

City of Lake Stevens Vision Statement



By 2030, we are a sustainable community around the lake with a vibrant economy, unsurpassed infrastructure and exceptional quality of life.

CITY COUNCIL WORKSHOP MEETING AGENDA - Revised Lake Stevens School District Educational Service Center (Admin. Bldg.) 12309 22nd Street NE, Lake Stevens

Tuesday, October 25, 2016 – 6:00 p.m.

- * 3rd Quarter Financial Update
- * 2017 Budget Study Session

Barb
Barb

CITY COUNCIL REGULAR MEETING AGENDA - Revised Lake Stevens School District Educational Service Center (Admin. Bldg.) 12309 22nd Street NE, Lake Stevens

Tuesday, October 25, 2016 – 7:00 p.m.

NOTE:

WORKSHOP ON VOUCHERS AT 6:45 P.M.

CALL TO ORDER:	7:00 P.M.	Mayor
PLEDGE OF ALLEGIANCE		Council President
ROLL CALL:		
APPROVAL OF AGENDA:		Council President
GUEST BUSINESS:		
COUNCIL BUSINESS:		Council President
MAYOR'S BUSINESS:		
CITY DEPARTMENT REPORT:	Update	
CONSENT AGENDA:		
	*A Approve 2016 Vouchers	Barb
	*B Approve City Council Regular Meeting Minutes of October 11, 2016	Barb
	*C Adopt Resolution 2016-20 Declaring an Emergency re Storm Event	Mick
	*D Approve Limited Public Work Contract with Avid Tree Care for Emergency Tree Removal	Mick

Lake Stevens City Council Regular Meeting Agenda

October 25, 2016

- ACTION ITEMS:**
- *A Adopt Resolution 2016-21 re Annexation Plan Russ
 - *B Approve Health Reimbursement Arrangement Steve
Voluntary Employees' Beneficiary Association (VEBA)
Plan
 - *C Approve Supplement Agreement No.2 with Crux re: Mick
Aerator Riser Assembly Removal

- DISCUSSION ITEM:**
- *A 2016 Pavement Survey Update Adam
 - *B Citywide Beautification Plan Jill

EXECUTIVE SESSION:

ADJOURN

* ITEMS ATTACHED	** ITEMS PREVIOUSLY DISTRIBUTED	# ITEMS TO BE DISTRIBUTED
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THE PUBLIC IS INVITED TO ATTEND

Special Needs

The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Steve Edin, City of Lake Stevens ADA Coordinator, (425) 377-3227, at least five business days prior to any City meeting or event if any accommodations are needed. For TDD users, please use the state's toll-free relay service, (800) 833-6384, and ask the operator to dial the City of Lake Stevens City Hall number.

NOTICE:

All proceedings of this meeting are audio recorded, except Executive Sessions

**CITY OF LAKE STEVENS
 2016 3rd Quarter Financial Summary**

General Fund - Summary

Description	3rd Qtr 2015	2016 Amended Budget	3rd Qtr 2016	Percent +/- of 2016 Budget
Beginning Cash Balance	\$ 7,133,787	\$ 7,922,111	\$ 7,922,111	100.0%
Revenues	\$ 6,643,415	\$ 13,461,367	\$ 10,645,687	79.1%
Expenditures	\$ 6,402,852	\$ 14,665,601	\$ 10,218,228	69.7%
Ending Fund Balance	\$ 7,374,350	\$ 6,717,877	\$ 8,349,570	

Total revenues are approximately 79% of budget prior year was at 72%.

Total expenditures are approximately 70% of budget, prior year was 66%.

General Fund - Revenues

Revenue Category	3rd Qtr 2015	2016 Amended Budget	3rd Qtr 2016	Percent +/- of 2016 Budget
Taxes	\$ 4,849,322	\$ 7,542,268	\$ 5,152,749	68.3%
Licenses & Permits	\$ 734,766	\$ 1,688,910	\$ 1,709,851	101.2%
Grants & State Remit	\$ 498,730	\$ 986,687	\$ 606,410	61.5%
Charges for Services	\$ 378,581	\$ 520,435	\$ 517,926	99.5%
Fines and Forfeits	\$ 113,743	\$ 157,100	\$ 108,491	69.1%
Miscellaneous	\$ 53,245	\$ 94,643	\$ 86,589	91.5%
Non-Revenue/Other	\$ 15,028	\$ 2,471,324	\$ 2,463,671	99.7%
Total	\$ 6,643,415	\$ 13,461,367	\$ 10,645,687	79.1%

Total Receipts are approximately 79% of budget and are currently estimated to exceed budget.

Taxes are 68% of budget mostly due to the timing of property tax receipts.

Licenses & Permits are currently 101% of budget. Building permits make up the largest portion of this balance and are currently 109% of the total budget for the year.

Grants & State Remit are 62% of budget. This revenue type includes grants, liquor profits, liquor taxes, criminal justice and City assistance funds, as well as PUD tax which is an annual tax that was received in July 2016.

Service Charges are currently 99.5% of budget, and are estimated to exceed budget expectations. The majority of this balance is made up of passports, and photos, and land use fees which are all exceeding expectations. This line also includes the ILA for School Resources Officers and for Information Technology Services (received in June).

Miscellaneous revenues includes the receipt of the police donation, and interest earnings. This is expected to remain in budget.

Non-Revenues include insurance recoveries and transfers.

General Fund - Expenditures

Expenditure Category	3rd Qtr 2015	2016 Amended Budget	3rd Qtr 2016	Percent +/- of 2016 Budget
Elected	\$ 97,774	\$ 229,696	\$ 138,370	60.2%
Administration	\$ 107,352	\$ 206,684	\$ 145,366	70.3%
City Clerk	\$ 102,990	\$ 169,269	\$ 119,670	70.7%
Finance	\$ 123,124	\$ 330,848	\$ 180,038	54.4%
Human Resources	\$ 73,880	\$ 114,582	\$ 84,033	73.3%
IT Services	\$ 140,309	\$ 265,297	\$ 176,798	66.6%
Planning & Building	\$ 558,181	\$ 1,528,804	\$ 882,198	57.7%
Law Enforcement	\$ 3,537,284	\$ 5,887,039	\$ 4,099,537	69.6%
Parks	\$ 62,774	\$ 711,501	\$ 279,302	39.3%
Legal	\$ 229,863	\$ 487,000	\$ 286,462	58.8%
Community Services	\$ 61,657	\$ 54,377	\$ 45,808	84.2%
General Government	\$ 1,307,663	\$ 4,680,504	\$ 3,780,646	80.8%
Total	\$ 6,402,852	\$ 14,665,601	\$ 10,218,228	69.7%

Expenditures are 70% of total annual budget, within expectations

The Administration Department is at 70% of the budget due to staffing changes and the cost of professional service contracts.

Law Enforcement is approximately 70% of budget. Police is expected to remain marginally under budget.

The Parks Department is at 39% of budget as the majority of the Lundeen Park Resoration Project has not yet occurred, and will likely be rolled into the 2017 budget.

Community Service includes the Arts Commission payments for Music on the Lake and the Movie in the Park; Aquafest contribution, as well as Library and Community Center projects.

The Community Center received new chairs and tables in September 2016.

General Government is within budget expectations due to the purchase of property for the future police department.

The remaining departments had no significant differences from budget expectations.

Street Fund - Summary

Description	3rd Qtr 2015	2016 Amended Budget	3rd Qtr 2016	Percent +/- of 2016 Budget
Beginning Fund Balance	\$ 3,579,784	\$ 3,811,559	\$ 3,811,559	100.0%
Revenues	\$ 1,400,833	\$ 2,298,013	\$ 1,500,565	65.3%
Expenditures	\$ 1,430,978	\$ 3,523,581	\$ 2,462,949	69.9%
Ending Fund Balance	\$ 3,549,639	\$ 2,585,991	\$ 2,849,174	

Total revenues are approximately 65% of budget, same as prior year.

Total expenditures are approximately 70% of budget, versus 64% in the prior year.

Street Fund - Revenues

Revenue Category	3rd Qtr 2015	2016 Amended Budget	3rd Qtr 2016	Percent +/- of 2016 Budget
Taxes	\$ 920,329	\$ 1,601,113	\$ 957,398	59.8%
License & Permits	\$ 21,708	\$ 20,000	\$ 19,012	95.1%
Grants & State Remits	\$ 450,584	\$ 652,600	\$ 498,816	76.4%
Charges for Service	\$ -	\$ 1,500	\$ 896	59.7%
Miscellaneous	\$ 7,946	\$ 17,800	\$ 20,348	114.3%
Other Financing	\$ 267	\$ 5,000	\$ 4,095	81.9%
Total	\$ 1,400,833	\$ 2,298,013	\$ 1,500,565	65.3%

Total Receipts are at 65% of budget.

Taxes are 60% of budget.

License & Permits include Right of Way permits which are currently at 95% of budget.

Grant & State Remits are approximately 76% of budget. This revenue source includes the fuel tax receipts which are on target.

Miscellaneous and Other Financing revenues include ROW assessments and insurance recovery funds received for street related incidents which are unpredictable.

Street Fund - Expenditures

Expenditure Category	3rd Qtr 2015	2016 Amended Budget	3rd Qtr 2016	Percent +/- of 2016 Budget
Salaries & Benefits	\$ 663,914	\$ 961,119	\$ 720,134	74.9%
Supplies	\$ 71,324	\$ 194,067	\$ 69,419	35.8%
Services	\$ 557,226	\$ 949,297	\$ 737,445	77.7%
Other Gov't Payments/Debt	\$ 8,774	\$ 9,983	\$ 8,780	88.0%
Capital Projects	\$ 21,500	\$ 720,250	\$ 285,863	39.7%
Interfund Transfers	\$ 108,240	\$ 688,865	\$ 641,308	93.1%
Total	\$ 1,430,978	\$ 3,523,581	\$ 2,462,949	69.9%

Total Expenditures are approximately 70% of budget.

Salaries & Benefits are 75% of budget.

Supplies are 36% of budget. This expenditure includes supplies for office, traffic control, snow & ice, and sidewalk repair supplies. Many of these items will be needed later in the year.

Service Charges are 78% of budget. These expenditures include items such as street sweeping, traffic studies, utilities, insurance, travel, and repairs & maintenance services. Overlays are the largest portion of this category and were completed during the 3rd quarter.

Government payments include storm drainage fees and debt service for the Public Works Trust Fund emergency loan for the Catherine Creek Bridge repair in 2010.

Capital includes a portion of the Grade Road Stabilization project, and Callow Road Embankment.

Surface/Storm Water Fund - Summary

Description	3rd Qtr 2015	2016 Amended Budget	3rd Qtr 2016	Percent +/- of 2016 Budget
Beginning Fund Balance	\$ 1,569,469	\$ 1,796,590	\$ 1,796,590	100.0%
Revenues	\$ 963,807	\$ 1,518,096	\$ 875,814	57.7%
Expenditures	\$ 934,041	\$ 1,561,951	\$ 1,066,813	68.3%
Ending Fund Balance	\$ 1,599,235	\$ 1,752,735	\$ 1,605,591	

Total revenues are approximately 58% of budget, versus 62% in the prior year.

Total expenditures are approximately 68% of budget, versus 62% in the prior year

Surface/Storm Water Fund Revenues

Revenue Category	3rd Qtr 2015	2016 Amended Budget	3rd Qtr 2016	Percent +/- of 2016 Budget
State Grants	\$ 111,476	\$ 25,000	\$ 6,005	24.0%
Charges for Services	\$ 845,180	\$ 1,486,396	\$ 864,325	58.1%
Miscellaneous	\$ 7,151	\$ 6,700	\$ 5,485	81.9%
Total	\$ 963,807	\$ 1,518,096	\$ 875,814	57.7%

Total Receipts are at 58% of budget.

Grant revenues are currently \$6,005. These grants are budgeted at the full amount and are expended and reimbursed throughout the year.

Charges for Services includes Surface water management charges which are at 58% of the budget.

These charges are billed on the property tax statements. As such, the majority is received in May and November.

Miscellaneous revenues include investment interest which is exceeding prior expectations.

Surface/Storm Water Fund Expenditures

Expenditure Category	3rd Qtr 2015	2016 Amended Budget	3rd Qtr 2016	Percent +/- of 2016 Budget
Salaries & Benefits	\$ 521,342	\$ 846,877	\$ 617,979	73.0%
Supplies	\$ 49,346	\$ 73,817	\$ 44,159	59.8%
Services	\$ 217,244	\$ 316,762	\$ 129,673	40.9%
Grants	\$ -	\$ 25,000	\$ 6,638	26.6%
Other Gov't Payments	\$ 58,739	\$ 70,000	\$ 83,104	118.7%
Debt Service	\$ 10,700	\$ 10,700	\$ 10,700	100.0%
Capital	\$ -	\$ 48,000	\$ 44,572	92.9%
Operating Transfers	\$ 76,670	\$ 170,795	\$ 129,988	76.1%
Total	\$ 934,041	\$ 1,561,951	\$ 1,066,813	68.3%

Total Expenditures are 68% of budget.

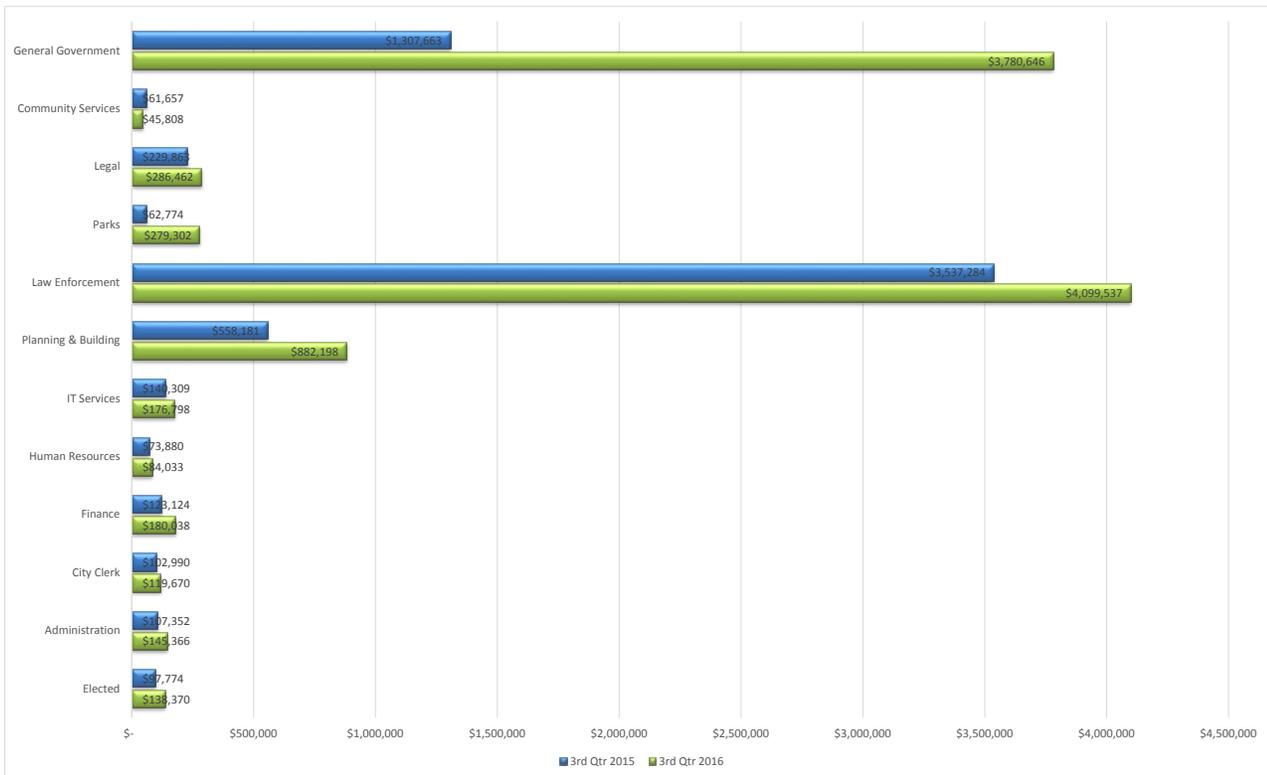
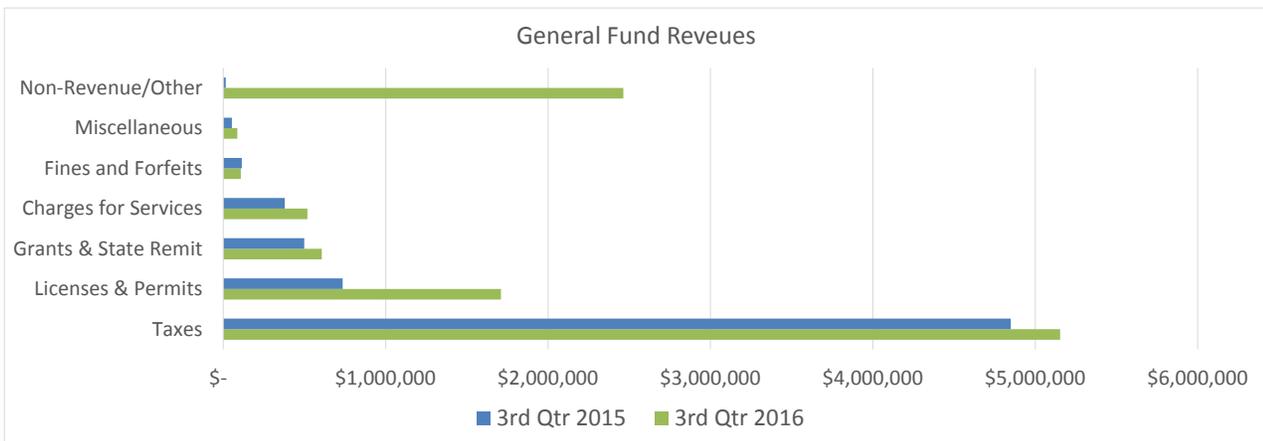
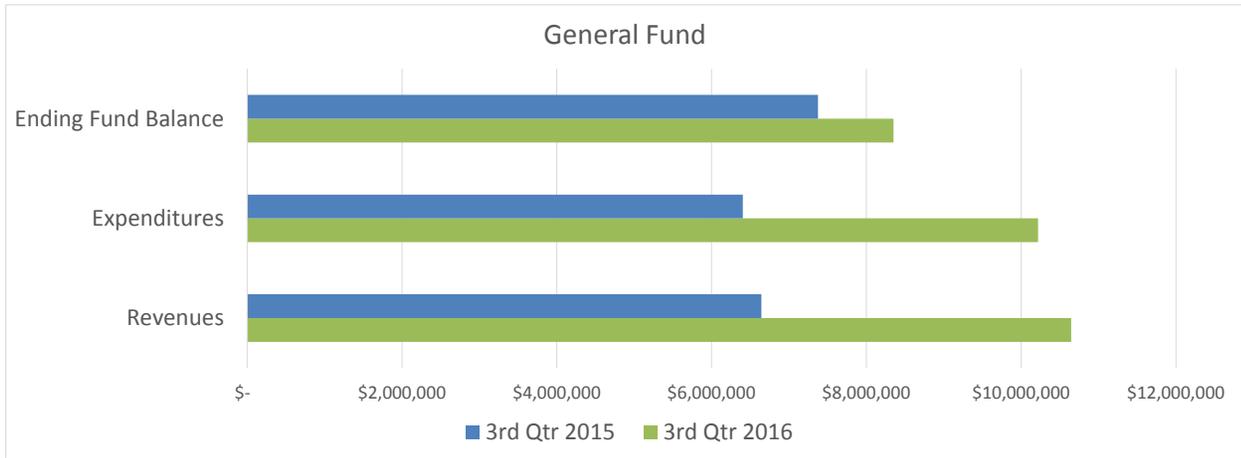
Salaries & Benefits are at 73% of the budget.

Service expenditures are currently 41% of budget as the lake phosphorus treatment as not yet occurred this year.

Other Governmental includes payment for SW billing to Snohomish County and the DOE annual permits.

Debt Service payment is for the Lundeen Parkway Creek Restoration project.

Capital includes two detention pond fence projects that have been completed.



10/13/2016 2016 - 3rd Quarter - All Funds								
No.	Fund Name	2016 Beginning Cash Balance	2016 Budgeted Revenues	2016 3rd Quarter ACTUAL REVENUES	2016 Budgeted Expenditures	3rd Quarter ACTUAL EXPENDITURES	2016 Budgeted Ending Cash Balance	3rd Quarter ENDING CASH/INVEST BALANCE
001	General Fund	\$7,922,111	\$13,461,367	\$10,645,687	\$14,665,601	\$10,218,228	\$6,717,877	\$8,349,569
002	Reserve Fund	\$3,407,014	\$814,500	\$686,223	\$2,469,874	\$2,461,824	\$1,751,640	\$1,631,413
101	Street	\$3,811,559	\$2,298,013	\$1,500,565	\$3,523,581	\$2,462,949	\$2,585,991	\$2,849,175
103	Street Reserve	\$1,526	\$2	\$5	\$0	\$0	\$1,528	\$1,531
111	Drug Seizure & Forfeiture Fund	\$35,752	\$10,050	\$12,327	\$1,000	\$922	\$44,802	\$47,157
112	Municipal Arts Fund	\$11,349	\$50	\$36	\$11,399	\$0	\$0	\$11,386
210	2008 Bonds	\$0	\$353,268	\$59,409	\$353,268	\$59,409	\$0	\$0
212	2010 LTGO Bonds	\$0	\$74,166	\$37,082	\$74,166	\$37,082	\$0	\$0
213	LTGO Bond 2015	\$0	\$97,600	\$7,150	\$97,600	\$7,150	\$0	\$0
301	Cap. Proj.-Dev. Contrib.	\$4,427,606	\$1,369,152	\$1,363,678	\$2,037,600	\$362,298	\$3,759,158	\$5,428,985
303	Cap. Imp.-REET	\$867,537	\$728,900	\$893,532	\$340,842	\$72,989	\$1,255,595	\$1,688,080
304	Cap. Improvements	\$2,621,153	\$736,000	\$898,296	\$1,067,164	\$613,890	\$2,289,989	\$2,905,559
309	Sidewalk Capital Project	\$417,434	\$1,226,000	\$748,520	\$974,834	\$442,397	\$668,600	\$723,557
401	Sewer	\$274,820	\$1,392,826	\$1,246,747	\$1,393,954	\$1,241,609	\$273,692	\$279,958
410	Storm and Surface Water	\$1,796,590	\$1,518,096	\$875,814	\$1,561,951	\$1,066,813	\$1,752,735	\$1,605,591
501	Unemployment	\$101,482	\$200	\$324	\$30,000	\$2,924	\$71,682	\$98,883
510	Equipment Fund	\$234,960	\$153,317	\$113,355	\$266,065	\$70,284	\$122,212	\$278,032
520	Equipment Fund-Police	\$324,149	\$207,200	\$153,489	\$243,000	\$211,736	\$288,349	\$265,903
530	Equipment Fund-PW	\$222,344	\$337,180	\$255,705	\$299,392	\$271,486	\$260,132	\$206,563
540	Aerator Equipment Replacement	\$119,332	\$10,525	\$10,415	\$0	\$0	\$129,857	\$129,747
621	Refundable Deposits	\$20,073	\$61,000	\$17,866	\$81,073	\$23,397	\$0	\$14,542
633	Treasurer's Trust	\$7,630	\$200,000	\$135,799	\$207,630	\$105,791	\$0	\$37,638
	Total All Funds	\$26,624,423	\$25,049,412	\$19,662,024	\$29,699,994	\$19,733,177	\$21,973,841	\$26,553,270

2016 - 3rd Quarter Financial Detail
PERIODS - 01-09

Description	2014 - 3rd Quarter	2015- 3rd Quarter	2016 Current Budget	Current Actuals - 3rd Quarter	% of Budget
General					
Real & Personal Property Tax	\$ (1,459,165)	\$ (1,641,935)	\$ (3,114,290)	\$ (1,689,340)	54%
Local Retail Sales-Use Tax	\$ (1,673,375)	\$ (1,838,891)	\$ (2,591,431)	\$ (2,105,457)	81%
Criminal Justice Sales-Use Tax	\$ (326,420)	\$ (344,705)	\$ (492,373)	\$ (371,362)	75%
Other Govt Utility - Electric	\$ (288,188)	\$ (281,795)	\$ (390,000)	\$ (300,433)	77%
Private Utility - Gas	\$ (292,825)	\$ (263,829)	\$ (313,200)	\$ (262,956)	84%
Private Utility - Telephone	\$ (454,967)	\$ (461,449)	\$ (621,374)	\$ (405,370)	65%
Franchise Fees	\$ -	\$ -	\$ -	\$ -	0%
Gambling Tx - Punch-Pull Tabs	\$ (9,970)	\$ (12,299)	\$ (14,000)	\$ (14,153)	101%
Gambling Tx - Bingo & Raffles	\$ -	\$ -	\$ -	\$ -	0%
Gambling Tx - Amuse Games	\$ (1,759)	\$ (85)	\$ (100)	\$ (737)	737%
Leasehold Excise Tax	\$ (3,785)	\$ (4,335)	\$ (5,500)	\$ (2,941)	53%
Bus. Lic - Health	\$ -	\$ -	\$ -	\$ -	0%
Bus. Lic - Police & Protective	\$ -	\$ -	\$ -	\$ -	0%
Bus. Lic - Prof & Occupations	\$ (75)	\$ -	\$ -	\$ (10)	0%
Bus. Lic - Amusements	\$ -	\$ -	\$ -	\$ (80)	0%
Franchise Fee - Cable	\$ (264,176)	\$ (273,893)	\$ (370,000)	\$ (289,787)	78%
Bus. Lic - Other	\$ (37,415)	\$ (38,871)	\$ (45,000)	\$ (40,017)	89%
Building Permits	\$ (408,383)	\$ (414,078)	\$ (1,261,910)	\$ (1,369,846)	109%
Animal Licenses	\$ (1,408)	\$ (1,064)	\$ (1,500)	\$ (1,072)	71%
Weapon License Permit - Local	\$ (5,872)	\$ (4,674)	\$ (7,500)	\$ (8,214)	110%
Other Non-Bus. Event Permits	\$ (3,150)	\$ (2,185)	\$ (3,000)	\$ (825)	28%
DOJ Fed Dir 16.607 BPV Grant	\$ (3,627)	\$ (1,899)	\$ (3,900)	\$ (1,756)	45%
Equitable Sharing - Fed Seize	\$ (3,642)	\$ (10,843)	\$ -	\$ -	0%
DOJ Fed Ind 16.554 NCHIP	\$ (12,272)	\$ -	\$ -	\$ -	0%
DOT Fed Ind 20.600 Hwy Safety	\$ 944	\$ (2,580)	\$ (980)	\$ (980)	100%
DOT Fed Ind 20.601 X52 DUI	\$ -	\$ -	\$ -	\$ -	0%
DOT Fed Ind 20.602 Occ Prot	\$ -	\$ -	\$ -	\$ -	0%
DOT Fed Ind 20.609 X52 Speed	\$ -	\$ -	\$ -	\$ -	0%
Equitable Sharing - Fed Seize	\$ -	\$ -	\$ -	\$ -	0%
DHS Fed Ind 97.012 Boat Safety	\$ (7,131)	\$ -	\$ (12,836)	\$ (10,246)	80%
DHS Fed Ind 97.012 MPOC	\$ -	\$ -	\$ -	\$ -	0%
DHS Fed Ind 97.036 FEMA	\$ -	\$ -	\$ (26,144)	\$ (26,144)	100%
WA Military -Storm Assist	\$ -	\$ -	\$ (2,307)	\$ (2,307)	100%
WA Parks-Rec - Boating Safety	\$ -	\$ -	\$ -	\$ -	0%
WA TSC - Police	\$ -	\$ -	\$ -	\$ -	0%
WA Commerce - City Hall Grant	\$ -	\$ -	\$ (290,000)	\$ -	0%
L&I Stay at Work Program	\$ (10,000)	\$ -	\$ -	\$ -	0%
PUD Privilege Tax	\$ -	\$ (110,119)	\$ (110,000)	\$ (114,734)	104%
Vessel Registration Fees	\$ (11,393)	\$ (11,486)	\$ (11,300)	\$ (12,879)	114%
City-County Assistance	\$ (73,143)	\$ (89,449)	\$ (86,000)	\$ (86,067)	100%
Crim Jus - High Crime	\$ -	\$ -	\$ -	\$ -	0%
Crim Jus - Violent Crimes-Pop	\$ (5,550)	\$ (5,802)	\$ (8,400)	\$ (6,127)	73%
Crim Jus - Special Programs	\$ (20,558)	\$ (21,276)	\$ (29,000)	\$ (22,360)	77%
Marijuana Enforcement	\$ -	\$ (4,105)	\$ (16,418)	\$ (23,054)	140%
DUI & Other Crim Jus Assist	\$ (3,925)	\$ (3,255)	\$ (5,200)	\$ (3,500)	67%
Liquor-Beer Excise Tax	\$ (40,232)	\$ (46,064)	\$ (130,000)	\$ (102,889)	79%
Liquor Control Board Profits	\$ (193,056)	\$ (191,718)	\$ (254,067)	\$ (193,233)	76%
Housing Authority Pay In Lieu	\$ -	\$ (135)	\$ (135)	\$ (135)	100%
ARRA DOJ Fed Dir - 16.804 IT	\$ -	\$ -	\$ -	\$ -	0%
Accting Srv - ILA Lobbying	\$ (5,660)	\$ -	\$ -	\$ -	0%
Sales of Maps-Publications	\$ (18)	\$ (30)	\$ (10)	\$ (48)	480%
Duplicating Srv	\$ (754)	\$ (835)	\$ (1,100)	\$ (250)	23%
Duplicating Srv - PRR	\$ (17)	\$ (296)	\$ (200)	\$ (516)	258%
Duplicating Srv - Laminate	\$ (1,015)	\$ (929)	\$ (1,500)	\$ (1,477)	98%
Election Candidate Filing Fee	\$ -	\$ -	\$ -	\$ -	0%
Passports	\$ (41,700)	\$ (45,123)	\$ (60,000)	\$ (53,207)	89%
Passport Photos	\$ (13,424)	\$ (15,284)	\$ (15,000)	\$ (18,208)	121%
LE Services	\$ -	\$ (330)	\$ (300)	\$ (220)	73%
LE Services - Extra Duty	\$ (14,882)	\$ (8,079)	\$ (3,500)	\$ (12,353)	353%
LE Services - SRO	\$ (97,062)	\$ (100,007)	\$ (144,325)	\$ (105,789)	73%

2016 - 3rd Quarter Financial Detail
PERIODS - 01-09

Description	2014 - 3rd Quarter	2015- 3rd Quarter	2016 Current Budget	Current Actuals - 3rd Quarter	% of Budget
LE - Fingerprinting	\$ (4,225)	\$ (2,715)	\$ (5,000)	\$ (1,256)	25%
Protective Inspections - Fire	\$ (756)	\$ (2,241)	\$ (1,500)	\$ (4,232)	282%
Information Srv- ILA	\$ (78,478)	\$ (81,692)	\$ (83,000)	\$ (83,112)	100%
Zoning and Subdivision Fees	\$ (80,959)	\$ (114,671)	\$ (200,000)	\$ (226,113)	113%
Zoning&Subdiv-Pymnt In-Lieu	\$ -	\$ -	\$ -	\$ -	0%
Planning - Developer Reimburse	\$ (7,618)	\$ (400)	\$ -	\$ (5,000)	0%
Reimb - Sno Isle Library	\$ (5,243)	\$ (5,949)	\$ (5,000)	\$ (6,145)	123%
Boating Safety Class	\$ -	\$ -	\$ -	\$ -	0%
Mandatory Insurance-Admin Fee	\$ (49)	\$ -	\$ (100)	\$ (25)	25%
District Court	\$ (109,104)	\$ (108,199)	\$ (150,000)	\$ (89,735)	60%
Violations Bureau - Local	\$ (5,328)	\$ (5,543)	\$ (7,000)	\$ (18,417)	263%
Animal Impound Fees	\$ (542)	\$ -	\$ -	\$ (315)	0%
Investment Interest	\$ (4,397)	\$ (7,465)	\$ (24,000)	\$ (22,934)	96%
Real & Personal Prop Tax Int	\$ 234	\$ (99)	\$ (200)	\$ (287)	143%
Sales & Use Tax Interest	\$ (443)	\$ (1,029)	\$ (500)	\$ (1,544)	309%
Leasehold Excise Tax Interest	\$ (1)	\$ (2)	\$ -	\$ (2)	0%
Special Events - Rental Reimb	\$ (2,185)	\$ (1,587)	\$ (1,500)	\$ (560)	37%
Boat Launch Parking Fees	\$ (7,428)	\$ (7,262)	\$ (6,200)	\$ (7,236)	117%
Boat Launch Closure Fees	\$ -	\$ -	\$ -	\$ (100)	0%
Facilities Rental - Short Term	\$ (7,884)	\$ (8,635)	\$ (8,000)	\$ (8,809)	110%
Lease LT - Lundeen House	\$ -	\$ -	\$ -	\$ (400)	0%
Lease LT City Shop	\$ (19,394)	\$ (18,345)	\$ (26,143)	\$ (18,610)	71%
Lease (LT) WWTP Property	\$ (10)	\$ (10)	\$ (10)	\$ (10)	100%
Lease LT - Ranheim	\$ -	\$ -	\$ (11,290)	\$ (6,398)	57%
Concession Proceeds	\$ -	\$ -	\$ -	\$ (1,335)	0%
Chamber Office - Other Charges	\$ (450)	\$ (450)	\$ (600)	\$ (450)	75%
Arts Commission Donation	\$ (2,172)	\$ (4,031)	\$ (500)	\$ (2,781)	556%
Arts-Sidewalk Chalk	\$ (80)	\$ (40)	\$ -	\$ -	0%
Donation-Police Dept	\$ (8,688)	\$ (500)	\$ (10,000)	\$ (10,000)	100%
Private Grants - HR	\$ (2,265)	\$ (539)	\$ (200)	\$ (543)	271%
Sale of Scrap & Junk Property	\$ -	\$ (221)	\$ -	\$ -	0%
Unclaimed Money & Property	\$ -	\$ (488)	\$ -	\$ -	0%
Sale of Confiscated & Forfeite	\$ (2,034)	\$ (222)	\$ (1,800)	\$ -	0%
Misc Rev. Judgment-Settlement	\$ (2,530)	\$ (487)	\$ (2,500)	\$ (1,288)	52%
Employee Reimb Contrib- Guns	\$ -	\$ -	\$ -	\$ -	0%
Cash Adjustments	\$ 25	\$ -	\$ -	\$ 100	0%
Miscellaneous Revenue -Other	\$ (1,250)	\$ (1,837)	\$ -	\$ -	0%
Miscellaneous Revenue - Other	\$ -	\$ -	\$ (1,200)	\$ (3,402)	283%
Refundable Customer Deposits	\$ (300)	\$ 160	\$ (200)	\$ (60)	30%
Seizure -State Remit Portion	\$ (260)	\$ (25)	\$ (200)	\$ -	0%
Refunds or Overpayments	\$ (12)	\$ -	\$ (100)	\$ (519)	519%
Sale of Capital - Pk Property	\$ -	\$ (5,231)	\$ -	\$ -	0%
Insurance Recoveries - Capital	\$ -	\$ (1,000)	\$ -	\$ (1,269)	0%
Interfund Transfer In	\$ -	\$ -	\$ (2,461,824)	\$ (2,461,824)	100%
Insurance Recoveries - Non Cap	\$ -	\$ (8,933)	\$ (9,000)	\$ -	0%
Revenue Total	\$ 6,142,877	\$ 6,643,415	\$ 13,461,367	\$ 10,645,687	79%
Legislative - Salaries	\$ 21,100	\$ 30,875	\$ 76,800	\$ 47,400	62%
Legislative - Social Security	\$ 1,614	\$ 2,362	\$ 5,375	\$ 2,794	52%
Legislative - Workmans Compen	\$ 55	\$ 55	\$ 500	\$ 141	28%
Legislative - Operating Costs	\$ 181	\$ 4,185	\$ 300	\$ 419	140%
Legislative - Travel & Mtgs	\$ 1,405	\$ 2,204	\$ 43,800	\$ 19,326	44%
Legislative - Rentals	\$ 502	\$ 484	\$ 1,000	\$ 574	57%
Legislative - Prof. Developmen	\$ 1,007	\$ 750	\$ 14,275	\$ 4,638	32%
Legislative-C.C.Retreat	\$ -	\$ 4,156	\$ 5,000	\$ 2,517	50%
Executive - Salaries	\$ 9,600	\$ 14,400	\$ 24,000	\$ 18,000	75%
Executive - Social Security	\$ 734	\$ 1,102	\$ 1,993	\$ 2,209	111%
Executive - Workmans Comp	\$ 48	\$ 64	\$ 103	\$ 88	85%
Executive - Supplies	\$ 74	\$ 36	\$ 100	\$ 123	123%
Executive - Communication	\$ 713	\$ 682	\$ 1,050	\$ 564	54%
Executive - Travel & Mtgs	\$ 396	\$ 839	\$ 3,000	\$ 1,947	65%

2016 - 3rd Quarter Financial Detail
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Description	2014 - 3rd Quarter	2015- 3rd Quarter	2016 Current Budget	Current Actuals - 3rd Quarter	% of Budget
Executive - Miscellaneous	\$ 4	\$ -	\$ 100	\$ (100)	-100%
Executive - Prof. Development	\$ 123	\$ 525	\$ 600	\$ 817	136%
Executive - Board/Staff Apprec	\$ -	\$ -	\$ 1,700	\$ 729	43%
Legislative - Election Costs	\$ 6,803	\$ -	\$ -	\$ -	0%
Legislative - Election Costs	\$ -	\$ -	\$ 10,000	\$ -	0%
Legislative - Voter Reg Fees	\$ 32,352	\$ 35,055	\$ -	\$ -	0%
Legislative - Voter Reg Fees	\$ -	\$ -	\$ 40,000	\$ 36,184	90%
Legislative & Executive	\$ 76,710	\$ 97,774	\$ 229,696	\$ 138,370	60%
AD-Salaries	\$ 65,740	\$ 80,370	\$ 78,897	\$ 36,985	47%
AD-Benefits	\$ 11,133	\$ 11,206	\$ 11,517	\$ 6,078	53%
AD-Social Security	\$ 5,072	\$ 6,092	\$ 6,009	\$ 2,829	47%
AD-Retirement	\$ 6,013	\$ 7,694	\$ 7,261	\$ -	0%
AD-Workmans Compensation	\$ 110	\$ 108	\$ 250	\$ -	0%
AD-Office Supply	\$ 49	\$ 217	\$ 150	\$ 6	4%
AD-Professional Services	\$ -	\$ -	\$ 94,500	\$ 96,924	103%
AD-Communications	\$ 828	\$ 797	\$ 1,250	\$ 985	79%
AD-Travel & Meetings	\$ 619	\$ 588	\$ 6,000	\$ 1,109	18%
AD-Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	0%
AD-Staff Development	\$ 80	\$ 180	\$ 600	\$ 450	75%
AD-Miscellaneous	\$ 242	\$ 100	\$ 250	\$ -	0%
Administration	\$ 89,886	\$ 107,352	\$ 206,684	\$ 145,366	70%
CC-Salaries	\$ 40,087	\$ 71,820	\$ 114,690	\$ 79,716	70%
CC-Overtime	\$ 2,444	\$ 2,590	\$ 2,060	\$ 2,889	140%
CC-Benefits	\$ 10,970	\$ 11,635	\$ 19,037	\$ 12,912	68%
CC-Social Security	\$ 3,390	\$ 6,417	\$ 9,932	\$ 6,832	69%
CC-Retirement	\$ 3,445	\$ 7,285	\$ 12,002	\$ 8,961	75%
CC-Workmans Compensation	\$ 205	\$ 277	\$ 414	\$ 306	74%
CC-Office Supply	\$ 659	\$ 826	\$ 1,550	\$ 969	63%
CC-Professional Services	\$ 7,807	\$ 1,331	\$ 7,000	\$ 3,946	56%
CC-Communications	\$ 458	\$ 280	\$ 500	\$ 719	144%
CC-Travel & Meetings	\$ 22	\$ 65	\$ 984	\$ 1,020	104%
CC-Repair & Maintenance	\$ -	\$ -	\$ -	\$ -	0%
CC-Miscellaneous	\$ 75	\$ 175	\$ 200	\$ 475	238%
CC-Misc CC Fees DOL	\$ 569	\$ -	\$ -	\$ -	0%
CC-Staff Development	\$ 175	\$ 290	\$ 900	\$ 925	103%
City Clerk	\$ 70,306	\$ 102,990	\$ 169,269	\$ 119,670	71%
FI-Salaries	\$ 83,339	\$ 83,537	\$ 138,831	\$ 102,484	74%
FI-Overtime	\$ -	\$ 412	\$ -	\$ -	0%
FI-Benefits	\$ 9,544	\$ 11,920	\$ 25,254	\$ 17,297	68%
FI-Social Security	\$ 6,344	\$ 6,390	\$ 9,837	\$ 7,871	80%
FI-Retirement	\$ 7,676	\$ 8,230	\$ 11,886	\$ 11,184	94%
FI-Workmans Comp	\$ 219	\$ 225	\$ 410	\$ 316	77%
FI-Office Supplies	\$ 1,872	\$ 592	\$ 4,700	\$ 2,491	53%
FI-Professional Service	\$ -	\$ -	\$ 100,000	\$ 8,878	9%
FI-Advertising	\$ 72	\$ 90	\$ 200	\$ 623	311%
FI-Communications	\$ 286	\$ 259	\$ 400	\$ 252	63%
FI-Travel & Meetings	\$ 840	\$ 64	\$ 1,575	\$ 535	34%
FI-Insurance	\$ 127	\$ 122	\$ 130	\$ 116	89%
FI-Software Maint	\$ 29,614	\$ 9,553	\$ 10,000	\$ -	0%
FI-Miscellaneous	\$ 100	\$ 226	\$ 300	\$ 147	49%
FI-Staff Development	\$ 595	\$ 615	\$ 1,325	\$ 960	72%
FI-Banking Services	\$ 486	\$ 889	\$ 1,000	\$ 668	67%
FI - Credit Card Services	\$ -	\$ -	\$ 25,000	\$ 26,216	105%
FI - Capital Outlay	\$ -	\$ -	\$ -	\$ -	0%
Finance	\$ 141,113	\$ 123,124	\$ 330,848	\$ 180,038	54%
HR-Safety Program	\$ 908	\$ 811	\$ 1,250	\$ 675	54%
HR-Wellness Program	\$ 465	\$ 403	\$ 1,000	\$ 424	42%
HR-Salaries	\$ 51,680	\$ 54,267	\$ 78,145	\$ 58,609	75%
HR-Benefits	\$ 5,877	\$ 5,432	\$ 10,250	\$ 6,156	60%
HR-Soc Security	\$ 3,922	\$ 4,120	\$ 5,824	\$ 4,450	76%
HR-Retirement	\$ 4,760	\$ 5,312	\$ 6,756	\$ 6,552	97%

