR DRAINS OR REROUTING THEREOF ACROSS ANY LOT AS MAY BE UNDERTAKEN BY OR FOR THE OWNER OF ANY LOT SHALL BE DONE BY AND AT THE EXPENSE OF SUCH OWNER.

THAT THESE COVENANTS ARE FOR THE MUTUAL BENEFIT OF THE GRANTOR AND HIS HEIRS, SUCCESSORS AND ASSIGNS AND ARE FOR THE FURTHER PURPOSE OF COMPLIANCE WITH THE ORDINANCES AND REGULATIONS OF THE CITY OF STANWOOD AND SUCH PERSONS ARE SPECIFICALLY GIVEN THE RIGHT TO ENFORCE THESE RESTRICTIONS AND RESERVATIONS BY INJUNCTION OR OTHER LAWFUL PROCEDURE AND TO RECOVER ANY DAMAGES RESULTING FROM SUCH VIOLATION.

TRACT 994 IS A CRITICAL AREA (N.G.P.A.) TRACT, TRACT 995 IS AN ENTRY MONUMENT TRACT, TRACT 996 IS AN OPEN SPACE/LANDSCAPE TRACT, TRACT 997 IS A STORMWATER DETENTION/OPEN SPACE TRACT, TRACT 998 IS A PARK TRACT, AND TRACT 999 IS AN OPEN SPACE TRACT AND ARE HEREBY GRANTED AND CONVEYED TO THE CHANDLER'S RESERVE HOMEOWNERS ASSOCIATION (HOA) UPON RECORDING OF THIS PLAT SUBJECT TO AN EMERGENCY MAINTENANCE EASEMENT GRANTED AND CONVEYED TO THE CITY OF STANWOOD. OWNERSHIP AND MAINTENANCE OF SAID TRACTS CONSISTENT WITH CITY CODE SHALL BE THE RESPONSIBILITY OF THE HOA UNLESS AND UNTIL TRACT OWNERSHIP BY ALL LOTS WITHIN THIS SUBDIVISION IS AUTHORIZED PURSUANT TO A FINAL PLAT ALTERATION. USE OF SAID TRACTS IS RESTRICTED TO THAT SPECIFIED IN THE APPROVED FINAL PLAT. THE HOA AND THE OWNERS OF ALL LOTS WITHIN THIS SUBDIVISION SHALL COMPLY WITH THOSE CITY REGULATIONS AND CONDITIONS OF FINAL SUBDIVISION APPROVAL SPECIFIED ON THE PLAT. THE HOA SHALL REMAIN IN EXISTENCE UNLESS AND UNTIL ALL LOTS WITHIN THE SUBDIVISION HAVE ASSUMED COMMON OWNERSHIP OF SAID TRACTS. IN THE EVENT THAT THE HOA SHOULD BE DISSOLVED, THEN EACH LOT SHALL HAVE AN EQUAL AND UNDIVIDED OWNERSHIP INTEREST IN THE TRACTS PREVIOUSLY OWNED BY THE HOA AS WELL AS RESPONSIBILITY FOR MAINTAINING THE TRACTS. MEMBERSHIP IN THE HOA AND PAYMENT OF DUES OR OTHER ASSESSMENTS FOR MAINTENANCE PURPOSES SHALL BE A REQUIREMENT OF LOT OWNERSHIP, AND SHALL REMAIN AN APPURTENANCE TO AND INSEPARABLE FROM EACH LOT. THIS COVENANT SHALL BE BINDING UPON AND INURE TO THE BENEFIT OF THE HOA, THE OWNERS OF ALL LOTS WITHIN THE SUBDIVISION AND ALL OTHERS HAVING ANY INTEREST IN THE TRACTS OR LOTS.

DECLARANT DECLARATION

THE UNDERSIGNED OWNER OR OWNERS OF THE INTEREST IN THE REAL ESTATE DESCRIBED HEREIN HEREBY DECLARE THIS MAP AND DEDICATE THE SAME FOR A COMMON INTEREST COMMUNITY NAMED "CHANDLER'S RESERVE", A PLAT COMMUNITY, AS THAT TERM IS DEFINED IN THE WASHINGTON UNIFORM COMMON INTEREST OWNERSHIP ACT, SOLELY TO MEET THE REQUIREMENTS OF THE WASHINGTON UNIFORM COMMON INTEREST OWNERSHIP ACT AND NOT FOR ANY PUBLIC PURPOSE. THIS MAP AND ANY PORTION THEREOF IS RESTRICTED BY LAW AND THE DECLARATION FOR CHANDLER'S RESERVE, RECORDED UNDER SNOHOMISH COUNTY AUDITOR'S FILE NO.

THIS SUBDIVISION, DEDICATION, DECLARATION, WAIVER OF CLAIMS AND AGREEMENT TO HOLD HARMLESS IS MADE WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF SAID OWNERS.

IN WITNESS WHEREOF, WE SET OUR HANDS AND SEALS THIS _____ DAY OF _____, 2022.

LENNAR NORTHWEST, INC.
A DELAWARE CORPORATION

BY: JASON HANCOCK
ITS: AUTHORIZED AGENT

REPRESENTATIVE ACKNOWLEDGMENT

STATE OF WASHINGTON }
COUNTY OF KING } SS.

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT JASON HANCOCK IS THE PERSON WHO APPEARED BEFORE ME, AND SAID PERSON ACKNOWLEDGED THAT HE SIGNED THIS INSTRUMENT, ON OATH STATED HE WAS AUTHORIZED TO EXECUTE THE INSTRUMENT AND ACKNOWLEDGED IT AS AN AUTHORIZED AGENT OF LENNAR NORTHWEST, INC., A DELAWARE CORPORATION, TO BE THE FREE AND VOLUNTARY ACT OF SUCH PARTY FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

DATED: _____

SIGNATURE: _____

(PRINT NAME) _____
NOTARY PUBLIC IN AND FOR THE STATE OF WASHINGTON

RESIDING AT _____

MY APPOINTMENT EXPIRES _____

LEGAL DESCRIPTION

(PER CHICAGO TITLE COMPANY OF WASHINGTON ALTA COMMITMENT NO. 500107685 DATED MARCH 28, 2022)

PARCEL A:

BEGINNING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 32 NORTH, RANGE 4 EAST, W.M.;
THENCE EAST 990.0 FEET;
THENCE SOUTH 183.3 FEET TO THE POINT OF BEGINNING;
THENCE SOUTH 61' 20" WEST 207.6 FEET ALONG THE BOTTOM OF A GULCH;
THENCE SOUTH 71' 06" WEST 379.5 FEET ALONG THE BOTTOM OF SAID GULCH;
THENCE SOUTH 25' 11" WEST 135.0 FEET ALONG THE BOTTOM OF SAID GULCH;
THENCE EAST 598.5 FEET;
THENCE NORTH 344.7 FEET TO THE POINT OF BEGINNING.

TOGETHER WITH BEGINNING AT THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 32 NORTH, RANGE 4 EAST, W.M.;
THENCE WEST 440.22 FEET;
THENCE NORTH 792 FEET;
THENCE EAST 440.22 FEET;
THENCE SOUTH 792 FEET TO THE POINT OF BEGINNING.

EXCEPT THEREFROM ANY ROADS.

ALSO TOGETHER WITH BEGINNING AT THE SOUTHWEST CORNER OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 18, TOWNSHIP 32 NORTH, RANGE 4 EAST, W.M.;
THENCE NORTH 792 FEET;
THENCE EAST 879.78 FEET;
THENCE SOUTH 792 FEET;
THENCE WEST 879.70 FEET TO THE TRUE POINT OF BEGINNING.

SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON

PARCEL B:

THE NORTH 30 FEET OF THE NORTH HALF OF THE NORTH HALF OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 19, TOWNSHIP 32 NORTH, RANGE 4 EAST, W.M.;

EXCEPT THEREFROM THE EAST 16.5 FEET CONVEYED TO SNOHOMISH COUNTY FOR ROADS IN VOLUME 205 OF DEEDS ON PAGE 554.

SITUATION IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON

SURVEYOR'S ACKNOWLEDGMENT

STATE OF WASHINGTON }
COUNTY OF KING } SS.

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT MATTHEW K. ABBAS IS THE PERSON WHO APPEARED BEFORE ME, AND SAID PERSON ACKNOWLEDGED THAT HE SIGNED THIS INSTRUMENT AND ACKNOWLEDGED IT TO BE HIS FREE AND VOLUNTARY ACT FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

DATED THIS _____ DAY OF _____, 2022.

(SIGNATURE OF NOTARY)
NOTARY PUBLIC IN AND FOR THE STATE OF WASHINGTON

PRINTED NAME _____

RESIDING AT _____

MY APPOINTMENT EXPIRES _____

APPROVALS

PLANNING DIRECTOR APPROVAL

I HEREBY CERTIFY THAT THE PLAT OF CHANDLER'S RESERVE, A PLANNED RESIDENTIAL DEVELOPMENT, HAS BEEN EXAMINED BY THE CITY OF STANWOOD PLANNING AGENCY AND RECOMMENDATIONS FOR APPROVAL HAVE BEEN TRANSMITTED TO THE CITY COUNCIL.

EXAMINED AND APPROVED THIS _____ DAY OF _____, 2022.

PLANNING DIRECTOR _____

PUBLIC WORKS APPROVAL

I HEREBY APPROVE THIS SURVEY DATA, LAYOUT OF THE STREETS, ALLEYS AND OTHER RIGHTS-OF-WAY, DESIGN OF BRIDGES, AND UTILITY SYSTEMS INCLUDING STORM DRAINAGE, WATER AND SANITARY SEWER.

EXAMINED AND APPROVED THIS _____ DAY OF _____, 2022.

PUBLIC WORKS DIRECTOR _____

CITY COUNCIL APPROVAL

THE CITY COUNCIL OF THE CITY OF STANWOOD, MEETING IN REGULAR SESSION ON THE _____ DAY OF _____, 2022, DID FIND THAT THE PLAT OF CHANDLER'S RESERVE, A PLANNED RESIDENTIAL DEVELOPMENT, SERVES THE PUBLIC USE AND INTEREST AND HAS AUTHORIZED THE MAYOR TO EXECUTE WRITTEN APPROVAL.

MAYOR _____

ATTEST: CITY CLERK _____

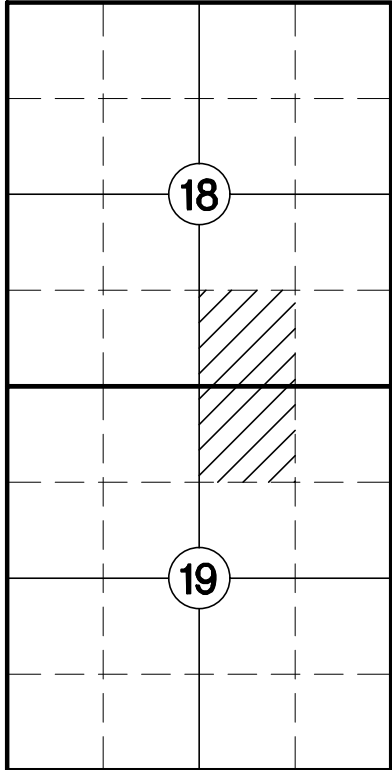
SNOHOMISH COUNTY TREASURER'S CERTIFICATE

I HEREBY CERTIFY THAT ALL STATE AND COUNTY TAXES HERETOFORE LEVIED AGAINST THE PROPERTY DESCRIBED HEREIN, ACCORDING TO THE BOOKS AND RECORDS OF MY OFFICE, HAVE BEEN FULLY PAID AND DISCHARGED, INCLUDING _____ TAXES.

TREASURER, SNOHOMISH COUNTY _____ BY: _____
DEPUTY COUNTY TREASURER

ASSESSOR'S PARCEL NO.: 320418-004-008-00, 320418-004-011-00, 320418-004-012-00,
320418-004-017-00 & 320419-001-042-00

INDEXING DATA SECTIONS 18 & 19 T32N-R4E



SHEET KEY

- SHEET 1 LEGAL DESCRIPTION, DEDICATION & APPROVALS,
- SHEET 2 RESTRICTIONS/COVENANTS, EASEMENTS, TITLE NOTES & BOUNDARY NARRATIVE
- SHEET 3 BOUNDARY & DIMENSIONS, SURVEY CONTROL, SURVEY INFORMATION
- SHEET 4 LOT & TRACT DETAIL
- SHEET 5 LOT & TRACT DETAIL
- SHEET 6 LOT & TRACT DETAIL
- SHEET 7 LOT & TRACT DETAIL
- SHEET 8 LINE & CURVE TABLES

PRD 2019-0478

AUDITOR'S CERTIFICATE

FILED FOR RECORD AT THE REQUEST OF BARGHAUSEN CONSULTING ENGINEERS, INC., THIS _____ DAY OF _____, 2022, AT _____ MINUTES PAST _____ M, AND RECORDED IN VOL. _____ OF PLATS, PAGE _____; AFN _____ RECORDS OF SNOHOMISH COUNTY, WASHINGTON.