2016 - 3rd Quarter Financial Detail
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Description	2014 - 3rd Quarter	2015- 3rd Quarter	2016 Current Budget	Current Actuals - 3rd Quarter	% of Budget
HR-Workmans Compensation	\$ 139	\$ 131	\$ 466	\$ 150	32%
HR-Office Supplies	\$ 136	\$ 59	\$ 350	\$ 277	79%
HR-Operating Cost	\$ 777	\$ -	\$ 150	\$ 31	21%
HR-Professional Services	\$ 804	\$ 274	\$ 5,720	\$ 3,866	68%
HR-Communications	\$ 593	\$ 549	\$ 871	\$ 547	63%
HR-Travel & Meetings	\$ 246	\$ 556	\$ 400	\$ 325	81%
HR-Miscellaneous	\$ 61	\$ 546	\$ 600	\$ 801	134%
HR - Staff Development	\$ 270	\$ 570	\$ 425	\$ 320	75%
HR-Civil - Office Supply	\$ -	\$ -	\$ 250	\$ -	0%
HR-Civil - Professional Srv	\$ 850	\$ 850	\$ 2,125	\$ 850	40%
Human Resources	\$ 71,488	\$ 73,880	\$ 114,582	\$ 84,033	73%
IT-Salaries	\$ 99,294	\$ 96,481	\$ 165,768	\$ 105,637	64%
IT-Overtime	\$ 392	\$ 878	\$ 1,500	\$ 955	64%
IT-Benefits	\$ 26,246	\$ 23,403	\$ 36,809	\$ 26,852	73%
IT-Soc Security	\$ 7,512	\$ 7,333	\$ 18,404	\$ 8,030	44%
IT-Retirement	\$ 9,181	\$ 9,535	\$ 16,932	\$ 11,917	70%
IT-Workmans Compensation	\$ 298	\$ 251	\$ 1,472	\$ 263	18%
IT-Office Supplies	\$ 399	\$ 250	\$ 500	\$ 270	54%
IT-Fuel	\$ -	\$ 64	\$ 200	\$ 115	57%
IT-Professional Services	\$ -	\$ -	\$ 20,000	\$ 20,557	103%
IT-Communications	\$ 1,412	\$ 1,365	\$ 1,987	\$ 1,665	84%
IT-Travel & Meetings	\$ -	\$ -	\$ 900	\$ 11	1%
IT-Repair & Maintenance	\$ -	\$ 499	\$ 500	\$ 451	90%
IT-Miscellaneous	\$ -	\$ 75	\$ 75	\$ 75	100%
IT-Staff Development	\$ -	\$ 175	\$ 250	\$ -	0%
Information Technology	\$ 144,733	\$ 140,309	\$ 265,297	\$ 176,798	67%
Pension and Other Benefits	\$ 13,512	\$ -	\$ -	\$ -	0%
PL-Salaries	\$ 163,440	\$ 206,947	\$ 486,081	\$ 305,327	63%
PL-Overtime	\$ 177	\$ 211	\$ 500	\$ 941	188%
PL-Benefits	\$ 43,178	\$ 38,661	\$ 133,978	\$ 59,723	45%
PL-Social Security	\$ 13,839	\$ 19,037	\$ 29,234	\$ 27,407	94%
PL-Retirement	\$ 14,240	\$ 24,520	\$ 29,234	\$ 39,088	134%
PL-Workmans Comp	\$ 557	\$ 817	\$ 2,923	\$ 1,202	41%
PL-Office Supplies	\$ 1,270	\$ 917	\$ 9,250	\$ 1,322	14%
PL-Operating Costs	\$ 1,127	\$ 1,476	\$ 17,400	\$ 5,706	33%
PL-Fuel	\$ -	\$ -	\$ -	\$ 42	0%
PL-Small Tools	\$ -	\$ -	\$ 1,200	\$ -	0%
PL-Professional Servc	\$ 2,022	\$ 2,264	\$ 44,930	\$ 45,970	102%
PL-CA-Developer Reimb	\$ 11,238	\$ 11,081	\$ 10,000	\$ 8,875	89%
PL-Software Maint.	\$ 5,430	\$ 6,082	\$ 15,250	\$ 6,082	40%
PL-Advertising	\$ 5,951	\$ 6,958	\$ 8,500	\$ 10,920	128%
PL-Communication	\$ 2,095	\$ 2,169	\$ 4,234	\$ 2,493	59%
PL-Travel & Mtgs	\$ 444	\$ 881	\$ 7,240	\$ 5,273	73%
PL-Repairs & Maint.	\$ 374	\$ 771	\$ 1,400	\$ 527	38%
PL-Miscellaneous	\$ 150	\$ 139	\$ 300	\$ 50	17%
PL-Staff Development	\$ 1,437	\$ 1,160	\$ 3,500	\$ 1,895	54%
PL-Printing and Bindin	\$ 124	\$ 323	\$ 1,000	\$ 22	2%
PL-UGA-RUTA	\$ -	\$ -	\$ -	\$ -	0%
PL-Prof Serv-Hearing E	\$ 504	\$ 2,000	\$ 7,500	\$ 9,458	126%
PL-GIS Mapping	\$ -	\$ -	\$ -	\$ -	0%
PL-Commision - Travel & Mtgs	\$ 38	\$ -	\$ -	\$ -	0%
PL-Commission - Misc	\$ 22	\$ -	\$ 100	\$ -	0%
PL-Economic Devel	\$ 13,694	\$ 140	\$ 228,500	\$ 36,237	16%
PL-Econ Dev - Travel-Training	\$ -	\$ -	\$ -	\$ 396	0%
PB-Salaries	\$ 119,265	\$ 162,822	\$ 237,180	\$ 137,697	58%
PB-Overtime	\$ 12	\$ 95	\$ 100	\$ 271	271%
PB-Benefits	\$ 27,027	\$ 36,214	\$ 57,885	\$ 35,468	61%
PB-Social Security	\$ 8,341	\$ 10,501	\$ 23,000	\$ 8,100	35%
PB-Retirement	\$ 10,975	\$ 13,394	\$ 23,499	\$ 12,028	51%
PB-Workmans Comp	\$ 2,133	\$ 2,204	\$ 4,586	\$ 2,749	60%
PB-Office Supplies	\$ 615	\$ 749	\$ 1,000	\$ 1,373	137%

2016 - 3rd Quarter Financial Detail
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Description	2014 - 3rd Quarter	2015- 3rd Quarter	2016 Current Budget	Current Actuals - 3rd Quarter	% of Budget
PB-Operating Cost	\$ 586	\$ 543	\$ 2,700	\$ 2,121	79%
PB - Clothing	\$ -	\$ -	\$ 900	\$ -	0%
PB-Fuel	\$ 1,043	\$ 1,468	\$ 1,800	\$ 861	48%
PB-Professional Srv	\$ 299	\$ 1,054	\$ 101,500	\$ 82,426	81%
PB-Advertising	\$ 509	\$ 675	\$ 500	\$ 675	135%
PB-Communication	\$ 853	\$ 948	\$ 1,300	\$ 1,135	87%
PB-Travel & Mtgs	\$ -	\$ -	\$ 800	\$ 893	112%
PB-Repair & Maintenance	\$ -	\$ 556	\$ 1,200	\$ 914	76%
PB-Miscellaneous	\$ 220	\$ 230	\$ 300	\$ 230	77%
PB-Staff Development	\$ 69	\$ 175	\$ 1,300	\$ 1,029	79%
PL-Capital Outlay	\$ -	\$ -	\$ -	\$ -	0%
PB-Capital Outlay	\$ -	\$ -	\$ 27,000	\$ 25,271	94%
Planning & Community Develop	\$ 466,808	\$ 558,181	\$ 1,528,804	\$ 882,198	58%
LE-Salaries	\$ 1,485,352	\$ 1,646,161	\$ 2,746,926	\$ 1,855,361	68%
LE-Salaries Extra Duty	\$ -	\$ -	\$ -	\$ -	0%
LE-Holiday Cashout	\$ -	\$ -	\$ -	\$ -	0%
LE-Overtime	\$ 254,255	\$ 176,147	\$ 254,840	\$ 266,628	105%
LE - Extra Duty Salary	\$ -	\$ -	\$ -	\$ -	0%
LE-Salaries Extra Duty	\$ -	\$ 7,778	\$ 10,000	\$ 4,314	43%
LE-Holiday Cashout	\$ -	\$ 11,732	\$ 66,000	\$ 11,209	17%
LE-Benefits	\$ 407,873	\$ 402,721	\$ 704,669	\$ 473,400	67%
LE-Social Security	\$ 127,939	\$ 135,581	\$ 207,027	\$ 164,202	79%
LE-Retirement	\$ 99,361	\$ 104,908	\$ 177,027	\$ 123,913	70%
LE-Workmans Compensation	\$ 33,699	\$ 34,452	\$ 50,703	\$ 45,882	90%
LE-Clothing	\$ 29,013	\$ 31,731	\$ 50,471	\$ 35,830	71%
LE-Office Supplies	\$ 12,676	\$ 13,424	\$ 16,500	\$ 14,608	89%
LE-Operating Costs	\$ 30,447	\$ 30,503	\$ 126,338	\$ 46,493	37%
LE- Ops Computers	\$ 3,006	\$ 1,864	\$ 10,600	\$ 1,121	11%
LE-Donation Exp Helmets	\$ -	\$ 579	\$ 500	\$ 382	76%
LE - Donation Exp - Other	\$ -	\$ 10,014	\$ 12,500	\$ 6,175	49%
LE-Fuel	\$ 49,860	\$ 39,937	\$ 83,769	\$ 32,560	39%
LE-Professional Services	\$ 34,242	\$ 24,839	\$ 87,810	\$ 181,538	207%
LE-Prof Serv-Lexipol	\$ 4,450	\$ 3,783	\$ 9,800	\$ 4,450	45%
LE-Professional Srv-Legal	\$ 13,130	\$ 15,135	\$ 20,000	\$ -	0%
LE-Advertising	\$ 1,058	\$ 1,177	\$ 1,500	\$ 865	58%
LE-Communication	\$ 20,655	\$ 20,037	\$ 35,800	\$ 21,176	59%
LE-Travel & Meetings	\$ 4,258	\$ 6,034	\$ 23,725	\$ 22,289	94%
LE-Insurance	\$ 96,749	\$ 144,182	\$ 203,082	\$ 203,194	100%
LE-Repair & Maintenance Equip	\$ 50,565	\$ 88,745	\$ 84,900	\$ 64,472	76%
LE-Dues & Memberships	\$ 1,617	\$ 1,799	\$ 5,015	\$ 1,675	33%
LE-Boating Salaries Local	\$ 7,054	\$ 7,345	\$ 20,432	\$ 18,213	89%
LE-Boating - Other Salaries	\$ 3,107	\$ 18,353	\$ 8,000	\$ 16,637	208%
LE- Boating Benefit Local	\$ 3,050	\$ 3,137	\$ 8,225	\$ 7,579	92%
LE-Boat Other Benefits	\$ 830	\$ 7,513	\$ 3,100	\$ 3,738	121%
LE-Boating Clothing	\$ 292	\$ 288	\$ 600	\$ 506	84%
LE-Boating Operating	\$ 3,332	\$ 469	\$ 2,713	\$ 3,101	114%
LE-Boating-Fuel	\$ 776	\$ 1,268	\$ 1,800	\$ 1,707	95%
LE-Boating-Travel	\$ 125	\$ 1,160	\$ 5,586	\$ 2,258	40%
LE-Boating Repair & Maint	\$ 261	\$ 1,344	\$ 5,000	\$ 3,337	67%
LE- Investigation Ops Costs	\$ 1,662	\$ 692	\$ 1,700	\$ 456	27%
LE-Investigations Prof.Service	\$ -	\$ -	\$ 5,000	\$ -	0%
LE-Crime Prevention Op Costs	\$ -	\$ -	\$ 1,650	\$ 241	15%
LE - Investigations Prof Srvs	\$ -	\$ -	\$ -	\$ -	0%
LE-Drug Task Force	\$ -	\$ -	\$ 8,000	\$ -	0%
LE-Staff Development	\$ 6,511	\$ 16,139	\$ 9,765	\$ 9,160	94%
LE - Staff Development - Range	\$ -	\$ -	\$ -	\$ -	0%
LE- Staff Development - BLEA	\$ -	\$ -	\$ 6,126	\$ 3,187	52%
LE-Boating-Training	\$ -	\$ -	\$ 1,490	\$ 500	34%
LE-Utilities	\$ 9,195	\$ 9,542	\$ 16,000	\$ 9,391	59%
LE -Repair & Maint Facilities	\$ -	\$ -	\$ 10,600	\$ 2,368	22%
LE-Traffic Policing-Grants	\$ -	\$ -	\$ -	\$ -	0%

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Description	2014 - 3rd Quarter	2015- 3rd Quarter	2016 Current Budget	Current Actuals - 3rd Quarter	% of Budget
LE - Evidence Room - Supplies	\$ -	\$ -	\$ 7,000	\$ 1,399	20%
LE - Evidence Impound	\$ -	\$ -	\$ 4,000	\$ 4,980	124%
LE-Evidence Room-Alarm	\$ 828	\$ 919	\$ 2,000	\$ 816	41%
LE-Jail	\$ 186,066	\$ 147,678	\$ 300,000	\$ 101,281	34%
LE-Snopac Dispatch	\$ 306,312	\$ 314,388	\$ 392,150	\$ 300,507	77%
LE-Environmental-Animal Contro	\$ 9,541	\$ 9,222	\$ 15,000	\$ 9,319	62%
LE-Domestic Violence	\$ -	\$ -	\$ -	\$ -	0%
LE-Seizure-Forfeit-State Remit	\$ 150	\$ -	\$ 200	\$ -	0%
LE-Capital Outlays	\$ 26,946	\$ 38,563	\$ 53,400	\$ 9,122	17%
LE-Transfers Out	\$ -	\$ 6,000	\$ 8,000	\$ 8,000	100%
Law Enforcement	\$ 3,326,243	\$ 3,537,284	\$ 5,887,039	\$ 4,099,537	70%
PK-Salaries	\$ 7,607	\$ 11,363	\$ 95,015	\$ 67,453	71%
PK-Seasonal Salaries	\$ 7,454	\$ 8,884	\$ 38,000	\$ -	0%
PK-Overtime	\$ 949	\$ 1,396	\$ 3,900	\$ 876	22%
PK-Benefits	\$ 1,986	\$ 2,795	\$ 21,684	\$ 14,529	67%
PK-Seasonal Benefits	\$ 1,251	\$ 506	\$ 6,000	\$ -	0%
PK-Social Security	\$ 542	\$ 1,090	\$ 4,995	\$ 4,792	96%
PK-Retirement	\$ 764	\$ 864	\$ 4,995	\$ 4,629	93%
PK-Workmans Compensation	\$ 30	\$ 440	\$ 3,549	\$ 2,954	83%
PK- Clothing - Boot Allowance	\$ -	\$ 225	\$ 225	\$ -	0%
PK-Operating Costs	\$ 7,376	\$ 6,794	\$ 38,217	\$ 25,004	65%
PK-Ops-Clothing	\$ -	\$ 82	\$ 2,360	\$ 1,727	73%
PK-Eagle Ridge Pk-Ops	\$ -	\$ -	\$ 1,000	\$ -	0%
PK-Lundeen-Op Costs	\$ 912	\$ 6,207	\$ 232,959	\$ 24,356	10%
PK-North Cove Park Ops	\$ -	\$ 93	\$ 100	\$ 786	786%
PK-Swim Beach Ops	\$ -	\$ -	\$ -	\$ -	0%
PK - Boat Launch Expensese	\$ 49	\$ 483	\$ 400	\$ 390	98%
PK-Fuel Costs	\$ 281	\$ 316	\$ 500	\$ 389	78%
PK-Professional Services	\$ 429	\$ 2,553	\$ 1,375	\$ 4,230	308%
PK -Professional Tree Srv	\$ -	\$ 1,327	\$ 78,500	\$ 25,902	33%
PK-Communication	\$ 1,247	\$ 1,411	\$ 2,440	\$ 1,367	56%
PK-Travel & Meetings	\$ -	\$ -	\$ 100	\$ 49	49%
PK-Equipment Rental	\$ 1,984	\$ 2,329	\$ 3,000	\$ 2,899	97%
PK-Insurance	\$ 3,174	\$ 3,144	\$ 3,905	\$ 4,212	108%
PK-Utilities	\$ 6,086	\$ 6,377	\$ 11,500	\$ 6,859	60%
PK-Storm Drainage	\$ 1,216	\$ 1,216	\$ 2,432	\$ 1,216	50%
PK-Repair & Maintenance	\$ 2,650	\$ 2,293	\$ 6,000	\$ 3,240	54%
PK-Lundeen-Repair & Maint	\$ 1,010	\$ -	\$ -	\$ 473	0%
PK-Miscellaneous	\$ -	\$ -	\$ 150	\$ -	0%
PK-Staff Development	\$ -	\$ 585	\$ 50	\$ 70	140%
PK-Park Board-Miscellaneous	\$ 12	\$ -	\$ 150	\$ -	0%
PK-Capital Outlay	\$ -	\$ -	\$ 148,000	\$ 80,901	55%
Parks	\$ 47,009	\$ 62,774	\$ 711,501	\$ 279,302	39%
LG-Professional Service	\$ 102,147	\$ 82,188	\$ 165,000	\$ 124,019	75%
PG-Prosecutor Fees	\$ 68,640	\$ 71,386	\$ 147,000	\$ 84,555	58%
LG-Travel & Meetings	\$ -	\$ -	\$ -	\$ -	0%
LG-General Indigent Defense	\$ 59,715	\$ 76,290	\$ 175,000	\$ 77,888	45%
Legal	\$ 230,502	\$ 229,863	\$ 487,000	\$ 286,462	59%
CS-Visitor Center	\$ -	\$ -	\$ 800	\$ -	0%
CS - VIC Utilities	\$ -	\$ -	\$ 1,200	\$ 448	37%
CS - VIC Professional Services	\$ -	\$ -	\$ -	\$ -	0%
CS-Human Services	\$ -	\$ -	\$ -	\$ -	0%
CS-Aging Services-Supplies	\$ 679	\$ 12,971	\$ 250	\$ 232	93%
CS-Aging Services-Utilities	\$ 212	\$ -	\$ -	\$ -	0%
CS-Aging Services R&M	\$ -	\$ 12,430	\$ -	\$ 363	0%
CS-Special Event-Equip Rent	\$ 439	\$ 518	\$ 1,500	\$ 550	37%
CS-Library-Office & Operating	\$ 1,183	\$ 445	\$ 1,500	\$ 1,322	88%
CS-Library-Professional Svc	\$ -	\$ -	\$ -	\$ -	0%
CS-Library-Utilities	\$ 4,313	\$ 4,110	\$ 7,000	\$ 3,950	56%
CS-Library Storm Drainage	\$ 281	\$ 281	\$ 563	\$ 281	50%
CS-Library-Repair & Maint.	\$ 8,813	\$ 1,584	\$ 4,500	\$ 3,184	71%

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Description	2014 - 3rd Quarter	2015- 3rd Quarter	2016 Current Budget	Current Actuals - 3rd Quarter	% of Budget
CS-Arts Commission	\$ 4,954	\$ 5,295	\$ 5,074	\$ 7,001	138%
CS-Community Activity-Aquafest	\$ 3,106	\$ 2,612	\$ 3,500	\$ 2,774	79%
CS-Historical-Communications	\$ 121	\$ 108	\$ 288	\$ 123	43%
CS-Historical-Utilities	\$ 760	\$ 331	\$ 830	\$ 122	15%
CS-Community Center-Ops	\$ 1,183	\$ 1,456	\$ 1,900	\$ 6,978	367%
CS-Community Center - Cleaning	\$ 920	\$ 920	\$ 1,200	\$ 1,275	106%
CS-Community Center - Comm	\$ 121	\$ 108	\$ 172	\$ 123	72%
CS-Community Center-Utilities	\$ 3,218	\$ 3,872	\$ 6,000	\$ 2,915	49%
CS-Community Center - R & M	\$ 307	\$ 267	\$ 17,500	\$ 14,046	80%
CS-Grimm House Expenses	\$ 442	\$ 14,348	\$ 600	\$ 122	20%
Community	\$ 31,051	\$ 61,657	\$ 54,377	\$ 45,808	84%
GG-Advisory Srv-Lobbying-Hwy9	\$ 9,071	\$ -	\$ -	\$ -	0%
GG-Advisory Srv - Lobbying	\$ 39,825	\$ 40,409	\$ 63,860	\$ 43,262	68%
GG-Municipal Court Fees	\$ 47,172	\$ 48,704	\$ 100,000	\$ 74,928	75%
GG-Operating	\$ 7,284	\$ 9,558	\$ 17,400	\$ 8,486	49%
GG-Fuel	\$ 72	\$ 67	\$ 200	\$ 76	38%
GG-Professional Service	\$ 4,048	\$ 13,750	\$ 28,550	\$ 22,960	80%
GG-Communication	\$ 2,541	\$ 2,095	\$ 4,000	\$ 2,785	70%
GG-Equipment Rental	\$ 1,123	\$ 1,009	\$ 1,625	\$ 1,025	63%
GG-Insurance	\$ 4,068	\$ 3,880	\$ 70,546	\$ 70,615	100%
GG-Utilities	\$ 10,591	\$ 10,346	\$ 20,000	\$ 11,001	55%
GG-Storm Drainage	\$ 1,440	\$ 1,599	\$ 3,198	\$ 1,599	50%
GG-Repair & Maintenance	\$ 3,610	\$ 3,323	\$ 55,000	\$ 6,185	11%
GG-Miscellaneous	\$ 1,581	\$ 694	\$ 1,600	\$ 2,302	144%
GG-Salaries Regular	\$ 10,208	\$ 14,111	\$ 29,415	\$ 15,926	54%
GG-Salaries Overtime	\$ -	\$ 333	\$ 1,500	\$ 455	30%
GG-Benefits	\$ 2,297	\$ 3,714	\$ 8,813	\$ 4,302	49%
GG-Social Security	\$ 777	\$ 832	\$ 2,435	\$ 901	37%
GG-Retirement	\$ 947	\$ 1,081	\$ 2,435	\$ 1,332	55%
GG-Workers Compensation	\$ 188	\$ 158	\$ 244	\$ 198	81%
GG-Advertising	\$ 254	\$ 1,413	\$ 600	\$ 2,039	340%
GG-PRR - Print-Copy	\$ -	\$ 56	\$ 100	\$ -	0%
GG-PSRC	\$ 8,252	\$ 8,726	\$ 9,000	\$ 9,157	102%
GG-Chamber of Commerce	\$ -	\$ -	\$ 9,000	\$ 4,620	51%
GG-Economic Alliance	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	100%
GG-Visitor Center	\$ 770	\$ 800	\$ 800	\$ 800	100%
GG-AWC	\$ 19,683	\$ 20,027	\$ 20,734	\$ 20,734	100%
GG-SnoCo Tomorrow	\$ 5,093	\$ 5,201	\$ 5,400	\$ 5,345	99%
GG-Excise Tax	\$ 1,637	\$ 2,285	\$ 2,500	\$ 2,511	100%
GG-WA Aerospace Partnership	\$ -	\$ -	\$ 1,000	\$ 1,000	100%
GG - Small Business Dev Center	\$ -	\$ -	\$ 3,000	\$ 2,000	67%
GG-Judgments & Settlements	\$ 137,500	\$ 110,000	\$ -	\$ -	0%
GG-Emergency	\$ 16,283	\$ 16,835	\$ 35,000	\$ 25,828	74%
GG-Pollution Earthday Supplies	\$ 20	\$ -	\$ -	\$ 284	0%
GG-Air Pollution	\$ 9,577	\$ 12,331	\$ 19,500	\$ 14,369	74%
GG-Liquor Tax to SnoCo	\$ 3,130	\$ 4,763	\$ 6,500	\$ 5,913	91%
GG-Refunds	\$ 810	\$ -	\$ 500	\$ -	0%
GG - Lundeen House Capital	\$ -	\$ -	\$ 80,000	\$ 35,818	45%
GG - City Hall Demo	\$ -	\$ -	\$ 290,000	\$ -	0%
GG - City Hall - LT Lease Prin	\$ -	\$ -	\$ 150,000	\$ -	0%
GG - Property Purch - LE	\$ -	\$ -	\$ 2,461,824	\$ 2,461,824	100%
GG-Contrib Police Capital Fund	\$ 126,000	\$ 150,000	\$ 235,000	\$ 141,000	60%
GG-Contrib to Unemployment	\$ 2,840	\$ -	\$ -	\$ -	0%
GG-Contrib to Equip Replace	\$ 51,510	\$ 114,750	\$ 123,000	\$ 92,250	75%
Transfer to PW Equip	\$ -	\$ 6,815	\$ 12,225	\$ 8,817	72%
GG-Contrib to Muni Arts Fund	\$ -	\$ 20,000	\$ -	\$ -	0%
GG-Trsfr to Cum Res Fund 002	\$ 375,000	\$ 675,000	\$ 800,000	\$ 675,000	84%
General Government	\$ 908,202	\$ 1,307,663	\$ 4,680,504	\$ 3,780,646	81%
Expense Total	\$ 5,604,051	\$ 6,402,852	\$ 14,665,601	\$ 10,218,228	70%
Cash				\$ 8,645,096	

2016 - 3rd Quarter Financial Detail
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Description	2014 - 3rd Quarter	2015- 3rd Quarter	2016 Current Budget	Current Actuals - 3rd Quarter	% of Budget
Contingency Reserve					
Investment Interest	\$ (1,577)	\$ (3,181)	\$ (14,400)	\$ (11,223)	78%
Uncashed Checks	\$ -	\$ -	\$ (100)	\$ -	0%
Interfund Transfer In	\$ (375,000)	\$ (675,000)	\$ (800,000)	\$ (675,000)	84%
Revenue Total	\$ 376,577	\$ 678,181	\$ 814,500	\$ 686,223	84%
Unclaimed Checks Paid	\$ -	\$ -	\$ 8,050	\$ -	0%
GR - Interfund Transfer Out	\$ -	\$ -	\$ 2,461,824	\$ 2,461,824	100%
Expense Total	\$ -	\$ -	\$ 2,469,874	\$ 2,461,824	100%
Cash				\$ 1,631,413	
Street					
Real & Personal Property Tax	\$ (567,453)	\$ (638,530)	\$ (1,211,113)	\$ (656,965)	54%
Other Govt Utility - Electric	\$ (288,188)	\$ (281,798)	\$ (390,000)	\$ (300,433)	77%
Other Non-Bus. ROW Permits	\$ (16,766)	\$ (21,708)	\$ (20,000)	\$ (19,012)	95%
DHS Fed Ind 97.036 Storm	\$ -	\$ -	\$ -	\$ -	0%
WA State Grt - Storm	\$ -	\$ -	\$ -	\$ -	0%
WA TSC - School Zone	\$ (23,850)	\$ -	\$ -	\$ -	0%
WA TIB - Arterial Preservation	\$ (137,116)	\$ -	\$ -	\$ -	0%
Multimodal Transportation	\$ -	\$ -	\$ -	\$ (10,198)	0%
MVFT - City Streets	\$ (439,185)	\$ (450,584)	\$ (652,600)	\$ (488,617)	75%
Street - PW Services	\$ -	\$ -	\$ -	\$ (896)	0%
Street Lights - Developer Paid	\$ -	\$ -	\$ -	\$ -	0%
Street - PW Services	\$ -	\$ -	\$ (1,500)	\$ -	0%
Street - Plan Checking Service	\$ -	\$ -	\$ -	\$ -	0%
Investment Interest	\$ (2,155)	\$ (3,854)	\$ (13,800)	\$ (10,634)	77%
Street Op Special Assessment	\$ (4,704)	\$ (3,458)	\$ (3,000)	\$ (8,174)	272%
Sale of Scrap & Junk Property	\$ -	\$ -	\$ -	\$ -	0%
Misc Rev. Judgment-Settlement	\$ (446)	\$ (300)	\$ (500)	\$ (25)	5%
Miscellaneous Revenue - Other	\$ (347)	\$ (334)	\$ -	\$ -	0%
Miscellaneous Revenue - Other	\$ -	\$ -	\$ (500)	\$ (1,516)	303%
Insurance Recoveries - Capital	\$ (10,314)	\$ (34)	\$ (3,000)	\$ (1,742)	58%
Interfund Transfer In	\$ -	\$ -	\$ -	\$ -	0%
Insurance Recoveries - Non Cap	\$ (700)	\$ (233)	\$ (2,000)	\$ (2,352)	118%
Revenue Total	\$ 1,491,225	\$ 1,400,833	\$ 2,298,013	\$ 1,500,565	65%
ST-Safety Program	\$ 1,519	\$ 1,363	\$ 2,150	\$ 1,143	53%
ST-Salaries	\$ 385,054	\$ 433,254	\$ 635,365	\$ 446,722	70%
ST-Overtime	\$ 15,076	\$ 28,174	\$ 32,000	\$ 33,797	106%
ST-Benefits	\$ 97,508	\$ 104,648	\$ 169,993	\$ 123,280	73%
ST-Social Security	\$ 29,053	\$ 37,768	\$ 53,470	\$ 41,341	77%
ST-Retirement	\$ 36,370	\$ 49,418	\$ 56,791	\$ 60,699	107%
ST-Workmans Compensation	\$ 6,060	\$ 7,226	\$ 9,000	\$ 10,234	114%
ST-Boot - Clothing Allowance	\$ 2,340	\$ 3,428	\$ 4,500	\$ 4,060	90%
ST-Fuel	\$ 8,074	\$ 6,246	\$ 15,000	\$ 5,846	39%
ST-Overlays	\$ 160,927	\$ 317,568	\$ 412,000	\$ 350,108	85%
ST-Advertising	\$ 852	\$ 532	\$ 3,000	\$ 1,538	51%
ST-Professional Service	\$ 9,168	\$ 19,038	\$ 148,000	\$ 138,662	94%
ST-Rentals-Leases	\$ 61	\$ 147	\$ 500	\$ 527	105%
ST-Repair & Maintenance	\$ 17,368	\$ 22,251	\$ 55,000	\$ 30,029	55%
ST-Miscellaneous	\$ 769	\$ 701	\$ 1,000	\$ 1,134	113%
ST-Staff Development	\$ 122	\$ 933	\$ 150	\$ 310	207%
ST-Storm Drainage	\$ 1,228	\$ 1,254	\$ 2,455	\$ 1,254	51%
ST - SWM Debt Srv Chrg	\$ 6,608	\$ 6,608	\$ 6,608	\$ 6,608	100%
ST-Sidewalk Repair Supply	\$ 42	\$ 65	\$ 37,000	\$ -	0%
ST-Lighting - Utilities	\$ 103,162	\$ 106,487	\$ 160,000	\$ 112,225	70%
ST-Lighting - R&M	\$ -	\$ -	\$ 2,000	\$ 1,724	86%
ST-Traffic Control - Supply	\$ 16,442	\$ 25,306	\$ 68,500	\$ 14,372	21%
ST-Traffic Control -Utility	\$ 1,911	\$ 1,568	\$ 3,000	\$ 1,544	51%
ST-Traffic Control - R&M	\$ 11,942	\$ 14,563	\$ 14,000	\$ 7,835	56%
ST-Traf Control - Guardrail	\$ -	\$ -	\$ 3,000	\$ -	0%
ST-Traffic Control - Striping	\$ -	\$ -	\$ -	\$ -	0%
ST-Snow & Ice - Sply	\$ 692	\$ -	\$ 12,000	\$ -	0%

2016 - 3rd Quarter Financial Detail
PERIODS - 01-09

Description	2014 - 3rd Quarter	2015- 3rd Quarter	2016 Current Budget	Current Actuals - 3rd Quarter	% of Budget
ST-Street Cleaning	\$ 2,970	\$ 3,482	\$ 20,000	\$ 4,590	23%
ST-Roadside - Supply	\$ -	\$ -	\$ 2,500	\$ 5,931	237%
ST - Roadside Equip Rental	\$ -	\$ -	\$ 25,000	\$ 27,007	108%
ST-Clothing	\$ 99	\$ 2,262	\$ 1,800	\$ 1,952	108%
ST-Roundabout Landscape	\$ -	\$ -	\$ 4,000	\$ 1,057	26%
ST-Prof Srv - Legal	\$ 1,594	\$ 324	\$ 5,000	\$ -	0%
ST-Software Maint & Support	\$ 389	\$ 326	\$ 4,300	\$ 3,738	87%
ST-Communications	\$ 2,325	\$ 2,406	\$ 3,860	\$ 2,383	62%
ST-Travel & Meetings	\$ 599	\$ 380	\$ 450	\$ 698	155%
ST-Insurance	\$ 44,057	\$ 50,172	\$ 10,367	\$ 10,694	103%
ST-Utilities	\$ 1,839	\$ 2,126	\$ 2,700	\$ 2,174	81%
ST-Facilities R&M	\$ -	\$ -	\$ -	\$ -	0%
ST-Prof Srv - Engineering	\$ -	\$ 14,223	\$ 71,970	\$ 39,468	55%
ST-Prof Srv-GMA Traffic Plan	\$ -	\$ -	\$ -	\$ -	0%
ST-Traf Study-20th SE	\$ -	\$ -	\$ -	\$ -	0%
ST-Hwy 9/204 Circulation Stdy	\$ -	\$ -	\$ -	\$ -	0%
ST-Office Supplies	\$ 283	\$ 283	\$ 2,250	\$ 276	12%
ST-Operating Cost	\$ 20,559	\$ 35,800	\$ 52,867	\$ 39,899	75%
2010 PWTF Loan Principal Pymt	\$ -	\$ 634	\$ 634	\$ 634	100%
2010 PWTF Loan Int Pymt	\$ -	\$ 279	\$ 286	\$ 285	100%
ST-Capital Expenditures	\$ 3,800	\$ -	\$ 450,000	\$ 6,447	1%
ST - Capital ROW Purchase	\$ -	\$ -	\$ 35,750	\$ 36,296	102%
ST-Sidewalk Capital Project	\$ -	\$ -	\$ -	\$ -	0%
ST-36th Street Bridge Repair	\$ -	\$ -	\$ -	\$ 150	0%
ST - Cap - Grade Road	\$ -	\$ 21,500	\$ 154,500	\$ 189,699	123%
ST-Cap Proj-Mini Roundabouts	\$ -	\$ -	\$ -	\$ -	0%
ST-Traffic Control-Capital	\$ -	\$ -	\$ 80,000	\$ 53,271	67%
ST-Transfer Out	\$ -	\$ -	\$ -	\$ -	0%
ST-Street Fund-Contr Computer	\$ 4,245	\$ 43,875	\$ 12,000	\$ 9,000	75%
ST-Transfer Out to Street Rsrv	\$ -	\$ -	\$ -	\$ -	0%
ST-Contribution To Equip Fund	\$ 29,925	\$ 64,365	\$ 176,865	\$ 132,308	75%
ST-Trsfr-Sidewalk CapProj Fund	\$ -	\$ -	\$ 500,000	\$ 500,000	100%
ST-Contrib To Unemployment	\$ 1,425	\$ -	\$ -	\$ -	0%
ST-Transfer Out-PWTF Loan Fund	\$ 957	\$ -	\$ -	\$ -	0%
ST-Contribution-Municipal Arts	\$ -	\$ -	\$ -	\$ -	0%
Expense Total	\$ 1,027,414	\$ 1,430,978	\$ 3,523,581	\$ 2,462,949	70%
Cash				\$ 797,448	
Cap Proj-Developer Contrib					0%
DOT Fed Ind 20.205 LA8543	\$ -	\$ (63,739)	\$ -	\$ (280,420)	0%
Local Trans. Act -Impact Fees	\$ -	\$ -	\$ -	\$ -	0%
Traffic Mitigation - GMA Cnty	\$ (293,738)	\$ (234,639)	\$ (200,000)	\$ (97,989)	49%
Traffic Mitigation - TIZ 1	\$ (7,311)	\$ (21,246)	\$ (30,000)	\$ (27,841)	93%
Traffic Mitigation - TIZ 2	\$ -	\$ (209,383)	\$ -	\$ (2,917)	0%
Traffic Mitigation - TIZ 3	\$ -	\$ -	\$ (417,892)	\$ (240,414)	58%
Traffic Mitigation - SEPA	\$ -	\$ -	\$ -	\$ -	0%
Park Mitigation - SEPA	\$ (229,724)	\$ (183,465)	\$ (701,760)	\$ (697,862)	99%
Investment Interest	\$ (2,283)	\$ (4,187)	\$ (19,500)	\$ (16,234)	83%
Tree Replacement Fee	\$ -	\$ -	\$ -	\$ -	0%
WSDOT Traffic Mitigation	\$ (9,693)	\$ (3,192)	\$ -	\$ -	0%
Interfund Transfer In	\$ -	\$ -	\$ -	\$ -	0%
	\$ 542,749	\$ 719,851	\$ 1,369,152	\$ 1,363,678	100%
Park Mitigation Funds Exp	\$ -	\$ -	\$ 491,000	\$ 11,615	2%
Tree Mitigation Expenditures	\$ -	\$ -	\$ 65,000	\$ -	0%
Park - Cap Parking Lot	\$ -	\$ -	\$ -	\$ -	0%
Street Op - Planning -Design	\$ -	\$ 119,628	\$ 1,327,100	\$ 350,684	26%
Street Op- Pln&Dsg - 204-91st	\$ -	\$ -	\$ -	\$ -	0%
TIZ1 Capital Expenditures	\$ -	\$ -	\$ 154,500	\$ -	0%
Expense Total	\$ -	\$ 119,628	\$ 2,037,600	\$ 362,298	18%
Cash				\$ 5,428,985	

2016 - 3rd Quarter Financial Detail
PERIODS - 01-09

Description	2014 - 3rd Quarter	2015- 3rd Quarter	2016 Current Budget	Current Actuals - 3rd Quarter	% of Budget
Real Estate Excise Tax I					0%
REET 1-1st Quarter Percent	\$ (363,346)	\$ (547,856)	\$ (725,000)	\$ (889,686)	123%
Investment Interest	\$ (640)	\$ (1,192)	\$ (3,900)	\$ (3,845)	99%
Transfser In	\$ -	\$ (1,641)	\$ -	\$ -	0%
Revenue Total	\$ 363,986	\$ 550,689	\$ 728,900	\$ 893,532	123%
Transfer to Police St Debt Fnd	\$ 18,011	\$ 16,319	\$ 97,600	\$ 7,150	7%
transfer to 210 for 2008 bonds	\$ 47,700	\$ 45,178	\$ 220,623	\$ 42,921	19%
Transfer to 212 for 2010 Bonds	\$ 10,374	\$ 10,374	\$ -	\$ -	0%
800 MHZ Capital Debt Principal	\$ 14,738	\$ 15,549	\$ 16,404	\$ 16,404	100%
800 MHZ Capital Debt Interest	\$ 7,880	\$ 7,069	\$ 6,215	\$ 6,214	100%
Expense Total	\$ 98,703	\$ 94,490	\$ 340,842	\$ 72,689	21%
Cash				\$ 1,688,380	
Real Estate Excise Tax II					
REET 2- 2nd Quarter Percent	\$ (362,405)	\$ (544,234)	\$ (725,000)	\$ (889,401)	123%
Investment Interest	\$ (1,180)	\$ (2,330)	\$ (11,000)	\$ (8,894)	81%
Revenue Total	\$ 363,585	\$ 546,564	\$ 736,000	\$ 898,296	122%
REET - O&M Overlay	\$ -	\$ -	\$ -	\$ -	0%
Capital - SWM Drainage Improve	\$ -	\$ 5,816	\$ 33,000	\$ 6,807	21%
Capital - Trans - Land Improve	\$ -	\$ -	\$ 960,000	\$ 570,001	59%
Transfer Out	\$ -	\$ -	\$ -	\$ -	0%
Transfer to 212 for 2010A Bond	\$ 37,082	\$ 37,082	\$ 74,164	\$ 37,082	50%
Expense Total	\$ 37,082	\$ 42,898	\$ 1,067,164	\$ 613,890	58%
Cash				\$ 2,905,559	
Sidewalk Capital Project					
WA DOT	\$ -	\$ -	\$ (483,200)	\$ (212,853)	44%
WA TIB - Sidewalk	\$ (204,750)	\$ -	\$ (240,000)	\$ (33,226)	14%
Investment Interest	\$ (355)	\$ (530)	\$ (2,800)	\$ (2,441)	87%
Interfund Transfer In	\$ -	\$ -	\$ (500,000)	\$ (500,000)	100%
Revenue Total	\$ 205,105	\$ 530	\$ 1,226,000	\$ 748,520	61%
Sidewalk Construction	\$ -	\$ 89,505	\$ 974,834	\$ 442,397	45%
Expense Total	\$ -	\$ 89,505	\$ 974,834	\$ 442,397	45%
Cash				\$ 723,557	
Sewer					
Sewer Utility Agreement	\$ (65,419)	\$ (57,780)	\$ (75,000)	\$ (56,250)	75%
Investment Interest	\$ (283)	\$ (294)	\$ (1,950)	\$ (1,259)	65%
Lease LT - WWTP Property	\$ -	\$ -	\$ -	\$ -	0%
Sewer District reimbursement	\$ (1,205,213)	\$ (1,197,256)	\$ (1,315,876)	\$ (1,189,237)	90%
Revenue Total	\$ 1,270,915	\$ 1,255,330	\$ 1,392,826	\$ 1,246,747	90%
SE-Salaries	\$ 52,852	\$ 31,786	\$ 57,566	\$ 34,686	60%
SE-Benefits	\$ 9,639	\$ 5,618	\$ 10,156	\$ 6,194	61%
SE-Social Security	\$ 3,988	\$ 2,342	\$ 5,078	\$ 2,492	49%
SE-Retirement	\$ 4,861	\$ 3,061	\$ 4,672	\$ 3,673	79%
SE-Workmans Comp	\$ 349	\$ 264	\$ 406	\$ 318	78%
SE-Operating Cost	\$ -	\$ -	\$ -	\$ -	0%
SE-Professional Service	\$ -	\$ -	\$ -	\$ 123	0%
SE-Travel & Meetings	\$ -	\$ 61	\$ 200	\$ -	0%
SE-Storm Drainage	\$ 4,665	\$ 4,886	\$ 10,178	\$ 4,886	48%
PWTF 2002 - Principal	\$ -	\$ 85,691	\$ 85,692	\$ 85,691	100%
PWTF 2005 - Principal	\$ -	\$ 52,632	\$ 52,632	\$ 52,632	100%
PWTF 2006 - Principal	\$ -	\$ 409,539	\$ 409,540	\$ 409,539	100%
PWTF 2008 - Principal	\$ -	\$ 553,180	\$ 553,180	\$ 553,180	100%
PWTF 2002 - Interest	\$ -	\$ 3,428	\$ 3,000	\$ 2,999	100%
PWTF 2005 - Interest	\$ -	\$ 11,579	\$ 10,527	\$ 10,526	100%
PWTF 2006 - Interest	\$ -	\$ 24,572	\$ 22,525	\$ 22,525	100%
PWTF 2008 - Interest	\$ -	\$ 38,723	\$ 35,957	\$ 35,957	100%
SE-Tranf 2008 Debt Serv OM	\$ 19,574	\$ 17,912	\$ 132,645	\$ 16,188	12%
SE-Tranf PWTF 205	\$ 89,547	\$ -	\$ -	\$ -	0%
SE-Transfer PWTF fund 207	\$ 436,160	\$ -	\$ -	\$ -	0%

2016 - 3rd Quarter Financial Detail
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Description	2014 - 3rd Quarter	2015- 3rd Quarter	2016 Current Budget	Current Actuals - 3rd Quarter	% of Budget
SE-Transfer PWTF fund 208	\$ 65,263	\$ -	\$ -	\$ -	0%
SE-Transfer PWTF fund 209	\$ 594,668	\$ -	\$ -	\$ -	0%
SE-Contribution to ES	\$ -	\$ -	\$ -	\$ -	0%
Expense Total	\$ 1,281,566	\$ 1,245,274	\$ 1,393,954	\$ 1,241,609	89%
Cash				\$ 279,998	
Storm & Surface Water					
WA DOE - M-TAC G0800610	\$ -	\$ -	\$ -	\$ -	0%
WA DOE - Capacity G1100060	\$ -	\$ -	\$ -	\$ -	0%
WA DOE - LID - G1100280	\$ -	\$ (46,526)	\$ -	\$ -	0%
WA DOE - Milfoil G1200110	\$ -	\$ -	\$ -	\$ -	0%
WA DOE - Milfoil G1300127	\$ (24,356)	\$ (17,644)	\$ -	\$ -	0%
WA DOE - Capacity G1400295	\$ -	\$ (47,305)	\$ -	\$ -	0%
WA DOE Capacity G160393-4	\$ -	\$ -	\$ (25,000)	\$ (6,005)	24%
Storm Drainage Charges	\$ (848,035)	\$ (834,730)	\$ (1,471,196)	\$ (864,325)	59%
SnoCo Aerator Contrib	\$ -	\$ (230)	\$ (200)	\$ -	0%
SnoCo Weed Abate Contrib.	\$ (10,238)	\$ (10,220)	\$ (15,000)	\$ -	0%
Remediation - Clean Up	\$ -	\$ -	\$ -	\$ -	0%
Investment Interest	\$ (900)	\$ (1,636)	\$ (6,700)	\$ (5,485)	82%
Sale of Scrap & Junk Property	\$ -	\$ -	\$ -	\$ -	0%
Judgements/Settlements	\$ -	\$ -	\$ -	\$ -	0%
Miscellaneous Revenues - Storm	\$ -	\$ -	\$ -	\$ -	0%
Insurance Recoveries	\$ -	\$ -	\$ -	\$ -	0%
Interfund Transfer In	\$ -	\$ -	\$ -	\$ -	0%
Revenue Total	\$ 883,528	\$ 958,292	\$ 1,518,096	\$ 875,814	58%
SW-Safety Program	\$ 1,519	\$ 1,363	\$ 2,150	\$ 1,143	53%
SW-Salaries	\$ 320,339	\$ 369,126	\$ 585,382	\$ 440,937	75%
SW-Overtime	\$ 546	\$ 438	\$ 1,300	\$ 830	64%
SW-Benefits	\$ 90,290	\$ 88,483	\$ 146,749	\$ 99,139	68%
SW-Social Security	\$ 24,532	\$ 23,785	\$ 48,067	\$ 27,369	57%
SW-Retirement	\$ 29,736	\$ 30,797	\$ 51,879	\$ 37,526	72%
SW-Medical Insurance	\$ -	\$ -	\$ -	\$ -	0%
SW-Workmans Compensation	\$ 5,794	\$ 5,285	\$ 9,000	\$ 8,118	90%
SW Clothing-Boot Allowance	\$ 2,340	\$ 3,428	\$ 4,500	\$ 4,060	90%
SW-Clothing	\$ 99	\$ 2,205	\$ 1,800	\$ 1,952	108%
SW-Office Supplies	\$ 169	\$ 408	\$ 2,000	\$ 275	14%
SW-Operating Costs	\$ 18,276	\$ 14,156	\$ 52,867	\$ 34,801	66%
SW-Fuel	\$ 6,385	\$ 6,812	\$ 15,000	\$ 5,988	40%
SW-Small Tools	\$ 692	\$ -	\$ -	\$ -	0%
SW-Professional Services	\$ 7,223	\$ 7,069	\$ 26,500	\$ 22,904	86%
SW-Milfoil Treatment	\$ -	\$ -	\$ 45,200	\$ 44,739	99%
SW-Street Cleaning	\$ 2,710	\$ 3,482	\$ 20,000	\$ 4,590	23%
SW-Software Maint & Support	\$ -	\$ 326	\$ 3,575	\$ 3,098	87%
SW-Advertising	\$ 620	\$ 432	\$ 750	\$ 882	118%
SW-Prof Srv Legal	\$ -	\$ 232	\$ -	\$ -	0%
SW-Communications	\$ 2,353	\$ 2,691	\$ 4,000	\$ 2,383	60%
SW-Travel & Meetings	\$ -	\$ -	\$ 300	\$ 299	100%
SW-Excise Taxes	\$ 12,626	\$ 12,521	\$ 25,000	\$ 12,965	52%
SW-Equipment Rental	\$ 61	\$ 55	\$ 2,500	\$ 459	18%
SW-Rentals-Leases	\$ -	\$ -	\$ -	\$ 68	0%
SW-Insurance	\$ 79,037	\$ 58,160	\$ 7,682	\$ 8,009	104%
SW-Utilities	\$ 1,264	\$ 1,550	\$ 2,400	\$ 1,501	63%
SW-Drainage	\$ 1,228	\$ 1,254	\$ 2,455	\$ 1,254	51%
SW-Repairs & Maintenance	\$ 14,165	\$ 22,665	\$ 50,000	\$ 16,723	33%
SW-Miscellaneous	\$ 92	\$ 151	\$ 300	\$ 105	35%
SW-Staff Development	\$ -	\$ 338	\$ 700	\$ 360	51%
SW-Billing Fees	\$ 30,784	\$ 32,605	\$ 34,000	\$ 30,028	88%
SW-DOE Annual Permit	\$ 34,256	\$ 26,134	\$ 36,000	\$ 53,076	147%
SW-Water/Soil-Contract R&M Op	\$ 95,680	\$ 95,514	\$ 105,400	\$ -	0%
SW-Aerator - Salaries	\$ -	\$ -	\$ -	\$ -	0%
SW-Aerator - Benefits	\$ -	\$ -	\$ -	\$ -	0%

2016 - 3rd Quarter Financial Detail
PERIODS - 01-09

Description	2014 - 3rd Quarter	2015- 3rd Quarter	2016 Current Budget	Current Actuals - 3rd Quarter	% of Budget
SW-Aerator O & M	\$ -	\$ -	\$ -	\$ -	0%
SW-Aerator Monitors	\$ 9,550	\$ 10,806	\$ 20,000	\$ 9,336	47%
SW-Aerator Utilities	\$ 1,669	\$ -	\$ -	\$ -	0%
SW-Aerator Repairs	\$ -	\$ -	\$ -	\$ -	0%
DOE G0800610 M-TAC Salaries	\$ -	\$ -	\$ -	\$ -	0%
DOE G1100060 Capacity Sal	\$ -	\$ -	\$ -	\$ -	0%
DOE G1100280 LID Grant Sal	\$ 254	\$ -	\$ -	\$ -	0%
DOE G1400295 Capacity Sal	\$ -	\$ -	\$ -	\$ -	0%
DOE G0800610 M-TAC Benefits	\$ -	\$ -	\$ -	\$ -	0%
DOE G1100060 Capacity Ben	\$ -	\$ -	\$ -	\$ -	0%
DOE G1100280 LID Benefit	\$ -	\$ -	\$ -	\$ -	0%
DOE G1400295 Capacity Ben	\$ -	\$ -	\$ -	\$ -	0%
DOE M-TAC G0800610 Exp	\$ -	\$ -	\$ -	\$ -	0%
DOE - Capacity G1100060 Exp	\$ -	\$ -	\$ -	\$ -	0%
DOE - Milfoil G1200110 Exp	\$ -	\$ -	\$ -	\$ -	0%
DOE - G1100280 LID Exp	\$ 22,605	\$ -	\$ -	\$ -	0%
DOE FY14 Milfoil Grant	\$ 29	\$ -	\$ -	\$ -	0%
DOE G1400295 - Capacity Exp	\$ 1,146	\$ 24,403	\$ -	\$ -	0%
DOE EG160393-4 Capacity	\$ -	\$ -	\$ 25,000	\$ 6,638	27%
SW-Diking District Contrib	\$ -	\$ -	\$ -	\$ -	0%
SW-SWM Refunds	\$ -	\$ -	\$ -	\$ -	0%
SW-Parkway Crossing Det Pond	\$ 10,700	\$ 10,700	\$ 10,700	\$ 10,700	100%
SW - Capital Expenditure	\$ -	\$ -	\$ -	\$ -	0%
SW-Storm Drainage - Cap Proj	\$ -	\$ -	\$ 48,000	\$ 44,572	93%
SW-Lundeen Creek Restor	\$ -	\$ -	\$ -	\$ -	0%
SW-Contribution Cap Equip Fund	\$ 9,000	\$ 23,865	\$ 146,865	\$ 109,808	75%
SW-Contr Computer Equip	\$ 4,245	\$ 43,875	\$ 15,000	\$ 11,250	75%
SW-Contrib To Unemployment	\$ 1,735	\$ -	\$ -	\$ -	0%
SW-Transfer to Aerator Equip	\$ 7,144	\$ 8,930	\$ 8,930	\$ 8,930	100%
Expense Total	\$ 850,892	\$ 934,041	\$ 1,561,951	\$ 1,066,813	68%
Cash				\$ 1,606,211	
Unemployment					
Investment Interest	\$ (73)	\$ (115)	\$ (200)	\$ (324)	162%
Interfund Transfer In	\$ (6,000)	\$ -	\$ -	\$ -	0%
Revenue Total	\$ 6,073	\$ 115	\$ 200	\$ 324	162%
Payment to Claimants	\$ -	\$ 5,197	\$ 30,000	\$ 2,924	10%
Expense Total	\$ -	\$ 5,197	\$ 30,000	\$ 2,924	10%
Cash				\$ 98,883	
Capital Equip - Computer					
Information Srv - Shared Exp	\$ (2,101)	\$ (2,101)	\$ (2,217)	\$ -	0%
Investment Interest	\$ (48)	\$ (171)	\$ (1,100)	\$ (855)	78%
Sale of Scrap & Junk Property	\$ -	\$ (68)	\$ -	\$ -	0%
Contributed Capital-Computer	\$ (60,000)	\$ (202,500)	\$ (150,000)	\$ (112,500)	75%
Revenue Total	\$ 62,150	\$ 204,840	\$ 153,317	\$ 113,355	74%
Purchase Computer Equipment	\$ 1,577	\$ 16,752	\$ 32,815	\$ 12,192	37%
License Renewal - Annual Maint	\$ 55,275	\$ 11,269	\$ 72,250	\$ 57,295	79%
Capital - Purch Computer Equip	\$ 8,266	\$ 61,802	\$ 161,000	\$ 797	0%
Expense Total	\$ 65,118	\$ 89,822	\$ 266,065	\$ 70,284	26%
Cash				\$ 278,032	
Capital Equip - Police					
Investment Interest	\$ (172)	\$ (315)	\$ (1,200)	\$ (906)	75%
Sale of Capital Assets	\$ -	\$ (3,860)	\$ (10,000)	\$ (3,584)	36%
Insurance Recoveries - Capital	\$ (4,951)	\$ -	\$ -	\$ -	0%
Equipment - Police - Contribut	\$ (120,000)	\$ (150,000)	\$ (188,000)	\$ (141,000)	75%
Equip - Police Boat - Contr	\$ (6,000)	\$ (6,000)	\$ (8,000)	\$ (8,000)	100%
Revenue Total	\$ 131,123	\$ 160,175	\$ 207,200	\$ 153,489	74%
Capital Equipment	\$ 64,441	\$ 131,086	\$ 243,000	\$ 211,736	87%
Expense Total	\$ 64,441	\$ 131,086	\$ 243,000	\$ 211,736	87%

2016 - 3rd Quarter Financial Detail
PERIODS - 01-09

Description	2014 - 3rd Quarter	2015- 3rd Quarter	2016 Current Budget	Current Actuals - 3rd Quarter	% of Budget
Cash				\$ 265,903	
Capital Equip - PW					
Investment Interest	\$ (190)	\$ (273)	\$ (1,225)	\$ (1,003)	82%
Sale of Scrap & Junk Property	\$ -	\$ (5,823)	\$ -	\$ (3,770)	0%
Sale of Capital Equipment	\$ -	\$ (18,500)	\$ -	\$ -	0%
Interfund Transfer In	\$ (38,925)	\$ (95,045)	\$ (335,955)	\$ (250,933)	75%
Revenue Total	\$ 39,115	\$ 119,640	\$ 337,180	\$ 255,705	76%
Purchase Of Capital Equipment	\$ 48,296	\$ 164,926	\$ 299,392	\$ 271,486	91%
Expense Total	\$ 48,296	\$ 164,926	\$ 299,392	\$ 271,486	91%
Cash				\$ 206,563	
Aerator Equip Replacment					
SnoCo Aerator Contrib	\$ (856)	\$ (1,070)	\$ (1,070)	\$ (1,070)	100%
Investment Interest	\$ (75)	\$ (126)	\$ (525)	\$ (415)	79%
Interfund Transfer In	\$ (7,144)	\$ (8,930)	\$ (8,930)	\$ (8,930)	100%
Revenue Total	\$ 8,075	\$ 10,126	\$ 10,525	\$ 10,415	99%
Transfer Out	\$ -	\$ -	\$ -	\$ -	0%
Aerator Equip Replacement	\$ -	\$ -	\$ -	\$ -	0%
Expense Total	\$ -	\$ -	\$ -	\$ -	0%
Cash				\$ 110	



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The
CITY OF LAKE STEVENS

Washington

2017 Proposed Annual Budget



One Community Around the Lake

John Spencer
Mayor

Mayor’s Budget Message

October 11th, 2016

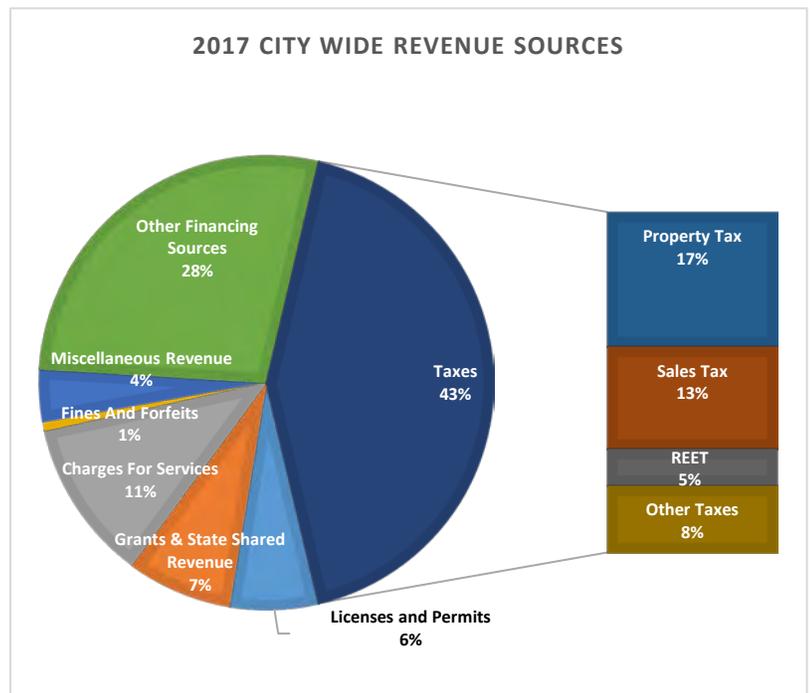
I am very pleased to submit to the Council a proposed budget for 2017, making wise use of reserves to invest in needed infrastructure and adding staff to maintain service levels while preserving healthy reserve balances. Our General Fund reserve will be \$3.0m or 20% of revenues forecast to 2024, significantly greater than the council adopted policy of 10% reserve. This budget responds to the needs of a city that has grown 10.1% between 2011 and 2016, the fastest growing city in Snohomish County, forecast to continue growing at a pace near 2% annually. During 2016 the city added staffing to address major gaps in department staffing, as a result, this budget proposes limited staff additions and only major equipment purchases critical to maintaining service.

REVENUE OVERVIEW

Lake Stevens is in a healthy financial condition. Our revenues from sales taxes have continued as forecast despite the loss of major retailers in the city. Property tax revenues have remained stable with a substantial increase in assessed value due to the very large increase in residential building in the city. Real estate excise tax revenue has grown substantially over the forecast for 2016 and revenue from other miscellaneous sources has met our expectations for 2016. Overall, this positive revenue picture is expected to remain stable over the next 5 years and longer allowing Lake Stevens to improve services and address infrastructure requirements. Yearend estimated reserve balances, going into 2017 are: General fund \$8,270,043 plus \$1,757,997 in Contingency funds, Street fund \$3,070,159, Stormwater fund \$1,790,897. These reserves are at or above our stated policy standard of a 10% reserve for each fund.

We now have a working revenue forecast model that has added significant strength to our ability to plan and manage our budget. For 2017, the general assumptions used to forecast revenue are:

1. Sales taxes are estimated to increase by 10% due to construction related receipts
2. A decrease in both Building and Subdivision Permit revenues, as well as small decrease in Real Estate Excise Taxes
3. Elimination of Utility Tax allocation to the Street Fund
4. Addition of a Transportation Benefit District



Graph 1: 2017 City Wide Revenues by Source

BUDGET IN BRIEF

In an environment of unprecedented growth this proposed budget addresses the priorities of; improving public safety, investing in infrastructure to encourage economic development particularly commercial/industrial growth, improving parks including the new Cavelero Skateboard park, improving

mobility, and preparing for the revitalization of the Lake Stevens Downtown area. Within these priorities are 4 very large capital projects included in our revenue and expense forecast: 1. Construction of new civic facilities to house city hall staff and a new police station, 2. Construction of Cavelero Skateboard Park including extension of 79th street with parking to serve the new park, 3. Removal of the current city hall facilities at North Cove Park and incorporation of park amenities and 4. Removal of the defunct aerator from the lake.

We will continue to address mobility within our street fund, with major planning to be done in conjunction with WSDOT’s Highway 9 and 204 intersection project and the IJR addressing the East Merge on to Highway 2 Trestle. We are currently waiting to hear decisions on our request for Safe School Sidewalks, expected in November or December and we have applied for a mobility grant from the state to assist in funding the “jump start” for an HOV lane for east bound trestle traffic. In addition, we will be moving forward to surplus property owned by the city on 20th Street SE whose proceeds will be used for 20th Street Corridor development.

During 2017, we expect to report to Council on the feasibility of adding a west bound HOV lane to 20th Street SE that would flow onto the “at-grade” road parallel and below the Trestle. Additional investments are planned to address congestion and safety at numerous intersections particularly 91st Ave. NE and Market Place, Vernon Road and 91st Ave. NE (pending receipt of traffic mitigation fees), Lake View Drive at SR 92 turn lanes, and completion of a walkway-bike “share-all” along South Lake Stevens Road from Davies to East Lake Shore Drive.



The general assumptions used to forecast expenses are:

1. Salaries are increasing by negotiated COLA amounts for represented staff members and 2% for non-represented staff
2. Medical Benefits are estimated to increase by 5% - 10% depending on plan
3. Travel and Training budgets have been increased to ensure continued education and advancement

Graph 2: 2017 Proposed Budget-General Fund Expenditures by Department

Key position requests of this proposed budget include:

1. Adding one new staff person and associated equipment in the Lake Stevens Police Department for traffic control.

2. Adding an administrative supervisor staff position to the Lake Stevens Police Department to allow the Administrative Manager to focus on policy and accreditation as well as overall planning and scheduling of the department.
3. Adding two new staff positions to the Public Works Crews to sustain maintenance service levels
4. Adding an engineering technician to the Public Works engineering team to allow senior engineers to focus on major projects
5. Adding a project administrator that will support staff across Administration, HR, PW, and Planning Departments to address increasing work- loads and improve communications.
6. Addition of two officers in the Police Department pending outcome of a grant from the State of Washington under the Community Oriented Policing Services program.

Major equipment purchases proposed in this budget include:

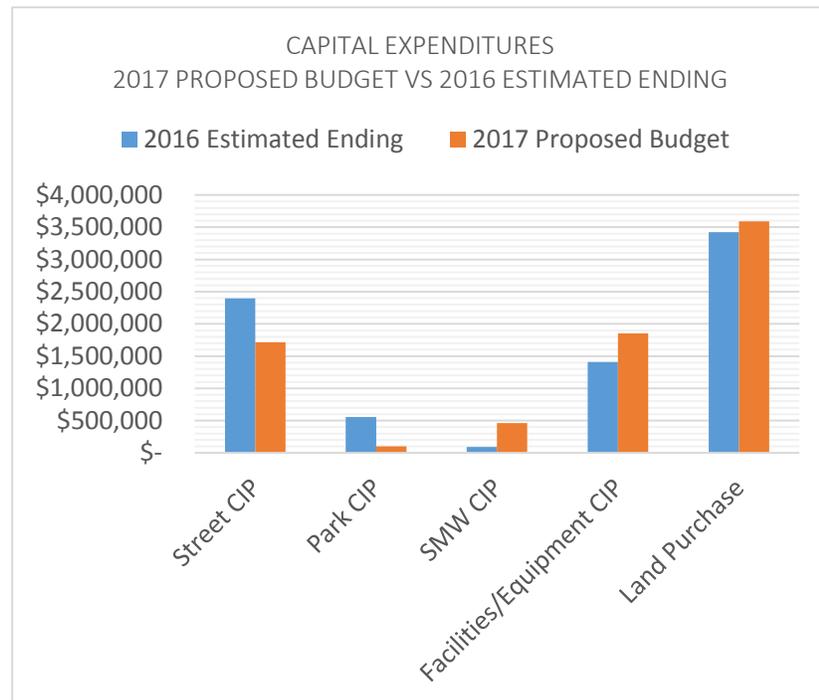
1. Street sweeper to replace outdated unit.
2. Replacement Crane Truck
3. Replacement Flatbed Truck
4. Lawn aerator to assist with the maintenance of our parks
5. Replacement of 6 police department vehicles

Major capital and infrastructure projects include:

1. Eagle Ridge park improvements
2. Roundabout at 91st Ave NE & Market Pl.
3. Callow Road Embankment Failure project
4. South Lake Stevens Road shoulder widening
5. Removal of the defunct aerator
6. Remodel of the Public Works shop offices and lunch room
7. Thermoplastic roadway marking project
8. Street Overlay project

Sidewalk projects include:

1. Safer Routes to School – 91st/4th
2. Cedar Road – Forest Road to 29th
3. Lundeen Parkway – Lake to Callow Road
4. 117th Ave NE – 22nd St. to 26th St.



Graph 3: Capital Expenditures – 2017 Proposed Budget vs 2016 Estimated Ending

POLICY CHOICES

There are several important policy choices for the Council to make in this proposed budget:

Civic Facilities - The most significant is the funding approach included in this budget for construction of a New City Hall and Police Department building(s). Included in the revenue and expense forecast is debt service payments for an estimated \$10,000,000 bond issue beginning in 2017. Not yet included in the 2017 budget is the upfront cash capital to be used for the planning of the project. This cash capital will be budgeted from the contingency reserve fund. While we do not expect to issue bonds for these new facilities in 2017, setting aside funds to cover the debt service requirements for such a bond now is a

clear policy statement of intent to proceed with these projects. A preliminary cost estimate of \$1,000,000 for the temporary city hall facilities has been added to the updated budget.

The total capital required for these buildings is based on a preliminary pro forma budget that will be refined and presented to Council in early 2017 as part of our partnership work with Sno-Isle Libraries.

Utility Tax Revenue - A second policy choice is to end the practice of allocating revenue from the city's electric utility tax to the street fund and place that revenue, approximately \$390,000.00/yr into the General Fund. Deposit of revenue from this tax into the General Fund is a commonly accepted practice. Lake Stevens' practice of depositing this in Street fund, while not illegal, is unique.

Rehabilitation and Repair - A third policy choice is to transfer the expense of rehabilitation and repair projects (R&R), mainly street work, as an expense in the street fund to an expense charge against the Real Estate Excise Tax fund. This is an acceptable accounting practice and from a policy perspective makes sense as much of our R&R on streets is due directly to the increase in traffic from real estate growth. The Real Estate Excise Tax revenue is forecast to decrease over the next few years, then remain fairly consistent in the long-term, significantly less than the break-neck pace experienced in 2016.

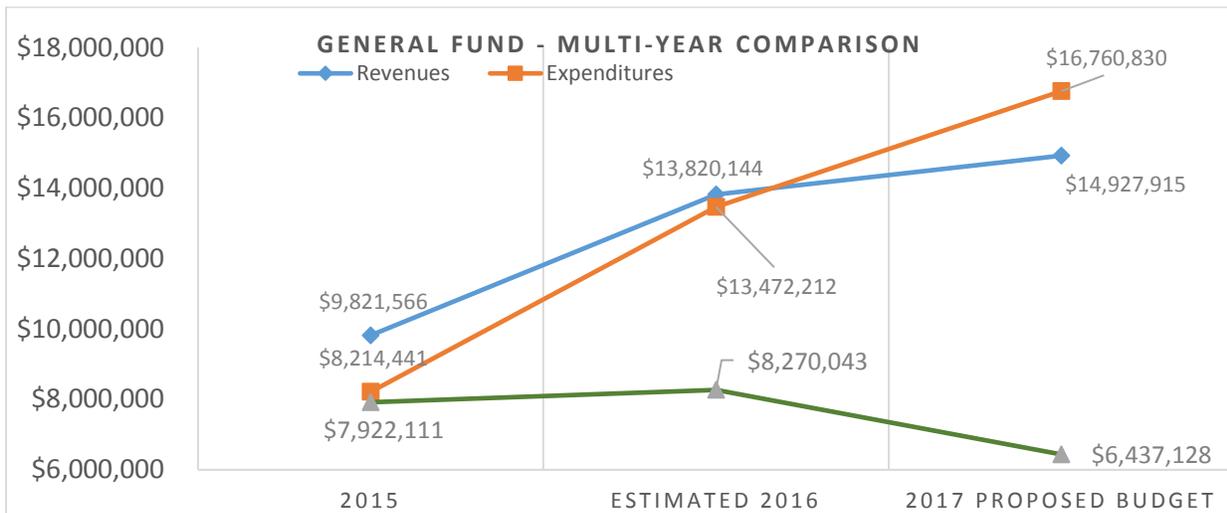
Transportation Benefit District - This policy choice is to implement a Transportation Benefit District using the \$20.00 per car tab method authorized for municipalities in state law. Revenue from a TBD are estimated to be \$435,000/Yr. (based on current city population). Revenue from the TBD will be used to fund priority side-walk projects in conjunction with safe-school walkway grants or other grants and priority street and intersection improvements in support of economic development goals. Projects to be funded using TBD funds will be separately authorized by the Council to maintain a "clear line-of-sight" from this revenue to priority projects. The TBD proposal is intended to improve our ability to address mobility in Lake Stevens.

Senior Center Funding – This policy choice is to make a financial contribute to the Lake Stevens Senior Center in the amount of \$20,000. Ultimately, the Senior Center would like to hire an Executive Director and become self-sufficient. This funding request would assist in the payment of utilities, equipment repair, and janitorial services. Human Services funding has been provided on an application basis in the past, yet has not been included in the budget since 2011.

Snohomish Health District Contribution – This policy choice is to contribute \$2.00 per resident to the Snohomish Health District. That would mean an annual contribution of about \$60,000. The Health District is asking the same \$2.00 per head of all of the other cities in the county. Snohomish County ranks 34th out of 35 counties in Washington State when it comes to funding public health. The district is currently using reserves to balance its budget, and does not have any taxing authority. The Health District wants to have relationships with the cities it serves, and plans to offer programs that are tailored to each specific city making a contribution.

Body Cameras – Earlier this year the Council took action to authorize the acquisition of body cameras for Lake Stevens' officers. The action taken last spring allowed Lake Stevens to avoid some of the projected FOI requirements that would otherwise be required had Lake Stevens not taken the action this spring. The body cameras were tested, but have not yet been purchased. At this time, we have removed body cameras from the budget, and intend to discuss with Council the additional staff and administrative cost associated with a body camera program for records retention, redacting of videos and responding to FOI requests. Chief John Dyer has recommended postponing this program until additional information has been gathered. He will be reviewing the program guidelines, conferring with

our officers, as well as other jurisdictions, and will bring his finding to Council in the future. The policy choice is to decide whether to continue with a body camera program or postpone/cancel the program.



Property Tax: Ordinance Substantial Need – This policy choice is to levy the full 1% increase in property tax or bank the capacity for future use. As of September 25, 2016, the rate of inflation on the implicit price deflator (IPD) for personal consumption expenditures over the past 12 months is 0.953%, which means the City of Lake Stevens will have to pass an ordinance of “substantial need” in order to levy the full 1% increase as allowed by statute or bank this capacity for future use. The difference between the 0.953% and the 1% equates to approximately \$2,000. This is the second year in a row and the third time in the past eight years that the inflation rate has fallen below one percent. The City did not pass the ordinance of substantial need in 2015 but has in past years.

Graph 4: General Fund: Multi-year Comparison

HIGHLIGHTS

With these policy choices, we will be able to advance our economic development, mobility, parks and recreation and public safety goals. The highlights are:

Transportation

The big focus for transportation will be on the: SR 9/SR 204 system design development with a potential for early action improvements to the access at SR 9 and 4th Street NE; the second major focus will be on the US 2 Interchange Justification Report (IJR). This report will evaluate short and long term solutions for safety and congestion at the east end merge including the potential for early action HOV Trestle Jump Start. The last major transportation project is to define potential for accelerating funding for 20th Street SE Phase 2 completion within 6 years.

A long term strategy plan will be developed in 2017 that will look at dealing with congestion choke points throughout the City.

Funds will be sought for the replacement of the 36th Street NE Bridge. This bridge is a critical link in the City’s backbone arterial network and required emergency repairs this year.

South Lake Stevens, between North Davies to East Lakeshore, is proposed to be completed in 2017. With this project, the City will have a paved non-motorized shoulder that will provide a continuous route from downtown around the north, west, and south of the lake. Other sidewalks which grant funding is being sought are: 91st Avenue SE and 4th Street SE to complete a pedestrian sidewalk from Lake Stevens

Center to Hillcrest Elementary School; Cedar Road and 113th Avenue to provide connections to the High School to the north; and Lundeen Parkway to completed the concrete sidewalk between the Eagle Roundabout and Lundeen Park.

In 2016 the City performed complete pavement evaluation review of every road within the City. The findings showed that with the City's current practice of investing \$400,000 is adequate. This coming year, the proposed candidate streets will follow this plan.

Downtown sub-area revitalization – Removal of the existing City Hall and Planning Center along with a financial commitment to move forward with new facilities will begin the long overdue process to revitalize North Cove Park and bring new energy and investment into the Lake Stevens Downtown area.

Public Safety – Adding two additional officers to the force in 2017 pending grant funding will bring the total commissioned PD staffing to 30 and improve our ability to enforce traffic laws and respond to incidents throughout the city. This staffing increase will require the city to fully fund these positions in two year which is timely with respect to annexations planned for this year and next.

Parks – Completion of the Cavelero Skateboard Park, improve Eagle Ridge Park, and upgrade of North Cove Park with additional land and access associated with removal of the current City Hall and Planning buildings.

Economic Development – Invest in marketing, recruitment, and infrastructure strategies that will secure development partners to address the current retail leakage in Lake Stevens.

SUMMARY

Lake Stevens is not only experiencing significant growth but, like all cities, is having to recover from underspending on critical services during the 2008-12 recession. We are now addressing the needs of growth at the same time meeting many unmet needs. To do this, we are taking advantage of our healthy reserves and positive revenue forecast to position the city for the future. All our city staff have responded over the last year with incredible enthusiasm and effort to provide important public services across all sectors; police, public works, planning and administration. With this budget your staff and I will continue to dedicate our efforts to improving service levels

It has been a great pleasure to work with this staff and enjoy the incredible support provided by the Lake Stevens City Council. I hope that you are hearing, as I am, all the positive comments about what the city has done to: *make Lake Stevens an even better place to live and raise families.* My hope is that one day our economic development efforts will allow us to include “work” for a large number of residences in that phrase.

I look forward to reviewing this budget with you and addressing policy choices.

Thank you.

TO: City Council
CC: Mayor Spencer
FROM: Barbara Stevens, Finance Director/City Clerk
DATE: 10/14/2016
SUBJECT: 2017 Budget Policy Decisions



In the past few weeks, we have made great progress with the 2017 budget process. A few changes have been made by the budget subcommittee based on the input of Department Heads and the Mayor's recommendations. These items will be highlighted during our October 25th budget study session. There are still a few policy decisions that need to be considered by Council as we move into the public hearing phase of the process. Your Budget Subcommittee asked that we send out a list of those items as a reminder of the decisions to be made. We are continuing to gather and update information as it is received and will discuss the following items further at our October 25th budget study session.

Please let me know if you have specific questions that we might be able to gather information on prior to that meeting. Thank you.

2017 BUDGET POLICY DECISIONS

Transportation Benefit District - This policy choice is to implement a Transportation Benefit District using the \$20.00 per car tab method authorized for municipalities in state law. Revenue from a TBD are estimated to be \$435,000/Yr. (based on current city population). Revenue from the TBD will be used to fund priority side-walk projects in conjunction with safe-school walkway grants or other grants and priority street and intersection improvements in support of economic development goals. Projects to be funded using TBD funds will be separately authorized by the Council to maintain a "clear line-of-sight" from this revenue to priority projects. The TBD proposal is intended to improve our ability to address mobility in Lake Stevens.

Senior Center Funding – This policy choice is to make a financial contribute to the Lake Stevens Senior Center in the amount of \$20,000. Ultimately, the Senior Center would like to hire an Executive Director and become self-sufficient. With an Executive Director, they will be able to apply for grant funding through Snohomish County. This funding request would assist in the payment of utilities, equipment repair, and janitorial services. Human Services funding has been provided on an application basis in the past, yet has not been included in the budget since 2011. *(We are gathering additional comparative information to bring to Council on October 25th)*

Snohomish Health District Contribution – This policy choice is to contribute \$2.00 per resident to the Snohomish Health District. That would mean an annual contribution of about \$60,000. The Health District is asking the same \$2.00 per head of all of the other cities in the county. Snohomish County ranks 34th out of 35 counties in Washington State when it comes to funding public health. The district is currently using reserves to balance its budget, and does not have any taxing authority. The Health District wants to have relationships with the cities it serves, and plans to offer programs that are tailored to each specific city making a contribution.

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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Date: **Agenda** 25 October 2016

Subject: Transportation Benefit District

Contact	Mick Monken/Public Works	Budget	Discussion
Person/Department:	<u>Barb Stevens/Finance</u>	Impact:	<u>only</u>

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Discussion the implementation of a Transportation Benefit District.

SUMMARY/BACKGROUND: A Transportation Benefit District (TBD) is a quasi-municipal corporation and independent taxing district created for the sole purpose of acquiring, constructing, improving, providing, and funding transportation improvements within the district. This can include a mix of maintenance, preservation, new capital improvement for motorized and non-motorized usage, and enhancement of existing facilities. A City can form a TBD by ordinance, following a public hearing, if it finds that the action is in the public interest (RCW 36.73.050). As of August 2016, there are 90 cities shown through a MSRC listing to have a TBD (Attachment A).

With the formation of a TBD, if the TBD boundaries are the same as the forming agency’s boundaries, the forming agency may absorb the TBD and assume all of its rights, powers, functions, and obligations. Otherwise if not absorbed TBD would exist as its own district. Of the 90 cities shown in Attachment A, 45 have absorbed the power of the TBD.

There are two common funding sources implemented under a TBD: set sale and use tax percentage and/or a fix vehicle license fee. There are other options such as border area fuel taxes, bonds, and impact fees but none of these are known to be used in Washington State. Between the two, the fix vehicle license fee is the easiest to project and most reliable for higher residential communities such as Lake Stevens. The sale tax revenue projections will change throughout the year based on the economy and therefore is best for communities with a large sale tax base. A third option is a combination of implementing both funding sources. Of the 90 cities shown in Attachment A, 51 have elected to fund with vehicle license fee (Highlighted in yellow). As can be seen in the table, a combined funding source has not been successful in adopting.

Under Vehicle License Fees, the RCW allows a TBD to impose a fee up to \$50 without a public vote or to impose a fee up to \$100 with voter approval. The most prevalent with cities is a \$20 fee. Under Sales & Use tax the amount is limited to 2% (RCW) and cannot be imposed for longer than 10 years, except to repay debt, and must be approved by a simple majority of voters.

State law does not clearly require TBDs to adopt an appropriations budget. However, adopting a

budget would be considered a best practice, and a number of TBDs have done so, setting up the budget process to coincide with the annual/biennial process used by the establishing jurisdiction. It is up to the TBD governing board to develop and adopt a budget policy.

Annual reporting is required under a TBD. This include a financial report and transportation improvement report that details revenues, expenditures, and status of all projects. The reports must be distributed to the public and to the agency's newspaper of record.

A TBD must end its operations within 30 days after the specified transportation improvements are completed, although the TBD may continue to collect revenue and service for any remaining debt or financing.

If the City were to implement a TBD, it is estimate that it would cost the City about \$10,000 to development and manage the program the first year and approximately \$3,000 manage in the following years. Revenues are estimated to be \$218,000 the first year, based on a conservative estimate of only 50% capture, and \$435,000 in following years.

The TBD using vehicle license fee can provide a predictable revenue stream that can be used for any transportation improvements and for maintenance of transportation systems. The funds can be used to cover direct costs and for debt payment (allowing for early action). The areas of expenditure is under the control of the City where the allocation of these dollars can be spent.

BUDGET IMPACT: NA

ATTACHMENTS:

- ▶ Exhibit A: List of City's with a Transportation Benefit District

EXHIBIT A

City TBDs

Source: MSRC - Aug 2016

Jurisdiction	TBD Established	Funding Source	Powers Assumed?
Aberdeen	2012	0.13% sales tax	No
Airway Heights	2013	0.20% sales tax	No
Anacortes	2014	\$20 vehicle license fee	Yes
Arlington	2013	0.20% sales tax	No
Auburn	2011	Unfunded/No information - \$59 million bond measure failed in 2012	No
Bainbridge Island	2012	\$20 vehicle license fee	Yes
Battle Ground	2014	\$20 vehicle license fee	Yes
Bellingham	2010	0.20% sales tax	Yes
Black Diamond	2015	\$20 vehicle license fee	Yes
Bothell	2015	Unfunded/No information	No
Bremerton	2009	\$20 vehicle license fee	Yes
Buckley	2012	\$20 vehicle license fee	Yes
Burien	2009	\$10 vehicle license fee - voted \$30 fee failed in 2009	No
Carbonado	2012	\$20 vehicle license fee	No
Castle Rock	2012	0.20% sales tax	No
Centralia	2014	0.20% sales tax	Yes
Clarkston	2014	0.20% sales tax - replaced a \$20 vehicle license fee	Yes
Covington	2013	\$20 vehicle license fee	Yes
Dayton	2014	0.20% sales tax	No
Des Moines	2008	\$40 vehicle license fee (nonvoted)	Yes
DuPont	2013	\$20 vehicle license fee	No
Duvall	2015	Unfunded/No information	Yes
East Wenatchee	2012	\$20 vehicle license fee	Yes
Eatonville	2012	\$20 vehicle license fee	Yes
Edgewood	2013	\$20 vehicle license fee	No
Edmonds	2008	\$20 vehicle license fee	No
Electric City	2012	\$20 vehicle license fee	Yes
Ellensburg	2015	0.20% sales tax	Yes
Elmer City	2015	0.20% sales tax	No
Enumclaw	2013	\$20 vehicle license fee, 0.10% sales tax	No
Everett	2014	\$20 vehicle license fee	Yes
Ferndale	2011	0.20% sales tax	Yes
Fife	2015	Unfunded/No information	No

Friday Harbor	2014	0.20% sales tax	Yes
Grandview	2011	\$20 vehicle license fee	Yes
Granite Falls	2015	\$20 vehicle license fee	Yes
Kalama	2012	\$20 vehicle license fee	No
Kelso	2012	\$20 vehicle license fee	Yes
Kenmore	2012	\$20 vehicle license fee	No
Kirkland	2014	Unfunded/No information	No
Kittitas	2012	\$20 vehicle license fee	Yes
Lacey	2016	Unfunded/No information	Yes
Lake Forest Park	2008	\$40 vehicle license fee	Yes
Lakewood	2012	\$20 vehicle license fee	No
Leavenworth	2010	0.20% sales tax	No
Liberty Lake	2002	Unfunded/No information	No
Lynden	2012	0.20% sales tax	No
Lynnwood	2010	\$20 vehicle license fee	No
Mabton	2011	\$20 vehicle license fee	Yes
Maple Valley	2012	\$20 vehicle license fee	Yes
Marysville	2013	0.20% sales tax	Yes
Mattawa	2015	0.20% sales tax	Yes
Mercer Island	2014	\$20 vehicle license fee	Yes
Monroe	2012	0.20% sales tax	No
Mountlake Terrace	2011	\$20 vehicle license fee	No
Normandy Park	2013	\$20 vehicle license fee	Yes
North Bend	2011	0.20% sales tax	No
Olympia	2008	\$20 vehicle license fee (\$40 fee takes effect in Jan. 2017)	No
Orting	2011	\$20 vehicle license fee	Yes
Othello	2012	0.20% sales tax (passed in April 2016 after failing in Nov. 2013)	No
Port Orchard	2015	Unfunded/No information	No
Prosser	2009	\$20 vehicle license fee	No
Ridgefield	2008	Unfunded - 0.2% sales tax repealed in 2012	No
Roy	2014	\$20 vehicle license fee	Yes
Royal City	2012	\$20 vehicle license fee	Yes
Seattle	2010	\$80 vehicle license fee, 0.10% sales tax	No
Sedro-Woolley	2014	\$20 vehicle license fee	Yes
Sequim	2008	0.20% sales tax	No
Shelton	2015	0.20% sales tax	Yes
Shoreline	2009	\$20 vehicle license fee	Yes
Snohomish	2010	0.20% sales tax	Yes
Snoqualmie	2010	\$20 vehicle license fee	Yes
Soap Lake	2013	\$20 vehicle license fee	Yes

Spokane	2011	\$20 vehicle license fee	No
Stanwood	2012	0.20% sales tax	Yes
Steilacoom	2015	Unfunded/No information	No
Tacoma	2012	\$20 vehicle license fee, 0.10% sales tax	No
Toppenish	2012	\$20 vehicle license fee	Yes
Tumwater	2014	0.20% sales tax	Yes
Twisp	2016	0.20% sales tax	No
University Place	2009	\$20 vehicle license fee	Yes
Vancouver	2015	\$20 vehicle license fee	No
Waitsburg	2012	0.10% sales tax	No
Walla Walla	2011	0.20% sales tax	No
Wapato	2012	\$20 vehicle license fee	Yes
Washougal	2015	Unfunded/No information	No
Wenatchee	2011	\$20 vehicle license fee	Yes
Wilkeson	2014	\$20 vehicle license fee	No
Woodland	2016	Unfunded/no information	No
Zillah	2011	\$20 vehicle license fee	Yes

RCW 36.73.050

Establishment of district—Public hearing—Ordinance.