AUDITOR, SNOHOMISH COUNTY

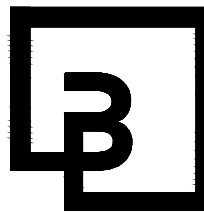
BY: _____
DEPUTY COUNTY AUDITOR

LAND SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE PLAT OF CHANDLER'S RESERVE IS BASED UPON AN ACTUAL SURVEY AND SUBDIVISION OF SECTION 18 AND SECTION 19, TOWNSHIP 32 NORTH, RANGE 4 EAST, W.M. AS REQUIRED BY THE STATE STATUTES; THAT THE DISTANCES, COURSES AND ANGLES ARE SHOWN THEREON CORRECTLY; THAT THE MONUMENTS SHALL BE SET AND LOT AND BLOCK CORNERS SHALL BE STAKED CORRECTLY ON THE GROUND; THAT ALL INFORMATION REQUIRED BY THE WASHINGTON UNIFORM COMMON INTEREST OWNERSHIP ACT IS SUPPLIED HEREIN; AND TO THE EXTENT SUCH BOUNDARIES ARE NOT DEFINED BY PHYSICAL MONUMENTS, SUCH BOUNDARIES ARE SHOWN ON THE MAP.

MATTHEW K. ABBAS, PLS #20109892

7/19/2022
DATE



**Barghausen
Consulting Engineers, Inc.**

18215 72nd Avenue South
Kent, WA 98032
425.251.6222 **barghausen.com**

PORTION OF THE SW1/4 OF THE SE1/4, SECTION 18 AND PORTION OF THE NW1/4 OF THE NE1/4, SECTION 19, T32N-R4E, W.M., CITY OF STANWOOD, SNOHOMISH COUNTY, WASHINGTON

**LENNAR NORTHWEST, INC.
33455 6TH AVENUE S., UNIT 1B
FEDERAL WAY, WA 98003**

DWN. BY KMA	DATE 4/11/2022	JOB NO. 21444
CHKD. BY MKA	SCALE N/A	SHEET 1 OF 8

CHANDLER’S RESERVE

A PLANNED RESIDENTIAL DEVELOPMENT

PORTION OF THE SW1/4 OF THE SE1/4, SECTION 18, AND PORTION OF THE NW1/4 OF THE NE1/4, SECTION 19, T32N–R4E, W.M., CITY OF STANWOOD, SNOHOMISH COUNTY, WASHINGTON

CRITICAL AREA PROTECTION AREA/EASEMENT (N.G.P.A.)

IN CONSIDERATION OF CITY OF STANWOOD CODE REQUIREMENTS, A NON–EXCLUSIVE CRITICAL AREA PROTECTION AREA/EASEMENT IS HEREBY GRANTED TO THE CITY OF STANWOOD, ITS SUCCESSORS OR ASSIGNS. SAID CRITICAL AREA PROTECTION AREA/EASEMENT IS DEPICTED ON THE APPROVED PLANS. EXCEPT AS OTHERWISE PROVIDED, THE AREA SHALL BE LEFT PERMANENTLY UNDISTURBED IN A SUBSTANTIALLY NATURAL STATE. NO CLEARING, GRADING, FILLING, BUILDING CONSTRUCTION, OR PLACEMENT, OR ROAD CONSTRUCTION OF ANY KIND SHALL OCCUR WITHIN SAID EASEMENT AREA; EXCEPT THE ACTIVITIES SET FORTH IN CITY OF STANDWOOD CODE ARE ALLOWED, WHEN APPROVED BY THE CITY. SOME ACTIVITIES WHICH MAY BE PERMITTED IN THE AREA INCLUDE: (1) ON–GOING LEGALLY ESTABLISHED DEVELOPMENT ACTIVITIES, (2) DEVELOPMENT ACTIVITIES, ACTIONS REQUIRING PROJECT PERMITS, AND CLEARING LISTED AS EXEMPT PURSUANT TO CITY CODE; AFTER REVIEW BY THE DEPARTMENT; (3) ENHANCEMENT OF THE FUNCTIONS AND VALUES OF THE CRITICAL AREA OR ITS BUFFER, AND MINOR DEVELOPMENT ACTIVITIES LISTED IN CITY CODE AND (4) EMERGENCY ACTIVITIES CONDUCTED IN ACCORDANCE WITH CITY CODE. THE RIGHT TO USE AND POSSESS THE EASEMENT AREA IS RETAINED, PROVIDED THAT THE USE DOES NOT INTERFERE WITH, OBSTRUCT OR ENDANGER PURPOSE OF SAID EASEMENT.

THE CITY, ITS SUCCESSORS AND ASSIGNS, SHALL HAVE THE RIGHT OF INGRESS AND EGRESS TO AND FROM THIS EASEMENT AND ACROSS THE ADJACENT PROPERTY IN THIS SUBDIVISION FOR THE PURPOSE OF MONITORING AND ENFORCING PROPER OPERATION AND MAINTENANCE OF THE CRITICAL AREA PROTECTION AREA EASEMENT.

THE CHANDLER’S RESERVE HOMEOWNERS ASSOCIATION SHALL BE RESPONSIBLE FOR OPERATING, MAINTAINING, REPAIRING AND RESTORING THE CONDITION OF THE AREA IF ANY UNAUTHORIZED DISTURBANCE OCCURS. BY ACCEPTANCE OF THE EASEMENT FOR THE PURPOSES DESCRIBED, THE CITY OF STANWOOD DOES NOT ACCEPT OR ASSUME ANY LIABILITY FOR ACTS OR OMISSIONS OF THE HOMEOWNERS ASSOCIATION OR OTHER THIRD PARTIES WITHIN THE EASEMENT AREA. THE HOMEOWNERS ASSOCIATION HOLDS THE CITY OF STANWOOD HARMLESS FROM ANY CLAIM OF DAMAGE OR INJURY TO ANY PROPERTY OR PERSON BY ANY PERSON ENTERING THE EASEMENT AREA NOT EXPRESSLY AUTHORIZED TO DO SO BY THE CITY. THIS EASEMENT IS CREATED, GRANTED AND ACCEPTED FOR THE BENEFIT OF THE SUBDIVISION AND THE GENERAL PUBLIC, BUT SHALL NOT BE CONSTRUED TO PROVIDE OPEN OR COMMON SPACE FOR OWNERS WITHIN THE SUBDIVISION OR MEMBERS OF THE PUBLIC.

EASEMENTS

1. AN EASEMENT IS HEREBY RESERVED FOR AND GRANTED TO ALL UTILITIES SERVING SUBJECT PLAT AND THEIR RESPECTIVE SUCCESSORS AND ASSIGNS, UNDER AND UPON THE EXTERIOR 10 FEET PARALLEL WITH AND ADJOINING THE STREET FRONTAGE OF ALL LOTS, TRACTS AND COMMON AREAS IN WHICH TO INSTALL, LAY, CONSTRUCT, RENEW, OPERATE AND MAINTAIN UNDERGROUND CONDUITS, CABLES, PIPE, AND WIRES WITH NECESSARY FACILITIES AND OTHER EQUIPMENT FOR THE PURPOSE OF SERVING THIS SUBDIVISION AND OTHER PROPERTY WITH ELECTRIC, TELEPHONE, GAS, TELEVISION CABLE AND OTHER UTILITY SERVICES TOGETHER WITH THE RIGHT TO ENTER UPON THE LOTS, TRACTS AND COMMON AREAS AT ALL TIMES FOR THE PURPOSES HEREIN STATED.

2. THE PRIVATE STORM DRAINAGE EASEMENTS (PSDE) SHOWN HEREON ARE HEREBY GRANTED TO THE LOT OWNER(S) WHO WOULD BENEFIT FROM THE EASEMENT FOR MAINTENANCE OF THE PRIVATE STORM DRAINAGE FACILITIES WHICH LIE WITHIN THE EASEMENT AREA.

- THE PSDE WITHIN THE FRONT 10’ OF LOTS 1 AND 2 IS FOR THE BENEFIT OF LOTS 1, 2 AND 3.
- THE PSDE WITHIN THE FRONT 10’ OF LOTS 5 AND 6 IS FOR THE BENEFIT OF LOTS 4, 5 AND 6.
- THE PSDE WITHIN THE FRONT 10’ OF LOTS 8 AND 9 IS FOR THE BENEFIT OF LOTS 7, 8 AND 9.
- THE PSDE WITHIN THE FRONT 10’ OF LOTS 11, 12, 13 AND TRACT 999 IS FOR THE BENEFIT OF LOTS 10 THROUGH 13.
- THE 10’ PSDE WITHIN THE REAR PORTIONS OF LOTS 15 THROUGH 26 IS FOR THE BENEFIT OF LOTS 14 THROUGH 20.
- THE PSDE WITHIN THE FRONT 10’ OF LOT 22 IS FOR THE BENEFIT OF LOTS 21, 22 AND 23.
- THE PSDE WITHIN THE FRONT 10’ OF LOT 25 IS FOR THE BENEFIT OF LOTS 24, 25 AND 26.
- THE PSDE WITHIN THE REAR 15’ OF LOTS 27 THROUGH 31 IS FOR THE BENEFIT OF LOTS 27 THROUGH 32.
- THE PSDE WITHIN THE FRONT 10’ OF LOTS 33, 34 AND 35 IS FOR THE BENEFIT OF LOTS 33 THROUGH 36.
- THE PSDE WITHIN THE FRONT 10’ OF LOTS 37, 38 AND 39 IS FOR THE BENEFIT OF LOTS 37 THROUGH 40.
- THE PSDE WITHIN THE FRONT 10’ OF LOTS 41 THROUGH 44 IS FOR THE BENEFIT OF LOTS 41 THROUGH 45.
- THE PSDE WITHIN THE FRONT 10’ OF LOTS 45, 46 AND 47 IS FOR THE BENEFIT OF LOTS 45 THROUGH 48.
- THE PSDE WITHIN THE REAR 10’ OF LOTS 50 THROUGH 53 AND THE NORTH 10’ OF LOT 57 IS FOR THE BENEFIT OF LOTS 49 THROUGH 53.
- THE PSDE WITHIN THE FRONT 10’ OF LOT 55 IS FOR THE BENEFIT OF LOTS 54 AND 55.
- THE PSDE WITHIN THE FRONT 10’ OF LOTS 56 AND 57 IS FOR THE BENEFIT OF LOTS 49 THROUGH 53 AND LOTS 56 THROUGH 58.
- THE PSDE WITHIN THE FRONT 10’ OF LOTS 59 AND 60 IS FOR THE BENEFIT OF LOTS 59, 60 AND 61.
- THE PSDE WITHIN THE FRONT 10’ OF LOTS 63 AND 76 IS FOR THE BENEFIT OF LOTS 62, 63 AND 76.
- THE PSDE WITHIN THE REAR 10’ OF LOTS 65 THROUGH 68, THE SOUTHWESTERLY 7.5’ AND FRONT 10’ OF LOT 70 AND THE NORTHEASTERLY 2.5’ OF LOT 71 IS FOR THE BENEFIT OF LOTS 64 THROUGH 68 AND LOTS 70 AND 71.
- THE PSDE WITHIN THE FRONT 10’ OF TRACT 998 IS FOR THE BENEFIT OF LOT 69.
- THE PSDE WITHIN THE FRONT 10’ OF LOTS 72 THROUGH 75 IS FOR THE BENEFIT OF LOTS 72 THROUGH 76.
- THE PSDE WITHIN THE REAR 10’ OF LOTS 78, 79 AND 80 AND THE FRONT 10’ OF LOTS 81, 82 AND 83 IS FOR THE BENEFIT OF LOTS 77, 78 AND 79 AND LOTS 81 THROUGH 84.
- THE PSDE WITHIN THE FRONT 10’ OF LOT 80 IS FOR THE BENEFIT OF LOTS 79 AND 80.
- THE PSDE WITHIN THE FRONT 10’ OF LOTS 86 THROUGH 90 IS FOR THE BENEFIT OF LOTS 85 THROUGH 91.

3. THE PUBLIC STORM DRAINAGE EASEMENTS (SDE) SHOWN HEREON ARE HEREBY GRANTED TO THE CITY OF STANWOOD FOR MAINTENANCE OF THE PUBLIC STORM DRAINAGE FACILITIES WHICH LIE WITHIN THE EASEMENT AREA.