(1) The legislative authorities proposing to establish a district, or to modify the boundaries of an existing district, or to dissolve an existing district shall conduct a hearing at the time and place specified in a notice published at least once, not less than ten days before the hearing, in a newspaper of general circulation within the proposed district. Subject to the provisions of RCW [36.73.170](#), the legislative authorities shall make provision for a district to be automatically dissolved when all indebtedness of the district has been retired and anticipated responsibilities have been satisfied. This notice shall be in addition to any other notice required by law to be published. The notice shall, where applicable, specify the functions or activities proposed to be provided or funded, or the additional functions or activities proposed to be provided or funded, by the district. Additional notice of the hearing may be given by mail, by posting within the proposed district, or in any manner the legislative authorities deem necessary to notify affected persons. All hearings shall be public and the legislative authorities shall hear objections from any person affected by the formation, modification of the boundaries, or dissolution of the district.

(2)(a) Following the hearing held pursuant to subsection (1) of this section, the legislative authorities may establish a district, modify the boundaries or functions of an existing district, or dissolve an existing district, if the legislative authorities find the action to be in the public interest and adopt an ordinance providing for the action.

(b) The ordinance establishing a district shall specify the functions and transportation improvements described under RCW [36.73.015](#) to be exercised or funded and establish the boundaries of the district. Subject to the provisions of RCW [36.73.160](#), functions or transportation improvements proposed to be provided or funded by the district may not be expanded beyond those specified in the notice of hearing, unless additional notices are made, further hearings on the expansion are held, and further determinations are made that it is in the public interest to so expand the functions or transportation improvements proposed to be provided or funded.



LAKE STEVENS SENIOR CENTER

2302 Soper Hill Road • PO Box 205
Lake Stevens, WA 98258

425-335-0345

info@lakestevensseniorcenter.com

Secondary (Duplicate) Copy

GS50-02-04 Rev. 1

June 24, 2016

RECEIVED

JUN 30 2016

CITY OF LAKE STEVENS

Mayor John Spencer
City Hall
1812 Main Street
P. O. Box 257
Lake Stevens, WA 98258

Dear Mayor Spencer,

Enclosed please find "An Appeal for Funding" sent on behalf of the Lake Stevens Senior Center. The submission of this position paper has the approval of all members of the Board of Directors of the Center.

We realize that the City cannot meet all of the funding needs listed in this paper--not now, and maybe not ever! Our most pressing need is, of course, for an Executive Director. But if funding for such is not available at this time, and because our center is currently facing a monetary shortfall, we would appreciate it if the City would consider giving us some financial assistance in the amount of \$20,000, which is the annual cost of our utilities (including the septic system), equipment repair, and janitorial services.

We would be very grateful if you would give this request your consideration. Afterwards, and at your convenience, center representatives would like to meet with you so that we may answer any questions you might have and, most importantly, learn of your ideas as to how we might secure the future of our organization.

We would like to thank the City for all it has done in the past to assist the Lake Stevens Senior Center!

Thank you for your attention to this important issue. We look forward to hearing from you.

Respectfully,

Joyce Matthews, President
Board of Directors
(425) 334-8678

Attached: A comparison of city/county funding for Lake Stevens, Monroe, and Snohomish senior centers.

COMPARISON

	Lake Stevens	Monroe Jacob McGee (360) 794-6359 June 8, 2016	Snohomish Bob Dvorak (360) 568-0934 June 8, 2016
Total Population	28,069	17,304	9,098
Number of Seniors 60+	2,846	1,784	1,538
Paid Executive Director	No	Yes	Yes
# of Paid Employees	2 parttime 2 office:	8 parttime: 2 Outreach, 2 cooks, 2 drivers, 2 bookkeepers	5 parttime Office, 2/cook, bookkeeper, janitor
Funding received from city	-0-	\$15,000 Transportation	\$12,000 Annually
Funding received from County	\$11,000	\$70,500	\$70,500
City provision or payment of:			
Janitorial	No	No	No
Repair/replacement of HVAC System	Yes	No	yes
Maintain foundation, walls and roof	Yes	No	yes
Heat	No	No	No
Electricity	No	No	No
Telephone	No	No	No
Water	No	No	yes
Sewer	No	No	yes
Garbage	No	No	yes
Building Insurance	Yes	No	?
Nutritional Program (Mid-day Meal)	2 days a week	5 days a week	5 days a week
City Maintenance of exterior: Building and grounds	Yes	Yes	Yes
Pay rent to city	No	No. City owns Land, They own bldg	Lease building for \$1 per year

AN APPEAL FOR FUNDING

From the Lake Stevens Senior Center

“A quality city is defined by how well they serve youth and how well they serve seniors”
As per Farrell Fleming, Executive Director, Edmonds Senior Center.

Part of the mandate of the Older Americans Act (passed in 1965) was that multi-purpose senior centers be developed or designated in every community. In 1984, in answer to this mandate, Willis D. Tucker, Snohomish County Executive, called for the creation of a Senior Center Study Group (hereafter referred to as the “Task Force”) to examine the long-range financial needs of senior centers and to recommend how public entities, such as cities and the County, could address some of these needs.

In 1985, this group published a report entitled PUBLIC FINANCIAL SUPPORT OF MULTI-PURPOSE SENIOR CENTERS. This report concluded, among other things, that in order to function properly, a senior center needed to retain sufficient paid personnel to perform the following functions:

- 1. Administration/fundraising**
- 2. Program development and coordination**
- 3. Secretarial/ receptionist**
- 4. Bookkeeping**
- 5. Custodial/maintenance**

Unfortunately, due to a lack of funding, the Lake Stevens Senior Center (hereafter referred to as the “LSSC”) has been unable to hire the requisite number of paid personnel as listed above. With an annual income (2015) of only \$42,022.38 (primarily from membership dues, donations, programs and fundraisers) LSSC can afford only one paid position—that of a part-time office manager, the duties/salary of which are shared by 2 individuals. This lack of personnel is our most glaring need.

And most needed, in terms of staffing, is a paid, full-time, “Professional Executive Director,” a person qualified and capable of grant writing (and bringing in other forms of revenue); development of community connections and resources; recruitment and management of volunteers; maintenance/coordination of all programs and services; and maintenance/oversight of financial/investment records. Currently, 11 of the 14 recognized centers in Snohomish County have a paid Professional Executive Director. But the Lake Stevens Senior Center (along with Darrington and Granite Falls), lacking a qualified administrator, must instead utilize its Board of Directors as a governing body to carry out (or not) the above listed administrative duties. And in no way, can a volunteer board, meeting only once a month for 2 hours, carry out the duties of a full-time, 40-hour-per-week paid professional. As a result, the Center’s programs and service activities are far fewer than those of most other centers and well below the Center’s potential. (As noted by Bill Durham, former Executive Director of the Mill Creek Senior Center, “I visit five or six senior centers every month and Lake Stevens is by far in the worst condition i.e. programs offered and support for seniors.”)

But lack of a “Paid Professional Executive Director” hurts the Lake Stevens Senior Center in other ways as well. For example, having a “Paid Professional Executive Director” is one of the requirements of being classified as a “Multipurpose Senior Center” by Snohomish County Long Term Care & Aging. This is important because centers thus classified currently receive \$70,500 annually from the County. Lacking an Executive Director, the LSSC is, instead, regarded as a “Community Senior Center” and receives only \$11,000 per year. The Center is in a “catch-22” situation: It needs more income in order to hire an Executive Director, but until an Executive Director is hired (and other requirements met), it doesn’t qualify for more County funding!) Attaining classification as a “Multipurpose Senior Center” would also qualify the Center to participate in the Senior Congregate Nutrition Program (funded by the federal Older Americans Act) which provides mid-day meals, 5-days-a-week, free of charge to senior centers. The LSSC is only able to provide two “volunteer dependent” lunches per week. The County also occasionally finances specific health and social services for centers classified as “Multipurpose,” but not for “Community” Senior Centers.

Who should pay for senior centers?

In addition to determining the number/kind of personnel needed for centers to function properly, perhaps the most important determination of the 1985 Senior Center Study Group was its resolution regarding PUBLIC FINANCIAL SUPPORT OF MULTI-PURPOSE SENIOR CENTERS. The Task Force concluded that “the County and all municipalities should equitably share in the task of funding the basic cost of operating Multi-Purpose Senior Centers. That is, cities and County should provide 100 percent (100%) of the level of support needed to keep the center “open.” These public funds should be sufficient to cover utilities, insurance, janitorial service, upkeep and repair, maintenance and replacement of equipment and supplies, and salaries of basic staff . Local fundraising and additional funds from private sources would be required to operate viable programs.”

This determination, that public funds should cover the basic cost of center operations, was based on the reasoning that local governments—cities and the County—have a responsibility (historically under Parks and Recreation) to finance social, recreational and health services that meet the needs of their citizens. But seniors don’t use playgrounds, soccer fields, ball parks, etc. Instead, it was found that senior centers are particularly well suited to deliver social, recreational and health services to older persons in ways which meet their special needs and preferences.

To implement this plan of funding the basic cost of senior centers, the Task Force determined that “the County should serve as the collection and distribution agency for public funds. To implement this system, the County should establish a committee comprised of senior center and local government representatives. This committee would have two tasks: (1) to establish the level of support due from each municipality and the County; and (2) to establish a formula for the allocation of public funds that reflected the variance among centers concerning the extent of services offered, number of people served, the number of people in each service area, the size of each center’s physical facilities, etc.”

In 1985, the Snohomish County Council adopted a resolution that there should be full public financial support of senior centers as recommended by the Task Force. Unfortunately there was no follow-through and the County failed to organize the committee needed to establish the level of support due from each municipality and the County, and a formula for allocation of public funds that reflected the variance among centers. As a result there is a plethora of arrangements regarding the funding of senior centers in Snohomish County. Everett, Lynnwood and Marysville fully fund their centers, other cities partially fund their centers, and there are those cities that contribute next to nothing to their centers.

NOTE: In 2006, a County Study Group, at the behest of Snohomish County Executive Aaron Reardon, did devise a simplistic system for the allocation of County (not city) funds which was based on compliance with Snohomish County's Senior Center Standards derived from the National Institute of Senior Centers accreditation standards. The three funding levels thus created are as follows: (1) Regional multi-purpose senior centers (currently receiving \$70,500 per year); (2) Multi-Purpose Senior Centers (currently receiving \$70,500 per year; and (3) Community Centers (currently receiving \$11,000 per year). Lake Stevens, primarily because it lacks a full-time paid professional Executive Director, is considered a "Community Center" and thus receives only \$11,000 per year from the County.

Needs of the Lake Stevens Senior Center

(1) There is a definite and undeniable need for additional funding to help cover the cost of basic staff necessary to provide the services that would make the facility a Multi-Purpose Senior Center. At the very least, LSSC needs a full-time, paid, Executive Director. This would help us attain the classification of a Multi-Service Senior Center which would, in turn, qualify the center for the possibility of receiving increased funding from the County and participation in the Senior Congregate Nutrition Program. An Executive Director is also needed to provide additional outreach and organizational leadership necessary for a capital campaign. (It is often said that a professional Executive Director can pay for his/her own salary through such means as grant writing and the finding of other funding sources.)

(2) Assistance with payment of utilities (especially those expenses associated with the septic system) is also needed, as is help with the expense of equipment repair and janitorial services. (Please note: A senior volunteer is currently serving as janitor, which job includes mopping of floors and cleaning the center's toilets once a week, with the office staff stepping in during the week as needed). It seems doubtful that this is what the Federal Government had in mind when it passed the Older Americans Act!)

(3) The LSSC has outgrown its present venue. In 2000, the population of Lake Stevens was 6,361 persons, 510 of whom were aged 60+ years. According to the 2010 Census, the population of Lake Stevens was 28,069 persons, 2,846 of whom were 60+ years, an increase

of 458%. There is simply no way the small building currently occupied by the LSSC (maximum occupancy of 137 persons), can meet the needs of this burgeoning population.

(4) Not only is the center too small, but it is poorly located. LSSC is not on a bus line nor is it accessible by any other means of public transportation. Therefore, there have been many people who would like to participate in the programs the center offers, but who have no way of getting there. (The Board has considered starting a program to transport people to and from the center utilizing volunteer drivers, but this is not feasible for many reasons.) Ideally, the senior center should be located in the heart of the city. It has been found that thus situated, centers provide a drawing card to that area much as do the “big box” stores located at shopping malls. Seniors shop during the day when many others are at work, thus picking up that “afternoon slack.” This provides an economic benefit to the city and helps to revitalize it.

In Summation

Senior centers represent a strong effort to maintain high functioning of older persons, despite increasing prevalence of disabling conditions. Services that senior centers provide prevent and/or delay the need for more expensive medical and custodial care which often is financed with public funds. The dramatic expansion of the senior citizen population as a component of the general population creates a requirement for government at all levels to maintain and expand services which sustain older persons as active and productive members of society.

Aging volunteers don't have the time, energy, or expertise to properly carry out the duties of a paid director. Seniors are especially vulnerable to health problems and fatigue resulting in a breakdown of program continuity. Having an Executive Director would result in increased organizational stability and financial/monetary oversight (which is sorely needed) while providing a greater variety and better quality of programs, activities, and social services. A paid, full-time Executive Director is an absolute necessity if the City is to have a thriving senior center.

We thank you for your time and for your attention to this important funding issue.

Address questions to:

**Ruth Bramall
Advisor to the Board of Directors
Lake Stevens Senior Center
rebramall@gmail.com
(425) 334-6203**

10/20/2016

Summary All Funds

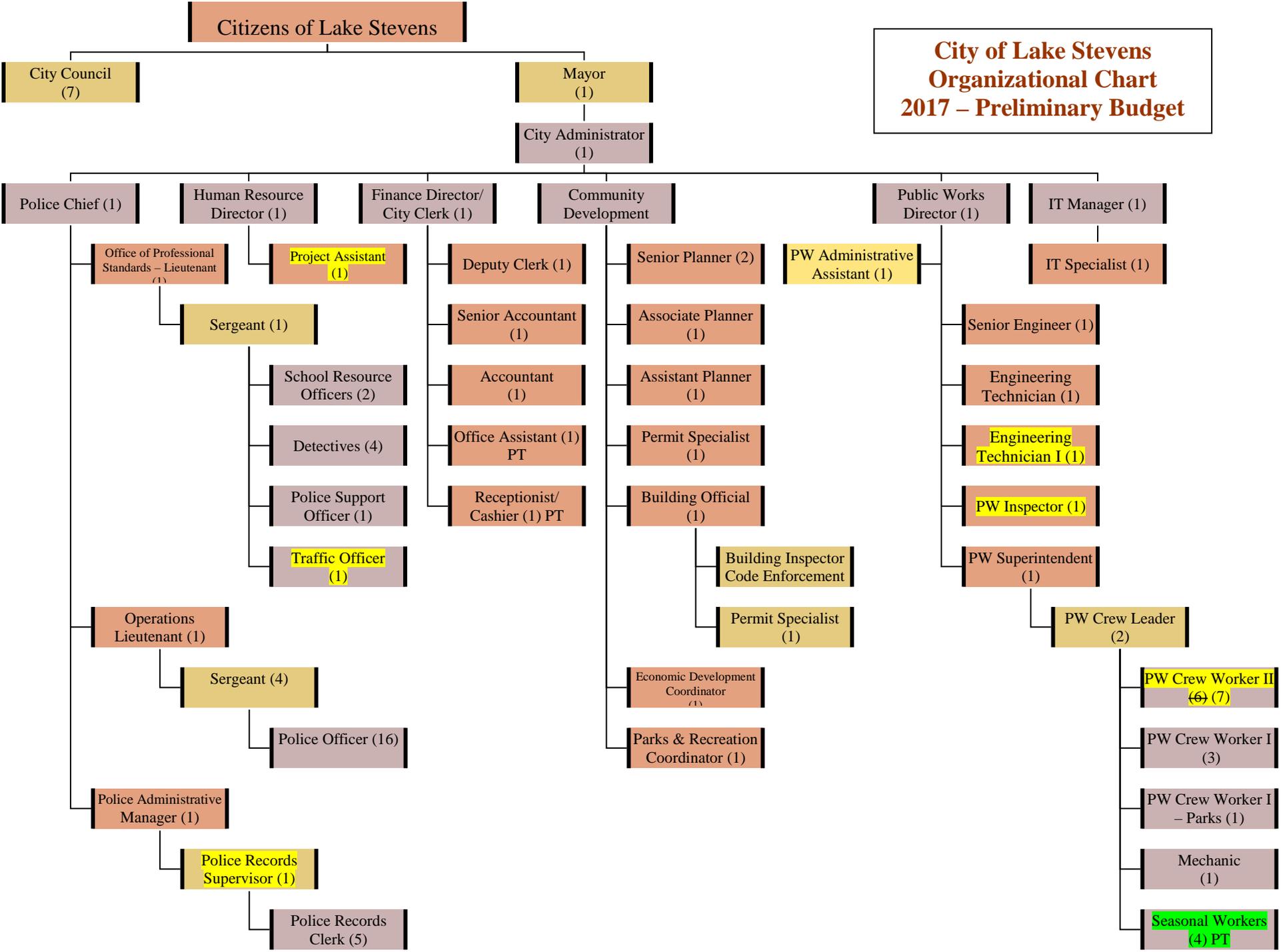
Fund Name	2017 Preliminary Budgeted Beginning Cash	2017 Budgeted Revenues	2017 Requested Budgeted Expenditures	2017 Mayor Budgeted Expenditures	2017 Requested Budgeted Ending Cash Balance	2017 Mayor Ending Cash Balance
General Fund	\$8,169,544	\$14,996,111	\$13,170,990	\$16,760,830	\$9,994,665	\$6,404,825
Reserve Fund	\$1,760,154	\$807,600	\$8,050	\$8,050	\$2,559,704	\$2,559,704
Street	\$3,066,028	\$2,162,104	\$4,032,037	\$2,951,633	\$1,196,095	\$2,276,499
Street Reserve	\$1,531	\$5	\$0	\$0	\$1,536	\$1,536
Drug Seizure & Forfeiture Fund	\$47,079	\$10,120	\$41,000	\$41,000	\$16,199	\$16,199
Municipal Arts Fund	\$11,385	\$20	\$0	\$0	\$11,405	\$11,405
2008 Bonds	\$0	\$354,395	\$354,395	\$354,395	\$0	\$0
2010 LTGO Bonds	\$0	\$74,165	\$74,165	\$74,165	\$0	\$0
LTGO Bond 2015	\$0	\$93,908	\$93,908	\$93,908	\$0	\$0
Cap. Proj.-Dev. Contrib.	\$4,083,218	\$1,616,580	\$135,000	\$100,000	\$5,564,798	\$5,599,798
Cap. Imp.-REET	\$1,718,073	\$602,500	\$416,178	\$416,178	\$1,904,395	\$1,904,395
Cap. Improvements	\$2,751,717	\$607,000	\$975,965	\$1,239,415	\$2,382,752	\$2,119,302
Sidewalk Capital Project	\$1,009,888	\$251,500	\$350,000	\$350,000	\$911,388	\$911,388
Sewer	\$288,138	\$1,336,782	\$1,334,857	\$1,334,857	\$290,063	\$290,063
Storm and Surface Water	\$1,789,332	\$1,514,820	\$2,484,748	\$2,076,354	\$819,404	\$1,227,798
Unemployment	\$96,915	\$300	\$30,000	\$30,000	\$67,215	\$67,215
Equipment Fund	\$122,252	\$152,817	\$102,250	\$114,250	\$172,819	\$160,819
Equipment Fund-Police	\$283,135	\$196,700	\$296,000	\$296,000	\$183,835	\$183,835
Equipment Fund-PW	\$264,014	\$838,200	\$1,510,500	\$637,500	(\$408,286)	\$464,714
Aerator Equipment Replacement	\$129,871	\$170,143	\$300,000	\$300,000	\$14	\$14
Refundable Deposits	\$0	\$61,000	\$61,000	\$61,000	\$0	\$0
Treasurer's Trust	\$0	\$200,000	\$200,000	\$200,000	\$0	\$0
Total All Funds	\$25,592,273	\$26,046,770	\$25,971,043	\$27,439,534	\$25,668,000	\$24,199,509

10/11/2016

Position Requests

Department	Position	Estimated Cost	Requested	Executive	Executive
Administration	Intern	\$ 11,822	\$ -	\$ 11,822	Yes
Administration	Intern	\$ 11,822	\$ -	\$ 11,822	Yes
Administration	Communications/ Information Officer	\$ 125,000	\$ 125,000	\$ -	No
Human Resources	Project Assistant	\$ 101,386	\$ 101,386	\$ 101,386	Yes
Law Enforcement	Police Records Supervisor	\$ 95,450	\$ 95,450	\$ 95,450	Yes
Law Enforcement	Traffic Unit (Ofc) - Incl Equip	\$ 236,335	\$ 236,335	\$ 236,335	Yes
Law Enforcement	Traffic Unit (Ofc) - Incl Equip	\$ 236,335	\$ 236,335	\$ -	No
Law Enforcement	Traffic Unit (1 Sgt)	\$ 137,325	\$ 137,325	\$ -	No
Planning/Bldg	Code Enforcement Inspector	\$ 130,000	\$ 130,000	\$ -	No
Planning/Bldg	Community Development Assistant	\$ 92,000	\$ 92,000	\$ -	No
Public Works	Seasonal Park	\$ 11,822	\$ 11,822	\$ 11,822	Yes
Public Works	Seasonal Park	\$ 11,822	\$ 11,822	\$ 11,822	Yes
Public Works	Engineering Technician I	\$ 75,000	\$ -	\$ 75,000	Yes
Public Works	Public Works Inspector	\$ 135,000	\$ 135,000	\$ 135,000	Yes
Public Works	Seasonal Storm	\$ 11,822	\$ 11,822	\$ 11,822	Yes
Public Works	Seasonal Storm	\$ 11,822	\$ 11,822	\$ 11,822	Yes
Public Works	Storm Crew Worker 2	\$ 78,600	\$ 78,600	\$ 78,600	Yes
Public Works	Engineer Technician II	\$ 90,700	\$ 90,700	\$ -	No
Public Works	Street Crew Worker II	\$ 78,600	\$ 78,600	\$ -	No
Public Works	Project Coordinator	\$ 82,900	\$ 82,900	\$ -	No
Public Works	Storm Crew Worker 1	\$ 64,590	\$ 64,590	\$ -	No

**City of Lake Stevens
 Organizational Chart
 2017 – Preliminary Budget**



10/20/2016						
Requested Budget Items						
Fund	Department	Items	Priority	Cost	RF	Mayor
IT Cap	City Clerk	Enterprise Content Management	1		\$ 150,000	
GF	City Clerk	Enterprise Content Management	1	\$ 30,000		\$ 30,000
GF	GG	City Hall Demo	1		\$ 290,000	
GF	Human Resources	Salary Survey	1	\$ 25,000		\$ 25,000
GF	Human Services	Senior Center Contribution		\$ 20,000		\$ 20,000
IT Cap	Information Technology	PC Repl (20)/ MDT Repl. (10)	1	\$ 30,000	Annual	\$ 42,000
GF	Information Technology	Temp Project Staffing	2	\$ 10,000		\$ 10,000
GF	Information Technology	IT Misc Electronic Supplies	1	\$ 5,000		\$ 5,000
LE Cap	Law Enforcement	Vehicles - Explorers (3)	1	\$ 141,000		\$ 141,000
LE Cap	Law Enforcement	Vehicles - Tahoe (1)	1	\$ 66,000		\$ 66,000
LE Cap	Law Enforcement	Vehicle - Colorado (1)	1	\$ 48,000		\$ 48,000
LE Cap	Law Enforcement	Vehicle - Explorer (Chief)	1	\$ 41,000		\$ 41,000
GF	Law Enforcement	Generator Install - Roll forward	4		\$ 30,000	\$ -
GF	Law Enforcement	Blue Light Security Phones (3)	1	\$ 15,000		\$ -
GF	Law Enforcement	Patrol Shotguns	3	\$ 9,800		\$ -
GF	Law Enforcement	Glock Simunitions	2	\$ 9,250		\$ 9,250
GF	Law Enforcement	(6) Mouted Radars	3	\$ 8,000		\$ 8,000
GF	Law Enforcement	Cell Phone Program	1	\$ 7,450		\$ 7,450
GF	Law Enforcement	Varda Poratble Alarm System	1	\$ 3,550		\$ -
GF	Law Enforcement	2 Bicycles & Equipment	1	\$ 3,450		\$ 3,450
GF	Law Enforcement	Radio for New Boat	1	\$ 2,600		\$ -
GF	Law Enforcement	Surface for PCU Detective	1	\$ 2,500		\$ 2,500
GF	Law Enforcement	Digital Camera	1 or 4	\$ 2,278		\$ -
GF	Law Enforcement	Desk Scanners	2	\$ 2,100		\$ -
GF	Law Enforcement	Detective Camera	1	\$ 1,900		\$ -
GF	Law Enforcement	Sonar for New Boat	4	\$ 1,700		\$ -
GF	Law Enforcement	Window Tint Meters (4)	4	\$ 653		\$ -
GF	Law Enforcement	Digital Recorder	1 or 4	\$ 341		\$ -
GF	Library	ADA Front Door Repl	1	\$ 16,000		\$ -
GF	Library	Exterior Lighting	2	\$ 5,000		\$ 5,000
GF	Park	Waste Receptical (20)	2	\$ 16,000		\$ -
GF	Park	Life Vest Shack replacement	3	\$ 2,500		\$ 2,500
GF	Park	North Cove Lighting	2	\$ 500		\$ 500
Mitigation	Park	Downtown Park Plan			\$ 50,000	
Mitigation	Park	Frontier Heights			\$ 191,000	
Mitigation	Park	Cavelero			\$ 250,000	
Mitigation	Park	Eagle Ridge Park Improvements		\$ 100,000		\$ 100,000
Mitigation	Park	Boat Launch Reader Board		\$ 35,000		\$ -
Mitigation	Park	Tree Replanting			\$ 65,000	
GF	Planning/Building	Beautification Program	1	\$ 25,000		\$ 25,000
GF	Planning/Building	Annexation Process	1	\$ 10,000		\$ 10,000
GF	Planning/Building	New Software	1	\$ 5,000		\$ 5,000
Aerator	Public Works	Aerator removal		\$ 300,000		\$ 300,000
GF/ST/SWM	Public Works	City shop pole building	3	\$ 70,000		\$ -
GF/ST/SWM	Public Works	City shop office & locker room	3	\$ 60,000		\$ 60,000
GF/ST/SWM	Public Works	City Shop Lunch Room	3	\$ 7,000		\$ 7,000

Fund	Department	Items	Priority	Cost	RF	Mayor
GF/ST/SWM	Public Works	Moblle Wireless Access Pt	1	\$ 3,200		\$ 3,200
GF/ST/SWM	Public Works	ProgeCAD Software	1	\$ 3,200		\$ 3,200
Street	Public Works	Sidewalk Repair & Maint	3	\$ 225,000		\$ -
Street	Public Works	ST - Thermoplastic Project	1	\$ 125,000		\$ 125,000
Street	Public Works	Lundeen Pkwy Planter Strip	3	\$ 59,000		\$ -
Street	Public Works	Pedestrian Crosswalk Solar Light Set	4	\$ 40,000		\$ 20,000
Street	Public Works	Mini Roundabout 10th/84th	3	\$ 35,000		\$ -
Street	Public Works	ST - Traffic Counters (6)	1	\$ 32,000		\$ 32,000
Street	Public Works	ST - Rumble Strips	4	\$ 4,000		\$ -
Street	Public Works	Overlays	2	\$ 500,000	Annual	\$ 400,000
Street/SWM	Public Works	Steel Roadway Plates (5)	2	\$ 30,000		\$ 30,000
SWM	Public Works	JetScan Camera	3	\$ 18,000		\$ 18,000
SWM	Public Works	Public Outreach & Education	2	\$ 10,000		\$ -
SWM	Public Works	Keg Floor Cleaner Jet	1	\$ 4,200		\$ 4,200
SWM	Public Works	Warthog jet cleaning head	1	\$ 3,500		\$ 3,500
PW Cap	Public Works	Street Sweeper (replacement)	1	\$ 300,000		\$ 300,000
PW Cap	Public Works	Street Sweeper (new)	4	\$ 300,000		\$ -
PW Cap	Public Works	5 Yard Wheel Loader	4	\$ 250,000		\$ -
PW Cap	Public Works	Crane Truck	2	\$ 225,000		\$ 225,000
PW Cap	Public Works	5 Yard Dump Truck	2	\$ 200,000		\$ -
PW Cap	Public Works	Flatbed Truck Replacement	3	\$ 85,000		\$ 85,000
PW Cap	Public Works	Fork Lift	4	\$ 50,000		\$ -
PW Cap	Public Works	City Shop 10 ton crane system	3	\$ 38,000		\$ -
PW Cap	Public Works	Air Comp. & Jackhammer	2	\$ 25,000		\$ -
PW Cap	Public Works	Lawn Aerator	2	\$ 10,000		\$ 10,000
PW Cap	Public Works	SW - Stump grinder	2	\$ 10,000		\$ -
PW Cap	Public Works	ST - Towable Auger	1	\$ 7,500		\$ 7,500
PW Cap	Public Works	Parks utility trailer	1	\$ 5,000		\$ 5,000
PW Cap	Public Works	ST - Flatbed Hydraulic Lift Kit	4	\$ 5,000		\$ 5,000
Sidewalk	Public Works	SRTS - 91st/4th		\$ 19,750		\$ 19,750
Sidewalk	Public Works	Cedar Road (Forest Rd - 29th)		\$ 160,750		\$ 160,750
Sidewalk	Public Works	Lundeen Pkwy (Lake - Callow)		\$ 26,500		\$ 26,500
Sidewalk	Public Works	117th Ave NE (22nd St.- 26th St)		\$ 143,000		\$ 143,000
REET	Public Works	91st Ave NE & Market Pl. RAB (WSDOT/TIB)		\$ 235,250		\$ -
REET	Public Works	S. Lk Stevens Rd & S. Davies RAB (WSDOT)		\$ 156,000		\$ -
REET	Public Works	91st Ave SE & 4th RAB (TIB)		\$ 30,550		\$ -
REET	Public Works	Callow Road Embankment Failure			\$ 450,000	
REET	Public Works	South Lake Stevens Widen Shoulder	3	\$ 480,000		\$ 480,000

10/21/2016
2017 Budget Spreadsheet

Description	Include Priority	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
General Cash			7,922,111.00	7,922,111.00	8,169,543.83
Real & Personal Property Tax	\$	(3,037,720.52)	(3,114,290.00)	(3,114,290.00)	3,232,556.00
Local Retail Sales-Use Tax	\$	(2,491,761.00)	(2,591,431.00)	(2,807,276.40)	2,850,574.00
Criminal Justice Sales-Use Tax	\$	(464,163.92)	(492,373.00)	(495,149.87)	507,144.19
Other Govt Utility - Electric	\$	(374,022.97)	(390,000.00)	(400,577.01)	780,000.00
Private Utility - Gas	\$	(301,440.79)	(313,200.00)	(350,608.27)	313,200.00
Private Utility - Telephone	\$	(604,001.92)	(621,374.00)	(540,493.05)	610,000.00
Gambling Tx - Punch-Pull Tabs	\$	(17,152.14)	(14,000.00)	(18,871.12)	15,000.00
Gambling Tx - Amuse Games	\$	(122.95)	(100.00)	(983.15)	100.00
Leasehold Excise Tax	\$	(6,055.33)	(5,500.00)	(3,920.97)	5,500.00
Bus. Lic - Prof & Occupations	\$	-	-	(13.33)	-
Bus. Lic - Amusements	\$	-	-	(106.67)	-
Franchise Fee - Cable	\$	(367,670.77)	(370,000.00)	(386,382.65)	370,000.00
Bus. Lic - Other	\$	(52,460.42)	(45,000.00)	(53,356.09)	46,350.00
Building Permits	\$	(698,993.27)	(1,261,910.00)	(1,700,000.00)	1,200,000.00
Animal Licenses	\$	(1,256.00)	(1,500.00)	(1,429.33)	1,500.00
Weapon License Permit - Local	\$	(7,879.50)	(7,500.00)	(10,951.33)	7,500.00
Other Non-Bus. Event Permits	\$	(3,310.00)	(3,000.00)	(825.00)	3,000.00
DOJ Fed Dir 16.607 BPV Grant	\$	(3,345.99)	(3,900.00)	(3,900.00)	3,900.00
Equitable Sharing - Fed Seize	\$	(10,842.75)	-	-	-
DOT Fed Ind 20.600 Hwy Safety	\$	(2,580.16)	(980.00)	(980.11)	-
DHS Fed Ind 97.012 Boat Safety	\$	(15,319.96)	(12,836.00)	(12,836.00)	12,836.00
DHS Fed Ind 97.012 MPOC	\$	-	-	-	-
DHS Fed Ind 97.036 FEMA	\$	-	(26,144.00)	(26,143.82)	-
WA Military -Storm Assist	\$	-	(2,307.00)	(2,306.81)	-
WA Commerce - City Hall Grant	\$	-	(290,000.00)	-	-
PUD Privilege Tax	\$	(110,118.82)	(110,000.00)	(114,734.45)	110,000.00
Vessel Registration Fees	\$	(11,486.29)	(11,300.00)	(12,878.74)	12,879.00
City-County Assistance	\$	(113,852.57)	(86,000.00)	(114,755.35)	113,853.00
Crim Jus - High Crime	\$	-	-	-	-
Crim Jus - Violent Crimes-Pop	\$	(7,794.48)	(8,400.00)	(8,169.36)	9,579.00
Crim Jus - Special Programs	\$	(28,558.87)	(29,000.00)	(29,813.04)	32,136.00
Marijuana Enforcement	\$	(8,209.00)	(16,418.00)	(30,738.69)	17,922.00
DUI & Other Crim Jus Assist	\$	(4,419.12)	(5,200.00)	(4,666.76)	5,304.00
Liquor-Beer Excise Tax	\$	(79,416.68)	(130,000.00)	(137,185.59)	144,303.00
Liquor Control Board Profits	\$	(255,596.49)	(254,067.00)	(257,643.61)	261,105.00
Housing Authority Pay In Lieu	\$	(134.57)	(135.00)	(134.57)	135.00
Sales of Maps-Publications	\$	(30.00)	(10.00)	(64.00)	10.00
Duplicating Srv	\$	(1,107.75)	(1,100.00)	(333.31)	1,100.00
Duplicating Srv - PRR	\$	(368.47)	(200.00)	(687.64)	200.00
Duplicating Srv - Laminate	\$	(1,475.25)	(1,500.00)	(1,969.33)	1,500.00
Election Candidate Filing Fee	\$	(660.00)	-	-	-
Passports	\$	(55,307.00)	(60,000.00)	(70,942.67)	60,000.00
Passport Photos	\$	(18,500.00)	(15,000.00)	(24,277.33)	20,000.00
LE Services	\$	(330.00)	(300.00)	(293.33)	300.00
LE Services - Extra Duty	\$	(44,502.04)	(3,500.00)	(8,000.00)	10,000.00
LE Services - SRO	\$	(143,999.23)	(144,325.00)	(144,325.00)	148,654.75
LE - Fingerprinting	\$	(3,035.00)	(5,000.00)	(1,674.67)	5,000.00
Protective Inspections - Fire	\$	(2,588.60)	(1,500.00)	(4,231.60)	1,500.00
Information Srv- ILA	\$	(81,691.70)	(83,000.00)	(83,112.30)	83,000.00
Zoning and Subdivision Fees	\$	(153,815.08)	(200,000.00)	(286,484.43)	150,000.00
Planning - Developer Reimburse	\$	(400.00)	-	(5,000.00)	-
Reimb - Sno Isle Library	\$	(5,948.77)	(5,000.00)	(6,145.43)	6,500.00
Mandatory Insurance-Admin Fee	\$	-	(100.00)	(32.75)	100.00
District Court	\$	(128,371.82)	(150,000.00)	(119,646.08)	150,000.00
Violations Bureau - Local	\$	(9,949.20)	(7,000.00)	(7,000.00)	6,000.00
Animal Impound Fees	\$	-	-	(420.00)	-
Investment Interest	\$	(11,129.68)	(24,000.00)	(30,578.99)	15,000.00
Real & Personal Prop Tax Int	\$	(195.01)	(200.00)	(382.65)	400.00
Sales & Use Tax Interest	\$	(1,239.19)	(500.00)	(2,058.99)	1,000.00
Leasehold Excise Tax Interest	\$	(1.88)	-	(2.12)	-
Special Events - Rental Reimb	\$	(4,682.76)	(1,500.00)	(746.67)	1,500.00
Boat Launch Parking Fees	\$	(7,440.78)	(6,200.00)	(6,200.00)	6,200.00
Boat Launch Closure Fees	\$	(300.00)	-	(100.00)	-
Facilities Rental - Short Term	\$	(10,194.50)	(8,000.00)	(8,000.00)	8,000.00
Lease LT - Lundeen House	\$	-	-	(400.00)	1,200.00

Description	Include Priority	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
Lease LT City Shop		\$ (24,459.36)	\$ (26,143.00)	\$ (26,143.00)	\$ 26,143.00
Lease (LT) WWTP Property		\$ (10.00)	\$ (10.00)	\$ (10.00)	\$ 10.00
Lease LT - Ranheim		\$ -	\$ (11,290.00)	\$ (11,290.00)	\$ 18,717.00
Concession Proceeds		\$ -	\$ -	\$ (1,780.65)	\$ -
Chamber Office - Other Charges		\$ (450.00)	\$ (600.00)	\$ (600.00)	\$ -
Arts Commission Donation		\$ (4,030.60)	\$ (500.00)	\$ (3,707.47)	\$ -
Arts-Sidewalk Chalk		\$ (40.00)	\$ -	\$ -	\$ -
Donation-Police Dept		\$ (500.00)	\$ (10,000.00)	\$ (10,000.00)	\$ 500.00
Private Grants - HR		\$ (688.84)	\$ (200.00)	\$ (542.54)	\$ 200.00
Sale of Scrap & Junk Property		\$ (221.00)	\$ -	\$ -	\$ -
Unclaimed Money & Property		\$ (487.53)	\$ -	\$ -	\$ -
Sale of Confiscated & Forfeite		\$ (221.63)	\$ (1,800.00)	\$ -	\$ 1,800.00
Misc Rev. Judgment-Settlement		\$ (1,753.87)	\$ (2,500.00)	\$ (1,717.67)	\$ 2,500.00
Cash Adjustments		\$ -	\$ -	\$ 100.00	\$ -
Miscellaneous Revenue - Other		\$ (1,836.67)	\$ (1,200.00)	\$ (3,401.80)	\$ 1,200.00
Refundable Customer Deposits		\$ 160.00	\$ (200.00)	\$ (60.00)	\$ 200.00
Seizure -State Remit Portion		\$ (24.63)	\$ (200.00)	\$ -	\$ 200.00
Refunds or Overpayments		\$ -	\$ (100.00)	\$ (518.61)	\$ 100.00
Sale of Grade Road Property (swap)				\$	\$ 3,590,000.00
Insurance Recoveries - Capital		\$ (1,000.00)	\$ -	\$ (1,268.75)	\$ 2,000.00
Interfund Transfer In		\$ -	\$ (2,461,824.00)	\$ (2,461,824.00)	\$ -
Insurance Recoveries - Non Cap		\$ (8,933.13)	\$ (9,000.00)	\$ -	\$ 9,000.00
Revenue Total		\$ 9,816,679.22	\$ 13,461,367.00	\$ 13,977,994.92	\$ 14,996,110.94

Description	Include Priority	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
Legislative - Salaries		\$ 47,575.00	\$ 76,800.00	\$ 63,200.00	\$ 67,200.00
Legislative - Social Security		\$ 3,639.64	\$ 5,375.00	\$ 3,725.03	\$ 5,065.00
Legislative - Workmans Compen		\$ 83.93	\$ 500.00	\$ 187.79	\$ 300.00
Legislative - Operating Costs		\$ 4,221.31	\$ 300.00	\$ 558.73	\$ 300.00
Legislative - Travel & Mtgs		\$ 3,441.02	\$ 43,800.00	\$ 25,768.53	\$ 43,800.00
Legislative - Rentals		\$ 843.75	\$ 1,000.00	\$ 765.00	\$ 1,000.00
Legislative - Prof. Developmen		\$ 1,315.00	\$ 14,275.00	\$ 6,184.44	\$ 14,275.00
Legislative-C.C.Retreat		\$ 4,155.72	\$ 5,000.00	\$ 3,355.87	\$ 5,000.00
Executive - Salaries		\$ 22,400.00	\$ 24,000.00	\$ 24,000.00	\$ 24,000.00
Executive - Social Security		\$ 1,713.60	\$ 1,993.00	\$ 2,945.80	\$ 1,994.00
Executive - Workmans Comp		\$ 100.35	\$ 103.00	\$ 116.92	\$ 120.00
Executive - Supplies		\$ 107.00	\$ 100.00	\$ 163.59	\$ 200.00
Executive - Communication		\$ 1,066.65	\$ 1,050.00	\$ 752.00	\$ 1,050.00
Executive - Travel & Mtgs		\$ 888.87	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Executive - Miscellaneous		\$ 100.00	\$ 100.00	\$ (100.00)	\$ 100.00
Executive - Prof. Development		\$ 570.00	\$ 600.00	\$ 1,088.89	\$ 1,000.00
Executive - Board/Staff Apprec		\$ 186.72	\$ 1,700.00	\$ 972.23	\$ 1,000.00
Legislative - Election Costs		\$ -	\$ 10,000.00	\$ -	\$ 10,000.00
Legislative - Voter Reg Fees		\$ 35,055.14	\$ 40,000.00	\$ 48,245.68	\$ 40,000.00
Legislative & Executive		\$ 150,253.50	\$ 229,696.00	\$ 184,930.49	\$ 219,404.00
AD-Salaries		\$ 152,908.82	\$ 78,897.00	\$ 69,313.60	\$ 119,038.00
Public Information Officer					No
Interns (2)					
AD-Benefits		\$ 15,928.49	\$ 11,517.00	\$ 15,000.00	\$ 17,527.82
AD-Social Security		\$ 7,641.52	\$ 6,009.00	\$ 6,009.00	\$ 9,145.07
AD-Retirement		\$ 9,761.30	\$ 7,261.00	\$ 1,000.00	\$ 11,050.42
AD-Workmans Compensation		\$ 130.51	\$ 250.00	\$ 100.00	\$ 380.69
AD-Office Supply		\$ 375.58	\$ 150.00	\$ 150.00	\$ 150.00
AD-Professional Services		\$ 19,261.00	\$ 94,500.00	\$ 113,078.37	\$ 1,000.00
AD-Communications		\$ 1,290.23	\$ 1,250.00	\$ 1,312.73	\$ 1,250.00
AD-Travel & Meetings		\$ 1,099.95	\$ 6,000.00	\$ 1,478.63	\$ 2,000.00
AD-Staff Development		\$ 180.00	\$ 600.00	\$ 600.00	\$ 1,000.00
AD-Miscellaneous		\$ 200.00	\$ 250.00	\$ 250.00	\$ 250.00
Administration		\$ 208,777.40	\$ 206,684.00	\$ 208,292.33	\$ 186,436.00
CC-Salaries		\$ 101,785.53	\$ 114,690.00	\$ 106,288.47	\$ 119,038.00
CC-Overtime - Straight		\$ 3,480.06	\$ 2,060.00	\$ 3,851.95	\$ 4,000.00
CC-Benefits		\$ 17,326.19	\$ 19,037.00	\$ 17,216.32	\$ 19,103.65
CC-Social Security		\$ 8,920.50	\$ 9,932.00	\$ 9,109.04	\$ 9,966.77
CC-Retirement		\$ 10,735.05	\$ 12,002.00	\$ 11,948.17	\$ 12,044.02
CC-Workmans Compensation		\$ 392.33	\$ 414.00	\$ 407.71	\$ 415.45
CC-Office Supply		\$ 1,361.68	\$ 1,550.00	\$ 1,292.12	\$ 2,250.00
CC-Professional Services		\$ 1,582.20	\$ 7,000.00	\$ 7,260.96	\$ 7,000.00
Enterprise Content Management System	Yes		\$ -	\$ -	\$ 30,000.00
CC-Communications		\$ 575.53	\$ 500.00	\$ 958.91	\$ 600.00
CC-Travel & Meetings		\$ 383.66	\$ 984.00	\$ 1,359.51	\$ 4,155.00
CC-Miscellaneous		\$ 175.00	\$ 200.00	\$ 633.33	\$ 725.00
CC-Staff Development		\$ 290.00	\$ 900.00	\$ 900.00	\$ 3,045.00
City Clerk		\$ 147,007.73	\$ 169,269.00	\$ 161,226.48	\$ 212,342.90
FI-Salaries		\$ 118,034.58	\$ 138,831.00	\$ 152,645.84	\$ 192,417.00
FI-Overtime		\$ 411.81	\$ -	\$ -	\$ 4,000.00
FI-Benefits		\$ 17,730.34	\$ 25,254.00	\$ 27,062.60	\$ 33,811.43
FI-Social Security		\$ 8,824.47	\$ 9,837.00	\$ 10,494.23	\$ 17,640.13
FI-Retirement		\$ 12,087.16	\$ 11,886.00	\$ 14,911.56	\$ 21,316.63
FI-Workmans Comp		\$ 319.81	\$ 410.00	\$ 421.33	\$ 735.30
FI-Office Supplies		\$ 1,664.96	\$ 4,700.00	\$ 6,321.09	\$ 3,500.00
FI-Professional Service		\$ 26,354.07	\$ 100,000.00	\$ 100,000.00	\$ 20,000.00
FI-Advertising		\$ 374.56	\$ 200.00	\$ 700.00	\$ 1,000.00
FI-Communications		\$ 394.55	\$ 400.00	\$ 336.21	\$ 500.00
FI-Travel & Meetings		\$ 615.51	\$ 1,575.00	\$ 1,575.00	\$ 4,755.00
FI-Insurance		\$ 122.00	\$ 130.00	\$ 154.67	\$ 400.00
FI-Software Maint		\$ 9,553.00	\$ 10,000.00	\$ 10,000.00	\$ 15,000.00
FI-Miscellaneous		\$ 225.73	\$ 300.00	\$ 196.17	\$ 650.00
FI-Staff Development		\$ 889.00	\$ 1,325.00	\$ 1,480.00	\$ 4,095.00
FI-Banking Services		\$ 1,307.97	\$ 1,000.00	\$ 890.44	\$ 1,500.00
FI - Credit Card Services		\$ -	\$ 25,000.00	\$ 58,985.46	\$ 73,320.00
Finance		\$ 198,909.52	\$ 330,848.00	\$ 386,174.61	\$ 394,640.48
HR-Safety Program		\$ 1,250.03	\$ 1,250.00	\$ 1,250.00	\$ 2,000.00
HR-Wellness Program		\$ 763.72	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
HR-Salaries		\$ 76,612.54	\$ 78,145.00	\$ 78,144.84	\$ 107,467.00
Project Assistant	Yes		\$ -	\$ -	\$ 101,386.00
HR-Benefits		\$ 8,046.78	\$ 10,250.00	\$ 8,207.52	\$ 11,446.24
HR-Soc Security		\$ 5,816.84	\$ 5,824.00	\$ 5,933.92	\$ 5,971.74
HR-Retirement		\$ 7,810.67	\$ 6,756.00	\$ 8,736.48	\$ 7,216.35
HR-Workmans Compensation		\$ 181.94	\$ 466.00	\$ 199.83	\$ 248.92
HR-Office Supplies		\$ 147.67	\$ 350.00	\$ 350.00	\$ 350.00

Description	Include Priority	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
HR-Operating Cost		\$ -	\$ 150.00	\$ 41.47	\$ 150.00
HR-Professional Services		\$ 815.26	\$ 5,720.00	\$ 5,154.00	\$ 11,720.00
	Salary Survey Maybe 1		\$ -	\$ -	\$ 25,000.00
HR-Communications		\$ 820.47	\$ 871.00	\$ 729.11	\$ 871.00
HR-Travel & Meetings		\$ 590.75	\$ 400.00	\$ 400.00	\$ 400.00
HR-Miscellaneous		\$ 546.00	\$ 600.00	\$ 1,068.00	\$ 600.00
HR - Staff Development		\$ 570.00	\$ 425.00	\$ 425.00	\$ 425.00
HR-Civil - Office Supply		\$ -	\$ 250.00	\$ 250.00	\$ 250.00
HR-Civil - Professional Srv		\$ 1,275.00	\$ 2,125.00	\$ 2,125.00	\$ 1,700.00
Human Resources		\$ 105,247.67	\$ 114,582.00	\$ 114,015.16	\$ 279,202.26
IT-Salaries		\$ 136,400.33	\$ 165,768.00	\$ 141,914.00	\$ 146,518.00
IT-Overtime		\$ 1,003.02	\$ 1,500.00	\$ 1,273.04	\$ 1,500.00
IT-Benefits		\$ 34,955.27	\$ 36,809.00	\$ 35,802.48	\$ 31,695.73
IT-Soc Security		\$ 10,349.10	\$ 18,404.00	\$ 10,706.27	\$ 16,536.32
IT-Retirement		\$ 14,011.60	\$ 16,932.00	\$ 15,889.47	\$ 19,982.78
IT-Workmans Compensation		\$ 355.67	\$ 1,472.00	\$ 351.21	\$ 689.29
IT-Office/Operating Supplies		\$ 325.35	\$ 500.00	\$ 359.37	\$ 5,000.00
IT-Fuel		\$ 106.72	\$ 200.00	\$ 153.27	\$ 200.00
IT-Professional Services		\$ -	\$ 20,000.00	\$ 20,557.29	\$ 10,000.00
IT-Communications		\$ 2,179.79	\$ 1,987.00	\$ 2,220.24	\$ 2,000.00
IT-Travel & Meetings		\$ 308.76	\$ 900.00	\$ 614.52	\$ 2,500.00
IT-Repair & Maintenance		\$ 910.32	\$ 500.00	\$ 601.85	\$ 5,000.00
IT-Miscellaneous		\$ 75.00	\$ 75.00	\$ 100.00	\$ 200.00
IT-Staff Development		\$ 175.00	\$ 250.00	\$ 250.00	\$ 4,000.00
Information Technology		\$ 201,155.93	\$ 265,297.00	\$ 230,793.01	\$ 245,822.13
PL-Salaries		\$ 309,642.79	\$ 486,081.00	\$ 437,102.65	\$ 512,125.00
	Community Development Assistant No 1		\$ -	\$ -	No
PL-Overtime		\$ 577.91	\$ 500.00	\$ 1,254.57	\$ 1,000.00
PL-Benefits		\$ 63,930.32	\$ 133,978.00	\$ 84,630.85	\$ 96,022.42
PL-Social Security		\$ 28,346.82	\$ 29,234.00	\$ 36,542.27	\$ 50,096.90
PL-Retirement		\$ 38,054.48	\$ 29,234.00	\$ 52,117.53	\$ 60,537.96
PL-Workmans Comp		\$ 1,211.13	\$ 2,923.00	\$ 1,602.88	\$ 2,088.21
PL-Office Supplies		\$ 1,439.10	\$ 9,250.00	\$ 1,762.55	\$ 6,000.00
PL-Operating Costs		\$ 3,874.77	\$ 17,400.00	\$ 17,400.00	\$ 15,000.00
PL-Fuel		\$ 28.53	\$ -	\$ 55.91	\$ 1,000.00
PL-Small Tools		\$ -	\$ 1,200.00	\$ 1,200.00	\$ 1,000.00
PL-Professional Serv		\$ 2,750.25	\$ 44,930.00	\$ 50,000.00	\$ 10,000.00
PL-CA-Developer Reimb		\$ 15,818.80	\$ 10,000.00	\$ 10,000.00	\$ 15,000.00
PL-Software Maint.		\$ 6,081.60	\$ 15,250.00	\$ 15,250.00	\$ 9,250.00
	Blue Beam/Bitco Online Permit Software Yes 1		\$ -	\$ -	\$ 5,000.00
PL-Advertising		\$ 9,834.21	\$ 8,500.00	\$ 14,560.63	\$ 10,000.00
PL-Communication		\$ 3,393.12	\$ 4,234.00	\$ 3,324.59	\$ 4,234.00
PL-Travel & Mtgs		\$ 1,815.93	\$ 7,240.00	\$ 7,030.88	\$ 8,000.00
PL-Repairs & Maint.		\$ 1,068.40	\$ 1,400.00	\$ 1,400.00	\$ 2,500.00
PL-Miscellaneous		\$ 139.00	\$ 300.00	\$ 300.00	\$ 300.00
PL-Staff Development		\$ 1,255.00	\$ 3,500.00	\$ 3,500.00	\$ 12,000.00
PL-Printing and Bindin		\$ 795.19	\$ 1,000.00	\$ 28.96	\$ 1,000.00
PL-Annexation	Yes 1	\$ -	\$ -	\$ -	\$ 10,000.00
PL-Prof Serv-Hearing E		\$ 13,092.00	\$ 7,500.00	\$ 12,610.67	\$ 7,500.00
PL-Commission - Misc		\$ -	\$ 100.00	\$ -	\$ 100.00
PL-Economic Devel		\$ 140.00	\$ 228,500.00	\$ 48,316.43	\$ 85,000.00
	Beautification Program Yes 1		\$ -	\$ -	\$ 25,000.00
PL-Economic Devel Travel & Meeting		\$ -	\$ -	\$ 528.40	\$ 14,400.00
PB-Salaries		\$ 187,351.52	\$ 237,180.00	\$ 208,596.21	\$ 292,230.00
	Code Enforcement Inspector No 1		\$ -	\$ -	No
PB-Overtime		\$ 95.34	\$ 100.00	\$ 360.85	\$ 1,000.00
PB-Benefits		\$ 39,262.55	\$ 57,885.00	\$ 53,290.05	\$ 64,188.09
PB-Social Security		\$ 11,551.30	\$ 23,000.00	\$ 15,800.60	\$ 33,488.26
PB-Retirement		\$ 14,750.26	\$ 23,499.00	\$ 21,037.23	\$ 40,467.80
PB-Workmans Comp		\$ 2,341.61	\$ 4,586.00	\$ 4,165.99	\$ 1,395.91
PB-Office Supplies		\$ 1,140.19	\$ 1,000.00	\$ 1,830.91	\$ 2,000.00
PB-Operating Cost		\$ 833.61	\$ 2,700.00	\$ 2,828.17	\$ 1,700.00
PB - Clothing		\$ -	\$ 900.00	\$ 900.00	\$ 900.00
PB-Fuel		\$ 2,013.74	\$ 1,800.00	\$ 1,147.43	\$ 2,000.00
PB-Professional Srv		\$ 33,030.90	\$ 101,500.00	\$ 101,500.00	\$ 5,000.00
PB-Advertising		\$ 675.00	\$ 500.00	\$ 900.00	\$ 1,000.00
PB-Communication		\$ 1,367.04	\$ 1,300.00	\$ 1,513.15	\$ 1,400.00
PB-Travel & Mtgs		\$ -	\$ 800.00	\$ 1,190.41	\$ 4,000.00
PB-Repair & Maintenance		\$ 752.36	\$ 1,200.00	\$ 1,218.37	\$ 2,500.00
PB-Miscellaneous		\$ 230.00	\$ 300.00	\$ 306.67	\$ 300.00
PB-Staff Development		\$ 175.00	\$ 1,300.00	\$ 1,372.00	\$ 6,000.00
PL-Capital Outlay		\$ -	\$ -	\$ -	\$ -
PB-Capital Outlay		\$ -	\$ 27,000.00	\$ 27,000.00	\$ 0
	Vehicle Replacement Fund Maybe 1		\$ -	\$ -	\$ 10,000.00
Planning & Community Develop		\$ 798,859.77	\$ 1,528,804.00	\$ 1,245,477.80	\$ 1,433,724.55
LE-Salaries		\$ 2,356,386.71	\$ 2,746,926.00	\$ 2,573,814.24	\$ 2,912,093.00

Description	Include	Priority	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
Records Supervisor	Yes	1	\$	-	\$	95,450.00
Traffic Unit (Ofc) - Incl Equip	No	1	\$	-	\$	236,335.00
Traffic Unit (Ofc) - Incl Equip	No	1				No
Traffic Unit (1 Sgt)	No	1				No
LE-Overtime			\$ 236,509.17	\$ 254,840.00	\$ 355,504.48	\$ 262,485.20
LE-Salaries Extra Duty			\$ 15,550.95	\$ 10,000.00	\$ 5,751.68	\$ 10,000.00
LE-Holiday Cashout			\$ 66,122.82	\$ 66,000.00	\$ 14,945.53	\$ 66,000.00
LE-Benefits			\$ 608,728.05	\$ 704,668.80	\$ 631,200.52	\$ 796,275.74
LE-Social Security			\$ 195,931.90	\$ 207,027.00	\$ 218,936.39	\$ 233,940.51
LE-Retirement			\$ 146,791.37	\$ 177,027.00	\$ 165,216.83	\$ 198,995.77
LE-Workmans Compensation			\$ 48,689.44	\$ 50,703.00	\$ 61,175.43	\$ 56,787.36
LE-Clothing			\$ 38,977.16	\$ 50,471.00	\$ 47,772.92	\$ 55,785.00
LE-Office Supplies			\$ 17,702.02	\$ 16,500.00	\$ 19,477.81	\$ 16,500.00
LE-Operating Costs			\$ 50,941.63	\$ 126,338.00	\$ 61,308.63	\$ 73,991.00
Digital Camera	No	1 or 4			\$	No
Digital Recorder	No	1 or 4			\$	No
Window Tint Meters (4)	No	4			\$	No
Glock Simunitions	Maybe	2	\$	-	\$	9,250.00
Patrol Shotguns	No	3	\$	-	\$	No
2 Bicycles & Equipment	Maybe	1	\$	-	\$	3,450.00
Varda Poratble Alarm System	No	1	\$	-	\$	No
(6) Mouted Radars	Yes	3	\$	-	\$	8,000.00
LE- Ops Computers			\$ 3,058.10	\$ 10,600.00	\$ 10,600.00	\$ 2,800.00
Surface for PCU Detective	Yes	1	\$	-	\$	2,500.00
LE-Donation Exp Helmets			\$ 578.84	\$ 500.00	\$ 500.00	\$ 1,000.00
LE - Donation Exp - Other			\$ 10,014.33	\$ 12,500.00	\$ 12,500.00	-
LE-Fuel			\$ 66,709.17	\$ 83,769.00	\$ 43,413.53	\$ 65,000.00
LE-Professional Services			\$ 55,758.74	\$ 87,810.00	\$ 242,050.08	\$ 88,610.00
LE-Prof Serv-Lexipol			\$ 3,783.33	\$ 9,800.00	\$ 5,785.00	\$ 5,785.00
LE-Professional Srv-Legal			\$ 15,310.87	\$ 20,000.00	-	\$ 20,000.00
LE-Advertising			\$ 1,176.56	\$ 1,500.00	\$ 1,153.33	\$ 1,500.00
LE-Communication			\$ 29,889.12	\$ 35,800.00	\$ 30,234.07	\$ 35,800.00
Cell Phone Program	Yes	1 or 4	\$	-	\$	7,450.00
LE-Travel & Meetings			\$ 7,975.73	\$ 23,725.00	\$ 29,718.05	\$ 54,000.00
LE-Insurance			\$ 144,182.00	\$ 203,082.00	\$ 203,082.00	\$ 257,577.00
LE-Repair & Maintenance Equip			\$ 144,927.60	\$ 84,900.00	\$ 85,962.87	\$ 84,900.00
LE-Dues & Memberships			\$ 2,249.00	\$ 5,015.00	\$ 2,233.33	\$ 5,015.00
LE-Boating Salaries Local			\$ 7,345.39	\$ 20,432.00	\$ 20,432.00	\$ 20,432.00
LE-Boating - Other Salaries			\$ 18,353.29	\$ 8,000.00	\$ 22,182.21	\$ 8,000.00
LE- Boating Benefit Local			\$ 3,136.69	\$ 8,225.20	\$ 8,225.20	\$ 8,225.20
LE-Boat Other Benefits			\$ 7,513.11	\$ 3,100.00	\$ 4,983.63	\$ 3,100.00
LE-Boating Clothing			\$ 288.33	\$ 600.00	\$ 506.35	\$ 2,100.00
LE-Boating Operating			\$ 468.89	\$ 2,713.00	\$ 2,713.00	\$ 4,725.00
Sonar for New Boat	No	4	\$	-	\$	No
Radio for New Boat	No	1	\$	-	\$	No
LE-Boating-Fuel			\$ 1,267.70	\$ 1,800.00	\$ 2,275.37	\$ 2,350.00
LE-Boating-Travel			\$ 1,159.92	\$ 5,586.00	\$ 5,586.00	\$ 5,586.00
Boating BUI	Yes		\$	-	\$	654.00
Annual Boating Conference	Yes		\$	-	\$	604.00
Basic Marine	Yes		\$	-	\$	5,100.00
Boating Accident Investigation	Yes		\$	-	\$	1,160.00
LE-Boating Repair & Maint			\$ 2,352.26	\$ 5,000.00	\$ 4,449.79	\$ 5,500.00
LE- Investigation Ops Costs			\$ 692.27	\$ 1,700.00	\$ 608.59	\$ 1,700.00
Detective Camera	No	1	\$	-	\$	No
Desk Scanners	No	2	\$	-	\$	No
LE-Investigations Prof.Service			\$ -	\$ 5,000.00	\$ -	\$ 5,000.00
LE-Crime Prevention Op Costs			\$ -	\$ 1,650.00	\$ 320.92	\$ 1,650.00
LE - Investigations Prof Srvs			\$ -	\$ -	\$ -	-
LE-Drug Task Force			\$ 7,702.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
LE-Staff Development			\$ 17,689.25	\$ 9,765.00	\$ 12,213.33	\$ 20,000.00
LE - Staff Development - Range			\$ -	\$ -	\$ -	-
LE- Staff Development - BLEA			\$ -	\$ 6,126.00	\$ 6,126.00	\$ 6,126.00
LE-Boating-Training			\$ -	\$ 1,490.00	\$ 1,490.00	\$ 1,490.00
Annual Boating Conference	Yes		\$	-	\$	490.00
Boating Accident Investigation	Yes		\$	-	\$	1,200.00
LE-Utilities			\$ 15,224.81	\$ 16,000.00	\$ 12,521.52	\$ 16,000.00
LE -Repair & Maint Facilities			\$ -	\$ 10,600.00	\$ 5,157.88	\$ 8,600.00
LE-Traffic Policing-Grants			\$ -	\$ -	\$ -	-
LE - Evidence Room - Supplies			\$ -	\$ 7,000.00	\$ 1,864.73	\$ 7,000.00
LE - Evidence Impound			\$ -	\$ 4,000.00	\$ 6,639.36	\$ 4,000.00
LE-Evidence Room-Alarm			\$ 919.17	\$ 2,000.00	\$ 1,000.00	\$ 2,000.00
LE-Jail			\$ 221,361.25	\$ 300,000.00	\$ 135,040.68	\$ 300,000.00
LE-Snopac Dispatch			\$ 395,797.68	\$ 392,150.00	\$ 392,150.00	\$ 392,150.00
LE-Environmental-Animal Contro			\$ 15,166.16	\$ 15,000.00	\$ 12,425.71	\$ 15,000.00
LE-Domestic Violence			\$ -	\$ -	\$ -	-
LE-Seizure-Forfeit-State Remit			\$ -	\$ 200.00	\$ 200.00	\$ 200.00

Description	Include	Priority	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
LE-Capital Outlay			\$ 38,562.99	\$ 53,400.00	\$ 53,400.00	\$ -
Generator Install - Roll forward	No		\$ -	\$ -	\$ -	No
Blue Light Security Phones (3)	No	1	\$ -	\$ -	\$ -	No
LE-Transfers Out			\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
Law Enforcement			\$ 5,030,945.77	\$ 5,887,039.00	\$ 5,550,848.99	\$ 6,533,417.78
PK-Salaries			\$ 16,185.24	\$ 133,015.00	\$ 89,936.71	\$ 161,389.00
Public Works Inspector	Yes		\$ -	\$ -	\$ -	\$ 20,250.00
PK-Seasonal Salaries			\$ 11,005.80	\$ -	\$ -	\$ 23,645.00
PK-Overtime			\$ 1,981.39	\$ 3,900.00	\$ 1,167.75	\$ 3,900.00
PK-Seasonal Benefits			\$ 506.44	\$ -	\$ -	\$ 4,000.00
PK-Benefits			\$ 4,045.52	\$ 27,684.00	\$ 21,372.20	\$ 40,283.00
PK-Social Security			\$ 1,477.18	\$ 4,995.00	\$ 6,388.95	\$ 21,016.00
PK-Retirement			\$ 1,211.60	\$ 4,995.00	\$ 6,171.84	\$ 25,397.00
PK-Workmans Compensation			\$ 611.11	\$ 3,549.00	\$ 3,939.25	\$ 876.00
PK- Clothing - Boot Allowance			\$ 225.00	\$ 225.00	\$ -	\$ 225.00
PK-Operating Costs			\$ 10,858.15	\$ 38,217.00	\$ 33,338.44	\$ 16,500.00
Life Vest Shack replacement	Yes	3	\$ -	\$ -	\$ -	\$ 2,500.00
Waste Receptical (20)	No	2	\$ -	\$ -	\$ -	No
City Shop lunch room furniture	Yes	3	\$ -	\$ -	\$ -	\$ 1,400.00
PK-Ops-Clothing			\$ 978.35	\$ 2,360.00	\$ 2,302.53	\$ 2,500.00
PK-Eagle Ridge Pk-Ops			\$ 17.40	\$ 1,000.00	\$ -	\$ 1,000.00
PK-Lundeen-Op Costs		1	\$ 6,401.54	\$ 232,959.00	\$ 232,959.00	\$ 13,900.00
PK-North Cove Park Ops			\$ 93.05	\$ 100.00	\$ 1,048.24	\$ 100.00
PK-Swim Beach Ops			\$ -	\$ -	\$ -	\$ -
PK - Boat Launch Expense			\$ 482.56	\$ 400.00	\$ 400.00	\$ 400.00
PK-Fuel Costs			\$ 476.19	\$ 500.00	\$ 518.71	\$ 500.00
PK-Professional Services			\$ 2,684.92	\$ 1,375.00	\$ 5,639.84	\$ 4,625.00
PK -Professional Tree Srv			\$ 21,277.15	\$ 78,500.00	\$ 78,500.00	\$ 75,000.00
PK-Communication			\$ 2,138.03	\$ 2,440.00	\$ 1,823.08	\$ 2,440.00
Mobile Wireless Access Point- Asset Mgt	Yes	1	\$ -	\$ -	\$ -	\$ 800.00
PK-Travel & Meetings		2	\$ -	\$ 100.00	\$ 65.05	\$ 200.00
PK-Equipment Rental			\$ 3,058.09	\$ 3,000.00	\$ 3,865.19	\$ 3,000.00
PK-Insurance			\$ 3,144.00	\$ 3,905.00	\$ 4,212.00	\$ 4,610.00
PK-Utilities			\$ 9,905.22	\$ 11,500.00	\$ 9,145.73	\$ 11,500.00
North Cove Lighting	Yes	2	\$ -	\$ -	\$ -	\$ 500.00
PK-Storm Drainage			\$ 2,431.77	\$ 2,432.00	\$ 2,432.00	\$ 2,432.00
PK-Repair & Maintenance			\$ 3,208.09	\$ 6,000.00	\$ 4,319.69	\$ 6,000.00
PK-Lundeen-Repair & Maint			\$ -	\$ -	\$ 630.81	\$ 1,000.00
PK-Miscellaneous			\$ -	\$ 150.00	\$ -	\$ 150.00
PK-Staff Development		2	\$ 20.00	\$ 50.00	\$ 93.33	\$ 1,000.00
PK-Park Board-Miscellaneous			\$ -	\$ 150.00	\$ 150.00	\$ 150.00
PK-Capital Outlay			\$ -	\$ 148,000.00	\$ 148,000.00	\$ -
City shop & locker room Rebuild	Yes	3	\$ -	\$ -	\$ -	\$ 12,000.00
City shop pole building	No	3	\$ -	\$ -	\$ -	No
Parks			\$ 104,423.79	\$ 711,501.00	\$ 658,420.35	\$ 465,188.00
LG-Professional Service			\$ 128,832.11	\$ 165,000.00	\$ 165,358.87	\$ 150,000.00
PG-Prosecutor Fees			\$ 107,078.40	\$ 147,000.00	\$ 126,832.32	\$ 147,000.00
LG-Travel & Meetings			\$ 137.74	\$ -	\$ -	\$ -
LG-General Indigent Defense			\$ 116,752.50	\$ 175,000.00	\$ 128,000.00	\$ 175,000.00
Legal			\$ 352,800.75	\$ 487,000.00	\$ 420,191.19	\$ 472,000.00
CS-Visitor Center			\$ -	\$ 800.00	\$ 800.00	\$ 800.00
CS - VIC Utilities			\$ -	\$ 1,200.00	\$ 1,200.00	\$ 1,800.00
CS - VIC Professional Services			\$ -	\$ -	\$ -	\$ 2,400.00
CS-Human Services	Maybe		\$ -	\$ -	\$ -	\$ 20,000.00
CS-Aging Services-Supplies			\$ 13,097.68	\$ 250.00	\$ 308.73	\$ 250.00
CS-Aging Services R&M			\$ 12,910.89	\$ -	\$ 484.12	\$ -
CS-Special Event-Equip Rent			\$ 2,931.73	\$ 1,500.00	\$ 733.33	\$ 1,500.00
CS-Library-Office & Operating			\$ 700.29	\$ 1,500.00	\$ 1,763.24	\$ 1,500.00
CS-Library-Professional Svc			\$ -	\$ -	\$ -	\$ -
CS-Library-Utilities			\$ 6,145.43	\$ 7,000.00	\$ 5,266.80	\$ 7,000.00
CS-Library Storm Drainage			\$ 562.21	\$ 563.00	\$ 563.00	\$ 563.00
CS-Library-Repair & Maint.			\$ 1,584.31	\$ 4,500.00	\$ 4,500.00	\$ 1,000.00
Library Exterior Lighting	Yes	2	\$ -	\$ -	\$ -	\$ 5,000.00
CS-Arts Commission			\$ 5,756.26	\$ 5,074.00	\$ 7,000.78	\$ 2,500.00
CS-Community Activity-Aquafest			\$ 2,611.69	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
CS-Historical-Communications			\$ 161.78	\$ 288.00	\$ 164.12	\$ 288.00
CS-Historical-Utilities			\$ 506.23	\$ 830.00	\$ 162.17	\$ 830.00
CS-Community Center-Ops			\$ 1,996.21	\$ 1,900.00	\$ 9,303.96	\$ 1,900.00
CS-Community Center - Cleaning			\$ 1,380.00	\$ 1,200.00	\$ 1,699.63	\$ 1,200.00
CS-Community Center - Comm			\$ 161.76	\$ 172.00	\$ 164.09	\$ 172.00
CS-Community Center-Utilities			\$ 5,669.77	\$ 6,000.00	\$ 3,886.84	\$ 6,000.00
CS-Community Center - R & M			\$ 470.58	\$ 17,500.00	\$ 17,500.00	\$ 1,000.00
CS-Grimm House Expenses			\$ 14,523.15	\$ 600.00	\$ 162.23	\$ 600.00
CS-Library - Capital Outlay			\$ -	\$ -	\$ -	\$ -
Library ADA Front Door Replacement	No	1	\$ -	\$ -	\$ -	No

Description	Include Priority	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
Community		\$ 71,169.97	\$ 54,377.00	\$ 59,163.05	\$ 59,803.00
GG-Advisory Srv-Lobbying-Hwy9		\$ -	\$ -	\$ -	\$ -
GG-Advisory Srv - Lobbying		\$ 61,308.25	\$ 63,860.00	\$ 63,860.00	\$ 63,860.00
GG-Municipal Court Fees		\$ 79,352.60	\$ 100,000.00	\$ 99,903.96	\$ 100,000.00
GG-Operating		\$ 13,086.78	\$ 17,400.00	\$ 11,314.24	\$ 17,400.00
GG-Fuel		\$ 95.36	\$ 200.00	\$ 101.84	\$ 200.00
GG-Professional Service		\$ 35,593.17	\$ 28,550.00	\$ 30,613.29	\$ 20,000.00
GG-Communication		\$ 3,293.35	\$ 4,000.00	\$ 3,713.95	\$ 4,000.00
GG-Equipment Rental		\$ 1,536.35	\$ 1,625.00	\$ 1,367.07	\$ 1,625.00
GG-Insurance		\$ 3,880.00	\$ 70,546.00	\$ 70,615.00	\$ 103,891.00
GG-Utilities		\$ 15,884.68	\$ 20,000.00	\$ 14,667.36	\$ 20,000.00
GG-Storm Drainage		\$ 3,197.20	\$ 3,198.00	\$ 2,131.47	\$ 3,198.00
GG-Repair & Maintenance		\$ 5,942.05	\$ 55,000.00	\$ 55,000.00	\$ 5,000.00
GG-Miscellaneous		\$ 693.98	\$ 1,600.00	\$ 3,069.33	\$ 2,000.00
GG-Salaries Regular		\$ 20,202.59	\$ 29,415.00	\$ 23,234.33	\$ 47,813.00
GG-Salaries Overtime		\$ 344.45	\$ 1,500.00	\$ 606.79	\$ 1,500.00
GG-Benefits		\$ 5,544.13	\$ 8,813.00	\$ 5,736.64	\$ 11,247.35
GG-Social Security		\$ 1,145.34	\$ 2,435.00	\$ 1,201.35	\$ 5,867.98
GG-Retirement		\$ 1,574.40	\$ 2,435.00	\$ 1,775.88	\$ 7,090.97
GG-Workers Compensation		\$ 222.98	\$ 244.00	\$ 263.77	\$ 244.60
GG-Advertising		\$ 1,859.85	\$ 600.00	\$ 2,718.24	\$ 2,000.00
GG-PRR - Print-Copy		\$ 55.82	\$ 100.00	\$ -	\$ 100.00
GG-PSRC		\$ 8,726.00	\$ 9,000.00	\$ 9,000.00	\$ 9,157.00
GG-Chamber of Commerce		\$ -	\$ 9,000.00	\$ 9,000.00	\$ 18,150.00
GG-Economic Alliance		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
GG-Visitor Center		\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00
GG-AWC		\$ 20,027.00	\$ 20,734.00	\$ 20,734.00	\$ 21,561.00
GG-SnoCo Tomorrow		\$ 5,201.00	\$ 5,400.00	\$ 5,345.00	\$ 5,400.00
GG-Excise Tax		\$ 2,894.59	\$ 2,500.00	\$ 3,348.27	\$ 3,000.00
GG-WA Aerospace Partnership		\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
GG - Small Business Dev Center		\$ -	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
GG - Snohomish Health District		\$ -	\$ -	\$ -	\$ 60,000.00
GG-Protectective Insp Enforce		\$ -	\$ 1,000.00	\$ -	\$ 1,000.00
GG-Emergency		\$ 33,670.00	\$ 35,000.00	\$ 34,437.00	\$ 35,000.00
GG-Pollution Earthday Supplies		\$ -	\$ -	\$ 378.65	\$ -
GG-Air Pollution		\$ 16,441.00	\$ 19,500.00	\$ 19,158.00	\$ 19,634.00
GG-Liquor Tax to SnoCo		\$ 6,707.98	\$ 6,500.00	\$ 7,884.20	\$ 8,000.00
GG-Refunds		\$ -	\$ 500.00	\$ -	\$ 500.00
GG - Lundeen House Capital		\$ -	\$ 80,000.00	\$ 80,000.00	\$ -
GG - City Hall Demo	2	\$ -	\$ 290,000.00	\$ 290,000.00	\$ -
GG - City Hall - LT Lease Prin		\$ -	\$ 150,000.00	\$ -	\$ -
GG - Property Purch - LE		\$ -	\$ 2,461,824.00	\$ 2,461,824.00	\$ -
LSAL Property Purchase (swap)		\$ -	\$ -	\$ -	\$ 3,590,000.00
City Hall - Temporary Facility		\$ -	\$ -	\$ -	\$ 782,608.70
GG-Contrib Police Capital Fund		\$ 200,000.00	\$ 235,000.00	\$ 235,000.00	\$ 188,000.00
GG-Contrib to Unemployment		\$ -	\$ -	\$ -	\$ -
GG-Contrib to Treas Trust		\$ -	\$ -	\$ -	\$ -
GG-Contrib to Computer Equip Replace		\$ 153,000.00	\$ 123,000.00	\$ 123,000.00	\$ 124,500.00
Transfer to PW Equip	Maybe	\$ 6,815.14	\$ 12,225.00	\$ 12,225.00	\$ 167,500.00
GG-Contrib to Muni Arts Fund		\$ 20,000.00	\$ -	\$ -	\$ -
GG-Trsfr to Cum Res Fund 002		\$ 799,999.99	\$ 800,000.00	\$ 800,000.00	\$ 800,000.00
GG-Trsfr to Library Annex Fund		\$ -	\$ -	\$ -	\$ -
General Government		\$ 1,642,096.03	\$ 4,680,504.00	\$ 4,511,028.63	\$ 6,258,848.59
Expense Total		\$ 9,011,647.83	\$ 14,665,601.00	\$ 13,730,562.08	\$ 16,760,829.69
General Cash		\$ -	\$ 6,717,877.00	\$ 8,169,543.83	\$ 6,404,825.08
		\$ -	\$ -	\$ -	\$ -
Contingency Reserve Cash		\$ -	\$ 3,407,014.00	\$ 3,407,014.00	\$ 1,760,154.29
Investment Interest		\$ (4,856.58)	\$ (14,400.00)	\$ (14,964.29)	\$ 7,500.00
Uncashed Checks		\$ -	\$ (100.00)	\$ -	\$ 100.00
Interfund Transfer In		\$ (799,999.99)	\$ (800,000.00)	\$ (800,000.00)	\$ 800,000.00
Revenue Total		\$ 804,856.57	\$ 814,500.00	\$ 814,964.29	\$ 807,600.00
Unclaimed Checks Paid		\$ -	\$ 8,050.00	\$ -	\$ 8,050.00
GR - Interfund Transfer Out		\$ -	\$ 2,461,824.00	\$ 2,461,824.00	\$ -
Expense Total		\$ -	\$ 2,469,874.00	\$ 2,461,824.00	\$ 8,050.00
Contingency Reserve Cash		\$ -	\$ 1,751,640.00	\$ 1,760,154.29	\$ 2,559,704.29

Description	Include Priority	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
				\$	-
Street Cash			\$ 3,811,559.00	\$ 3,811,559.00	\$ 3,066,028.17
Real & Personal Property Tax		(1,181,335.79)	(1,211,113.00)	(1,211,113.00)	1,257,105.00
Transportation Benefit District					217,899.00
Other Govt Utility - Electric		(374,026.24)	(390,000.00)	(400,576.97)	
Other Non-Bus. ROW Permits		(28,528.00)	(20,000.00)	(25,349.33)	20,000.00
DHS Fed Ind 97.036 Storm		-	-	-	-
WA State Grt - Storm		-	-	-	-
WA TSC - School Zone		-	-	-	-
WA TIB - Arterial Preservation		-	-	-	-
Multimodal Transportation		-	-	(10,198.44)	38,100.00
MVFT - City Streets		(614,669.53)	(652,600.00)	(651,489.71)	608,400.00
Street - PW Services		(2,584.00)	-	(1,194.13)	-
Street Lights - Developer Paid		(710.64)	-	-	-
Street - PW Extra Duty Services		-	(1,500.00)	-	1,500.00
Street - Plan Checking Service		-	-	-	-
Investment Interest		(5,646.91)	(13,800.00)	(14,178.11)	10,100.00
Street Op Special Assessment		(4,244.00)	(3,000.00)	(10,898.67)	3,000.00
Sale of Scrap & Junk Property		-	-	-	-
Misc Rev. Judgment-Settlement		(300.00)	(500.00)	(33.33)	500.00
Miscellaneous Revenue - Other		-	-	-	-
Miscellaneous Revenue - Other		-	(500.00)	(2,021.07)	500.00
Insurance Recoveries - Capital		(1,336.95)	(3,000.00)	(2,323.20)	-
Interfund Transfer In		-	-	-	-
Insurance Recoveries - Non Cap		(233.01)	(2,000.00)	(3,136.32)	5,000.00
Revenue Total		\$ 2,213,615.07	\$ 2,298,013.00	\$ 2,332,512.28	\$ 2,162,104.00
ST-Safety Program		2,100.00	2,150.00	1,523.96	2,150.00
ST-Salaries		625,810.65	635,365.00	605,629.77	662,450.00
Reclassification - Project/Senior Engineer	Yes				10,000.00
Engineering Tech (1/2 SWM	Yes				37,500.00
Project Coordinator (1/2 SWM)	No				No
Street Crew Worker II	No				No
Public Works Inspector	Yes				60,750.00
ST-Overtime		36,578.00	32,000.00	45,062.12	32,960.00
ST-Benefits		159,554.29	169,993.00	164,373.80	141,027.58
ST-Social Security		53,582.14	53,470.00	55,121.07	73,577.03
ST-Retirement		73,226.15	56,791.00	80,932.57	88,911.75
ST-Workmans Compensation		10,774.80	9,000.00	13,645.45	3,066.94
ST-Boot - Clothing Allowance		3,867.50	4,500.00	5,413.33	4,500.00
ST-Fuel		11,172.33	15,000.00	7,794.48	15,000.00
ST-Overlays	Maybe	358,530.43	412,000.00	412,000.00	400,000.00
ST-Advertising		1,481.24	3,000.00	2,050.92	3,000.00
ST-Professional Service		22,267.22	148,000.00	148,000.00	24,000.00
ST-Rentals-Leases		186.15	500.00	702.53	500.00
ST-Repair & Maintenance		47,112.35	55,000.00	40,038.73	50,000.00
ST - Lundeen Pkwy Planter Strip	No				No
ST-Miscellaneous		701.00	1,000.00	1,511.33	1,000.00
ST-Staff Development		1,099.50	150.00	413.33	1,600.00
Prof Engr License Prep	Yes				1,100.00
ST-Storm Drainage		2,507.38	2,455.00	1,671.59	2,455.00
ST - SWM Debt Srv Chrg		6,607.56	6,608.00	6,607.56	6,608.00
ST-Sidewalk Repair Supply		64.94	37,000.00	37,000.00	25,000.00
ST - Sidewalk R&M	No				No
ST-Lighting - Utilities		162,855.97	160,000.00	149,633.04	160,000.00
ST-Lighting - R&M		-	2,000.00	2,298.67	2,000.00
ST-Traffic Control - Supply		56,480.94	68,500.00	68,500.00	18,500.00
ST - Rumble Strips	No				No
ST-Traffic Control -Utility		2,566.18	3,000.00	2,058.11	3,000.00
ST-Traffic Control - R&M		22,821.12	14,000.00	14,000.00	14,000.00
ST - Thermoplastic Project	Yes				125,000.00
ST-Traf Control - Guardrail		947.24	3,000.00	-	3,000.00
ST-Traf Control - Striping		-	-	-	50,000.00
ST-Snow & Ice - Sply		-	12,000.00	12,000.00	12,000.00
ST-Street Cleaning		10,077.59	20,000.00	20,000.00	20,000.00
ST-Roadside - Supply		-	2,500.00	7,908.44	2,500.00
ST - Roadside wild flowers	Yes				1,200.00
ST - Roadside Equip Rental		-	25,000.00	25,000.00	-
ST-Clothing		2,469.64	1,800.00	2,602.35	2,800.00
ST-Roundabout Landscape		-	4,000.00	1,408.79	-
ST-Prof Srv - Legal		323.55	5,000.00	-	5,000.00
ST-Software Maint & Support		325.80	4,300.00	4,300.00	7,550.00
ST - ProgeCAD Software	Yes				1,800.00
ST-Communications		3,553.70	3,860.00	3,177.12	3,860.00
ST - Mobile Wireless - Asset Mgt	Yes				800.00
ST-Travel & Meetings		887.47	450.00	930.72	1,000.00
ST - Conferences - Technical	Yes				3,000.00
ST-Insurance		50,172.00	10,367.00	10,694.00	5,820.00