BOUNDARY NARRATIVE

THE OVERALL OWNERSHIP IS COMPRISED OF 5 TAX PARCELS LYING WITHIN STANWOOD CITY LIMITS.

THE PRIMARY SOURCE FOR BOUNDARY RESOLUTION USED FOR THIS SURVEY IS AN UNRECORDED SURVEY OF A PRELIMINARY PLAT PRODUCED BY MAC ENGINEERING, LLC. MULTIPLE PROPERTY CORNERS AND MONUMENTS WERE RECOVERED AND LOCATED AS ILLUSTRATED ON THIS MAP INCLUDING THE SOUTH QUARTER CORNER FOR SECTION 18, PROPERTY CORNERS ON THE WEST PROPERTY LINE AND PROPERTY CORNERS ON THE SOUTH PROPERTY LINE. REMAINING SECTION CONTROL WAS CALCULATED PER SAID UNRECORDED PRELIMINARY PLAT AND PUBLISHED SNOHOMISH COUNTY COORDINATES.

THE NORTH LINE OF THE SUBJECT PROPERTY IS AFFECTED BY OVERLAPS BASED ON DEED CALLS BETWEEN THE LEGAL DESCRIPTION WITHIN THE TITLE REPORT AND THE ADJOINERS’ DEEDS. THIS IS ILLUSTRATED HEREON, AND LABELED AS “POSSIBLE AREA OF DISPUTE”. THE CONFLICT ILLUSTRATED ON WESTERLY PORTION OF THE NORTH LINE IS DOCUMENTED IN RECORD OF SURVEY CITED IN EXCEPTION NUMBER 4 (AFN 8407315008). THE EASTERLY PORTION SHOWS THE EXISTING DRIVEWAY THAT PROVIDES ACCESS TO THE NORTH NEIGHBOR LIES WITHIN THIS OVERLAP AREA. THE DECISION WAS MADE TO ACQUIESCE TO THE NORTHERLY ADJOINER’S DEED CALL, WHICH RESULTS IN THE LEAST CONFLICT BASED ON USE AND OCCUPATION.

THE LEGAL DESCRIPTION CONTAINS SEVERAL CALLS “ALONG THE BOTTOM OF SAID GULCH” AND R–2 (EXCEPTION NO. 4) HAS MORE OR LESS THESE SAME CALLS, THE RECORD LINES SHOWN IN R–2 WERE USED FOR ESTABLISHING THIS PORTION OF THE BOUNDARY. THIS DEVIATES FROM THE SOLUTION SHOWN IN THE UNRECORDED SURVEY (PRIMARY BASIS).

THE WEST LINE OF PARCEL A IS THE NORTH–SOUTH CENTER OF SECTION. MEASURED POSITIONS FOR THE SOUTH QUARTER CORNER AND NORTH QUARTER CORNER WERE USED TO ESTABLISH THIS LINE. THE LINE COMMON TO PARCELS A & B (THE SOUTH LINE OF THE SOUTHEAST QUARTER, WAS ESTABLISHED BY HOLDING FOUND MONUMENT POSITIONS ALONG THE SOUTH LINE OF SAID PARCEL B. THIS LINE WAS MONUMENTED FOR THE PLAT OF CANDLE RIDGE DIVISION 2, AND THESE FOUND PLAT POSITIONS WERE HELD.

THE S.E. SECTION CORNER FOR SECTION 18 WAS NOT LOCATED FOR THIS SURVEY, AND THE FOUND POSITION PER THE UNRECORDED PRELIMINARY PLAT WAS USED. THIS SUBSTANTIALLY AGREED WITH THE MEASURED MONUMENTED POSITIONS FOR THE PLAT OF CANDLE RIDGE.

EXISTING EASEMENTS AND RESTRICTIONS

(PER CHICAGO TITLE COMPANY OF WASHINGTON ALTA COMMITMENT NO. 500107685 DATED MARCH 28, 2022)

ITEM NO.	REC. NO.	DESCRIPTION
1		NOT SURVEY RELATED
2	302556	WAIVER OF ANY CLAIMS FOR DAMAGES TO SAID LAND BY REASON OF THE LOCATION, CONSTRUCTION, LANDSCAPING OR MAINTENANCE OF THE STREET OR HIGHWAY ADJOINING SAID LAND, AS CONTAINED IN THE DEED TO SNOHOMISH COUNTY (NOT A SURVEY MATTER)
3	2321560	EASEMENT GRANTED TO PUBLIC UTILITY DISTRICT NO. 1 OF SNOHOMISH COUNTY FOR 5’ WIDE ELECTRIC TRANSMISSION AND/OR DISTRIBUTION LINE RECORDED DECEMBER 3, 1973 (PLOTTED HEREON)
4	8407315008	RECORD OF SURVEY ILLUSTRATES A POSSIBLE AREA OF DISPUTE ALONG THE NORTH LINE OF THE WESTERLY PORTION OF THE SUBJECT PROPERTY; RECORDED JULY 31, 1984. (PLOTTED HEREON)
5	200507291916	30 FOOT WIDE EASEMENT FOR PIPELINE GRANTED TO NORTHWEST PIPELINE CORPORATION COINCIDENT WITH PARCEL B (APN 2041900104200); RECORDED JULY 29, 2005 (PLOTTED HEREON)
6	200705150292	CITY OF STANWOOD CONTRACT FOR RECOVER OF UTILITY CONSTRUCTION COSTS RELATED TO SEWER LIFT STATION LOCATED WEST OF THE SUBJECT PROPERTY ALONG PIONEER HWY WITHIN A PLATTED LOT OF PIONEER HILLS; RECORDED MAY 15, 2007 (NOT PLOTTED HEREON)
7		ANY RIGHTS, INTERESTS, OR CLAIMS WHICH MAY EXIST OR ARISE BY REASON OF THE FOLLOWING MATTER DISCLOSED BY SURVEY, JOB NO.: 21444 DATED: NOVEMBER 30, 2020 PREPARED BY: BARGHAUSEN CONSULTING ENGINEERS, INC. MATTERS SHOWN: AN OVERLAP ON THE NORTH BOUNDARY (PLOTTED HEREON)
8	202103101060	EASEMENT(S) FOR THE PURPOSE(S) SHOWN BELOW AND RIGHTS INCIDENTAL THERETO, AS GRANTED IN A DOCUMENT: GRANTED TO: NORTHWEST PIPELINE LLC PURPOSE: RIGHT–OF–WAY AND EASEMENT FOR GAS TRANSMISSION FACILITIES RECORDING DATE: MARCH 10, 2021 AFFECTS: THE SOUTH 20 FEET OF PARCEL A (PLOTTED HEREON)
9	202103120411	AGREEMENT FOR SPECIFIC ENCROACHMENT ON RIGHT OF WAY AND THE TERMS AND CONDITIONS THEREOF: RECORDING DATE: MARCH 12, 2021 (NOT A SURVEY MATTER)
10		NOT SURVEY RELATED

RESTRICTIONS/COVENANTS

- NO FURTHER DIVISION OF ANY LOT IS ALLOWED WITHOUT SUBMITTING FOR A NEW SUBDIVISION OR SHORT SUBDIVISION.
- ALL LANDSCAPED AREAS IN PUBLIC RIGHTS–OF–WAY SHALL BE MAINTAINED BY THE DEVELOPER OR HIS SUCCESSOR(S) AND MAY BE REDUCED OR ELIMINATED IF DEEMED NECESSARY FOR OR DETRIMENTAL TO CITY ROAD PURPOSES.
- ACCESS SHALL BE PROVIDED TO ALL LOTS FROM THE INTERNAL ROADWAY NETWORK WITHIN THE DEVELOPMENT. NO ACCESS FROM 80TH AVENUE NW SHALL BE PERMITTED. LOTS 1–11 SHALL NOT HAVE RIGHTS–OF–ACCESS TO OR FROM 80TH AVENUE NW, PURSUANT TO SMC 16.10.030(5) SMC.
- THIS SITE IS SUBJECT TO PIPELINE MAINTENANCE AND USE AGREEMENTS RECORDED UNDER AUDITOR’S FILE NOS. 200507291916, 202103101060 AND 202103120411.
- THE TREES ON LOTS 12–20 SHALL BE RETAINED ON THE LOTS DUE TO THE STEEP SLOPE SETBACK. ONLY A CERTIFIED ARBORIST MAY DETERMINE THAT A TREE NEEDS TO BE REMOVED. THE REMOVAL OF A TREE SHALL REQUIRE A 2:1 REPLACEMENT RATIO IN THE SAME OR SIMILAR LOCATION.
- IMPACT FEES FOR TRAFFIC, PARKS, FIRE AND SCHOOLS WILL BE REQUIRED AT THE TIME OF BUILDING PERMIT ISSUANCE. CREDIT SHALL BE GIVEN FOR THE ONE EXISTING RESIDENCE. LOT 1 WILL RECEIVE THIS CREDIT.
- THE BUILDING DESIGNS FOR EACH SINGLE–FAMILY RESIDENCE SHALL MEET THE ARCHITECTURAL STANDARDS OF STANWOOD MUNICIPAL CODE SECTION 17.112.020.
- THE TREES PROVIDED FOR SCREENING ALONG LOTS 1–11 SHALL REMAIN ALONG THE REAR PROPERTY LINE. IF A TREE IS REMOVED FOR ANY REASON, IT SHALL BE REPLANTED AT A 1:1 RATIO.
- STRUCTURES ARE RESTRICTED WITHIN THE 40 FOOT TOP OF SLOPE SETBACK OF THE REAR YARDS OF LOTS 16–26. DECKS SHALL BE ALLOWED WITHIN THIS AREA ONLY WITH SUBMITTED AND STAMPED ENGINEERING PLANS.
- ALL LANDSCAPED AREAS IN PUBLIC RIGHTS OF WAY SHALL BE MAINTAINED BY THE HOMEOWNERS ASSOCIATION OR THEIR ASSIGNS AND MAY BE REDUCED OR ELIMINATED IF DEEMED NECESSARY FOR OR DETRIMENTAL FOR CITY ROAD PURPOSES, WITH APPROVAL FROM THE CITY OF STANWOOD PUBLIC WORKS DEPARTMENT.
- NO FURTHER DIVISION OF ANY LOT IS ALLOWED.

DRAINAGE FACILITY MAINTENANCE COVENANT

WE, THE OWNERS AND CONTRACT PURCHASERS OF THE LANDS HEREIN PLATTED (GRANTOR), AGREE THAT THE OBLIGATIONS OF GRANTOR SHALL INURE TO THE BENEFIT OF AND BE BINDING UPON THE HEIRS, SUCCESSORS, AND ASSIGNS. GRANTOR AGREES THAT THIS COVENANT TOUCHES AND CONCERNS THE LAND DESCRIBED HEREIN AND SHALL RUN WITH THE LAND.

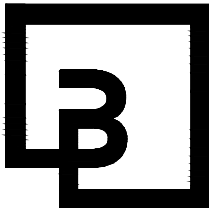
GRANTOR BY EXECUTION OF THIS COVENANT ACKNOWLEDGES THAT THE BENEFITS OF THIS COVENANT INURE TO GRANTOR, DOWNSTREAM PROPERTY OWNERS, AND THE GENERAL PUBLIC, AND THAT THE CITY OF STANWOOD (CITY) AS THIRD–PARTY BENEFICIARY OF THIS COVENANT HAS THE RIGHT, BUT NOT THE OBLIGATION, TO ENFORCE THIS COVENANT ON BEHALF OF DOWNSTREAM PROPERTY OWNERS AND THE GENERAL PUBLIC. THE CITY REQUIRES THIS COVENANT TO PROTECT PRIVATE AND PUBLIC PROPERTY, PRIVATE AND PUBLIC DRAINAGE INFRASTRUCTURE, AND NATURAL RESOURCES OF DOWNSTREAM PROPERTY OWNERS AND THE GENERAL PUBLIC.

GRANTOR, IN CONSIDERATION OF THE APPROVAL OF THIS SUBDIVISION, HEREBY COVENANTS TO PERFORM REGULAR MAINTENANCE UPON THE DRAINAGE FACILITIES INSTALLED, OR TO BE INSTALLED, UPON GRANTOR’S PROPERTY. REGULAR MAINTENANCE SHALL INCLUDE, AT A MINIMUM, ANNUAL INSPECTION OF THE STORMWATER DRAINAGE SYSTEM. AS APPLICABLE, THE SYSTEM SHALL INCLUDE THE STORMWATER CONVEYANCE SYSTEM PIPES, DITCHES, SWALES, AND CATCH BASINS; STORMWATER FLOW REGULATION SYSTEM DETENTION PONDS, VAULTS, PIPES, RETENTION PONDS; FLOW REGULATION AND CONTROL STRUCTURES, INFILTRATION SYSTEMS AND WATER QUALITY CONTROL SYSTEM.

THE SCOPE OF THIS COVENANT AND RIGHT OF ENTRY SHALL BE ADEQUATE TO PROVIDE FOR THE ACCESS, INSPECTION, AND MAINTENANCE OF THE STORMWATER DRAINAGE SYSTEM, AND SHALL BE SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

- THE CITY SHALL HAVE THE PERPETUAL RIGHT OF ENTRY ACROSS ADJACENT LANDS OF THE GRANTOR FOR PURPOSES OF INSPECTING, AUDITING, OR CONDUCTING REQUIRED MAINTENANCE OF THE DRAINAGE FACILITY.
- IF CITY INSPECTION DETERMINES THAT MAINTENANCE IS NOT BEING PERFORMED, THE CITY SHALL ENDEAVOR TO PROVIDE GRANTOR REASONABLE ADVANCE NOTIFICATION OF THE NEED TO PERFORM THE MAINTENANCE AND A REASONABLE OPPORTUNITY FOR GRANTOR TO PERFORM IT. IN THE EVENT THAT GRANTOR FAILS TO COMPLETE THE REQUIRED MAINTENANCE WITHIN A REASONABLE TIME PERIOD, THE CITY SHALL HAVE THE RIGHT TO PERFORM OR CONTRACT WITH OTHERS TO PERFORM IT AT THE SOLE EXPENSE OF THE GRANTOR. IF THE CITY IN ITS SOLE DISCRETION DETERMINES THAT AN IMMINENT OR PRESENT DANGER EXISTS, REQUIRED MAINTENANCE AND/OR REPAIR MAY BEGIN IMMEDIATELY AT GRANTOR’S EXPENSE WITHOUT PRIOR NOTICE TO GRANTOR. IN SUCH EVENT, THE CITY SHALL PROVIDE GRANTOR WITH A WRITTEN STATEMENT AND ACCOUNTING OF ALL WORK PERFORMED AND THE FEES, CHARGES, AND EXPENSES INCURRED IN MAKING SUCH REPAIRS. GRANTOR SHALL AGREE TO REIMBURSE THE CITY OR PAY THE CITY’S VENDORS DIRECTLY FOR ALL REASONABLE FEES, CHARGES, AND EXPENSES IDENTIFIED IN THE CITY’S STATEMENT.
- IF THE CITY IS REQUIRED TO ACT AS A RESULT OF GRANTOR’S FAILURE TO COMPLY WITH THIS COVENANT, THE CITY MAY REMOVE ANY OBSTRUCTIONS AND/OR INTERFERENCES THAT IN THE SOLE OPINION OF THE CITY IMPAIR THE OPERATION OF THE DRAINAGE FACILITY OR THE MAINTENANCE THEREOF. GRANTOR AGREES TO HOLD THE CITY, ITS OFFICERS, EMPLOYEES, AND AGENTS HARMLESS FROM ANY AND ALL CLAIMS, ACTIONS, SUITS, LIABILITY, LOSS, EXPENSES, DAMAGES AND JUDGMENTS OF ANY NATURE WHATSOEVER, INCLUDING COSTS AND ATTORNEY’S FEES, INCURRED BY THE REMOVAL OF VEGETATION OR PHYSICAL INTERFERENCE FROM THE DRAINAGE FACILITY.
- WHEN EXERCISING THE MAINTENANCE PROVISIONS OF THE COVENANT, IN THE EVENT OF NONPAYMENT, THE CITY MAY BRING SUIT TO RECOVER SUCH COSTS, INCLUDING ATTORNEY’S FEES, AND UPON OBTAINING A JUDGMENT, SUCH AMOUNT SHALL BECOME A LIEN AGAINST THE PROPERTY OF GRANTOR AS PROVIDED IN RCW 4.56.190.
- GRANTOR COVENANTS THAT ALL OF THE OWNERS, CONTRACT PURCHASERS AND LIEN HOLDERS OF THE PROPERTY DESCRIBED HEREIN HAVE SIGNED THE DEDICATION AND/OR DECLARATION OF THIS SUBDIVISION, THAT THEY HAVE THE RIGHT TO GRANT THIS COVENANT ON THE PROPERTY, AND THAT THE TITLE TO THE PROPERTY IS FREE AND CLEAR OF ANY ENCUMBRANCES WHICH WOULD INTERFERE WITH THE ABILITY TO GRANT THIS COVENANT.

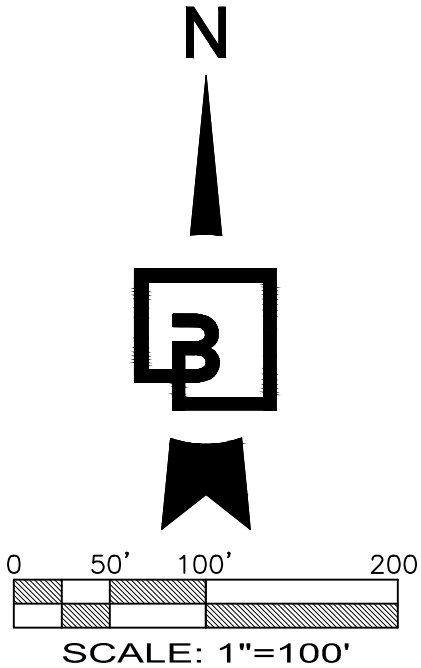
PRD 2019–0478

  Barghausen Consulting Engineers, Inc. 18215 72nd Avenue South Kent, WA 98032 425.251.6222 barghausen.com		PORTION OF THE SW1/4 OF THE SE1/4, SECTION 18 AND PORTION OF THE NW1/4 OF THE NE1/4, SECTION 19, T32N–R4E, W.M., CITY OF STANWOOD, SNOHOMISH COUNTY, WASHINGTON	
		LENNAR NORTHWEST, INC. 33455 6TH AVENUE S., UNIT 1B FEDERAL WAY, WA 98003	
DWN. BY	KMA	DATE	JOB NO.
		4/11/2022	21444
CHKD. BY	MKA	SCALE	SHEET
		N/A	2 OF 8

CHANDLER'S RESERVE

A PLANNED RESIDENTIAL DEVELOPMENT

PORTION OF THE SW1/4 OF THE SE1/4, SECTION 18, AND PORTION OF THE NW1/4 OF THE NE1/4, SECTION 19, T32N-R4E, W.M., CITY OF STANWOOD, SNOHOMISH COUNTY, WASHINGTON



- LEGEND:
- SECTION CORNER (CALCULATED POSITION)
 - FOUND QUARTER CORNER AS NOTED
 - FOUND MONUMENT AS NOTED

SURVEY INFORMATION

HORIZONTAL DATUM - BASIS OF BEARINGS
WASHINGTON STATE COORDINATE SYSTEM, NAD83/2011 NORTH ZONE

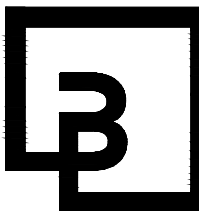
PROCEDURE / NARRATIVE
THIS IS A FIELD TRAVERSE SURVEY. SPECTRA PRECISION FOCUS 30, TOPCON GR5 GPS AND SPECTRA PRECISION RANGER DATA COLLECTOR WAS USED TO MEASURE THE ANGULAR AND DISTANCE RELATIONSHIPS BETWEEN THE CONTROLLING MONUMENTATION AS SHOWN. CLOSURE RATIOS OF THE TRAVERSE MET OR EXCEEDED THOSE SPECIFIED IN W.A.C. 332-130-090. ALL INSTRUMENTS AND EQUIPMENT HAVE BEEN MAINTAINED IN ADJUSTMENT ACCORDING TO MANUFACTURERS' SPECIFICATIONS AND USED BY APPROPRIATELY TRAINED PERSONNEL.

DATES OF SURVEYS:
FIELD SURVEY BY BARGHAUSEN CONSULTING ENGINEERS, INC. CONDUCTED IN SEPTEMBER 2020 & JULY 2021. THE MONUMENTS SHOWN WERE VISITED AT THIS TIME.

- REFERENCE MAPS:
1. UNRECORDED PRELIMINARY PLAT MAP COMPLETED BY MAC ENGINEERING LLC, DATED 05-01-2020
 2. RECORD OF SURVEY AFN 8407315008
 3. RECORD OF SURVEY AFN 201708305004
 4. PLAT OF CANDLE RIDGE, DIV. 2 AFN 200001255008
 5. PLAT OF PIONEER HILLS, DIV. 3 AFN 200009135001

SURVEYOR'S NOTES:
1. ALL DISTANCES SHOWN HEREON ARE GROUND MEASUREMENTS IN U.S. SURVEY FEET.
2. UNLESS OTHERWISE NOTED, ALL FRONT, BACK AND ANGLE POINTS OF ALL LOT AND TRACT CORNERS WILL BE STAKED WITH A 1/2" X 24" REBAR WITH PLASTIC CAP MARKED "BCE 20109892" UPON COMPLETION OF CONSTRUCTION.

PRD 2019-0478



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LENNAR NORTHWEST, INC.
33455 6TH AVENUE S., UNIT 1B
FEDERAL WAY, WA 98003

DWN. BY	KMA	DATE	4/11/2022	JOB NO.	21444
CHKD. BY	MKA	SCALE	1" = 100'	SHEET	3 OF 8

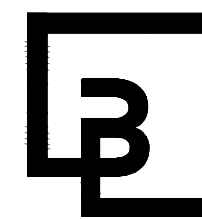
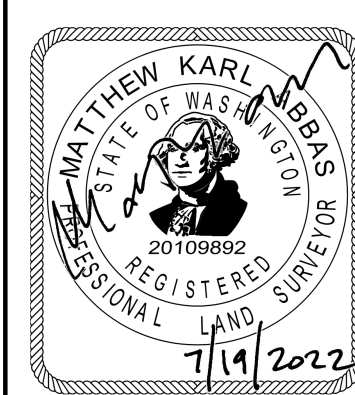
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SEE SHEET 5

SEE SHEET 5



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DWN. BY	KMA	DATE	4/11/2022	JOB NO.	21444
CHKD. BY	MKA	SCALE	1" = 50'	SHEET	4 OF 8

CHANDLER'S RESERVE

A PLANNED RESIDENTIAL DEVELOPMENT

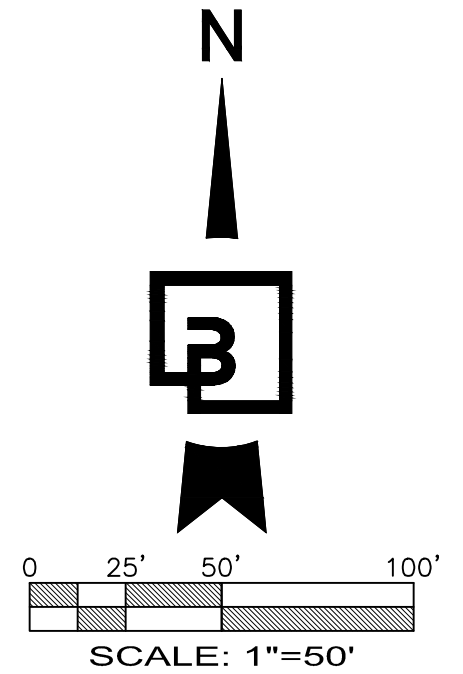
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SEE SHEET 6

SEE SHEET 4

SEE SHEET 4



- LEGEND:**
- FOUND MONUMENT AS NOTED
 - SET CITY OF STANWOOD STANDARD ROAD MONUMENT UPON COMPLETION OF CONSTRUCTION
 - UE UTILITY EASEMENT
SEE EASEMENTS NOTE #1 ON SHEET 2
 - PSDE PRIVATE STORM DRAINAGE EASEMENT
SEE EASEMENTS NOTE #2 ON SHEET 2
 - SDE PUBLIC STORM DRAINAGE EASEMENT
SEE EASEMENTS NOTE #3 ON SHEET 2

SEE SHEET 8 FOR
LINE & CURVE TABLES

FND 1/2" REBAR W/ORANGE
CAP, "KITZ 27826"
(SEPTEMBER 2020)