Description	Include	Priority	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
ST-Utilities			\$ 3,205.76	\$ 2,700.00	\$ 2,899.00	\$ 2,700.00
ST-Facilities R&M			\$ -	\$ -	\$ -	\$ -
ST-Prof Srv - Engineering			\$ 32,750.05	\$ 71,970.00	\$ 71,970.00	\$ 20,000.00
ST-Prof Srvc-GMA Traffic Plan			\$ -	\$ -	\$ -	\$ -
ST-Traf Study-20th SE			\$ -	\$ -	\$ -	\$ -
ST-Hwy 9/204 Circulation Stdy			\$ -	\$ -	\$ -	\$ -
ST-Office Supplies			\$ 518.05	\$ 2,250.00	\$ 367.67	\$ 2,250.00
ST-Operating Cost			\$ 46,109.03	\$ 52,867.00	\$ 53,199.08	\$ 35,000.00
City Shop lunch room furniture	Yes	3	\$ -	\$ -	\$ -	\$ 2,800.00
2010 PWTF Loan Principal Pymt			\$ 633.95	\$ 634.00	\$ 633.95	\$ 634.00
2010 PWTF Loan Int Pymt			\$ 278.94	\$ 286.00	\$ 285.28	\$ 267.00
ST-Capital Purchases			\$ -	\$ 450,000.00	\$ 8,596.63	\$ -
City Hall - Temporary Facility						\$ 108,695.65
City shop & locker room Rebuild	Yes	3	\$ -	\$ -	\$ -	\$ 24,000.00
City shop pole building	No	3	\$ -	\$ -	\$ -	No
ST - Capital ROW Purchase			\$ -	\$ 35,750.00	\$ 36,296.00	\$ -
ST-Sidewalk Capital Project			\$ -	\$ -	\$ -	\$ -
ST-36th Street Bridge Repair			\$ -	\$ -	\$ 200.00	\$ -
ST - Cap - Grade Road			\$ 25,523.94	\$ 154,500.00	\$ 189,698.56	\$ -
ST - South Lake Stevens Widen Shoulder	Yes	3	\$ -	\$ -	\$ -	\$ -
ST-Cap Proj-Mini Roundabouts			\$ -	\$ -	\$ -	\$ -
Mini Roundabout 10th/84th	No	3	\$ -	\$ -	\$ -	No
ST-Traffic Control-Capital			\$ -	\$ 80,000.00	\$ 71,028.16	\$ -
Pedestrian Crosswalk Solar Light Set	Yes	4	\$ -	\$ -	\$ -	\$ 20,000.00
Steel Roadway Plates (5)	Maybe	2	\$ -	\$ -	\$ -	\$ 15,000.00
ST - Traffic Counters (6)	Yes	1	\$ -	\$ -	\$ -	\$ 32,000.00
ST-Transfer Out			\$ -	\$ -	\$ -	\$ -
ST-Street Fund-Contr Computer			\$ 58,500.00	\$ 12,000.00	\$ 12,000.00	\$ 13,500.00
ST-Transfer Out to Street Rsrv			\$ -	\$ -	\$ -	\$ -
ST-Contribution To Equip Fund			\$ 83,614.69	\$ 176,865.00	\$ 176,865.00	\$ 334,800.00
ST-Trsfr-Sidewalk CapProj Fund			\$ -	\$ 500,000.00	\$ 500,000.00	\$ 250,000.00
ST-Contrib To Unemployment			\$ -	\$ -	\$ -	\$ -
ST-Transfer Out-PWTF Loan Fund			\$ -	\$ -	\$ -	\$ -
ST-Contribution-Municipal Arts			\$ -	\$ -	\$ -	\$ -
Expense Total			\$ 1,981,839.24	\$ 3,523,581.00	\$ 3,078,043.11	\$ 2,951,632.96
Street Cash				\$ 2,585,991.00	\$ 3,066,028.17	\$ 2,276,499.21
						105%
Street Reserve Cash				\$ 1,526.00	\$ 1,526.00	\$ 1,531.00
Investment Interest			\$ (2.37)	\$ (2.00)	\$ (5.00)	\$ 5.00
Interfund Transfer In			\$ -	\$ -	\$ -	\$ -
Revenue Total			\$ 2.37	\$ 2.00	\$ 5.00	\$ 5.00
Transfer Out			\$ -	\$ -	\$ -	\$ -
Expense Total			\$ -	\$ -	\$ -	\$ -
Street Reserve Cash				\$ 1,528.00	\$ 1,531.00	\$ 1,536.00
						\$ -

Description	Include Priority	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
Drug Seizure & Forfeiture Cash			\$ 35,752.00	\$ 35,752.00	\$ 47,078.97
Investment Interest		\$ (48.67)	\$ (50.00)	\$ (125.44)	\$ 120.00
Confiscated & Forfeited Prop		\$ (8,288.10)	\$ (9,000.00)	\$ (10,981.38)	\$ 9,000.00
State Remittance Portion		\$ (920.90)	\$ (1,000.00)	\$ (1,220.15)	\$ 1,000.00
Revenue Total		\$ 9,257.67	\$ 10,050.00	\$ 12,326.97	\$ 10,120.00
Drug Seize - Op Supplies		\$ 6,169.15	\$ -	\$ -	\$ 40,000.00
Drug Seize - Misc Exp		\$ -	\$ -	\$ -	\$ -
Disbursement to State		\$ 203.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Expense Total		\$ 6,372.15	\$ 1,000.00	\$ 1,000.00	\$ 41,000.00
Drug Seizure & Forfeiture Cash		\$ 2,885.52	\$ 44,802.00	\$ 47,078.97	\$ 16,198.97
Cap Proj-Developer Contrib Cash			\$ 4,427,606.00	\$ 4,427,606.00	\$ 4,083,218.00
DOT Fed Ind 20.205 LA8543		\$ (103,477.92)	\$ -	\$ (280,420.05)	\$ 626,579.95
Local Trans. Act -Impact Fees		\$ -	\$ -	\$ -	\$ -
Traffic Mitigation - GMA Cnty		\$ (303,969.98)	\$ (200,000.00)	\$ (97,989.38)	\$ 150,000.00
Traffic Mitigation - TIZ 1		\$ (41,498.39)	\$ (30,000.00)	\$ (37,121.07)	\$ 25,000.00
Traffic Mitigation - TIZ 2		\$ (229,802.40)	\$ -	\$ (5,000.57)	\$ 100,000.00
Traffic Mitigation - TIZ 3		\$ (24,625.25)	\$ (417,892.00)	\$ (320,552.37)	\$ 200,000.00
Park Mitigation - SEPA		\$ (371,939.50)	\$ (701,760.00)	\$ (930,483.25)	\$ 500,000.00
Investment Interest		\$ (6,307.45)	\$ (19,500.00)	\$ (21,645.31)	\$ 15,000.00
Tree Replacement Fee		\$ (1,715.88)	\$ -	\$ -	\$ -
WSDOT Traffic Mitigation		\$ -	\$ -	\$ -	\$ -
Interfund Transfer In		\$ -	\$ -	\$ -	\$ -
Revenue Total		\$ 1,083,336.77	\$ 1,369,152.00	\$ 1,693,212.00	\$ 1,616,579.95
Park Mitigation Funds Exp		\$ -	\$ 491,000.00	\$ 491,000.00	\$ -
Downtown Park Plan	Yes				\$ -
Frontier Heights	Yes				\$ -
Eagle Ridge	Yes				\$ 100,000.00
Cavelero Park	Yes				\$ -
Boat Launch Reader Board	No				No
Tree Mitigation Expenditures		\$ -	\$ 65,000.00	\$ 65,000.00	\$ -
Street Op - Planning -Design		\$ 272,899.88	\$ 1,327,100.00	\$ 1,327,100.00	\$ -
TIZ1 Capital Expenditures		\$ -	\$ 154,500.00	\$ 154,500.00	\$ -
Expense Total		\$ 272,899.88	\$ 2,037,600.00	\$ 2,037,600.00	\$ 100,000.00
Cap Proj-Developer Contrib Cash			\$ 3,759,158.00	\$ 4,083,218.00	\$ 5,599,797.95
Real Estate Excise Tax I Cash			\$ 867,539.00	\$ 867,539.00	\$ 1,718,072.57
REET 1-1st Quarter Percent		\$ (718,120.34)	\$ (725,000.00)	\$ (1,186,248.29)	\$ 600,000.00
Investment Interest		\$ (1,677.16)	\$ (3,900.00)	\$ (5,127.28)	\$ 2,500.00
Transfer In		\$ (1,640.69)	\$ -	\$ -	\$ -
Revenue Total		\$ 721,438.19	\$ 728,900.00	\$ 1,191,375.57	\$ 602,500.00
Transfer to Police St Debt Fnd		\$ 101,864.75	\$ 97,600.00	\$ 97,600.00	\$ 93,908.00
transfer to 210 for 2008 bonds		\$ 220,456.38	\$ 220,623.00	\$ 220,623.00	\$ 220,370.66
Transfer to 212 for 2010 Bonds		\$ 475,748.00	\$ -	\$ -	\$ -
800 MHZ Capital Debt Principal		\$ 15,548.59	\$ 16,404.00	\$ 16,404.00	\$ 96,587.00
800 MHZ Capital Debt Interest		\$ 7,069.41	\$ 6,215.00	\$ 6,215.00	\$ 5,312.00
Expense Total		\$ 820,687.13	\$ 340,842.00	\$ 340,842.00	\$ 416,177.66
Real Estate Excise Tax I Cash			\$ 1,255,597.00	\$ 1,718,072.57	\$ 1,904,394.91
Real Estate Excise Tax II Cash			\$ 2,621,153.00	\$ 2,621,153.00	\$ 2,751,716.53
REET 2- 2nd Quarter Percent		\$ (714,038.57)	\$ (725,000.00)	\$ (1,185,868.24)	\$ 600,000.00
Investment Interest		\$ (3,571.71)	\$ (11,000.00)	\$ (11,859.29)	\$ 7,000.00
Revenue Total		\$ 717,610.28	\$ 736,000.00	\$ 1,197,727.53	\$ 607,000.00
REET - O&M Overlay		\$ -	\$ -	\$ -	\$ -
Capital - SWM Drainage Improve		\$ 18,175.60	\$ 33,000.00	\$ 33,000.00	\$ -
Capital - Trans - Land Improve		\$ -	\$ 960,000.00	\$ 960,000.00	\$ -
1st Ave NE & Market Pl. RAB (WSDOT/TIB)	Yes				\$ 235,250.00
S. Lk Stevens Rd & S. Davies RAB (WSDOT)	No				No
91st Ave SE & 4th RAB (TIB)	No				No
ST - South Lake Stevens Widen Shoulder	Yes	3	\$ -	\$ -	\$ 480,000.00
Callow Road Embankment					\$ 450,000.00
Overlay Program					
Transfer to 212 for 2010A Bond		\$ 74,164.18	\$ 74,164.00	\$ 74,164.00	\$ 74,165.00
Expense Total		\$ 92,339.78	\$ 1,067,164.00	\$ 1,067,164.00	\$ 1,239,415.00
Real Estate Excise Tax II Cash			\$ 2,289,989.00	\$ 2,751,716.53	\$ 2,119,301.53

Description	Include Priority	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
				\$	-
Sidewalk Capital Project Cash			\$ 417,434.00	\$ 417,434.00	\$ 1,009,888.11
WA DOT			\$ (483,200.00)	\$ (483,200.00)	\$ -
WA TIB - Sidewalk		\$ (177,599.70)	\$ (240,000.00)	\$ (240,000.00)	\$ -
Investment Interest		\$ (661.66)	\$ (2,800.00)	\$ (3,254.11)	\$ 1,500.00
Interfund Transfer In		\$ -	\$ (500,000.00)	\$ (500,000.00)	\$ 250,000.00
Revenue Total		\$ 178,261.36	\$ 1,226,000.00	\$ 1,226,454.11	\$ 251,500.00
Sidewalk Construction		\$ 268,368.51	\$ 974,834.00	\$ 634,000.00	\$ -
91st Ave. SE & 4th St. SE (safer route)	Yes			\$	19,750.00
Cedar Road (Forest Rd - 29th)	Yes			\$	160,750.00
Lundeen Pkwy (Lake - Callow)	Yes			\$	26,500.00
117th Ave NE (22nd St.- 26th St)	Yes			\$	143,000.00
Expense Total		\$ 268,368.51	\$ 974,834.00	\$ 634,000.00	\$ 350,000.00
Sidewalk Capital Project Cash			\$ 668,600.00	\$ 1,009,888.11	\$ 911,388.11
				\$	-
Sewer Cash			\$ 274,820.00	\$ 274,820.00	\$ 288,137.93
Sewer Utility Agreement		\$ (77,040.00)	\$ (75,000.00)	\$ (75,000.00)	\$ 35,000.00
Investment Interest		\$ (446.55)	\$ (1,950.00)	\$ (1,679.20)	\$ 1,000.00
Lease LT - WWTP Property		\$ -	\$ -	\$ -	\$ -
Sewer District reimbursement		\$ (1,310,289.59)	\$ (1,315,876.00)	\$ (1,315,876.00)	\$ 1,300,781.77
Revenue Total		\$ 1,387,776.14	\$ 1,392,826.00	\$ 1,392,555.20	\$ 1,336,781.77
SE-Salaries		\$ 45,840.81	\$ 57,566.00	\$ 46,248.65	\$ 16,723.00
SE-Benefits		\$ 8,351.36	\$ 10,156.00	\$ 8,258.45	\$ 3,207.95
SE-Social Security		\$ 3,195.48	\$ 5,078.00	\$ 3,322.01	\$ 1,673.66
SE-Retirement		\$ 4,495.92	\$ 4,672.00	\$ 4,896.88	\$ 2,022.47
SE-Workmans Comp		\$ 375.63	\$ 406.00	\$ 424.35	\$ 69.76
SE-Operating Cost		\$ -	\$ -	\$ -	\$ -
SE-Professional Service		\$ -	\$ -	\$ 210.93	\$ -
SE-Travel & Meetings		\$ 61.18	\$ 200.00	\$ -	\$ 200.00
SE-Storm Drainage		\$ 9,771.46	\$ 10,178.00	\$ 10,178.00	\$ 10,178.00
PWTF 2002 - Principal		\$ 85,691.18	\$ 85,692.00	\$ 85,692.00	\$ 85,692.00
PWTF 2005 - Principal		\$ 52,631.58	\$ 52,632.00	\$ 52,632.00	\$ 52,632.00
PWTF 2006 - Principal		\$ 409,539.48	\$ 409,540.00	\$ 409,540.00	\$ 409,540.00
PWTF 2008 - Principal		\$ 553,179.82	\$ 553,180.00	\$ 553,180.00	\$ 553,180.00
PWTF 2002 - Interest		\$ 3,427.65	\$ 3,000.00	\$ 3,000.00	\$ 2,571.00
PWTF 2005 - Interest		\$ 11,578.95	\$ 10,527.00	\$ 10,527.00	\$ 9,474.00
PWTF 2006 - Interest		\$ 24,572.37	\$ 22,525.00	\$ 22,525.00	\$ 20,477.00
PWTF 2008 - Interest		\$ 38,722.59	\$ 35,957.00	\$ 35,957.00	\$ 33,191.00
SE-Trmf 2008 Debt Serv OM		\$ 130,946.02	\$ 132,645.00	\$ 132,645.00	\$ 134,024.77
SE-Tranf PWTF 205		\$ -	\$ -	\$ -	\$ -
SE-Transfer PWTF fund 207		\$ -	\$ -	\$ -	\$ -
SE-Transfer PWTF fund 208		\$ -	\$ -	\$ -	\$ -
SE-Transfer PWTF fund 209		\$ -	\$ -	\$ -	\$ -
SE-Contribution to ES		\$ -	\$ -	\$ -	\$ -
Expense Total		\$ 1,382,381.48	\$ 1,393,954.00	\$ 1,379,237.27	\$ 1,334,856.62
Sewer Cash			\$ 273,692.00	\$ 288,137.93	\$ 290,063.08

Description	Include	Priority	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
					\$	-
Storm & Surface Water Cash			\$ 1,796,590.00	\$ 1,796,590.00	\$ 1,796,590.00	\$ 1,789,332.32
WA DOE - Capacity G1400295			\$ (47,305.20)	\$ -	\$ -	\$ -
WA DOE Capacity G160393-4			-	(25,000.00)	(25,000.00)	-
Storm Drainage Charges			(1,394,038.15)	(1,471,196.00)	(1,471,196.00)	1,500,619.92
SnoCo Aerator Contrib			(230.36)	(200.00)	-	200.00
SnoCo Weed Abate Contrib.			(10,219.97)	(15,000.00)	(15,000.00)	11,000.00
Investment Interest			(2,485.22)	(6,700.00)	(7,312.71)	3,000.00
Miscellaneous Revenues - Storm			(5,049.90)	-	-	-
Revenue Total			\$ 1,523,499.40	\$ 1,518,096.00	\$ 1,518,508.71	\$ 1,514,819.92
SW-Safety Program			\$ 2,099.97	\$ 2,150.00	\$ 2,150.00	\$ 2,150.00
SW-Salaries			\$ 537,014.31	\$ 585,382.00	\$ 587,916.49	\$ 571,384.00
Engineering Tech (1/2 Street)	Yes	1				\$ 37,500.00
Project Coordinator (1/2 Street)	No	1				No
Storm Crew Worker 1	No	1				No
Storm Crew Worker 2	Yes	1				\$ 78,600.00
Public Works Inspector	Yes					\$ 54,000.00
SW-Overtime			\$ 1,340.94	\$ 1,300.00	\$ 1,106.48	\$ 2,500.00
SW-Benefits			\$ 131,544.40	\$ 146,749.00	\$ 132,185.03	\$ 122,944.49
SW-Social Security			\$ 33,406.89	\$ 48,067.00	\$ 36,491.56	\$ 64,142.71
SW-Retirement			\$ 45,457.33	\$ 51,879.00	\$ 50,035.19	\$ 2,022.47
SW-Workmans Compensation			\$ 7,535.44	\$ 9,000.00	\$ 10,824.32	\$ 69.76
SW Clothing-Boot Allowance			\$ 3,867.50	\$ 4,500.00	\$ 5,413.33	\$ 4,500.00
SW-Clothing			\$ 2,368.18	\$ 1,800.00	\$ 2,602.32	\$ 1,800.00
SW-Office Supplies			\$ 643.51	\$ 2,000.00	\$ 366.28	\$ 2,000.00
SW-Operating Costs			\$ 23,571.08	\$ 52,867.00	\$ 46,401.97	\$ 35,000.00
SW - City Shop Lunch Room	Yes	3				\$ 2,800.00
SW-Fuel			\$ 12,040.32	\$ 15,000.00	\$ 15,984.03	\$ 15,000.00
SW-Small Tools			-	-	-	-
SW - Keg Floor Cleaner Jet	Yes	1				\$ 4,200.00
SW - Warthog jet cleaning head	Yes	1				\$ 3,500.00
SW-Professional Services			\$ 11,779.18	\$ 26,500.00	\$ 25,000.00	\$ 26,500.00
SW - Public Outreach & Education	No	2				No
SW-Milfoil Treatment			\$ 42,897.00	\$ 45,200.00	\$ 45,200.00	\$ 45,200.00
SW-Street Cleaning			\$ 10,077.59	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
SW-Software Maint & Support			\$ 325.80	\$ 3,575.00	\$ 3,575.00	\$ 10,075.00
SW - ProgeCAD software	Yes	1				\$ 1,800.00
SW-Advertising			\$ 1,338.82	\$ 750.00	\$ 1,175.72	\$ 750.00
SW-Communications			\$ 3,838.62	\$ 4,000.00	\$ 3,177.12	\$ 4,000.00
SW - Mobile Wireless Data	Yes	1				\$ 1,600.00
SW-Travel & Meetings			-	\$ 300.00	\$ 398.87	\$ 300.00
SW-Excise Taxes			\$ 20,753.24	\$ 25,000.00	\$ 17,286.49	\$ 25,000.00
SW-Equipment Rental			\$ 93.84	\$ 2,500.00	\$ 611.52	\$ 2,500.00
SW-Insurance			\$ 58,160.00	\$ 7,682.00	\$ 8,009.00	\$ 5,820.00
SW-Utilities			\$ 2,342.84	\$ 2,400.00	\$ 2,001.43	\$ 2,400.00
SW-Drainage			\$ 2,507.38	\$ 2,455.00	\$ 1,671.59	\$ 2,455.00
SW-Repairs & Maintenance			\$ 40,851.25	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
SW-Miscellaneous			\$ 151.00	\$ 300.00	\$ 139.33	\$ 300.00
SW-Staff Development			\$ 604.50	\$ 700.00	\$ 480.00	\$ 700.00
Prof Engr Lic Preparation	Yes	1				\$ 1,100.00
SW-Billing Fees			\$ 32,605.16	\$ 34,000.00	\$ 30,028.21	\$ 34,000.00
SW-DOE Annual Permit			\$ 26,134.00	\$ 36,000.00	\$ 53,075.68	\$ 36,000.00
SW-Water/Soil-Contract R&M Op			\$ 95,513.70	\$ 105,400.00	\$ 105,400.00	\$ 105,400.00
SW-Aerator Monitori			\$ 13,135.18	\$ 20,000.00	\$ 12,447.43	\$ 20,000.00
DOE G1400295 - Capacity Exp			\$ 24,402.51	-	-	-
DOE EG160393-4 Capacity			-	\$ 25,000.00	\$ 25,000.00	-
SW-Parkway Crossing Det Pond			\$ 10,700.00	\$ 10,700.00	\$ 10,700.00	\$ 10,700.00
Capital Purchases			-	-	-	-
City Hall - Temporary Facility						\$ 108,695.65
SW - JetScan Camera	Yes	3				\$ 18,000.00
SW - City shop office & locker room	Yes	3				\$ 24,000.00
SW - City shop pole building	No	3				No
SW-Storm Drainage - Cap Proj			-	\$ 48,000.00	\$ 48,000.00	-
SW-Lundeen Creek Restor			-	-	-	-
SW-Contribution Cap Equip Fund			\$ 29,614.69	\$ 146,865.00	\$ 146,865.00	\$ 334,800.00
SW-Contr Computer Equip			\$ 58,500.00	\$ 15,000.00	\$ 15,000.00	\$ 12,000.00
SW-Transfer to Aerator Equip			\$ 8,930.00	\$ 8,930.00	\$ 8,930.00	\$ 168,145.00
Expense Total			\$ 1,296,378.22	\$ 1,561,951.00	\$ 1,525,766.38	\$ 2,076,354.08
Storm & Surface Water Cash			\$ 1,752,735.00	\$ 1,789,332.32	\$ 1,789,332.32	\$ 1,227,798.16

Description	Include	Priority	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
						\$ -
Unemployment Cash				\$ 101,482.00	\$ 101,482.00	\$ 96,914.51
Investment Interest	\$		(165.79)	(200.00)	(432.51)	300.00
Interfund Transfer In	\$		-	-	-	-
Revenue Total	\$		165.79	200.00	432.51	300.00
Payment to Claimants	\$		8,430.24	30,000.00	5,000.00	30,000.00
Expense Total	\$		8,430.24	30,000.00	5,000.00	30,000.00
Unemployment Cash				\$ 71,682.00	\$ 96,914.51	\$ 67,214.51
						\$ -
Capital Equip - Computer				\$ 234,960.00	\$ 234,960.00	\$ 122,251.77
Information Srv - Shared Exp	\$		(2,101.28)	(2,217.00)	(2,217.00)	2,217.00
Investment Interest	\$		(293.62)	(1,100.00)	(1,139.77)	600.00
Sale of Scrap & Junk Property	\$		(68.00)	-	-	-
Contributed Capital-Computer	\$		(270,000.00)	(150,000.00)	(150,000.00)	150,000.00
Revenue Total	\$		272,462.90	153,317.00	153,356.77	152,817.00
Purchase Computer Equipment	\$		28,524.11	32,815.00	32,815.00	42,000.00
License Renewal - Annual Maint	\$		16,258.31	72,250.00	72,250.00	72,250.00
Capital - Purch Computer Equip	\$	RF	82,978.08	161,000.00	161,000.00	-
Expense Total	\$		127,760.50	266,065.00	266,065.00	114,250.00
Capital Equip - Computer Cash				\$ 122,212.00	\$ 122,251.77	\$ 160,818.77
						\$ -
Capital Equip - Police Cash				\$ 324,149.00	\$ 324,149.00	\$ 283,134.59
Investment Interest	\$		(478.50)	(1,200.00)	(1,207.57)	700.00
Sale of Capital Assets	\$		(4,833.03)	(10,000.00)	(4,778.01)	-
Insurance Recoveries - Capital	\$		-	-	-	-
Equipment - Police - Contribut	\$		(200,000.00)	(188,000.00)	(188,000.00)	188,000.00
Equip - Police Boat - Contr	\$		(8,000.00)	(8,000.00)	(8,000.00)	8,000.00
Revenue Total	\$		213,311.53	207,200.00	201,985.59	196,700.00
Capital Equipment	\$		151,636.20	243,000.00	243,000.00	296,000.00
Expense Total	\$		151,636.20	243,000.00	243,000.00	296,000.00
Capital Equip - Police Cash				\$ 288,349.00	\$ 283,134.59	\$ 183,834.59
						\$ -
Capital Equip - PW Cash				\$ 222,344.00	\$ 222,344.00	\$ 264,013.87
Investment Interest	\$		(382.23)	(1,225.00)	(1,336.77)	700.00
Sale of Scrap & Junk Property	\$		(10,025.15)	-	(3,770.10)	-
Sale of Capital Equipment	\$		(18,500.00)	-	-	-
Interfund Transfer In	\$		(120,044.52)	(335,955.00)	(335,955.00)	837,500.00
Revenue Total	\$		148,951.90	337,180.00	341,061.87	838,200.00
Purchase Of Capital Equipment	\$		202,960.90	299,392.00	299,392.00	-
Street Sweeper (replacement)	\$	Yes	1	-	-	300,000.00
Street Sweeper (new)	\$	No	4	-	-	No
Crane Truck	\$	Maybe	2	-	-	225,000.00
Fork Lift	\$	No	4	-	-	No
Air Comp. & Jackhammer	\$	No	2	-	-	No
5 Yard Wheel Loader	\$	No	4	-	-	No
Flatbed Truck (replacement)	\$	Yes	3	-	-	85,000.00
5 Yard Dump Truck	\$	No	2	-	-	No
ST - Flatbed Hydraulic Lift Kit	\$	Yes	4	-	-	5,000.00
ST - Towable Auger	\$	Yes	1	-	-	7,500.00
City Shop 10 ton crane system	\$	No	3	-	-	No
Lawn Aerator	\$	Yes	2	-	-	10,000.00
Parks utility trailer	\$	Yes	1	-	-	5,000.00
SW - Stump grinder	\$	No	2	-	-	No
Expense Total	\$		202,960.90	299,392.00	299,392.00	637,500.00
Capital Equip - PW Cash				\$ 260,132.00	\$ 264,013.87	\$ 464,713.87
						\$ -
Aerator Equip Replacment Cash				\$ 119,332.00	\$ 119,332.00	\$ 129,871.31
SnoCo Aerator Contrib	\$		(1,070.00)	(1,070.00)	(1,070.00)	1,498.00
Investment Interest	\$		(184.65)	(175.00)	(189.31)	500.00
Interfund Transfer In	\$		(8,930.00)	(9,280.00)	(9,280.00)	168,145.00
Revenue Total	\$		10,184.65	10,525.00	10,539.31	170,143.00
Transfer Out	\$		-	-	-	-
Aerator Equip Replacement	\$		-	-	-	-
Aerator removal	\$	Yes	-	-	-	300,000.00
Expense Total	\$		-	-	-	300,000.00
Aerator Equip Replacment				\$ 129,857.00	\$ 129,871.31	\$ 14.31

Description	Include Priority	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
Refundable Deposits Cash		\$ 20,073.00	\$ 20,073.00	\$ 20,073.00	\$ -
Retainage -Public Bldg Maint		\$ (598.90)	\$ (1,000.00)	\$ (1,000.00)	\$ 1,000.00
Retainage - Street Project		\$ (17,926.53)	\$ (50,000.00)	\$ (50,000.00)	\$ 50,000.00
Retainage - Other PW Project		\$ -	\$ (10,000.00)	\$ (10,000.00)	\$ 10,000.00
Revenue Total		\$ 18,525.43	\$ 61,000.00	\$ 61,000.00	\$ 61,000.00
Public Bldg Maint Retain Reimb		\$ 573.90	\$ 3,200.00	\$ 3,200.00	\$ 1,000.00
Retainage Release - Other PW		\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Street Project Retainage Reimb		\$ -	\$ 67,873.00	\$ 67,873.00	\$ 50,000.00
Expense Total		\$ 573.90	\$ 81,073.00	\$ 81,073.00	\$ 61,000.00
Refundable Deposits Cash		\$ -	\$ -	\$ -	\$ -
Treasurer's Trust Cash		\$ 7,630.00	\$ 7,630.00	\$ 7,630.00	\$ -
District Court		\$ (98,397.93)	\$ (145,000.00)	\$ (145,000.00)	\$ 145,000.00
Gun Permit Fees		\$ (13,318.75)	\$ (15,000.00)	\$ (15,000.00)	\$ 15,000.00
St. Bldg Permit Fee Non-Rev		\$ (1,240.23)	\$ (3,000.00)	\$ (3,000.00)	\$ 3,000.00
Leasehold Excise Tax Receipts		\$ (3,140.64)	\$ (4,500.00)	\$ (4,500.00)	\$ 4,500.00
Violations Bureau-Local St		\$ (11,012.78)	\$ (25,000.00)	\$ (25,000.00)	\$ 25,000.00
Mandatory Ins.-Admin Cost Cnty		\$ -	\$ (500.00)	\$ (500.00)	\$ 500.00
Fire Department Fees		\$ (15,028.40)	\$ (7,000.00)	\$ (7,000.00)	\$ 7,000.00
Interfund Transfer In		\$ -	\$ -	\$ -	\$ -
Revenue Total		\$ 142,138.73	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00
Vehicle License Fraud Account		\$ -	\$ -	\$ -	\$ -
Building - State Bl		\$ 1,237.50	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Gun Permit - State Remittance		\$ 6,651.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Crime Victims Compensation		\$ 1,992.30	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Public Safety And Ed. 1986		\$ 51,982.27	\$ 75,786.00	\$ 75,786.00	\$ 68,156.00
Public Safety And Education		\$ 30,754.13	\$ 55,000.00	\$ 55,000.00	\$ 55,000.00
Judicial Information System-Ci		\$ 10,277.08	\$ 26,844.00	\$ 26,844.00	\$ 26,844.00
Gun Permit - FBI Remittance		\$ 5,312.75	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Crime Laboratory Analysis Fee		\$ -	\$ 500.00	\$ 500.00	\$ 500.00
Trauma Care		\$ 3,822.13	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
School Zone Safety		\$ 982.24	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Public Safety Ed #3		\$ 1,390.14	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Auto Theft Prevention		\$ 5,386.45	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
HWY Safety Act		\$ 366.85	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Death Inv Acct		\$ 287.22	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
WSP Highway Acct		\$ 1,628.93	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
Leasehold Excise Tax Remit		\$ 2,605.78	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
Fire Dept Fee Remittance		\$ 10,415.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
Expense Total		\$ 135,091.77	\$ 207,630.00	\$ 207,630.00	\$ 200,000.00
Treasurer's Trust Cash		\$ -	\$ -	\$ -	\$ -



CITY DEPARTMENT REPORT
October 25, 2016 CITY COUNCIL MEETING

Finance Director/City Clerk

- The FCS Group has received Council's authorization to move ahead with the Annexation Analysis. We can anticipate receipt of a final product for this task in early 2017.
- The City's annual financial statement audit performed by the Washington State Auditor's Office, is tentatively scheduled to begin November 7th. They anticipate being on site for 2-3 weeks.

Planning Department

Building / Current Planning

- 26 new building permit applications in the last 30 days
 - 24 building permits issued
 - 375 inspections performed in the last 30 days
- Design Review Meeting for Subdivision and Boys and Girls Club
 - Boys and Girls Club building permit issued
- 7 new business licenses in the last 30 days
- 27 new land use permit applications in the last 30 days
- Public meeting held for an Industrial Binding Site Plan

Long Range Planning

- Planning Commission meeting held October 5 – final briefing on the 2016 Comprehensive Plan. PC hearing on November 2, 2016
- Two staff members attended the winter NW Planning Seminar
- Staff attended affordable housing meeting, PSCRC briefing and Planning Advisory Committee meetings
- Next Downtown meeting is scheduled for November 1, 2016
- Preferred Consultant program policy completed – staff will be soliciting applicants by the end of the year
- Ongoing coordination with Sno-Isle Library

Code Enforcement

- 8 new complaints in the last 30 days
- Outreach letters sent to old COD cases to see if the complaint still needed attention
- Code enforcement developed a revised voluntary correction form

Economic Development

- Staff attended International Council of Shopping Centers Pacific Northwest Idea Exchange. Met with brokers, developers, and property managers. Developed leads for 20th St. SE Corridor.
- Completing updates for the city's revised website. The site will be ready for review in the next two weeks followed by employee training the first of November.
- Ongoing meetings with developers and brokers
- First outreach for surplus properties made / RFP for broker services ready for distribution

Parks

- Second meeting with Snohomish County on Phase 1 Cavelero Park design – next public meeting will be held mid-November
- Staff attended another meeting with Frontier Heights HOA – a committee was formed to help with gathering support for transition
- Staff coordinated with Public Works on emergency tree removal at Lundeen Park

Police Department

- I am continuing to implement my 30/60/90 day plan.
- I am continuing to review the 2017 budget, for possible adjustments.
- **Community meeting** - We held a community meeting on property crime on 10-19-16. While not widely attended (A lot of competition), it was a great meeting. We will be looking into how to advertise these meetings better, to reach more people.
- **Citizens Academy** – We held the first meeting of our Citizens Academy. We had only six people attend. I talked to staff about this and they felt that it was a rushed process. We spoke to the attendees about postponing the class, to give us time to prepare better, and get a larger group. They were very understanding, so we will set another date, with them getting a guaranteed spot.
- **Public Defender grant** – We were awarded a \$20,000 state grant to assist in providing social work services to indigent clients, with the work being done out of the defense attorney's office. This is a joint project with Arlington. The original grant was for \$80,000 to provide a full time position, so we will be starting out with a part time position.
- Officer Schedler will be graduating from the Academy on Thursday, at 1PM, at the Criminal Justice Training Center in Burien. We will be very excited to get him moving into Field Training.
- We will be holding both entry level and lateral interviews on November 5th and 6th. From this list we will be selecting one position, to backfill the Detective Sergeant position.

Public Works Department

- SR 9/SR 204 Open House – WSDOT hosted an open house on 19th October 2016. The event was very well attended, with over 100 attendees. In addition to the intersection, WSDOT had presented information on the introduction of the US 2 Interchange Justification Report (IJR) which is being performed by the same consultant (Parson Transportation Group). WSDOT staffed several stations and took input from the public. No concept design or leading information was presented by the State conveying this was truly the beginning of the process. Some business representatives from the City did attend. Overall the entire event ran smoothly and stayed on track.

- Grade Road Embankment – the last piece of work, the guard rail, is currently expected to be completed by the 22nd of October. Pending no unexpected changes, the road is expected to be open on Saturday (22nd October).
- Wind and Rain Storm event – special thanks goes out to the Fire District and School District for their coordination efforts with the City in preparation of the 13th and 16th October storm events. The City was able to use this experience as a valuable emergency event training exercise. During this 6 day event the lake rose 6 inches.

Human Resources Department

- HR is in the process of completing the background check on a final candidate for Equipment Mechanic.
- I attended the 4th Quarter WCIA Full Board Meeting Friday, October 21st. The 4th Quarter training session was regarding “Keys to Successful Crisis Communication Management.”
- Entry Level and Lateral Police Officer candidates have been scheduled for the November 3rd and 4th Oral Board.
- Our WCIA Representative, Tanya Crites came to Lake Stevens last Tuesday, the 18th to conduct the annual COMPACT audit. This year’s topic was the use of Volunteers.
- Work continues on our 2017 WellCity Application.
- Our 2016 United Way campaign kicked off on October 19th. Records Specialist, Michelle Vanderwalker is our 2016 Campaign Manager.
- Work continues on our hazardous chemical inventory.



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BLANKET VOUCHER APPROVAL

2016

Payroll Direct Deposits	10/14/2016	\$165,826.29
Payroll Checks	41272-41273	\$5,035.87
Tax Deposit(s)	10/14/2016	\$68,082.83
Electronic Funds Transfers	ACH	\$4,202.46
Claims	41274-41353	\$526,421.42
Void Checks	39461, 40468, 40206, 39764, 39467, 40483, 40144	(\$866.46)
Total Vouchers Approved:		\$768,702.41

This 25th day of October 2016:

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, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment or a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Lake Stevens, and that I am authorized to authenticate and certify to said claim.