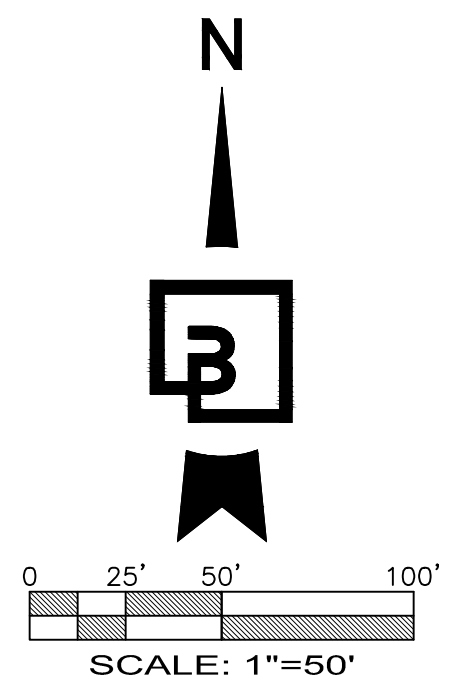
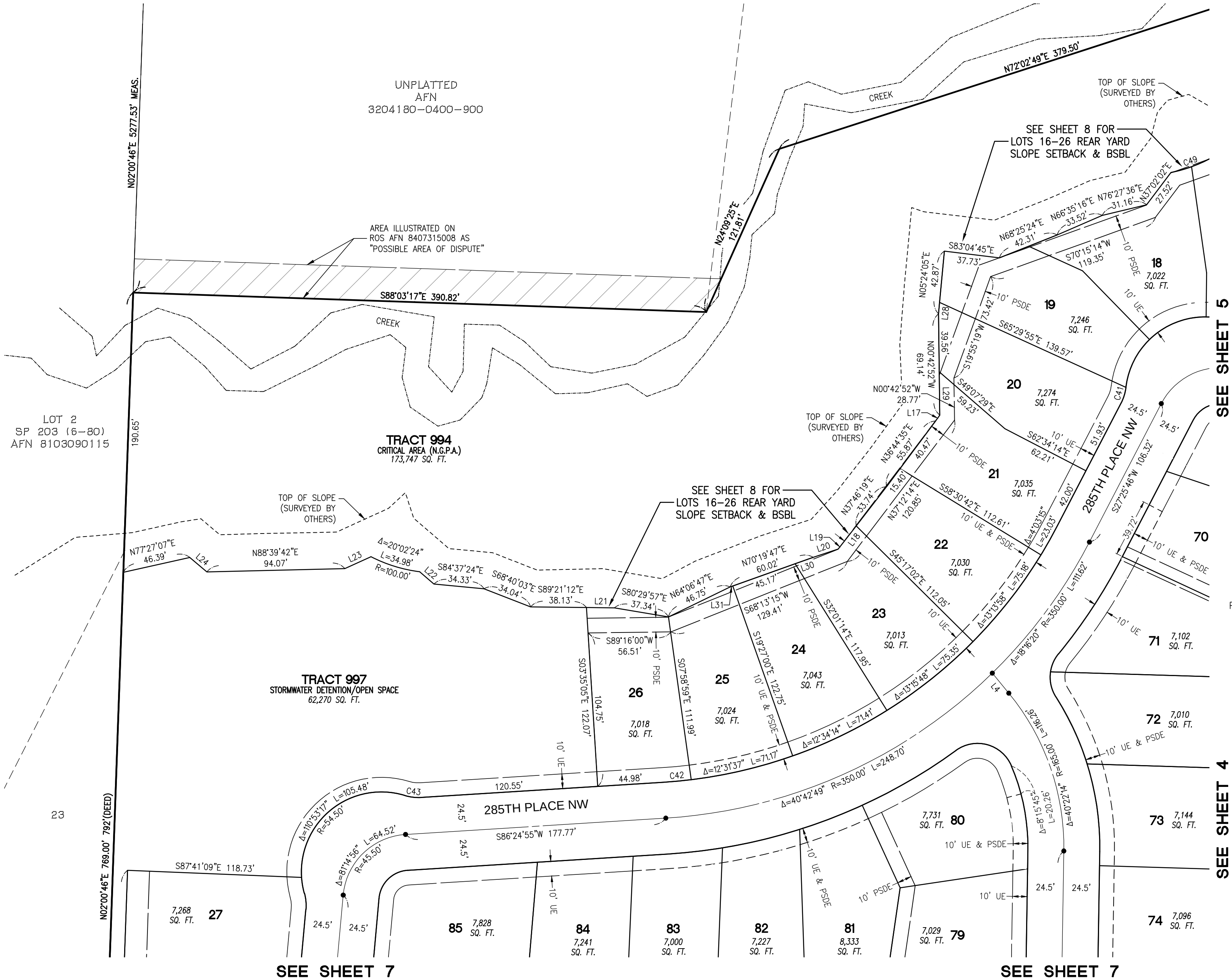
HEREBY DEDICATED TO
THE CITY OF STANWOOD

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		PORTION OF THE SW1/4 OF THE SE1/4, SECTION 18 AND PORTION OF THE NW1/4 OF THE NE1/4, SECTION 19, T32N-R4E, W.M., CITY OF STANWOOD, SNOHOMISH COUNTY, WASHINGTON			
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CHANDLER'S RESERVE

A PLANNED RESIDENTIAL DEVELOPMENT
PORTION OF THE SW1/4 OF THE SE1/4, SECTION 18, AND PORTION OF THE NW1/4 OF THE NE1/4, SECTION 19, T32N-R4E, W.M., CITY OF STANWOOD, SNOHOMISH COUNTY, WASHINGTON



- LEGEND:
- SET CITY OF STANWOOD STANDARD ROAD MONUMENT UPON COMPLETION OF CONSTRUCTION
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LINE & CURVE TABLES

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CHKD. BY MKA	SCALE 1" = 50'	SHEET 6 OF 8

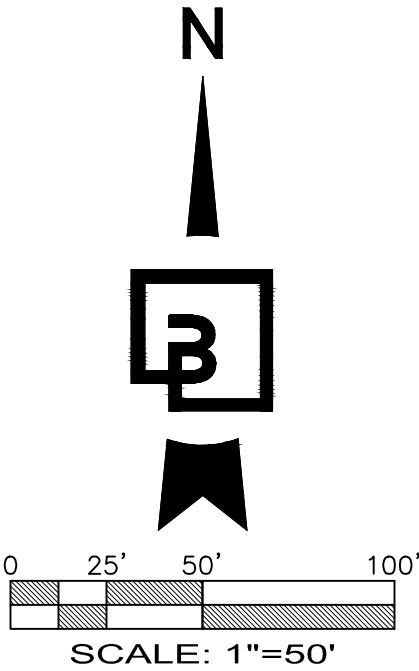
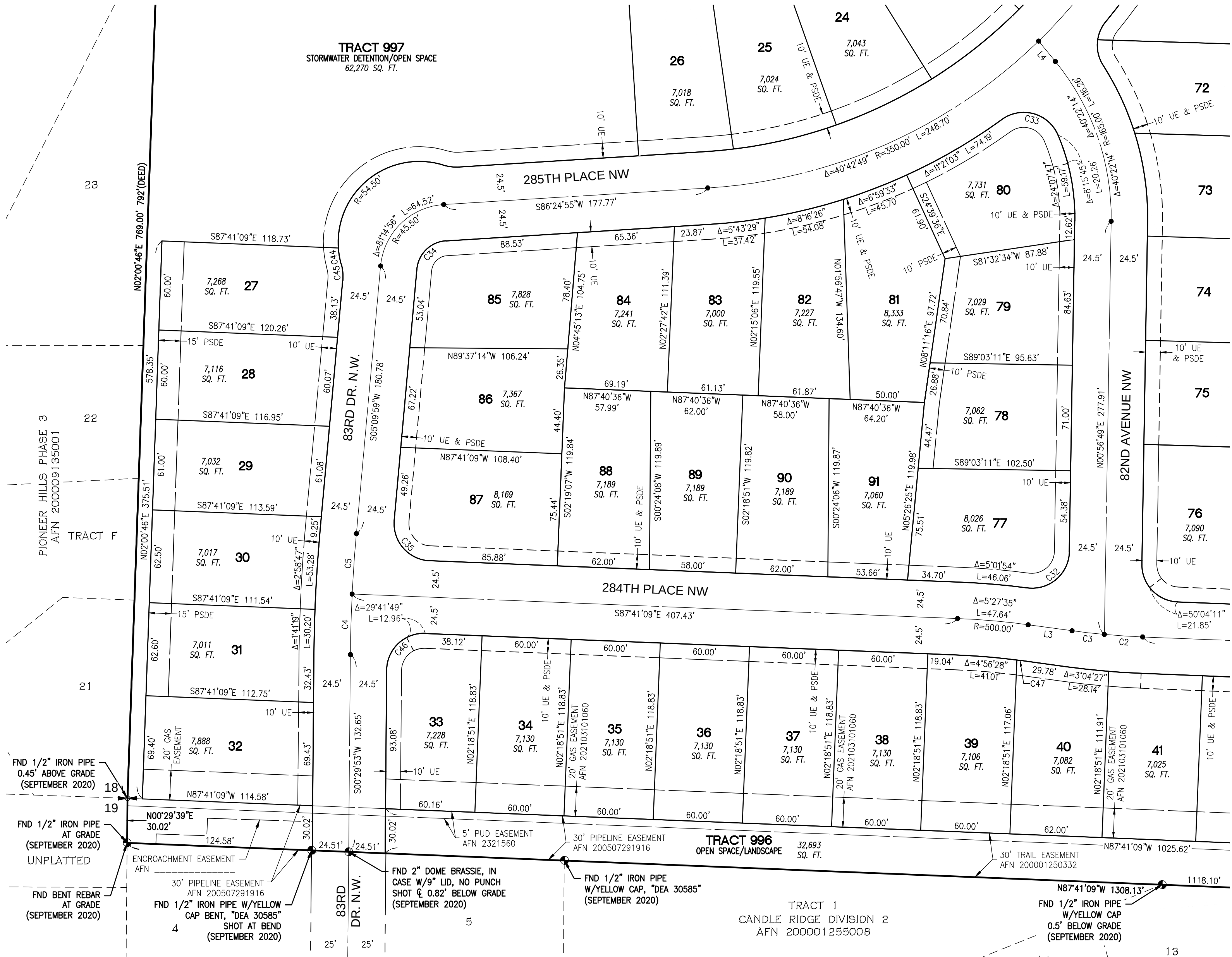
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SEE SHEET 6

SEE SHEET 6

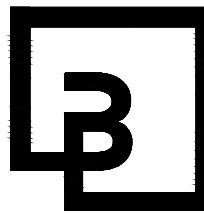


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LINE & CURVE TABLES

SEE SHEET 4

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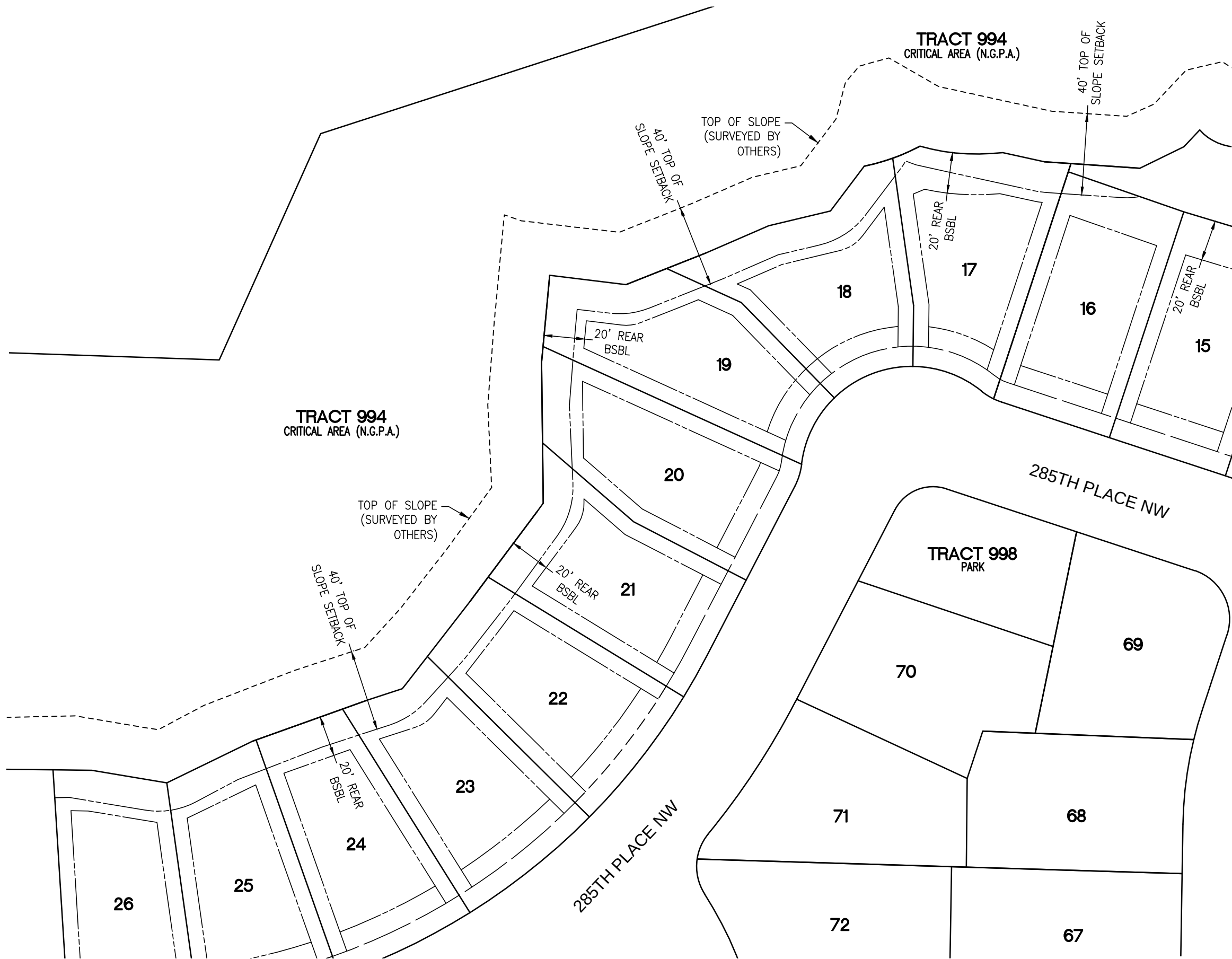
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CHANDLER'S RESERVE

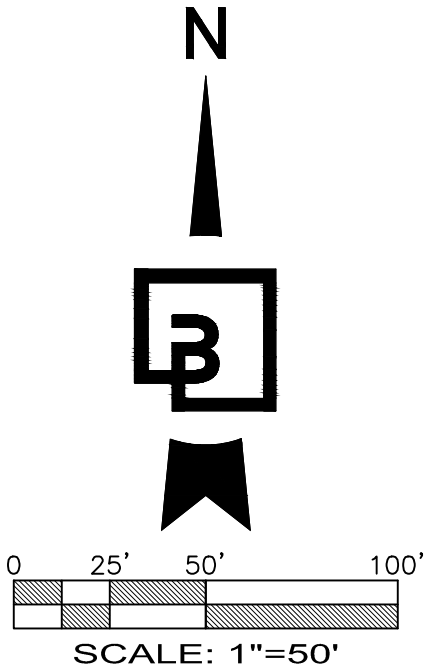
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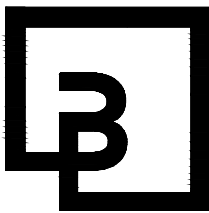
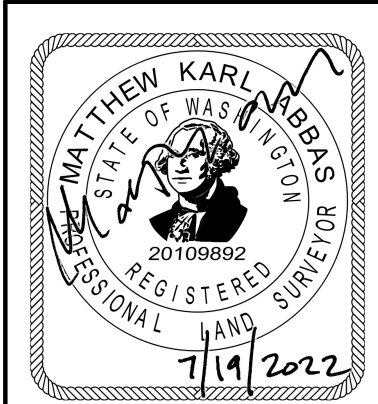
LINE TABLE		
LINE	DIST	BEARING
L1	7.65'	N87°41'09"W
L2	22.23'	N84°02'10"E
L3	29.78'	S82°13'34"E
L4	17.72'	N39°25'25"W
L5	8.11'	N88°03'09"W
L6	0.24'	N00°56'49"E
L7	12.00'	S88°03'09"E
L8	8.11'	S88°03'09"E
L9	1.55'	S27°25'46"W
L10	4.23'	S18°13'50"W
L11	13.19'	N37°49'11"E
L12	14.68'	N60°25'05"E
L13	11.28'	N43°22'13"E
L14	24.09'	N63°52'46"E
L15	20.98'	S77°41'31"E
L16	5.61'	N85°42'57"E
L17	4.85'	N36°02'27"E
L18	16.39'	N37°49'14"E
L19	3.63'	N37°47'16"E
L20	18.04'	N71°53'10"E
L21	19.03'	S89°21'12"E
L22	12.80'	S49°17'19"E
L23	19.54'	N65°25'22"E
L24	15.24'	S49°48'42"E
L25	33.87'	S86°06'04"E
L26	13.04'	S86°06'04"E
L27	20.84'	N68°25'24"E
L28	7.80'	N05°24'05"E
L29	29.58'	N00°42'52"W
L30	12.96'	N70°19'47"E
L31	1.89'	N70°19'47"E
L32	40.39'	S65°29'55"E
L33	27.45'	S37°02'02"W
L34	23.94'	S70°13'29"W

CURVE TABLE			
CURVE	DELTA	RADIUS	LENGTH
C1	6°54'39"	165.00'	19.90'
C2	2°57'22"	500.00'	25.80'
C3	2°30'13"	500.00'	21.85'
C4	2°20'05"	1000.00'	40.75'
C5	2°20'02"	1000.00'	40.73'
C6	115°32'05"	25.00'	50.41'
C7	41°35'53"	25.00'	18.15'
C8	68°31'17"	25.00'	29.90'
C9	91°22'02"	25.00'	39.87'
C10	4°45'47"	140.50'	11.68'
C11	88°59'58"	21.00'	32.62'
C12	20°36'08"	31.50'	11.33'
C13	27°20'13"	54.50'	26.00'
C14	37°03'03"	54.50'	35.24'
C15	21°16'13"	54.50'	20.23'
C16	43°17'54"	54.50'	41.19'
C17	1°13'57"	54.50'	1.17'
C18	21°10'58"	31.50'	11.65'
C19	4°58'42"	175.50'	15.25'
C20	0°46'57"	475.50'	6.49'
C21	2°18'52"	475.50'	19.21'
C22	96°18'30"	25.00'	42.02'
C23	1°07'47"	524.50'	10.34'
C24	88°37'59"	25.00'	38.67'
C25	91°22'02"	25.00'	39.87'
C26	4°36'28"	189.50'	15.24'

CURVE TABLE			
CURVE	DELTA	RADIUS	LENGTH
C27	90°00'00"	25.00'	39.27'
C28	80°48'04"	21.00'	29.62'
C29	30°50'37"	25.00'	13.46'
C30	41°07'59"	25.00'	17.95'
C31	88°37'58"	25.00'	38.67'
C32	96°23'56"	25.00'	42.06'
C33	102°44'38"	25.00'	44.83'
C34	81°14'56"	21.00'	29.78'
C35	92°51'09"	25.00'	40.51'
C36	7°38'06"	31.50'	4.20'
C37	12°58'54"	31.50'	7.14'
C38	38°12'01"	54.50'	36.34'
C39	44°52'45"	54.50'	42.69'
C40	38°55'33"	54.50'	37.03'
C41	20°36'08"	31.50'	11.33'
C42	3°20'17"	325.50'	18.96'
C43	20°36'08"	31.50'	11.33'
C44	11°33'53"	54.50'	11.00'
C45	20°36'08"	31.50'	11.33'
C46	91°48'58"	25.00'	40.06'
C47	0°31'07"	475.50'	4.30'
C48	8°54'56"	100.00'	15.56'
C49	16°45'45"	100.00'	29.26'
C50	8°23'24"	100.00'	14.64'
C51	8°22'21"	100.00'	14.61'
C52	2°23'08"	524.50'	21.84'



LEGEND:
BSBL BUILDING SETBACK LINE



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DWN. BY KMA	DATE 4/11/2022	JOB NO. 21444
CHKD. BY MKA	SCALE N/A	SHEET 8 OF 8

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CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 11g

DATE: October 27, 2022

SUBJECT: Johnson Farm Environmental Cleanup Study

CONTACT PERSON: Patricia Love, Community Development Director

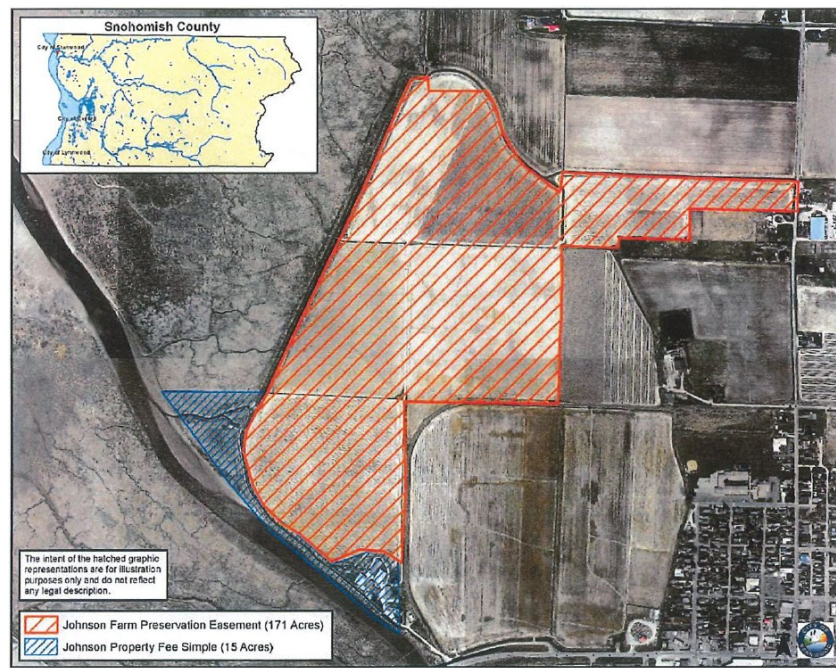
ATTACHMENTS: A – Maul Foster and Alongi Environmental Study Task Order

PURPOSE

The purpose of this agenda item is for Council consideration of a scope of work prepared by Maul Foster and Alongi to conduct environmental studies on the Johnson Farm property. These studies are necessary to prepare the site for future construction including demolition of the existing buildings and potential expansion of the dike.

BACKGROUND

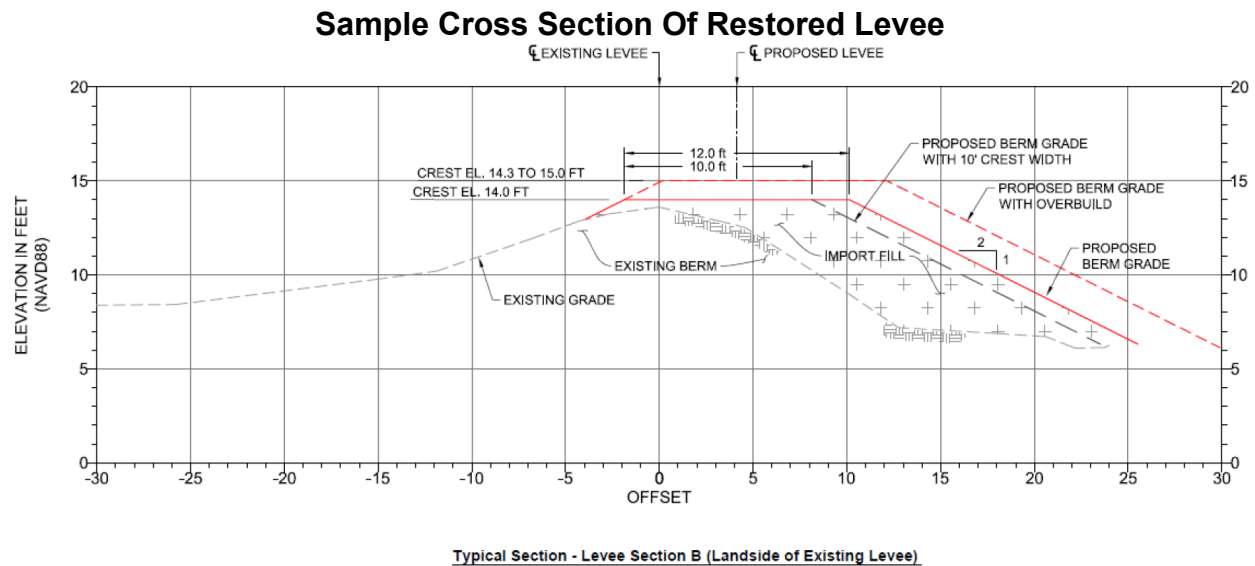
The City of Stanwood purchased the 15-acre Johnson Farm property (blue thin line cross hatch) in 2018 with Snohomish County conservation futures grant funding. The property was purchased for estuary restoration projects, farmed waterfowl forage, walk-in hunting and wildlife viewing. In addition, acquisition of the dike and levee system ensured long-term flood protection for the City of Stanwood and surrounding property owners.



This was a “multi-benefit” project protecting resource lands, preserving farmland, providing flood protection and promoting recreation.