 Finance Director/Auditing Officer

 Mayor

We, the undersigned Council members of the City of Lake Stevens, Snohomish County, Washington, do hereby approve for payment of the above mentioned claims:

 Councilmember



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Checks to be Approved for 10/7/2016 to 10/20/2016

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total	
Ace Hardware	41274	Check Total \$14.15						
		10/20/2016	52260	001-012-557-30-31-00	CS-Visitor Center	LED Bulb	\$14.15	
ACES	41275	Check Total \$329.00						
		10/20/2016	12022VM	001-005-517-60-31-00	HR-Safety Program	Safety mtg-Back Injury Prevention	\$74.78	
				101-016-517-60-31-00	ST-Safety Program	Safety mtg-Back Injury Prevention	\$127.11	
				410-016-517-60-31-00	SW-Safety Program	Safety mtg-Back Injury Prevention	\$127.11	
Advantage Building Services	41276	Check Total \$793.25						
		10/20/2016	2587	001-007-558-50-41-00	PL-Professional Servic	Janitorial Services	\$30.00	
				001-007-559-30-41-00	PB-Professional Srv	Janitorial Services	\$30.00	
				001-008-521-20-41-00	LE-Professional Services	Janitorial Services	\$315.00	
				001-010-576-80-41-00	PK-Professional Services	Janitorial Services	\$20.00	
				001-012-575-50-41-00	CS-Community Center - Cleaning	Janitorial Services	\$120.00	
				001-013-518-20-41-00	GG-Professional Service	Janitorial Services	\$280.00	
				101-016-542-30-41-02	ST-Professional Service	Janitorial Services	\$20.00	
				410-016-531-10-41-01	SW-Professional Services	Janitorial Services	\$20.00	
		621-000-386-00-00-00	Retainage -Public Bldg Maint	Retainage-Advantage svcs	(\$41.75)			
Phillip Bassett	41277	Check Total \$48.00						
		10/20/2016	10/6/16 req	001-008-521-20-43-00	LE-Travel & Meetings	Per Diem for Street Crimes Training-Bassett	\$48.00	
Bills Blueprint	41278	Check Total \$163.44						
		10/20/2016	540467	001-007-558-50-31-01	PL-Operating Costs	Grade Road Plans	\$163.44	
Carquest Auto Parts Store	41279	Check Total \$105.96						
		10/20/2016	2121-247440	101-016-544-90-31-02	ST-Operating Cost	Ball Joints	\$7.38	
				410-016-531-10-31-02	SW-Operating Costs	Ball Joints	\$7.39	
			2421-247550	101-016-544-90-31-02	ST-Operating Cost	Oil/Filters for PW21	\$45.60	
		410-016-531-10-31-02	SW-Operating Costs	Oil/Filters for PW21	\$45.59			
David Carter	41280	Check Total \$69.98						
		10/20/2016	10/1/2016 req	001-008-521-21-43-00	LE-Boating-Travel	Meal for Adventures In Boating	\$53.83	
			9/30/16 req	001-008-521-21-43-00	LE-Boating-Travel	Meal for travel to Oregon to pick up boat	\$16.15	
CDW Government Inc	41281	Check Total \$427.67						
		10/20/2016	FND9709	510-006-518-80-49-00	License Renewal - Annual Maint	Cisco Meraki Cloud Contract	\$427.67	



Checks to be Approved for 10/7/2016 to 10/20/2016

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total		
City of Marysville	41282							Check Total	\$38,741.27
		10/20/2016	16-017	001-013-512-50-41-00	GG-Municipal Court Fees	Court Citations September 2016	\$12,303.27		
			POLIN11-0695	001-008-523-60-51-00	LE-Jail	Prisoner medical August 2016	\$200.00		
			POLIN11-0697	001-008-523-60-51-00	LE-Jail	Prisoner Housing August 2016	\$602.25		
			POLIN11-0704	001-008-523-60-51-00	LE-Jail	Prisoner Housing July 1-24 2016	\$8,565.25		
			POLIN11-0706	001-008-523-60-51-00	LE-Jail	Prisoner housing July 26-31 2016	\$1,057.25		
			POLIN11-0709	001-008-523-60-51-00	LE-Jail	Prisoner medical July 2016	\$100.00		
			POLIN11-0711	001-008-523-60-51-00	LE-Jail	Prisoner Housing August 2016	\$15,913.25		
Co Op Supply	41283							Check Total	\$74.24
		10/20/2016	613029/4	101-016-544-90-31-02	ST-Operating Cost	Propane	\$37.12		
				410-016-531-10-31-02	SW-Operating Costs	Propane	\$37.12		
Code Publishing Co Inc	41284							Check Total	\$424.87
		10/20/2016	54532	001-003-514-20-41-00	CC-Professional Services	Municipal code publishing-Ordinance 964	\$424.87		
Comcast	41285							Check Total	\$136.18
		10/20/2016	0991976 9/16	001-012-557-30-40-01	CS - VIC Utilities	Internet services - VIC	\$136.18		
Comdata Corporation	41286							Check Total	\$246.52
		10/20/2016	20256315	001-008-521-20-32-00	LE-Fuel	Fuel	\$246.52		
Crossons Auto Repair Inc	41287							Check Total	\$489.60
		10/20/2016	49298	001-006-518-80-48-00	IT-Repair & Maintenance	Repairs on PW10 - IT vehicle	\$489.60		
Crystal and Sierra Springs	41288							Check Total	\$536.03
		10/20/2016	5249844100116	001-007-558-50-31-01	PL-Operating Costs	Bottled water	\$27.35		
				001-007-559-30-31-01	PB-Operating Cost	Bottled water	\$27.35		
				001-013-518-20-31-00	GG-Operating	Bottled water	\$111.80		
				101-016-544-90-31-02	ST-Operating Cost	Bottled water	\$184.76		
				410-016-531-10-31-02	SW-Operating Costs	Bottled water	\$184.77		
Dept of Retirement (Deferred Comp)	0							Check Total	\$2,475.00
		10/20/2016	10/14/16	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,475.00		
Dept of Revenue	41289							Check Total	\$1,466.25
		10/20/2016	Q3 2016	633-013-586-00-00-05	Leasehold Excise Tax Remit	Q3 2016 Leasehold Excise Tax	\$1,466.25		
Dicks Towing Inc	41290							Check Total	\$502.32
		10/20/2016	157590	001-008-521-80-40-01	LE - Evidence Impound	Evidence towing case 2016-18610	\$125.58		



Checks to be Approved for 10/7/2016 to 10/20/2016

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Dicks Towing Inc	41290	10/20/2016	157857	001-008-521-80-40-01	LE - Evidence Impound	Evidence towing case 2016-18079	\$125.58
			157930	001-008-521-80-40-01	LE - Evidence Impound	Evidence towing case 2016-19119	\$125.58
			161030	001-008-521-80-40-01	LE - Evidence Impound	Evidence towing case 2016-18524	\$125.58
Check Total							\$68,082.83
Electronic Federal Tax Pmt System EFTPS	0	10/20/2016	10/14/16	001-000-281-00-00-00	Payroll Liability Taxes	Federal Payroll Taxes	\$68,082.83
		Check Total					
Electronic Business Machines	41291	10/20/2016	AR50710	001-008-521-20-48-00	LE-Repair & Maintenance Equip	Copier maintenance	\$193.42
			AR50711	001-007-558-50-31-01	PL-Operating Costs	Copier maintenance	\$74.89
				001-007-559-30-31-01	PB-Operating Cost	Copier maintenance	\$74.89
				101-016-544-90-31-02	ST-Operating Cost	Copier maintenance	\$74.89
				410-016-531-10-31-02	SW-Operating Costs	Copier maintenance	\$74.89
			AR51924	001-013-518-20-31-00	GG-Operating	Copier maintenance	\$10.47
Check Total							\$21.57
Adam Emerson	41292	10/20/2016	3/18/16 req	001-006-518-80-31-00	IT-Office Supplies	OtterBox Iphone 6 case	\$21.57
Check Total							\$436.80
Everett Office Furniture	41293	10/20/2016	15550N	001-008-521-20-31-01	LE-Operating Costs	Dual Pod workstation	\$436.80
Check Total							\$103.00
Tyler Farmer	41294	10/20/2016	10/14/16 req	001-007-559-30-43-00	PB-Travel & Mtgs	PerDiem/Fuel for training - Farmer	\$103.00
Check Total							\$297.87
Gall LLC	41295	10/20/2016	006088538	001-008-521-20-26-00	LE-Clothing	Lawpro Star insignia - Dyer	\$18.50
			006147004	001-008-521-20-26-00	LE-Clothing	Tie Bar - Dyer	\$5.43
			006173465	001-008-521-20-26-00	LE-Clothing	Uniform shirts - Dyer	\$273.94
Check Total							\$504.48
Grainger	41296	10/20/2016	9243005486	001-007-559-30-31-01	PB-Operating Cost	Wall heater for Bldg Insptr office	\$504.48
Check Total							\$3,446.43
Granite Construction Supply	41297	10/20/2016	262_00065255	101-016-542-64-31-00	ST-Traffic Control - Supply	Signs-Stop/No Parking	\$1,110.78
			262_00065256	101-016-544-90-31-02	ST-Operating Cost	Hotspot asphalt glue	\$735.08
			262_00065259	410-016-531-10-31-00	SW-Clothing	Rubber boots	\$81.68
			262_00065267	101-016-542-64-31-00	ST-Traffic Control - Supply	Signs-Cross Traffic Does Not Stop	\$81.68
			262_00065280	101-016-542-64-31-00	ST-Traffic Control - Supply	Sign-Left Arrow Stencil	\$424.71
			262_00065281	101-016-542-64-31-00	ST-Traffic Control - Supply	Signs-School Bus Stop Ahead	\$196.02



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Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Granite Construction Supply	41297	10/20/2016	262_00065283	001-010-576-80-31-01	PK-Ops-Clothing	Jackets	\$65.28
				101-016-542-90-31-01	ST-Clothing	Jackets	\$65.29
				410-016-531-10-31-00	SW-Clothing	Jackets	\$65.29
			262_00065291	001-010-576-80-31-00	PK-Operating Costs	Boating regulations signs	\$528.17
			262_00065514	101-016-542-30-48-00	ST-Repair & Maintenance	Equipment repair	\$46.23
				410-016-531-10-48-00	SW-Repairs & Maintenance	Equipment repair	\$46.22
Great Floors	41298	Check Total \$42.63					
		10/20/2016	10/18/16 req	621-013-586-00-00-05	Public Bldg Maint Retain Reimb	Release Retainage-Great Floors	\$42.63
Chris L Griffen	41299	Check Total \$900.00					
		10/20/2016	5Z1048529	001-011-515-91-41-00	LG-General Indigent Defense	Public Defender services	\$300.00
			6Z0348975	001-011-515-91-41-00	LG-General Indigent Defense	Public Defender services	\$300.00
			6Z0640113	001-011-515-91-41-00	LG-General Indigent Defense	Public Defender services	\$300.00
Group Health Coop	41300	Check Total \$117.00					
		10/20/2016	73038731	101-016-542-30-41-02	ST-Professional Service	Employee vaccinations/drug screening	\$58.50
				410-016-531-10-41-01	SW-Professional Services	Employee vaccinations/drug screening	\$58.50
James Haugen	41301	Check Total \$223.00					
		10/20/2016	10/14/16 req	001-010-576-80-43-00	PK-Travel & Meetings	Mileage - Wash Recreation & Parks seminar-Haugen	\$54.00
				001-010-576-80-49-01	PK-Staff Development	Registration - Wash Recreation & Parks seminar-Haugen	\$169.00
Michael Hingtgen	41302	Check Total \$750.00					
		10/20/2016	2016	001-008-521-20-26-00	LE-Clothing	2016 Clothing Allowance	\$750.00
Iron Mountain Quarry LLC	41303	Check Total \$306.92					
		10/20/2016	0257958	001-010-576-80-31-00	PK-Operating Costs	Rock for Boat Launch	\$306.92
ISOsource	41304	Check Total \$935.00					
		10/20/2016	CW195146	001-006-518-80-41-00	IT-Professional Services	IT consulting	\$280.50
			CW195505	001-006-518-80-41-00	IT-Professional Services	IT consulting	\$654.50
J Thayer Company Inc	41305	Check Total \$768.30					
		10/20/2016	1079403-0	001-007-558-50-31-00	PL-Office Supplies	Paper	\$25.04
				001-007-559-30-31-00	PB-Office Supplies	Paper	\$25.03
		1079409-0	1079409-0	001-007-558-50-31-00	PL-Office Supplies	Tissue	\$10.06
				001-007-559-30-31-00	PB-Office Supplies	Tissue	\$10.07
		1080197-0	1080197-0	001-007-558-50-31-00	PL-Office Supplies	Paper	\$38.06



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Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
J Thayer Company Inc	41305	10/20/2016	1080197-0	001-007-559-30-31-00	PB-Office Supplies	Paper	\$38.06
			1081581-0	001-008-521-20-31-00	LE-Office Supplies	Postits/index tabs/push pins/fabric-air freshener	\$192.57
			1082696-0	001-007-559-30-31-00	PB-Office Supplies	Heater/Fan	\$69.70
			1084327-0	001-003-514-20-31-00	CC-Office Supply	Toner	\$83.80
				001-004-514-23-31-00	FI-Office Supplies	File case	\$23.03
				001-013-518-20-31-00	GG-Operating	Adding machine paper/paper/postits	\$36.45
			1085254-0	001-008-521-20-31-00	LE-Office Supplies	Portable hard drive	\$216.43
Jeffrey D. Goldman	41306	Check Total					\$200.00
		10/20/2016	1268	001-008-521-20-41-00	LE-Professional Services	Pre employment Polygraph Examination	\$200.00
Kroesens Uniforms	41307	Check Total					\$1,737.82
		10/20/2016	31987	001-008-521-20-26-00	LE-Clothing	Armoured vest - Schedler	\$867.71
			34344	001-008-521-20-26-00	LE-Clothing	Armoured vest - Michael	\$870.11
Lake Stevens Chamber of Commerce	41308	Check Total					\$1,500.00
		10/20/2016	Nov 2016	001-013-518-90-49-01	GG-Chamber of Commerce	November 2016 Contribution for VIC	\$1,500.00
Lake Stevens Fire	41309	Check Total					\$95.00
		10/20/2016	9631	001-008-521-20-41-00	LE-Professional Services	2016 Annual Fire inspection-Police Station	\$95.00
Lake Stevens Police Guild	41310	Check Total					\$1,028.00
		10/20/2016	10/14/16	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Union Dues	\$1,028.00
Lake Stevens School District	41311	Check Total					\$5,107.36
		10/20/2016	1326	001-007-558-50-32-00	PL-Fuel	Fuel	\$4.79
				001-007-559-30-32-00	PB-Fuel	Fuel	\$64.32
				001-010-576-80-32-00	PK-Fuel Costs	Fuel	\$76.70
				001-013-518-20-32-00	GG-Fuel	Fuel	\$4.79
				101-016-542-30-32-00	ST-Fuel	Fuel	\$836.11
				410-016-531-10-32-00	SW-Fuel	Fuel	\$1,010.35
			1327	001-008-521-20-32-00	LE-Fuel	Fuel	\$3,030.30
		2139	001-008-521-30-31-00	LE-Crime Prevention Op Costs	Field facilitator - Guns & Hoses Game	\$80.00	
Lake Stevens Sewer District	41312	Check Total					\$996.00
		10/20/2016	10/2016	001-008-521-50-47-00	LE-Utilities	Sewer - Police Station	\$83.00
					LE-Utilities	Sewer - N Lakeshore Dr	\$83.00
				001-010-576-80-47-00	PK-Utilities	Sewer - Lundeen Park	\$166.00



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Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Lake Stevens Sewer District	41312	10/20/2016	10/2016	001-012-572-20-47-00	CS-Library-Utilities	Sewer - Library	\$83.00
				001-013-518-20-47-00	GG-Utilities	Sewer - Permit Center	\$83.00
					GG-Utilities	Sewer - Family Center	\$83.00
					GG-Utilities	Sewer - City Hall	\$166.00
					GG-Utilities	Sewer - Vacant Houses 20th St SE	\$166.00
				101-016-543-50-47-00	ST-Utilities	Sewer - 99th Ave SE Property	\$83.00
Lemay Mobile Shredding	41313	Check Total \$180.90					
		10/20/2016	4494721	001-008-521-20-31-01	LE-Operating Costs	Shredding services	\$9.30
			4494722	001-008-521-20-31-01	LE-Operating Costs	Shredding services	\$4.65
			4494931	001-013-518-20-31-00	GG-Operating	Shredding services	\$166.95
Marshbank Construction Inc	41314	Check Total \$298,541.89					
		10/20/2016	8/29-10/5/16	304-016-595-20-61-00	Capital - Trans - Land Improve	September 2016 Grade Road Rd Stabilization	\$298,541.89
Marshbank Construction Acct 17620012767	41315	Check Total \$15,712.73					
		10/20/2016	8/29-10/5/16	304-016-595-20-61-00	Capital - Trans - Land Improve	Retainage - Marshbank Construction	\$15,712.73
Nationwide Retirement Solution	0	Check Total \$1,325.00					
		10/20/2016	10/14/16	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-Nationwide	\$1,325.00
Office of The State Treasurer	41316	Check Total \$8,879.98					
		10/20/2016	Sept 2016	633-007-586-00-00-02	Building - State Bl	Sept 2016 State Court Fees	\$148.50
				633-008-586-00-00-03	Public Safety And Ed. 1986	Sept 2016 State Court Fees	\$4,022.14
				633-008-586-00-00-04	Public Safety And Education	Sept 2016 State Court Fees	\$2,058.83
				633-008-586-00-00-05	Judicial Information System-Ci	Sept 2016 State Court Fees	\$1,278.68
				633-008-586-00-00-08	Trauma Care	Sept 2016 State Court Fees	\$387.06
				633-008-586-00-00-09	School Zone Safety	Sept 2016 State Court Fees	\$106.12
				633-008-586-00-00-10	Public Safety Ed #3	Sept 2016 State Court Fees	\$58.66
				633-008-586-00-00-11	Auto Theft Prevention	Sept 2016 State Court Fees	\$556.47
				633-008-586-00-00-12	HWY Safety Act	Sept 2016 State Court Fees	\$49.78
				633-008-586-00-00-13	Death Inv Acct	Sept 2016 State Court Fees	\$32.04
633-008-586-00-00-14	WSP Highway Acct			Sept 2016 State Court Fees	\$181.70		
Pacific Power Batteries	41317	Check Total \$65.85					
		10/20/2016	87930	101-016-544-90-31-02	ST-Operating Cost	Portable Power bank	\$65.85



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Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total	\$	
Kristen Parnell	41318							Check Total	\$152.00
		10/20/2016	10/1/16 req	001-008-521-20-43-00	LE-Travel & Meetings	Per Diem for Fusion Liason Training-Parnell	\$104.00		
			9/25/16 req	001-008-521-20-43-00	LE-Travel & Meetings	Per Diem for Street Crimes Training-Parnell	\$48.00		
Performance Marine Inc	41319							Check Total	\$306.97
		10/20/2016	15706	001-008-521-20-48-00	LE-Repair & Maintenance Equip	Repair on North River boat	\$306.97		
Pigskin Uniforms	41320							Check Total	\$607.60
		10/20/2016	2016-54	001-008-521-20-26-00	LE-Clothing	Winter jumpsuit - Schedler	\$607.60		
Pilchuck Rentals	41321							Check Total	\$251.76
		10/20/2016	43454	001-010-576-80-45-00	PK-Equipment Rental	Rental of stump grinder	\$251.76		
Prothman Company	41322							Check Total	\$8,058.47
		10/20/2016	2016-5623	001-002-513-11-41-00	AD-Professional Services	Municipal Consulting services - Swenson	\$5,963.27		
				101-016-542-30-41-02	ST-Professional Service	Municipal Consulting services - Swenson	\$1,208.77		
				401-070-535-10-41-00	SE-Professional Service	Municipal Consulting services - Swenson	\$80.58		
				410-016-531-10-41-01	SW-Professional Services	Municipal Consulting services - Swenson	\$805.85		
Public Safety Testing Inc	41323							Check Total	\$2,128.02
		10/20/2016	PST116-585	001-008-521-20-41-00	LE-Professional Services	Background Investigation-New Hire	\$2,128.02		
Puget Sound Energy	41324							Check Total	\$118.16
		10/20/2016	24316495 10/16	001-010-576-80-47-00	PK-Utilities	Natural Gas - City Shop	\$12.95		
				101-016-543-50-47-00	ST-Utilities	Natural Gas - City Shop	\$12.95		
				410-016-531-10-47-00	SW-Utilities	Natural Gas - City Shop	\$12.95		
			3723810 10/16	001-008-521-50-47-00	LE-Utilities	Natural Gas - N Lakeshore Dr	\$79.31		
Red Propeller	41325							Check Total	\$42,114.90
		10/20/2016	2495	001-007-558-70-41-00	PL-Economic Devel	August 2016 production of marketing tools	\$42,114.90		
Republic Services 197	41326							Check Total	\$737.61
		10/20/2016	0197-002004057	001-010-576-80-31-00	PK-Operating Costs	Dumpster services - City Shop	\$135.87		
				001-010-576-80-45-00	PK-Equipment Rental	Dumpster Rental - City Shop	\$110.00		
				101-016-542-30-45-00	ST-Rentals-Leases	Dumpster Rental - City Shop	\$110.00		
				101-016-544-90-31-02	ST-Operating Cost	Dumpster services - City Shop	\$135.87		
				410-016-531-10-31-02	SW-Operating Costs	Dumpster services - City Shop	\$135.87		
				410-016-531-10-45-00	SW-Equipment Rental	Dumpster Rental - City Shop	\$110.00		



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Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total	\$	
Republic Services 197	41327	10/20/2016	0197-002003884	001-010-576-80-31-00	PK-Operating Costs	Dumpster svcs - Lundeen Park	\$248.30		
				001-010-576-80-45-00	PK-Equipment Rental	Dumpster rental - Lundeen Park	\$13.64		
	41328	10/20/2016	0197-002004626	001-013-518-20-31-00	GG-Operating	Dumpster services - City Hall	\$114.64		
				001-013-518-20-45-00	GG-Equipment Rental	Dumpster rental - City Hall	\$16.20		
							Check Total	\$261.94	
Robinson Noble	41329	10/20/2016	16-839	101-016-544-20-41-00	ST-Prof Srv - Engineering	Geotechnical consultation - Catherine Creek 36th Street Bridge	\$805.40		
S Morris Co	41330	10/20/2016	191613	101-016-542-30-41-02	ST-Professional Service	Dead animal disposal	\$54.60		
Snohomish County PUD	41331	10/20/2016	100265901	001-010-576-80-47-00	PK-Utilities	201513934 Parks	\$31.72		
				001-012-575-50-47-00	CS-Community Center-Utilities	200860922 Community Center	\$486.28		
				001-013-518-20-47-00	GG-Utilities	200245215 Family Center	\$85.89		
				001-013-518-20-47-00	GG-Utilities	200321172 Permit Center	\$52.46		
				001-010-576-80-47-00	PK-Utilities	200748721 Parks	\$48.08		
				101-016-542-63-47-00	ST-Lighting - Utilities	200363505 Traffic Signal	\$72.91		
				001-013-518-20-47-00	GG-Utilities	200206019 City Hall	\$218.73		
				101-016-542-63-47-00	ST-Lighting - Utilities	201595113 Street Lights	\$261.74		
				101-016-542-63-47-00	ST-Lighting - Utilities	201973682 Street Lights	\$44.73		
				121145853	001-012-572-20-47-00	CS-Library-Utilities	200206977 Library	\$299.99	
					001-013-518-20-47-00	GG-Utilities	200206977 Library water meter	\$122.93	
				121149378	101-016-542-63-47-00	ST-Lighting - Utilities	205320781 SR92 Roundabout at 99th	\$56.52	
				127761588	001-012-575-30-47-00	CS-Historical-Utilities	202289237 Museum	\$8.07	
					001-012-575-51-47-00	CS-Grimm House Expenses	202289237 Grimm House	\$8.07	
				134365864	101-016-542-63-47-00	ST-Lighting - Utilities	202648705 Street Lights	\$29.30	
				137575175	101-016-542-63-47-00	ST-Lighting - Utilities	202648101 Street Lights - Soper Hill Annexation	\$1,066.97	
				137575220	101-016-542-63-47-00	ST-Lighting - Utilities	202670725 Street Lights	\$1,181.12	
				140882299	001-010-576-80-47-00	PK-Utilities	202513354 Park lighting	\$17.04	
				147500032	101-016-542-63-47-00	ST-Lighting - Utilities	205338056 SR92 Roundabout at113th	\$56.89	
				160435288	001-013-518-20-47-00	GG-Utilities	201783685 Annex	\$54.57	
							Check Total	\$4,530.56	



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Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc		
Snohomish County PUD	41331	10/20/2016	160435560	101-016-542-63-47-00	ST-Lighting - Utilities	201860178 Traffic Signal	\$169.81	
			160435842	101-016-542-63-47-00	ST-Lighting - Utilities	204719074 Catherine Creek Bridge lights	\$21.42	
			163646319	101-016-542-63-47-00	ST-Lighting - Utilities	203115522 Street Light meter	\$135.32	
Snohomish County PW S	41332						Check Total	\$10,597.49
		10/20/2016	I000418256	101-016-542-64-48-02	ST-Traffic Control - Striping	Street striping	\$10,597.49	
Snohomish County PW V	41333						Check Total	\$9,821.22
		10/20/2016	I000418058	001-008-521-20-48-00	LE-Repair & Maintenance Equip	Vehicle repair	\$8,633.55	
			I000418255	101-016-542-64-48-00	ST-Traffic Control - R&M	Signal & Sign repairs	\$1,187.67	
Snohomish County Sherrifs Office	41334						Check Total	\$8,093.57
		10/20/2016	2016-3372	001-008-523-60-51-00	LE-Jail	Prisoner Housing August 2016	\$8,070.44	
			2016-3391	001-008-523-60-51-00	LE-Jail	Prisoner Medical August 2016	\$23.13	
Snohomish County Treasurer	41335						Check Total	\$144.43
		10/20/2016	Sept 2016	633-008-586-00-00-01	Crime Victims Compensation	September 2016 Crime Victims Compensation	\$144.43	
Snopac	41336						Check Total	\$26,531.54
		10/20/2016	8538	001-008-528-00-51-00	LE-Snopac Dispatch	Quarterly Access Assessment	\$514.06	
			8568	001-008-528-00-51-00	LE-Snopac Dispatch	Dispatch Services	\$26,017.48	
Sound Publishing Inc	41337						Check Total	\$744.12
		10/20/2016	EDH721185	001-007-558-50-41-03	PL-Advertising	LUA2016-0084 PH Land Use Regs Floodplain Dev	\$165.36	
			EDH721532	001-007-558-50-41-03	PL-Advertising	LUA2016-0034 Autumn Crest Prelim Plat	\$84.40	
			EDH721742	001-007-558-50-41-03	PL-Advertising	LUA2016-0118 St John Var Reasonable Use	\$80.96	
			EDH723415	001-007-558-50-41-03	PL-Advertising	LUA2016-0117 Tyler Preliminary Plat	\$87.84	
			EDH723999	001-007-558-50-41-03	PL-Advertising	LUA2016-0117 Tyler Preliminary Plat	\$84.40	
			EDH724004	001-007-558-50-41-03	PL-Advertising	LUA2016-0130 Westlake Crossing II Preliminary Short PLat	\$79.24	
			EDH724374	001-007-558-50-41-03	PL-Advertising	LUA2016-0127 Old Hartford Binding Site Plan	\$80.96	
EDH724727	001-007-558-50-41-03		PL-Advertising	LUA2016-0110 Libengood	\$80.96			
Stericycle Inc	41338						Check Total	\$10.36
		10/20/2016	3003589835	001-008-521-20-41-00	LE-Professional Services	Hazardous Waste Disposal	\$10.36	
Robert Stowe	41339						Check Total	\$2,340.00
		10/20/2016	3-September	001-007-558-70-41-00	PL-Economic Devel	Econ Development consulting services	\$2,340.00	
Robert Summers	41340						Check Total	\$10.50
		10/20/2016	5/9/16 req	001-008-521-20-26-00	LE-Clothing	Lieutenant collar insignias	\$10.50	



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Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total		
Tacoma Screw Products Inc	41341							Check Total	\$133.24
		10/20/2016	18134563	001-010-576-80-31-00	PK-Operating Costs	Nitrile Gloves/Screws/power bits	\$44.42		
				101-016-544-90-31-02	ST-Operating Cost	Nitrile Gloves/Screws/power bits	\$44.41		
				410-016-531-10-31-02	SW-Operating Costs	Nitrile Gloves/Screws/power bits	\$44.41		
Terra Services Inc	41342							Check Total	\$4,451.00
		10/20/2016	16-14407	001-007-559-30-41-00	PB-Professional Srv	Temporary services-Permit Specialist	\$1,025.64		
				001-010-576-80-41-00	PK-Professional Services	Temporary services-Public Works Admin	\$142.46		
				001-013-518-20-41-00	GG-Professional Service	Temporary services-Public Works Admin	\$142.46		
				101-016-542-30-41-02	ST-Professional Service	Temporary services-Permit Specialist	\$293.04		
					ST-Professional Service	Temporary services-Public Works Admin	\$569.84		
				410-016-531-10-41-01	SW-Professional Services	Temporary services-Permit Specialist	\$146.52		
		SW-Professional Services	Temporary services-Public Works Admin		\$569.84				
		16-14823	001-010-576-80-41-00	PK-Professional Services	Temporary services-Public Works Admin	\$156.12			
			001-013-518-20-41-00	GG-Professional Service	Temporary services-Public Works Admin	\$156.12			
			101-016-542-30-41-02	ST-Professional Service	Temporary services-Public Works Admin	\$624.48			
			410-016-531-10-41-01	SW-Professional Services	Temporary services-Public Works Admin	\$624.48			
Dean Thomas	41343							Check Total	\$12.39
		10/20/2016	3/28/16 req	001-008-521-20-43-00	LE-Travel & Meetings	Meal at PSR training - Thomas	\$12.39		
Universal Field Services Inc	41344							Check Total	\$338.72
		10/20/2016	47888	301-010-576-80-61-00	Park Mitigation Funds Exp	Aquisition of ROW - Frontier Heights	\$338.72		
UPS	41345							Check Total	\$2.97
		10/20/2016	74Y42396	001-008-521-20-42-00	LE-Communication	Evidence shipping	\$1.67		
			74Y42406	001-008-521-20-42-00	LE-Communication	Evidence shipping	\$1.30		
Valley Freightliner Inc	41346							Check Total	\$1,585.56
		10/20/2016	SR302001080	101-016-542-30-48-00	ST-Repair & Maintenance	Service & Grease PW16 - Courtesy inspection	\$792.78		
				410-016-531-10-48-00	SW-Repairs & Maintenance	Service & Grease PW16 - Courtesy inspection	\$792.78		
Washington Cities Insurance Authority	41347							Check Total	\$50.00
		10/20/2016	LS-1677	001-010-576-80-49-01	PK-Staff Development	No show fee Employment Law for Supervisors-Wicken	\$8.34		
				101-016-542-30-49-01	ST-Staff Development	No show fee Employment Law for Supervisors-Wicken	\$8.33		
				410-016-531-10-49-01	SW-Staff Development	No show fee Employment Law for Supervisors-Wicken	\$8.33		
		10/20/2016	LS-1678	001-010-576-80-49-01	PK-Staff Development	No show fee Employment Law for Supervisors-Monken	\$8.34		



Checks to be Approved for 10/7/2016 to 10/20/2016

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc		
Washington Cities Insurance Authority	41347	10/20/2016	LS-1678	101-016-542-30-49-01	ST-Staff Development	No show fee Employment Law for Supervisors-Monken	\$8.33	
				410-016-531-10-49-01	SW-Staff Development	No show fee Employment Law for Supervisors-Monken	\$8.33	
Washington State Dept of Enterprise Svcs	41348						Check Total	\$111.02
		10/20/2016	73153153	001-008-521-20-31-01	LE-Operating Costs	Business cards - Dyer	\$35.61	
			73153154	001-008-521-20-31-01	LE-Operating Costs	Business cards - Miner	\$39.80	
			73153506	001-008-521-20-31-01	LE-Operating Costs	Business cards - police dept	\$35.61	
Washington State Patrol	41349						Check Total	\$1,298.75
		10/20/2016	I16009384	633-008-586-00-00-06	Gun Permit - FBI Remittance	Background checks for weapons permits	\$418.25	
			I17001757	633-008-586-00-00-06	Gun Permit - FBI Remittance	Background checks for weapons permits	\$24.00	
			I17002304	633-008-586-00-00-06	Gun Permit - FBI Remittance	Background checks for weapons permits	\$856.50	
Washington State Support Registry	0						Check Total	\$402.46
		10/20/2016	10/14/16	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Child Support	\$402.46	
Washington State Treas Office	41350						Check Total	\$1,210.92
		10/20/2016	3rd Qtr	111-008-586-00-00-00	Disbursement to State	3rd Qtr 2016 state portion of seizures & forfeitures	\$1,210.92	
Neil Chad Wells	41351						Check Total	\$54.00
		10/20/2016	1/25/16 req	001-008-521-20-43-00	LE-Travel & Meetings	Per Diem for BAC/SFST Training- C Wells	\$18.00	
			11/3/15 req	001-008-521-20-43-00	LE-Travel & Meetings	Meals at Taser Instructor Course	\$36.00	
Russel Wright	41352						Check Total	\$80.72
		10/20/2016	10/12/16 req	001-007-558-50-43-00	PL-Travel & Mtgs	Meals/Mileage for travel for meetings	\$80.72	
Zachor and Thomas Inc PS	41353						Check Total	\$10,569.36
		10/20/2016	668	001-011-515-30-41-01	PG-Prosecutor Fees	Prosecutor retainer - September 2016	\$10,569.36	
Total							\$598,706.71	

**CITY OF LAKE STEVENS
CITY COUNCIL REGULAR MEETING MINUTES**

Tuesday, October 11, 2016
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street N.E. Lake Stevens

CALL TO ORDER: 7:00 p.m. by Mayor John Spencer

ELECTED OFFICIALS PRESENT: Mayor John Spencer, Councilmembers Kim Daughtry, Sam Low, Kurt Hilt, Todd Welch, Raichel McDaniel, Kathy Holder, Marcus Tageant

ELECTED OFFICIALS ABSENT: None

STAFF MEMBERS PRESENT: Finance Director/City Clerk Barb Stevens, Community Development Director Russ Wright, Public Works Director Mick Monken, Police Chief John Dyer, Human Resources Director Steve Edin, Economic Development Coordinator Jeanie Ashe, City Attorney Grant Weed, Sgt. Ron Brooks, and Officer Wayne Aukerman

OTHERS: None

Pledge of Allegiance: Brett Gailey, a Lake Stevens resident and an officer with the Everett Police Department, led the Pledge of Allegiance.

Roll Call: All councilmembers present.

Approval of Agenda: Moved by Councilmember Welch, seconded by Councilmember McDaniel, to approve the agenda as presented. On vote the motion carried (7-0-0-0).

Employee Anniversaries: Sgt. Ron Brooks was recognized for 25 years of service to the community and Officer Wayne Aukerman for 15 years of service. The mayor and councilmembers applauded their contributions.

Guest Business:

Dennis Brawford, 2031 Vernon Road – 2026 Vernon Rd, Lake Stevens, expressed his concern that the traffic circle at Vernon Road and Lundeen Parkway was a hazard due to speed, speed limit signage, and separation between the sidewalk and the traffic.

Council Business:

- Councilmember Daughtry: Public Works Subcommittee, Planning and Economic Development Subcommittee, Community Transit.
- Councilmember Low: Executive staff meeting, Park Subcommittee, Public Works Subcommittee.
- Councilmember Hilt: Community Traffic, Department of Emergency Management Advisory Board, Board of Health
- Councilmember Welch: Snohomish County Cities at Sound Cities Association, Parks Subcommittee, Budget Subcommittee

- Councilmember McDaniel: No report
- Councilmember Holder: Park Subcommittee, Park Board, Planning and Economic Development Subcommittee.
- Councilmember Tageant: Budget Subcommittee

Mayor's Business: Requested Public Works Director Monken to present some options to the Public Works Subcommittee to address the concerns expressed by Mr. Brawford regarding the Lundeen/Vernon round-about. Subarea Plan, including meetings with the consultants in Portland. Recommended canceling the regular council meeting of November 22; councilmembers concurred.

City Department Report.

- Public Works Director Monken: fence at Lundeen Park; WSDOT Open House on 10/19 from 6 to 8 at Hillcrest re SR 9 and 204; boat launch; DEM alert for the area re high winds with heavy rains.
- Community Development Director Wright: Code enforcement team and policy development; Planning Commission meeting; Design Review Board; public scoping meeting on new industrial project in Hartford area; downtown subarea consultants meeting.
- Finance Director/City Clerk Stevenson: budget update; state audit.
- Police Chief Dyer: 30/60/90 day plan to learn about the community; budget; new patrol boat; Citizens Academy; October 19 Community Meeting; Oral Boards for entry level and lateral hiring.
- Human Resources Director Edin: Association of Washington Cities Well City Forum; WCIA audit.
- City Attorney Weed: WCIA insurance pool conference; WSAMA conference; public health conference.

Consent Agenda:

MOTION: Moved by Councilmember Low, seconded by Councilmember Tageant, to approve the Consent Agenda: (A) 2016 Vouchers [Payroll Direct Deposits of \$157,758.16, Payroll Check Nos. 41194-41198 totaling \$12,383.95, Tax Deposits of \$63,967.01, Electronic Funds Transfers (ACH) totaling \$195,816.35, Claims Check Nos. 41193, 41199-41271 totaling \$314,811.90, Void Checks 41194, 41180 totaling (\$6,231.72), Total Vouchers Approved: \$738,505.65], (B) City Council Workshop Minutes of September 27, 2016, (C) City Council Regular Minutes of September 27, 2016, (D) FCS Scope – Task 2 Annexation Study. On vote the motion carried (7-0-0-0).

Public Hearing:

Closed Record Hearing Regarding Libengood Rezone Request: Finance Director/City Clerk Stevens opened the hearing and reviewed the rules of procedure for the record.

Community Development Director Russ Wright noted that tonight's hearing, which followed the Hearing Examiner process which gave opportunity for the public to present testimony and provide written comments for the record, is a closed record hearing. The Hearing Examiner considered all testimony, the Findings of Fact and case law to make his recommendation for approval to council. The 1.17 acres on the Vernon Road was surplus by the Sewer District; the rezone back to a residential zone would allow the potential buyer to obtain a loan to

complete the purchase. The existing structure will be rehabbed as a single family residence with a garage/shop; there is no plan to expand the development of the site. The proposed rezone would not change the current access or the traffic pattern in the area. Councilmember Low stated that while he served on the Sewer Subcommittee last year this property was discussed so he was familiar with the topic but would have no personal gain or loss or conflict of interest by participating in the decision at tonight's meeting.

MOTION: Moved by Councilmember Tageant, seconded by Councilmember Daughtry, to close the record of public hearing on the First and Final Reading for Ordinance 974 related to the Libengood Rezone. On vote the motion carried (7-0-0-0).

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember Welch, to approve Ordinance 974, part of the Libengood Rezone. On vote the motion carried (7-0-0-0).

Action Items:

Resolution 2016-19 Establishment of the Lake Stevens Library Capital Facility Area:

Mayor Spencer reported Sno-Isle Library District is moving forward with the construction of a new Lake Stevens library to be located at Market and Chapel Hill Road with construction funded by Sno-Isle via a bond issue to be paid from property tax assessments in a library district to be formed with boundaries co-terminus with the school district's. Resolution 2016-19 approves the creation of the Lake Stevens Library Capital Facility Area and requests the County Council to proceed to place on a ballot to the citizens of the Capital Facility Area two propositions: to create the Capital Facility Area and to pass the property tax levy to pay for the construction of the library. He added details regarding the property and the cooperative effort with Sno-Isle.

MOTION: Moved by Councilmember Holder, seconded by Councilmember McDaniel, to approve Resolution 2016-19 requesting the establishment of the Lake Stevens Library Capital Facility Area. On vote the motion carried (7-0-0-0).

Ordinance 973 re Legal Action Against City Officials & Employees: City Attorney Weed advised of the state law which authorizes cities to provide for legal defense should an elected official, employee, or appointed official be named in an action against the city while they were performing in good faith and within the scope of their duties.

MOTION: Moved by Councilmember Tageant, seconded by Councilmember Welch, to approve Ordinance 973 regarding Legal Action Against City Officials and Employees. On vote the motion carried (7-0-0-0).

Resolution 2016-18 re Surplus Real Property: Director Wright presented the staff report in support of surplus ten properties along the 20th Street SE Corridor, with the proceeds from their sale to be put into a fund for capital improvement projects in the corridor. He noted that any portions of the properties the city might need for future projects will be dedicated to the city before any sale. He then responded to Councilmembers' questions. Attorney Weed added that any purchase and sale agreements would be coming back to Council for final approval.

MOTION: Moved by Councilmember Holder, seconded by Councilmember McDaniel, to approve Resolution 2016-18 - A resolution of the city of Lake Stevens, Washington authorizing the City Council to surplus real property along the 20th Street SE Corridor. On vote the motion carried (7-0-0-0).

Update to Long Range Planning Work Plan: Director Wright requested council input on several plan elements. A moratorium for downtown had been suggested because development might not be consistent with the ultimate plan. That suggestion did not receive support but follow-on discussions led to the suggestion of limitations on height or other requirements which would allow development to occur but would keep the downtown consistent with the future vision. After research, staff is suggesting a height limitation of 25 feet, or four stories. There is interest in providing a two-year extension to the land use approval process, from ten years to twelve. Interest has been expressed by potential developers in changing some local business uses; one for car washes and the other for mini-storage. Staff recommends these be located in a highway-oriented business zone. Another consideration is allowing All Terrain Vehicles on city streets. Staff suggests studying this further. Some members of the Master Builders have requested the city re-visit its private road standards and model home regulations. This may be brought forward next year, but there has not been a full discussion yet. These topics have been brought to the Economic Development Subcommittee, which supported the downtown height restrictions and the other staff recommendations.

Director Wright responded to councilmember questions. After discussion, it was the consensus of council to support the two-year extension on the land use approval process and to direct staff to proceed with the work on the long-range plan as proposed. No action was taken.

Adjourn:

Moved by Councilmember Low, seconded by Councilmember Welch to adjourn the meeting at 8:15 p.m. On vote the motion carried (7-0-0-0).

John Spencer, Mayor

Barb Stevens, City Clerk

EXHIBIT A

RESOLUTION NO. 2016-20

A RESOLUTION OF THE CITY OF LAKE STEVENS DECLARING AN EMERGENCY IN ANTICIPATION OF DAMAGES INCURRED AND RESULTING FROM 13TH THROUGH 15TH OCTOBER 2016 PREDICTED WIND STORM; WAIVING PUBLIC BIDDING REQUIREMENTS PURSUANT TO RCW 39.04.280 AND AUTHORIZING EMERGENCY WORKS CONTRACTING.

WHEREAS, on the 11th of October 2016 Snohomish County Department of Emergency Management sent out alerts of two anticipated high wind storm events with the first predicted on the 13th of October and the second on the 15th of October in Western Washington and the Puget Sound Region, including the City of Lake Stevens; and

WHEREAS, the projected gusts from the first storm were predicted to be 50 mph and the second storm front to be 60 mph; and

WHEREAS, the City was in the process of scheduling arborist identified hazardous trees to be felled from Lundeen Park when this unexpected storm event announcement was made; and

WHEREAS, this created an emergency situation where prompt removal dangerous trees was deemed necessary for the protection of life and property in and around Lundeen Park; and

WHEREAS, the City has an on-call tree removal service but the City was not able to make contact with this service provider to make arrangements for emergency tree removal prior to the expected storm event; and

WHEREAS, the City Engineer determined that the predicted windstorms would result in damage to a number of significant trees as well as the potential for severe damage to property and potential for bodily injury and which posed an immediate risk to public health and welfare and required immediate attention by a tree cutting service; and

WHEREAS, the public health, safety and welfare of the City's local citizens and businesses would have been jeopardized if immediate work did not commence;

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

1. An emergency exists such that the public health, safety and welfare would suffer material injury or damage by delay, and such emergency is now hereby proclaimed.
2. The facts constituting the emergency are set forth in the recital paragraphs of this Resolution.
3. Pursuant to RCW 39.04.280, the City Council does hereby waive the requirements of public bidding to contract for the removal of trees and/or portions thereof that pose a threat to persons and property by a qualified tree removal service.
4. The City Council does hereby authorize the entry into and execution of an emergency works contract on behalf of the City to perform tree removal services as deemed necessary by the City

Engineer/Public Works Director. All actions previously taken to address the emergency including the contracting for services and waiving bid requirements pursuant to RCW 39.04.280 are hereby ratified and approved.

PASSED by the City Council and APPROVED by the Mayor this 25th day of October 2016.

CITY OF LAKE STEVENS

John Spencer, Mayor

ATTEST:

Barb Stevens, City Clerk

APPROVED AS TO FORM:

Grant K. Weed, City Attorney



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Date: **Agenda** 25th October 2016

Subject: Award of Emergency Contract with AVID Tree Care

Contact Person/Department:	<u>Mick Monken Public Works</u>	Budget Impact:	<u>\$30,000 Est.</u>
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RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Acknowledge the execution of an emergency contract with Avid Tree Care for tree services and the removal of hazardous trees in an amount not to exceed \$30,000.