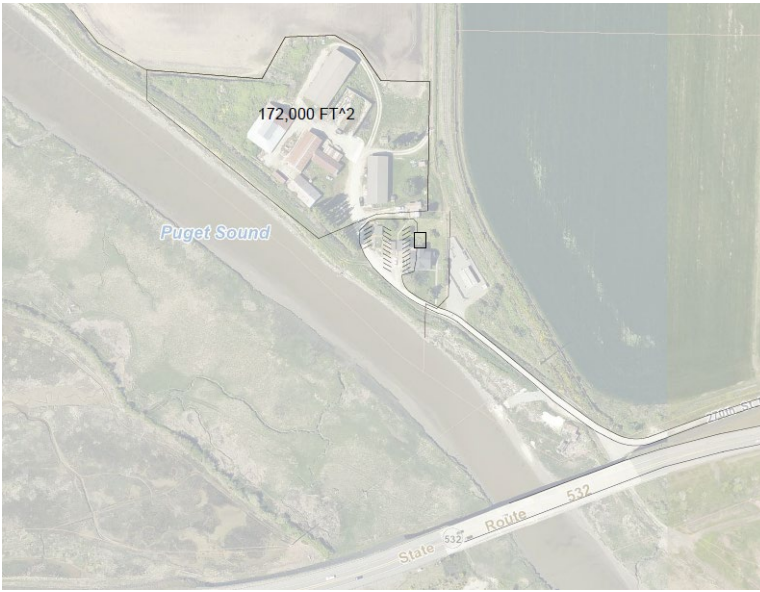
In the early 2000's a partnership was formed by Diking District 7, the City of Stanwood, Stillaguamish Tribes and Washington Department of Fish and Wildlife to bundle a package of projects together that would form flood protection barriers around Stanwood and the surrounding agricultural lands. In 2018 the partnership submitted these packaged projects together for a Department of Ecology Floodplain By Design Grant. This partnership grant received funding and several projects have been completed, including the Leque Restoration Project and the first phase of the City's IS4 project.

One of the projects included in the grant was the District 7 Dike Rehabilitation project. This project restores and raises the height of the levee to meet FEMA standards. When completed the dike will protect 123 acres within downtown Stanwood and a total of 970 acres of city and farms lands from flood events. The project was designed with three main benefits in mind: 1) increase reliability of farm production, 2) minimize frequent flood damage to agricultural lands and 3) protects Stanwood from flooding.



ANALYSIS

The project is currently in design and submitted for Federal and State permitting. As discussed at the May 12, 2022, City Council Special Worksession, the City will be donating a portion of the Johnson Farm site for environmental restoration and mitigation needed to improve the dike. The City retain enough land area to building a parking lot, install restroom facilities and build a small trail gateway to a trail on the top of the new dike structure.



One of the first steps needed to initiate the mitigation planning efforts is to conduct an environmental assessment of the property. Maul Foster and Alongi has prepared a scope of work to conduct a subsurface Phase 2 Environmental Assessment of the property, conduct a hazardous materials assessment of the buildings and prepare a clean up report if needed. The cost of this work is estimated as follows:

Task	Work Element	Cost Estimate
1	Phase II Environmental Site Assessment	\$49,848
2	Hazardous Building Materials Survey	\$24,210
3	Cleanup Options Report (If Needed)	\$14,730
	Total:	\$88,788

Maul Foster and Alongi are the city's on-call environmental planning firm and have complete similar projects for the City of Stanwood including Hamilton Landing Park and Downtown Park sites.

FINANCIAL IMPACT

Fiscal Impact			
Funds needed to cover the cost of this work will come from a grant to the City from Floodplains by Design Grant managed by the Stillaguamish Tribe. These funds will not become available until January 2023. The 2023 /2024 budget is being drafted at this time with the grant funds included. There is no match requirement for this grant.			
Fund(s):	Parks		
Amount:	\$88,788.00	Project Estimate:	\$88,788
Budget Authorized	☒ Yes ☐ No Included in 2023 Budget	Amendment Required	☐ Yes ☒ No ☐ Monitor

RECOMMENDATIONS

Staff Recommendation:

Staff recommends the Council authorize the City Administrator to sign the Task Order with Maul Foster and Alongi in the amount of \$88,788 for the Johnson Farm environmental study work. Authorization also includes finalizing grant negotiations with the Stillaguamish Tribe to fund the work described in this staff report. Work would also only be authorized to begin after January 1, 2023 and after the contract has been reviewed and approved by the City Attorney.

Staff is requesting preapproval of the Task Order and grant acceptance so that the Stillaguamish Tribe may process the grant application and contracts prior to the first of the year.

Committee/Board Recommendation:

N/A; This project has been a topic of discussion of the entire Council.

CITY COUNCIL OPTIONS

1. Authorize the City Administrator to sign the Task Order with Maul Foster and Alongi in the amount of \$88,788 for the Johnson Farm environmental study work.
2. Request changes to the Scope of Work.
3. Hold on implementation of the project until further direction is given.

PROPOSED MOTION

MOTION TO AUTHORIZE THE CITY ADMINISTRATOR TO THE SIGN THE CONTRACT WITH MAUL FOSTER AND ALONGI, INC., IN THE AMOUNT OF \$88,788.00 TO PREPARE THE ENVIRONMENTAL STUDIES NECESSARY FOR THE DISTRICT 7 DIKE REHABILITATION PROJECT ON BEHALF OF THE CITY. WORK MAY PROCEED AFTER JANUARY 1, 2023, UPON APPROVAL OF THE ASSOCIATED GRANT CONTRACT WITH THE STILLAGUAMISH TRIBE.



September 20, 2022
Project No. M1030.04.002

Patricia Love
Community Development Director
City of Stanwood
10220 270th St NW
Stanwood, Washington 98292

Re: Proposal for Environmental Assessment
Johnson Property, 11203 State Road 532, Stanwood, Washington 98292

Dear Patricia Love:

Maul Foster & Alongi, Inc. (MFA) appreciates the opportunity to submit this proposal to conduct an environmental assessment and hazardous building material survey for the Johnson property, located at 11203 State Road 532 in Stanwood, Washington (the Property).

This letter presents a proposed scope of work and associated cost estimate for conducting a Phase II Environmental Site Assessment (ESA) to evaluate the potential presence of contamination associated with potentially hazardous building materials and recognized environmental conditions (RECs) identified by MFA in the 2018 Phase I ESA.¹

SCOPE OF WORK

Task 1—Phase II Environmental Site Assessment

MFA will conduct a subsurface field investigation to evaluate the potential presence of contamination associated with RECs identified in the 2018 Phase I ESA. MFA will conduct or oversee the following activities:

- Prepare a sampling and analysis plan, including a health and safety plan for conducting field activities, as required by the Occupational Safety and Health Administration.
- Conduct public and private utility locates.
- Advance six temporary borings to approximately 5 feet below ground surface (bgs) (for collection of soil) using a direct-push drilling rig.

¹ MFA. 2018. *Phase I Environmental Site Assessment, Johnson Property, 11203 State Road 532, Stanwood, Washington 98292*. Prepared for City of Stanwood. Prepared by Maul Foster & Alongi, Inc., Bellingham, Washington. February 9.

- Advance two borings to approximately 15 feet bgs (for collection of soil and reconnaissance groundwater samples) using a direct-push drilling rig.
- Collect up to 16 soil samples (two per boring) and three groundwater samples (one per 15-foot boring, plus one field duplicate sample) to submit for laboratory analysis. Sample collection and handling will be performed according to industry standard operating procedures.
- Collect investigation-derived waste (IDW) (e.g., purge/decontamination water and soil cuttings) in steel drums. The drums will be labeled and stored on the Property. MFA will coordinate with the City and waste disposal subcontractor for pickup and disposal of the IDW drums following completion of the field investigation.

This cost estimate includes labor and fees—including subcontractor fees—for field mobilization/demobilization, travel to/from the field site, travel-related expenses (i.e., mileage/vehicle rental fees), field equipment, utility locating, and drilling. This proposal assumes that the City will negotiate approval for access to the Property with the existing tenants.

Drilling and sampling are anticipated to take up to two days with oversight and sample collection conducted by an MFA geologist. For cost estimating purposes, it is assumed that one 55-gallon steel drum of IDW will be produced, the analytical data collected during the subsurface investigation will be sufficient to characterize the IDW for disposal, and the IDW will be profiled as non-hazardous.

This task includes labor and fees for analysis of environmental samples and data processing, including preparation of a data quality assurance/quality control and validation report and analytical results summary tables.

Samples will be submitted to a Washington State Department of Ecology (Ecology)-accredited laboratory for standard, two-week turnaround. Samples will be analyzed for the following:

- Metals (arsenic, cadmium, chromium, copper, lead, mercury, silver, and zinc) by Environmental Protection Agency (EPA) method 6020 (16 soil samples)
- Diesel and heavy-oil range hydrocarbons by Northwest Total Petroleum Hydrocarbon (NWTPH)-Dx method (16 soil samples, 3 groundwater samples)
- Semi-volatile organic compounds by EPA method 8270 selective ion monitoring (16 soil samples)
- Pesticides by EPA method 8081 (16 soil samples)
- Polychlorinated biphenyls by EPA method 8082 (16 soil samples)

One soil sample will also be collected from the IDW drum and analyzed by the Toxicity Characteristic Leaching Procedure for metals for disposal characterization.

MFA will prepare a Phase II ESA report summarizing the results of the investigation.

Task 2—Hazardous Building Material Survey

A hazardous building materials (HBM) survey will be conducted at the Property consistent with the requirements of the Asbestos Hazard Emergency Response Act (AHERA) in 40 Code of Federal Regulations (CFR) 763 and Washington Administrative Code 296-65 pertaining to asbestos-containing material (ACM). MFA will complete a visual survey of the structures interior and exterior to identify the potential for HBM.

It is assumed that the hazardous building material survey will be focused on the four existing buildings that are or have been in residential use and the outbuilding with interior office space. Remaining outbuildings and barns on the Property are largely constructed of metal and raw wood and are not anticipated to have significant hazardous building materials; however, they will be visually inspected for indications of hazardous building materials.

MFA will assess painted surfaces at the Property with a portable x-ray fluorescence (XRF) device to understand the presence of lead-based paint and will collect up to 5% of samples analyzed with the XRF and submit them to an analytical testing laboratory for quality assurance. Potential ACM and lead-based paint (LBP) samples will be collected as appropriate using industry-standard techniques. MFA assumes that no sampling for other potentially hazardous materials will be needed.

For cost estimating purposes, it is assumed that up to 100 ACM and 100 LBP samples will be submitted for analysis. Samples will be tracked under standard chain-of-custody procedures. ACM samples will be submitted to a testing laboratory compliant with the National Voluntary Laboratory Accreditation Program per 40 CFR 763 Subpart F, Appendix A for polarized light microscopy analysis. Paint chip samples will be submitted for analysis by EPA Method 3051/7000B.

This scope of work assumes up to three days for sampling and that the ACM and LBP samples will be submitted on a standard turnaround time to NVL Laboratories, Inc. in Seattle, Washington.

MFA will prepare a summary report describing field sampling procedures and summarizing the laboratory results to be appended to the Phase II ESA report. The report will include information pertaining to the location of samples collected and amount and quality of building materials reported to contain more than 1% asbestos and lead-based paint (if encountered).

Optional Task 3 – Cleanup Options Report

Based on the results of the Phase II ESA report, a cleanup options report will be prepared. This report will identify potential cleanup options for the Property in general accordance with the “Feasibility Study” checklist provided by Ecology. This task is listed as optional, as the need for and final scope of the cleanup options report will be informed by the results of the Phase II ESA.

ASSUMPTIONS

In preparing the scope of work, MFA has reviewed the provided information and made necessary assumptions to define the services and fees. These assumptions are listed below:

- All deliverables will be provided in an electronic format.
- Any IDW will be profiled as non-hazardous.

BUDGET

The estimated cost to perform the proposed work is \$88,788 (see attached estimated budget), with individual tasks as follows:

- **Task 1: Phase II Environmental Site Assessment** - \$49,848
- **Task 2: Hazardous Building Materials Survey** – \$24,210
- **Task 3: Cleanup Options Report** - \$14,730

This cost estimate does not represent a lump sum. MFA bills for time and materials, consistent with the attached schedule of charges. MFA may apply money from one task to another to complete the scope of work.

SCHEDULE

MFA will begin work within 30 days of receiving authorization to proceed. This proposal is valid for 60 days.

After you have reviewed this submittal, please indicate your approval of the proposal by signing below. You will be receiving a fully executed copy through Adobe Sign; please retain it for your records.

Sincerely,

Maul Foster & Alongi, Inc.



Phil Wiescher, PhD
Principal Environmental Scientist



Carolyn R. Wise, LHG
Project Hydrogeologist

Attachments: Estimated Budget
Schedule of Charges

cc: Shawn Smith, City of Stanwood

The above proposal, including all attachments, has been read and understood and is hereby agreed to and accepted. It is agreed that the attached "Schedule of Charges," "General Terms and Conditions" (which contains a limitation of liability provision), and Addendum(s), if any, form an express part of the Contract, as evidenced by my signature below:

City of Stanwood

By _____ Date _____

Name _____ Title _____



Estimated Budget
Johnson Property Environmental Assessment
City of Stanwood

Task	Maul Foster & Alongi, Inc.			Subcontractors	Total
	Hours	Labor	Direct		
1 Phase II Environmental Site Assessment	185	\$27,685	\$1,006	\$21,157	\$49,848
2 Hazardous Building Materials Survey	136	\$19,380	\$0	\$4,830	\$24,210
3 Cleanup Options Report	92	\$14,730	\$0	\$0	\$14,730
Total Estimated Cost					\$88,788



SCHEDULE OF CHARGES

PERSONNEL CHARGES

Principal	\$235 – 250/hour
Senior.....	\$150 – 215/hour
Project.....	\$150 – 175/hour
Analyst	\$145 – 160/hour
Staff	\$130 – 145/hour
Graphic Design.....	\$125 – 135/hour
Technician	\$110 – 140/hour
Administrative Support.....	\$105 – 115/hour

Depositions and expert witness testimony, including preparation time, will be charged at 200 percent of the above rates.

Travel time will be charged in accordance with the above rates.

SUBCONTRACTORS

Charges for subcontractors will be billed at cost plus 15 percent.

EXPENSES

Charges for outside services, equipment, and facilities not furnished directly by Maul Foster & Alongi, Inc. will be billed at cost plus 10 percent. Such charges may include, but shall not be limited to the following:

Printing and photographic reproduction	Rented equipment
Rented vehicles/mileage	Shipping charges
Transportation on public carriers	Meals and lodging
Special fees, permits, insurance, etc.	Consumable materials

DIRECT CHARGES

Charges for specialized software modeling and equipment are as specified in the scope of work.

Field equipment rates are set forth in the Field Equipment Rate Schedule.

The rates for document production are set forth in the Document Production Rate Schedule.

RATE CHANGES

Schedule of Charges are subject to change without notice.

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CITY OF STANWOOD COUNCIL AGENDA STAFF REPORT

ITEM NUMBER: 11h

DATE: October 27, 2022

SUBJECT: Authorize the Mayor to Sign a Contract with Judha of Lion Landscaping and Services, LLC for the Heritage Park & Church Creek Park Sports Court Project.

CONTACT PERSON: Carly Ruacho, Parks Planning Manager

ATTACHMENTS: A – Certified Bid Tab

PURPOSE

The purpose of this agenda item is to approve the transfer of necessary funds from Church Creek Park to Heritage Park and authorize the Mayor to sign a contract with Judha of Lion Landscaping and Services, LLC (Judha of Lion) to install one multipurpose basketball/pickleball court at Church Creek Park and two pickleball courts at Heritage Park.

BACKGROUND

The 2021-2022 budget included the reconstruction of the basketball court and the construction of 1-2 pickleball courts at Church Creek Park (either stand alone or dual purpose). After conceptual design was completed for the new court(s), it was discussed and recommended by the Parks and Trails Advisory Committee that 2 dedicated pickleball courts be constructed at Heritage Park and the basketball court at Church Creek Park be surfaced as a dual-purpose court with pickleball. Staff supports this recommendation.

Keeping basketball as the primary use of the court at Church Creek Park means there will be no receivers in the court surface for pickleball nets which was a concern for basketball users. Pickleball players will use a portable net when at Church Creek Park. Heritage Park will include permanent nets for pickleball use.

Locating the new courts at Heritage Park allows for more usable open space to remain at Church Creek Park and allows for future expansion of additional courts if that is desired at a later date. Funds would need to be transferred from the Church Creek Park Fund to the Heritage Park Fund for this project.

ANALYSIS

Fiscal Impact			
Fund(s):	Church Creek Park Fund 594.76.63.22		
Amount:	\$455,000	Project Estimate:	\$214,409.48
Budget Authorized	☒ Yes ☐ No	Amendment Required	☒ Yes ☐ No ☐ Monitor

All Asphalt (base bid)	Asphalt HP/Concrete CCP (Alt 1)	All Concrete (Alt 2)
\$197,368.47	+\$24,541	+\$ 51,895

The base contract amount is well within budget for approved Church Creek Park improvements which included one new or refurbished basketball court and one or two pickleball courts.

Alternate Bid Item 1 of concrete court surface rather than asphalt at Church Creek Park is recommended by staff and the contractor. This recommendation is due to the close proximity of trees (and roots) at Church Creek Park as well as the lack of full perimeter fencing which could allow equipment to drive on to the court surface both of which could jeopardize the integrity of the asphalt. Drainage in the sport court area at Church Creek Park is also a concern. Concrete would provide a more durable product compared to asphalt. If this alternate bid item is selected the project will still be within the total budget remaining for Church Creek Park improvements does not impact the completion of any other proposed projects.

Heritage Park does not involve the same challenges or concerns as Church Creek Park as it will be fully fenced, not in close proximity of any trees and is located on flat, open ground. If Alternate Bid Item 2 is selected to construct all courts in concrete (Heritage Park and Church Creek Park) other proposed Church Creek Park projects such as picnic shelter improvements, baseball field maintenance, and trail work will either need to be eliminated, delayed and/or funded separately.

Any portion of this project to occur at Heritage Park will require the transfer of funds from Church Creek Park to cover the cost. Staff supports this transfer.

RECOMMENDATIONS

Staff Recommendation:

Staff recommends awarding the low bidder, Judha of Lion, the Heritage Park/Church Creek Park Sports Court Project in the amount of \$197,368.47. This contract amount will allow the construction of a concrete basketball/pickleball court at Church Creek Park and two asphalt pickleball courts at Heritage Park. Staff

also recommends approval of a change order not to exceed \$24,541 to construct the Church Creek Park sports court in cement as outlined in the Alternative 1 bid item.

Committee/Board Recommendation:

The Parks and Trails Advisory Committee reviewed this proposal at their October 17, 2022, meeting. PTAC is supportive of the project and recommends installing all three courts in asphalt.

The Public Works Committee did not review this proposal prior to preparation of this report.

CITY COUNCIL OPTIONS

1. Approve the transfer of necessary funds from Church Creek Park to Heritage Park and authorize the Mayor to sign a contract with Judha of Lion for the Heritage Park/Church Creek Park Sports Court Project in the amount of \$197,368.47 and authorize a change order not to exceed \$24,541.
2. Send back to Parks and Trails Advisory Committee or additional committees for additional review and discussion.
3. Amend or reject the contract.

PROPOSED MOTION

I MOVE TO APPROVE THE TRANSFER OF NECESSARY FUNDS FROM CHURCH CREEK PARK TO HERITAGE PARK AND AUTHORIZE THE MAYOR TO SIGN A CONTRACT WITH JUDHA OF LION LANDSCAPING AND SERVICES, LLC FOR THE HERITAGE PARK/CHURCH CREEK PARK SPORTS COURT PROJECT IN THE AMOUNT OF \$197,368.47 AND AUTHORIZE A CHANGE ORDER NOT TO EXCEED \$24,541.



BID TABULATION
Heritage Park & Church Creek Park Sports Courts
Bid Opening: Tuesday October 11, 2022 @ 2:00PM

Item No.	ITEM DESCRIPTION	UNITS	QTY	Engineer's Estimate		Judha Of Lion Landscaping Serv LLC		Valdez Const		Konner Up		Matia Contractors	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Mobilization	LS	1			\$ 4,500.00	\$ 4,500.00	\$ 14,361.91	\$ 14,361.91	\$ 20,000.00	\$ 20,000.00	\$ 29,000.00	\$ 29,000.00
2	Clear and Grub	LS	1			\$ 8,500.00	\$ 8,500.00	\$ 3,077.55	\$ 3,077.55	\$ 10,000.00	\$ 10,000.00	\$ 14,500.00	\$ 14,500.00
3	TESC	LS	1			\$ 4,500.00	\$ 4,500.00	\$ 3,077.55	\$ 3,077.55	\$ 10,000.00	\$ 10,000.00	\$ 13,500.00	\$ 13,500.00
4	Demo Ex. Concrete Court	SY	175			\$ 55.00	\$ 9,625.00	\$ 20.62	\$ 3,608.50	\$ 45.00	\$ 7,875.00	\$ 31.00	\$ 5,425.00
5	Excavation inc Haul	CY	230			\$ 85.00	\$ 19,550.00	\$ 66.69	\$ 15,338.70	\$ 40.00	\$ 9,200.00	\$ 85.00	\$ 19,550.00
6	Crushed Surfacing Top Course 4" Depth (Extend Existing Rock Path)	TN	15			\$ 55.00	\$ 825.00	\$ 197.76	\$ 2,966.40	\$ 50.00	\$ 750.00	\$ 275.00	\$ 4,125.00
7	Crushed Surfacing Top Course 4" Depth (Court Base)	TN	140.0			\$ 75.00	\$ 10,500.00	\$ 60.29	\$ 8,440.60	\$ 50.00	\$ 7,000.00	\$ 112.00	\$ 15,680.00
8	Cement treated soil 12" depth	SY	800			\$ 35.00	\$ 28,000.00	\$ 24.62	\$ 19,696.00	\$ 60.00	\$ 48,000.00	\$ 13.00	\$ 10,400.00
9	HMA Cl. 3/8 2" Depth	TN	90			\$ 250.00	\$ 22,500.00	\$ 240.16	\$ 21,614.40	\$ 320.00	\$ 28,800.00	\$ 270.00	\$ 24,300.00
10	Coating and Striping	EA	3			\$ 4,500.00	\$ 13,500.00	\$ 10,635.71	\$ 31,907.13	\$ 20,000.00	\$ 60,000.00	\$ 18,500.00	\$ 55,500.00
11	Durable Pickleball net set	EA	3			\$ 5,500.00	\$ 16,500.00	\$ 1,996.80	\$ 5,990.40	\$ 5,000.00	\$ 15,000.00	\$ 2,500.00	\$ 7,500.00
12	Topsoil	CY	15			\$ 45.00	\$ 675.00	\$ 223.40	\$ 3,351.00	\$ 80.00	\$ 1,200.00	\$ 280.00	\$ 4,200.00
13	Grass Seed Restoration	SY	540			\$ 10.00	\$ 5,400.00	\$ 2.07	\$ 1,117.80	\$ 3.00	\$ 1,620.00	\$ 7.50	\$ 4,050.00
14	10' Chain Link Fence	LF	360			\$ 85.00	\$ 30,600.00	\$ 144.34	\$ 51,962.40	\$ 130.00	\$ 46,800.00	\$ 156.00	\$ 56,160.00
15	Demo Ex. Hoops	EA	2			\$ 1,200.00	\$ 2,400.00	\$ 725.59	\$ 1,451.18	\$ 2,000.00	\$ 4,000.00	\$ 910.00	\$ 1,820.00
16	Install Basketball Hoops	EA	2			\$ 1,500.00	\$ 3,000.00	\$ 3,688.33	\$ 7,376.66	\$ 4,000.00	\$ 8,000.00	\$ 4,360.00	\$ 8,720.00
Base Bid Subtotal				\$	-		\$ 180,575.00		\$ 195,338.18		\$ 278,245.00		\$ 274,430.00
Sales Tax 9.3%				\$	-		\$ 16,793.48		\$ 18,166.45		\$ 25,876.79		\$ 25,521.99
Total Base Bid with Tax				\$	-		\$ 197,368.48		\$ 213,504.63		\$ 304,121.79		\$ 274,430.00
ALTERNATIVE BID													
A-1	Concrete courts 4" depth Church Creek Park	SY	253			\$ 97.00	\$ 24,541.00	\$ 154.66	\$ 39,128.98	\$ 150.00	\$ 37,950.00	\$ 99.00	\$ 25,047.00
A-2	Concrete courts 4" depth Heritage Park	SY	535			\$ 97.00	\$ 51,895.00	\$ 164.17	\$ 87,830.95	\$ 150.00	\$ 80,250.00	\$ 99.00	\$ 52,965.00
ALTERNATIVE Bid Subtotal				\$	-		\$ 76,436.00		\$ 126,959.93		\$ 118,200.00		\$ 78,012.00
Sales Tax 9.3%				\$	-		\$ 7,108.55		\$ 11,807.27		\$ 10,992.60		\$ 7,255.12
ALTERNATIVE Bid TOTAL with Tax				\$	-		\$ 83,544.55		\$ 138,767.20		\$ 129,192.60		\$ 78,012.00

**** Contract award will be based on the Total Amount of the Base Bid with Tax to determine the low-responsive bidder.