SUMMARY/BACKGROUND: On 11th October 2016, the City received notification from Snohomish County Department of Emergency Manage (DEM) that Western Washington was expecting two significant wind storms (13th and 15th October) with gusts up to 60 mph. Lake Stevens was included in the predicted path of both storms.

At the time of the DEM announcement the City was in the process of scheduling the removal of hazardous trees using the City's on-call tree service provider (Sam's Tree Service). The work was expected to be performed later in October. Once the City learned of these two wind storm events, several contacts (both phone and email) were made to the City's on-call tree service but they could not be reached. An emergency situation was declared and another tree service provider was sought under RCW 39.04.280 which waives the requirements of public bidding. Notification was issued to Sam's Tree Service

Avid Tree Care services was the only tree service that the City reached out to that was able to meet the needs to the City's timeline and a contract was prepared and executed with them. Avid Tree Care performed tree felling on Friday and Saturday and was able to remove some of the more hazardous trees in Lundeen Park. Work was performed on time.

BUDGET IMPACT: \$30,000 which requires a budget adjustment

ATTACHMENTS:

- ▶ Exhibit A: Public Works Contract with Avid Tree Care

EXHIBIT A

LIMITED PUBLIC WORKS CONTRACT (Under \$35,000)

THIS LIMITED PUBLIC WORKS CONTRACT (“Contract”) is made and entered into by and between the City of Lake Stevens, Washington, a Washington State municipal corporation (“City”), and Kevin Lee Ricco, d/b/a Avid Tree Care, a Washington sole proprietorship (“Contractor”).

WHEREAS, service are required for the removal of hazardous trees within Lundeen Park promptly due to a sever wind storm event; and

WHEREAS city will secure an emergency resolution authorizing this Contract;

WHEREAS, the Contractor and the City desire to enter into this Contract for said work in accordance with the terms and conditions of this Contract.

NOW, THEREFORE, in consideration of the terms, conditions and agreements contained herein, the City and Contractor agree as follows:

1. Scope of Work—the Project.

The Contractor shall perform, carry out and complete the hazardous tree removal in Lundeen Park in advance of a predicted October 13, 2016 Storm Event (“Project”) in accordance with this Contract and the incorporated Contract Documents specified in Section 2. The Project shall be completed no later than October 16, 2016, the Completion Date.

2. Contract Documents.

The following documents are incorporated into the Contract by this reference:

- A. Plans and Contract Drawings.
- B. Scope of Work.
- C. Proposal/Bid Submittal (attached).
- D. 2016 or _____ Standard Specifications for Road, Bridge, and Municipal Construction (WSDOT/APWA) (“Standard Specifications”) (referenced but not attached).
- E. WSDOT Amendments to the Standard Specifications (referenced but not attached)
- F. 2010 APWA Supplement General Special Provisions (referenced but not attached).
- G. City of Lake Stevens Engineering Standards (referenced but not attached)
- H. Addenda (if any)

In the event of any inconsistencies or conflicts between the language of this Contract and these incorporated documents, the language of the Contract shall prevail over the language of the documents.

3. Commencement of Work.

- A. Work shall not proceed under this Contract until the following conditions have been met by the Contractor:
- B. Contract has been signed and fully executed by the parties.
- C. The Contractor has provided the City with the certificates of insurance and additional insured endorsements required under Section 22.
- D. The Contractor has obtained a City of Lake Stevens Business License.
- E. The Contractor has provided the City with satisfactory documentation that Contractor is licensed and bonded as a contractor in the Washington State.

These conditions shall be immediately.

4. **Time is of the Essence/Liquidated Damages.**

Time is of the essence in the performance of this Contract. The Contractor shall diligently pursue the Project work to physical completion by the date specified in Section 1

5. **Payment for Project.**

A. **Total Contract Sum for Project.** Excluding approved change orders, the City shall pay the Contractor for satisfactory completion of the Project under the Contract a total Contract Sum not to exceed \$30,000 (dollar amount in words) in accordance with the bid price in the Scope of Work. The total Contract Sum includes all expenses and costs incurred in planning, designing and constructing the Project, including, but not limited to, applicable sales and use taxes, costs and expenses for overhead, profit, labor, materials, supplies, permits, subcontractors, consultants, and professional services necessary to construct and complete the Project.

B. **Payments shall be for Performance of Project Work.** Payments for work provided hereunder shall be made following the performance of such work, unless otherwise permitted by law and approved in writing by the City. No payment shall be made for any work rendered by the Contractor except as identified and set forth in this Contract.

C. **Right to Withhold Payments if Work is Unsatisfactory.** If during the course of the Contract, the work rendered does not meet the requirements set forth in the Contract, the Contractor shall correct or modify the required work to comply with the requirements of the Contract. The City shall have the right to withhold payment for such work until it meets the requirements of the Contract.

D. **Payments.** Subject to F below, progress payments shall be based on the timely submittal by the Contractor of the City's standard payment request form. The form shall be appropriately completed and signed by the Contractor. Applications for payment not signed and/or completed shall be considered incomplete and ineligible for payment consideration. The City shall initiate authorization for payment after receipt of a satisfactorily completed payment request form and shall make payment to the Contractor within approximately thirty (30) calendar days thereafter.

E. **Payments for Alterations and/or Additions.** Requests for changes orders and/or payments for any alterations in or additions to the work provided under this Contract shall be in accordance with the change order process set forth in Section 1-04.4 of the Standard Specifications.

F. **Final Payment.** As a Limited Public Works project under \$35,000, the City shall not require a payment and performance bond if requested by Contractor and the City shall not withhold statutory retainage under RCW Chapter 60.28. However, the parties agree that the City shall retain fifty percent of the contract amount for a period of thirty days after the date of final acceptance or until the following has occurred:

1. Affidavits of Wages Paid for the Contractor and all Subcontractors are on file with the Washington State Department of Labor and Industries and the City.
2. An Affidavit by the Contractor is on file with the City that sums due from the Contractor and all Subcontractors to the Washington State Department of Revenue, Employment Security Department, and Department of Labor and Industries for all taxes and penalties due or to become due with respect this Contract have been paid
3. Releases from all of Contractor's subcontractors and/or suppliers have been provided to the City, or the period for filing claims by said subcontractors and/or suppliers has expired without claims being filed.
4. The Contractor shall provide the City with proof that insurance required under Section 22 remains in effect.

G. **Final Acceptance.** Final Acceptance of the Project is determined when the Project is accepted by the City as being one hundred percent (100%) complete.

H. **Payment in the Event of Termination.** In the event this Contract is terminated by the either party, the Contractor shall not be entitled to receive any further amounts due under this Contract until the work specified in the Scope of Work is satisfactorily completed, as scheduled, up to the date of termination. At such time, if the unpaid balance of the amount to be paid under the Contract exceeds the expense incurred by the City in finishing the work, and all damages sustained by the City or which may be sustained by the City or which may be sustained by the reason of such refusal, neglect, failure or discontinuance of Contractor performing the work, such excess shall be paid by the City to the Contractor. If the City's expense and damages exceed the unpaid balance, Contractor and his surety shall be jointly and severally liable therefore to the City and shall pay such difference to the City. Such expense and damages shall include all reasonable legal expenses and costs incurred by the City to protect the rights and interests of the City under the Contract.

I. **Maintenance and Inspection of Financial Records.** The Contractor and its subcontractors shall maintain reasonable books, accounts, records, documents and other evidence pertaining to the costs and expenses allowable, and the consideration paid under this Contract, in accordance with reasonable and customary accepted accounting practices. All such books of account and records required to be maintained by this Contract shall be subject to inspection and audit by representatives of City and/or of the Washington State Auditor at all reasonable times, and the Contractor shall afford the proper facilities for such inspection and audit to the extent such books and records are under control of the City, and all Project Contracts shall similarly provide for such inspection and audit rights. Such books of account and records may be copied by representatives of City and/or of the Washington State Auditor where necessary to conduct or document an audit. The Contractor shall preserve and make available all such books of account and records in its control for a period of three (3) years after final payment under this Contract, and Bunker Repair Project subcontracts shall impose similar duties on the subcontractors.

6. **Term of Contract.**

The term of this Contract shall commence upon full execution of this Contract by the City and Contractor and shall terminate upon final payment by the City to the Contractor, unless sooner terminated by either party under Section 7 or applicable provision of the Contract.

7. Termination of Contract.

A. Except as otherwise provided under this Contract, either party may terminate this Contract upon ten (10) working days' written notice to the other party in the event that said other party is in default and fails to cure such default within that ten-day period, or such longer period as provided by the non-defaulting party. The notice of termination shall state the reasons therefore and the effective date of the termination.

8. Status of Contractor.

The Contractor is a licensed, bonded and insured contractor as required and in accordance with the laws of the State of Washington. Contractor is acting as an independent contractor in the performance of each and every part of this Contract. No officer, employee, volunteer, and/or agent of either party shall act on behalf of or represent him or herself as an agent or representative of the City. Contractor and its officers, employees, volunteers, agents, contractors and/or subcontractors shall make no claim of City employment nor shall claim against the City any related employment benefits, social security, and/or retirement benefits. Nothing contained herein shall be interpreted as creating a relationship of servant, employee, partnership or agency between Contractor and the City.

9. Permits.

The Contractor will apply for, pay for and obtain any and all City, county, state and federal permits necessary to commence, construct and complete the Project. All required permits and associated costs shall be included in the Total Contract Sum for Project.

10. Business License Required.

The Contractor shall obtain a City of Lake Stevens Business License prior to commencement of work under this Contract.

11. Work Ethic.

The Contractor shall perform all work and services under and pursuant to this Contract in a timely, professional and workmanlike manner.

12. City Ownership of Work Products.

All work products (reports, maps, designs, specifications, etc.) prepared by or at the request of Contractor regarding the planning, design and construction of the Project shall be the property of the City. Contractor shall provide the City with paper and electronic copies of all work products in possession or control of Contractor at the request of final payment from Contractor or upon written request from the City.

13. Job Safety.

A. General Job Safety. Contractor shall take all necessary precaution for the safety of employees on the work site and shall comply with all applicable provisions of federal, state and local regulations, ordinances and codes. Contractor shall erect and properly maintain, at all times, as required by the conditions and progress of the work, all necessary safeguards for the protection of workers and the public and shall post danger signs warning against known and unusual hazards.

14. Prevailing Wages.

Contractor shall pay its employees, and shall require its subcontractors to pay their employees, prevailing wages as required by and in compliance with applicable state and/or federal law and/or regulations, including but not limited to RCW Chapter 39.12 and RCW Chapter 49.28. Prior to final payment under this Contract, Contractor shall certify in writing that prevailing wages have been paid for all work on the Project as required and in accordance with applicable law and/or regulations.

15. Taxes and Assessments.

The Contractor shall be solely responsible for compensating its employees, agents, and/or subcontractors and for paying all related taxes, deductions, and assessments, including, but not limited to, applicable use and sales taxes, 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 Contract.

16. Nondiscrimination Provision.

During the performance of this Contract, the Contractor shall comply with all applicable equal opportunity laws and/or regulations and shall not discriminate on the basis of race, age, color, sex, sexual orientation, religion, national origin, creed, veteran status, marital status, political affiliation, or the presence of any sensory, mental or physical handicap. This provision shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, selection for training, and the provision of work and services under this Contract. The Contractor further agrees to maintain notices, posted in conspicuous places, setting forth the provisions of this nondiscrimination clause. The Contractor understands that violation of this provision shall be cause for immediate termination of this Contract and the Contractor may be barred from performing any services or work for the City in the future unless the Contractor demonstrates to the satisfaction of the City that discriminatory practices have been eliminated and that recurrence of such discriminatory practices is unlikely.

17. The Americans with Disabilities Act.

The Contractor shall comply, and shall require its subcontractors to comply, with the Americans with Disabilities Act of 1990, 42 U.S.C. § 12101 et seq. (ADA), and its implementing regulations, and

Washington State's anti-discrimination law as contained in RCW Chapter 49.60 and its implementing regulations, with regard to the work and services provided pursuant to this Contract. The ADA provides comprehensive civil rights to individuals with disabilities in the area of employment, public accommodations, public transportation, state and local government services, and telecommunications.

18. Compliance With Law.

The Contractors shall perform all work and services under and pursuant to this Contract in full compliance with any and all applicable laws, rules, and regulations adopted or promulgated by any governmental agency or regulatory body, whether federal, state, local, or otherwise.

19. Guarantee of Work.

A. The Contractor guarantees and warrants all of its work, materials, and equipment provided and utilized for this Project to be free from defects for a period of one (1) year from the date of final acceptance of the Project work. The Contractor shall remedy any defects in its Project work, and the materials, and equipment utilized in the Project and pay for any damages resulting therefrom which shall appear within a period of one (1) year from the date of final acceptance of the Project work unless a longer period is specified. The City will give notice of observed defects with reasonable promptness.

B. The guarantee/warranty period shall be suspended from the time a significant defect is first documented by the City until the work or equipment is repaired or replaced by the Contractor and accepted by the City. In the event that fewer than ninety (90) calendar days remain in the guarantee period after acceptance of such repair or replacement (after deducting the period of suspension above), the guarantee period shall be extended to allow for at least ninety (90) calendar days guarantee of the work from the date of acceptance of such repair or equipment.

C. The Contractor shall also provide the City with manufacturer's warranties for all components, materials and equipment installed as part of the Project.

D. Any repairs or replacement required during the warranty period shall be performed within 30 calendar days following notification by the City.

20. Contractor's Risk of Loss.

It is understood that the whole of the work under this Contract is to be done at the Contractor's risk, and that he has familiarized himself with all existing conditions and other contingencies likely to affect the work, and has made his bid accordingly, and that he shall assume the responsibility and risk of all loss or damage to materials or work which may arise from any cause whatsoever prior to completion.

21. Indemnification and Hold Harmless.

A. The Contractor shall indemnify, defend and hold the City, its elected officials, agents, officers and/or employees and volunteers harmless from and against any and all claims, demands, liabilities, losses, costs, damages or expenses of any nature whatsoever (including all costs and attorneys' fees) to or by third parties arising from, resulting from or connected with the work and services performed or to be performed under this Contract by the Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors to the fullest extent permitted by law and subject to the limitations provided below.

B. The Contractor's duty to indemnify the City shall not apply to liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the City or its elected officials, agents, officers and/or employees.

C. The Contractor's duty to indemnify the City for liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the concurrent negligence of (a) the City and/or its elected officials, agents, officers and/or employees, and (b) the Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors, shall apply only to the extent of negligence of Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors.

D. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Contractor and the City, its officers, officials, employees, and volunteers, the Contractor's liability hereunder shall be only to the extent of the Contractor's negligence.

It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

E. Nothing contained in this section or Contract shall be construed to create a liability or a right of indemnification by any third party.

F. The provisions of this section shall survive the expiration or termination of this Contract with respect to any event occurring prior to such expiration or termination.

22. Insurance.

A. **Insurance Term.**

The Contractor shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise, as required in this Section, without interruption from or in connection with the performance commencement of the Contractor's work through the term of the work hereunder by the Contractor, their agents, representatives, employees or subcontractors contract and for thirty (30) days after the Physical Completion date, unless otherwise indicated herein.

B. **No Limitation**

Contractor's maintenance of insurance, its scope of coverage and limits as required herein shall not be construed to limit the liability of the Contractor 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.

Contractor's required insurance shall be of the types and coverage as stated below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on at least as broad as Insurance Services Office (ISO) form CA Automobile 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.

2. Commercial General Liability insurance shall be written on at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop gap liability, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide the per project general aggregate limit using ISO form CG 25 03 05 09 or an equivalent endorsement. There shall be no exclusion for liability arising from explosion, collapse or underground property damage. The City shall be named as an additional insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured- Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing at least as broad of coverage.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

4. Required. Builders Risk insurance covering interests of the City, the Contractor, Subcontractors, and Sub-contractors in the work. Builders Risk insurance shall be on a special perils policy form and shall insure against the perils of fire and extended coverage and physical loss or damage including flood, earthquake, theft, vandalism, malicious mischief, and collapse. The Builders Risk insurance shall include coverage for temporary buildings, debris removal and damage to materials in transit or stored off-site. This Builders Risk insurance covering the work will have a deductible of \$5,000 for each occurrence, which will be the responsibility of the Contractor. Higher deductibles for floor and earthquake perils may be accepted by the City upon written request by the Contractor and written acceptance by the City. Any increased deductibles accepted by the City will remain the responsibility of the Contractor. The Builders Risk insurance shall be maintained until final acceptance of the work by the City.

5. Required. Contractors Pollution Liability insurance covering losses caused by pollution conditions that arise from the operations of the Contractor. Contractors Pollution Liability insurance shall be written in an amount of at least \$1,000,000 per loss, with an annual aggregate of at least \$1,000,000. Contractors Pollution Liability shall cover bodily injury, property damage, cleanup costs and defense including costs and expenses incurred in the investigation, defense, or settlement of claims.

If the Contractor's Pollution Liability insurance is written on a claims-made basis, the Contractor warrants that any retroactive date applicable to coverage under the policy precedes the effective date of this contract; and that continuous coverage will be maintained or an extended discovery period will be exercised for a period of three (3) years beginning from the time that work under the contract is completed.

The City shall be named by endorsement as an additional insured on the Contractors Pollution Liability insurance policy.

If the scope of services as defined in this contract includes the disposal of any hazardous materials from the job site, the Contractor must furnish to the City evidence of Pollution Liability insurance maintained by the disposal site operator for losses arising from the insured facility accepting waste under this contract. Coverage certified to the City under this paragraph must be maintained in minimum amounts of \$1,000,000 per loss, with an annual aggregate of at least \$1,000,000.

Pollution Liability coverage at least as broad as that provided under ISO Pollution Liability-Broadened Coverage for Covered Autos Endorsement CA 99 48 shall be provided, and the Motor Carrier Act Endorsement (MCS 90) shall be attached.

D. Minimum Amounts of Insurance.

The Contractor shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$1,000,000 general aggregate and a \$2,000,000 products-completed operations aggregate limit.
3. Required. Builders Risk insurance shall be written in the amount of the completed value of the project with no coinsurance provisions.
4. Required. Contractors Pollution Liability shall be written in the amounts set forth above.

E. City Full Availability of Contractor Limits

If the Contractor 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 Contractor, irrespective of whether such limits maintained by the Contractor are greater than those required by this contract or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Contractor.

F. Other Insurance Provisions.

The Contractor's insurance coverage shall be primary insurance with respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be in excess of the Contractor's insurance and shall not contribute with it.

G. Acceptability of Insurers.

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

H. Verification of Coverage.

The Contractor 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 Automobile Liability and Commercial General Liability insurance of the Contractor before commencement of the work. Throughout the term of this Contract, upon request by the City, the Contractor shall furnish certified copies of all required insurance policies, including endorsements, required in this contract and evidence of all subcontractors' coverage.

Required. Before any exposure to loss may occur, the Contractor shall file with the City a copy of the Builders Risk insurance policy that includes all applicable conditions, exclusions, definitions, terms and endorsements related to this Project.

Required. Before any exposure to loss may occur, the Contractor shall file with the City a copy of the Pollution Liability insurance that includes all applicable conditions, exclusions, definitions, terms and endorsements related to this Project.

I. Contractor's Insurance for Other Losses.

The Contractor shall assume full responsibility for all loss or damage from any cause whatsoever to any tools, Contractor's employee-owned tools, machinery, equipment, or motor vehicles owned or rented by the Contractor, or the Contractor's agents, suppliers or subcontractors as well as to any temporary structures, scaffolding and protective fences.

J. Subcontractors.

The Contractor shall include all subcontractors as insured under its policies or shall furnish separate certifications and endorsements for each subcontractor. All coverage for subcontractors shall be subject to all of the same insurance requirements as stated herein for the Contractor.

The Contractor shall cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Contractor-provided insurance as set forth herein. The Contractor shall ensure that the City is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement at least as broad as ISO Additional Insured endorsement CG 20 38 04 13.

K. Waiver of Subrogation.

The Contractor and the City waive all rights against each other, any of their subcontractors, lower tier subcontractors, agents and employees, each of the other, for damages caused by fire or other perils to the extent covered by Builders Risk insurance or other property insurance obtained pursuant to the Insurance Requirements Section of this Contract or other property insurance applicable to the work. The policies shall provide such waivers by endorsement or otherwise.

L. Notice of Cancellation of Insurance.

The Contractor shall provide the City and all Additional Insureds for this work with written notice of any policy cancellation within two business days of their receipt of such notice.

M. Failure to Maintain Insurance.

Failure on the part of the Contractor to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five (5) business days' notice to the Contractor 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 Contractor from the City.

23. Assignment and Subcontractors.

A. The Contractor shall not assign this Contract or any interest herein, nor any money due to or to become due hereunder, without first obtaining the written consent of the City.

B. The Contractor shall not subcontract any part of the services to be performed hereunder without first obtaining the consent of the City and complying with the provisions of this section.

C. In the event the Contractor does assign this Contract or employ any subcontractor, the Contractor agrees to bind in writing every assignee and subcontractor to the applicable terms and conditions of the Contract documents.

D. The Contractor shall, before commencing any work, notify the City in writing of the names of any proposed subcontractors. The Contractor shall not employ any subcontractor or other person or organization (including those who are to furnish the principal items or materials or equipment), whether initially or as a substitute, against whom the City may have reasonable objection. Each subcontractor or other person or organization shall be identified in writing to the City by the Contractor prior to the date this Contract is signed by the Contractor. Acceptance of any subcontractor or assignee by the City shall not constitute a waiver of any right of the City to reject defective work or work not in conformance with the contract documents. If the City, at any time, has reasonable objection to a subcontractor or assignee, the Contractor shall submit an acceptable substitute.

E. The Contractor shall be fully responsible for all acts and omissions of its assignees, subcontractors and of persons and organization directly or indirectly employed by it and of persons and organizations for whose acts any of them may be liable to the same extent that it is responsible for the acts and omissions of person directly employed by it.

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

24. Severability.

A. If a court of competent jurisdiction holds any part, term or provision of this Contract 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 Contract did not contain the particular provision held to be invalid.

B. If any provision of this Contract 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.

25. Integration and Supersession.

This Contract sets forth all of the terms, conditions, and Contracts of the parties relative to the Project, and supersedes any and all such former Contracts which are hereby declared terminated and of no further force and effect upon the execution and delivery hereof. There are no terms, conditions, or Contracts with respect thereto except as provided herein, and no amendment or modification of this Contract shall be effective unless reduced to writing and executed by the parties. In the event of any conflicts or inconsistencies between this Contract and the Declaration, the terms of this Contract shall control in all cases.

26. Non-Waiver.

A waiver by either party hereto of a breach of the other party hereto of any covenant or condition of this Contract 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 Contract, covenant or condition of this Contract, 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 Contract, covenant, condition or right.

27. Survival.

Any provision of this Contract which imposes an obligation after termination or expiration of this Contract shall survive the term or expiration of this Contract and shall be binding on the parties to this Contract.

28. Contract Representatives and Notices.

This Contract shall be administered for the City by Project Manager Name, and shall be administered for the Contractor by the Contractor's Contract Representative, Contractor Representative Name. Unless stated otherwise herein, all notices and demands shall be in writing and sent or hand-delivered to the parties at their addresses as follows:

To City:

City of Lake Stevens
Attn: City Clerk
1812 Main Street (Physical Address)
Post Office Box 257 (Mailing Address)
Lake Stevens, WA 98258
Telephone: 425-334-1012

To Contractor:

Avid Tree Care
Kevin Lee Ricco
1826 Woodland Drive
Mt Vernon, WA 98274
Telephone: 360-982-8172

or to such addresses as the parties may hereafter designate in writing. Notices and/or demands shall be sent by registered or certified mail, postage prepaid, or hand-delivered. Such notices shall be deemed effective when mailed or hand-delivered at the addresses specified above.

29. **Third Parties.**

The City and Contractor are the only parties to this Contract and are the only parties entitled to enforce its terms. Nothing in this Contract gives, is intended to give, or shall be construed to give or provide, any right or benefit, whether directly or indirectly or otherwise, to third persons.

30. **Governing Law.**

This Contract shall be governed by and construed in accordance with the laws of the State of Washington.

31. **Venue.**

The venue for any action to enforce or interpret this Contract shall lie in the Superior Court of Washington for Snohomish County, Washington.

32. **Attorney Fees.**

Should either the City or the Contractor commence any legal action relating to the provisions of this Contract or the enforcement thereof, the prevailing party shall be awarded judgment for all costs of litigation including, but not limited to, costs, expert witnesses, and reasonable attorney fees.

33. **Authority.**

The person executing this Agreement on behalf of Contractor represents and warrants that he or she has been fully authorized by Contractor to execute this Agreement on its behalf and to legally bind Contractor to all the terms, performances and provisions of this Agreement. The person executing this Contractor on behalf of the City represents and warrants that he or she has been fully authorized by the City to execute this Contractor on its behalf and to legally bind the City to all the terms, performances and provisions of this Contractor.

34. **Counterparts.**

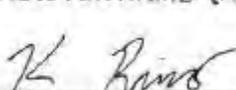
This Contract may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Contract.

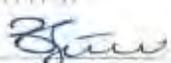
IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed the day and year first hereinabove written.

CITY OF LAKE STEVENS

CONTRACTOR NAME (Avid Tree Care)

By: 
Sam Low, Mayor Pro Tem

By: 
Kevin Ricco / Owner
Printed Name & Title

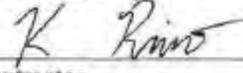
WITNESSE

Barb Stevens, City Clerk

APPROVED AS TO FORM:

By: 
Grant K. Weed, City Attorney

Acknowledgement of Waiver of Contractor's Industrial Insurance Immunity:


City


Contractor

ATTACHMENTS: Scope of Work

SCOPE OF WORK

Revision: 12 October 2016

Overview

Approximately 80 cottonwood trees have been identified as hazardous trees and require removal. The services needed includes the falling and removal from sight of City identified hazardous trees within Lundeen Park.

Trees to be removed will be marked in the field.

The City will close the park during the falling of the trees.

Payment

Work will be performed on a time and material bases. The contractor is to provide documentation of any equipment and labor hours in an itemized invoice. The Contract limit of \$30,000 is not to be exceeded.

Prevailing wages are to be paid under this contract.



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: October 25, 2016

Subject: Resolution 2016-21 Annexation Plan

Contact Russ Wright **Budget** None
Person/Department: Community Development Director **Impact:** _____

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Adopt Resolution 2016-21 establishing an annexation strategy for the remaining Lake Stevens UGA.

DISCUSSION:

The unincorporated Lake Stevens Urban Growth Area (UGA) is approximately 2,192 acres (3.4 square miles) including the lake. Most of the remaining unincorporated UGA is zoned for residential use (approximately 1,175 acres) with a smaller amount (nearly 86 acres) zoned for industrial and commercial uses. Staff has briefed City Council on annexation methods and priority areas in June and September of 2016. Council directed staff to bring back an annexation plan that establishes a logical schedule for working toward incorporating the remaining UGA, starting in the northeastern industrial areas and ending in the southeastern residential area.

The annexation plan identifies future annexation areas, preferred zoning, annexation area acreage, proposed annexation method(s) and schedule. In addition, the plan sets criteria for reviewing annexations including consistency with the comprehensive plan, analysis of population and growth potential, availability of municipal services and economic/social effects. The plan will act as a guide, but it can be modified as needed and would be supportive of citizen-imitated annexations.

Next steps will be contacting major property owners to identify partners in the areas and distributing a fact sheet and annexation notice to affected owners in northeastern areas. These actions will lead toward the initiation of an annexation of Future Annexation Area 1 this December. The city in cooperation with partner agencies will conduct a financial / service analysis related to annexing properties in the southeastern area. Issues to be considered as part of an annexation study include: evaluation of statistical data, preparation of maps, analysis of existing public services (e.g., police, fire, water service, sewer, garbage disposal, street maintenance, street lighting, stormwater, planning, building inspection, parks and recreation and library services), urban service needs, special purpose districts, and cost of service and revenue estimates.

ATTACHMENTS

Attachment 1 – Resolution 2016-21

RESOLUTION NO. 2016-21

A RESOLUTION OF THE CITY OF LAKE STEVENS, WASHINGTON, ADOPTING AN ANNEXATION PLAN AND RECOMMENDING ZONING FOR FUTURE ANNEXATION AREAS

WHEREAS, the Lake Stevens City Council (Council) adopted Ordinance No. 937 establishing the 2015 – 2035 Comprehensive Plan that sets planning goals, policies and implementation strategies for the Lake Stevens Urban Growth Area (UGA) pursuant to Chapter 36.70A RCW; and

WHEREAS, the City of Lake Stevens (City) and Snohomish County entered into an updated Interlocal Agreement related to Annexation and Urban Development in the Lake Stevens UGA recorded under Auditors File No. 200511100706 on November 10, 2005; and

WHEREAS, the Council has recently reviewed the City’s annexation strategy to determine whether it is consistent with current practices, policies and procedures; and

WHEREAS, the City is preparing an Annexation Plan that provides an annexation strategy for the orderly transfer and transition of unincorporated territories within the Lake Stevens UGA into city limits; and

WHEREAS, the Council deems it necessary, appropriate and in the public interest to identify preferred Land Use and Zoning designations for the future annexation areas for consistency with the Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED:

That the City Council of the City of Lake Stevens, Washington, does hereby accept and adopt the Annexation Plan set forth herein.

Section 1. Following Land Use Goal 2.9 of the Lake Stevens Comprehensive Plan, the City will support and promote the timely annexations of unincorporated areas within the City’s UGA into the City in a manner that is fiscally responsible to ensure the City is able to provide a high level of urban service.

Section 2. Prior to initiating or accepting an annexation of unincorporated areas, within the Lake Stevens UGA, the City will consider the recommended sequence, proposed annexation methods and preferred land use / zoning designations as identified and attached to this resolution.

1. The attached Future Annexation Areas Maps (Exhibit A1 and A2) depict the Future Annexation Areas.
2. The attached recommended Annexation Sequence Table (Exhibit B) identifies a timeline for annexing Future Annexation Areas (FAA’s) within the Lake Stevens UGA, preferred land use / zoning designations and proposed annexation methods

authorized pursuant to Chapter 35A.14 RCW.

3. The City will consider citizen-initiated petition method annexations, on a case-by-case basis, when such annexations are supported by the technical review of factors considered in annexation proposals identified in this resolution and the Comprehensive Plan.

Section 3. Prior to initiating or accepting an annexation, the City will analyze Boundary Review Board objectives, as specified in RCW 36.93.170 and 36.93.180.

1. In considering all annexations, the City will evaluate the factors outlined in RCW 36.93.180:
 - a. Population and territory; population density; land area and land uses; comprehensive plans and zoning, as adopted under chapter [35.63](#), 35A.63, or [36.70](#) RCW; comprehensive plans and development regulations adopted under chapter [36.70A](#) RCW; applicable service agreements entered into under chapter [36.115](#) or [39.34](#) RCW; applicable interlocal annexation agreements between a county and its cities; per capita assessed valuation; topography, natural boundaries and drainage basins, proximity to other populated areas; the existence and preservation of prime agricultural soils and productive agricultural uses; the likelihood of significant growth in the area and in adjacent incorporated and unincorporated areas during the next ten years; location and most desirable future location of community facilities;
 - b. Municipal services; need for municipal services; effect of ordinances, governmental codes, regulations and resolutions on existing uses; present cost and adequacy of governmental services and controls in area; prospects of governmental services from other sources; probable future needs for such services and controls; probable effect of proposal or alternative on cost and adequacy of services and controls in area and adjacent area; the effect on the finances, debt structure, and contractual obligations and rights of all affected governmental units; and
 - c. The effect of the proposal or alternative on adjacent areas, on mutual economic and social interests, and on the local governmental structure of the county.
2. In considering all annexations, the City will evaluate preservation of existing neighborhoods, consider natural physical boundaries e.g., bodies of water, highways and land contours; preserving logical service areas; preventing abnormal or irregular boundaries; and adjusting of impractical boundaries outlined in RCW 36.93.180.
3. The City will support and promote the annexation and logical extension of urban services (e.g., sewer, water, stormwater, etc.) following annexation within the UGA to implement the City's adopted comprehensive land use plan. Implementation measures will include adherence to the City's land use designations, development standards, utility codes, and neighborhood annexation and development strategies contained within the comprehensive plan.

Section 4. The provisions of this resolution are guidelines, which are intended to maximize coordination with Snohomish County that the City Council may (but is not compelled to) consider when reviewing an annexation proposal. This Resolution does not serve to rezone any property and is intended solely for the purpose of identifying zoning preferences in advance of future annexations. Nothing in this resolution shall be construed as limiting the discretion of the City Council or dictating any result in annexation review. Failure of the City Council to consider or implement the terms of this resolution shall not serve as grounds for Snohomish County or any other party to challenge an annexation.

PASSED by the City Council and APPROVED by the Mayor of the City of Lake Stevens, at a regular meeting held this 25th day of October 2016.

CITY OF LAKE STEVENS, WASHINGTON

John Spencer, Mayor

ATTEST:

Barb Stevens, City Clerk

APPROVED AS TO FORM:

Grant Weed, City Attorney

Exhibit A1

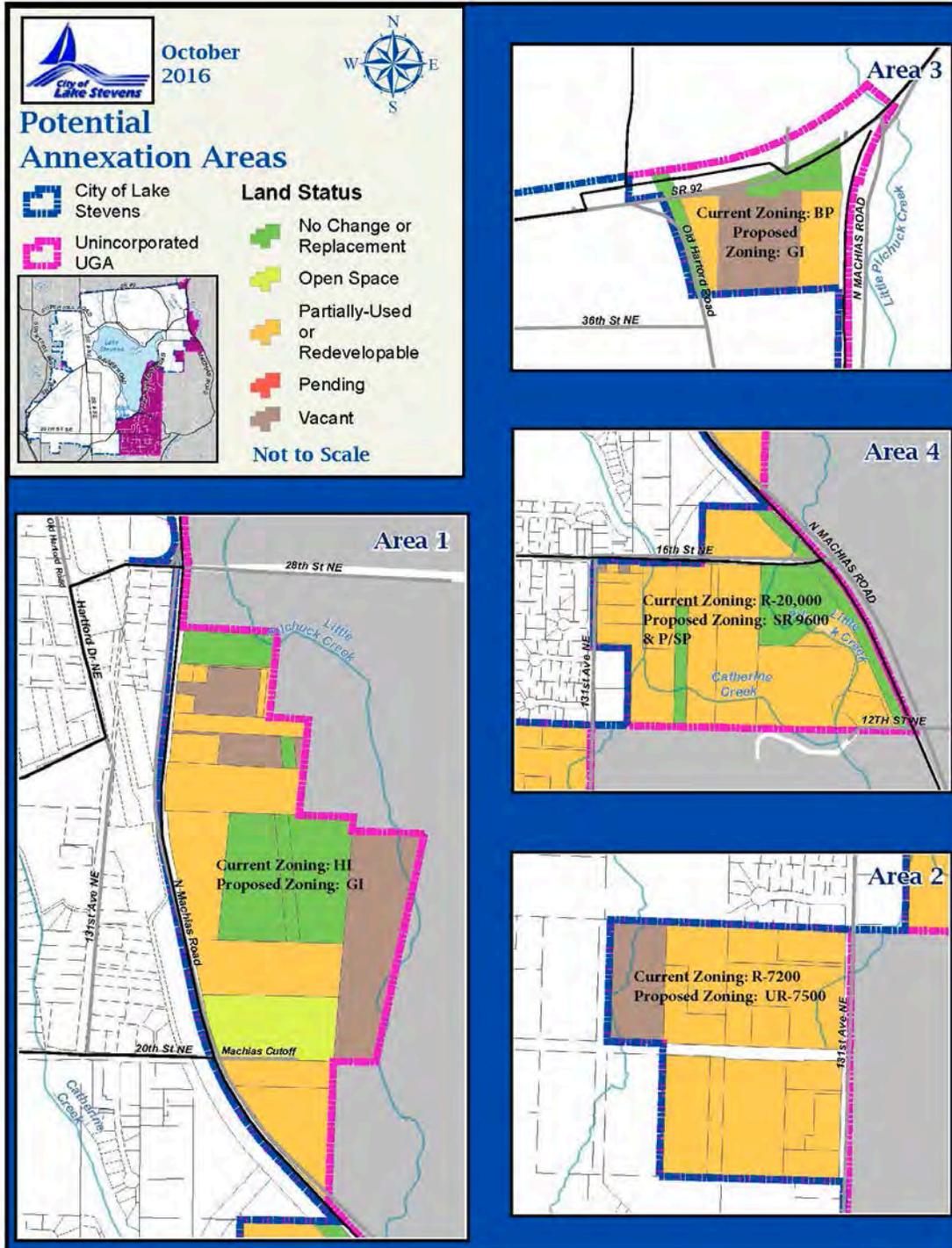


Exhibit A2

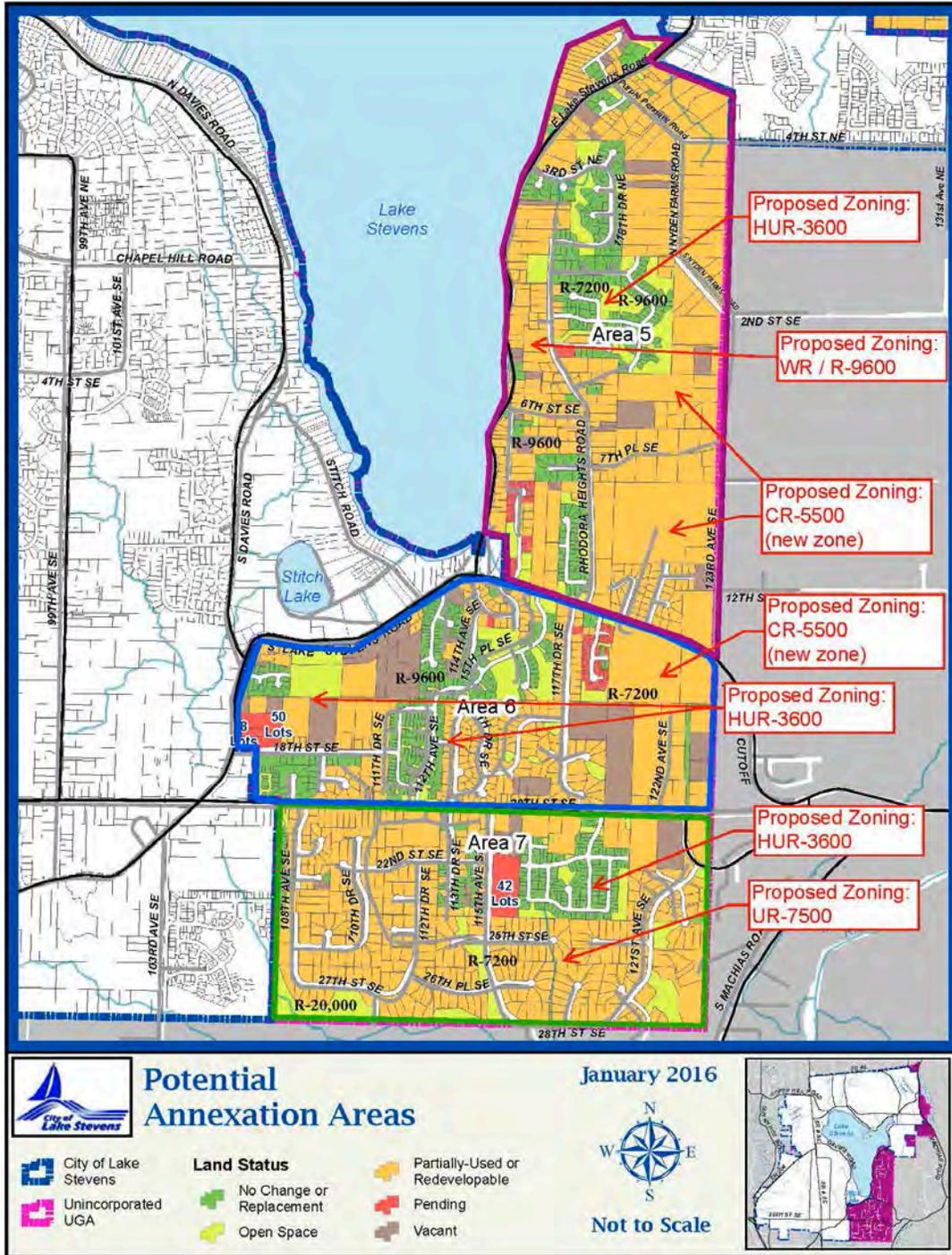


Exhibit B

Annexation ID	Future Annexation Area	Acres	Potential Annexation Methods	Proposed Zoning	Timing
Northern					
Area 1	Machias Industrial	App. 60	Election or Petition	General Industrial	4 th Quarter 2016
Area 2	131 st Ave NE	App. 36	Election or Petition	UR-7500	1 st Quarter 2017
Area 3	Northeastern Industrial	App. 16	Election or Petition	General Industrial	2 nd Quarter 2017
Area 4	Pilchuck / Bonneville	App. 70	Election or Petition Bonneville Field - Municipal	SR-9600 Public/Semi-Public	3 rd Quarter 2017
Southern					
Area 5	East Lake	App. 400 acres	Election or Petition	HUR – 3600 WR / SR 9600 CR – 5500 (Compact Residential new zone)	TBD
Area 6	South Lake Stevens Road	App. 300 acres	Election or Petition	HUR – 3600 SR 9600 CR – 5500 (new zone)	TBD
Area 7	20 th Street SE	App. 300 acres	Election or Petition	HUR – 3600 SR 9600 UR – 7500	TBD
West (not mapped)					
Area 8	West Lake Stevens	App. 5 acres	Election or Petition	UR – 7500	TBD



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: October 25, 2016

Subject: Authorizing the establishment of the Health Reimbursement Arrangement/Voluntary Employees' Beneficiary Association ("HRA VEBA") Plans.

Contact Person/Department: Steve Edin/Human Resources

Budget Impact: Sick leave
cash outs.

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Approve Resolution No. 2016-17 authorizing the establishment of the HRA/VEBA plans and authorize the Mayor to sign the Employer Adoption Agreement with Gallagher Benefit Services, Inc.

SUMMARY/BACKGROUND: Gallagher Benefit Services, Inc. through the Voluntary Employees' Beneficiary Association Trust for Public Employees in the Northwest ("Trust") will administer two HRA VEBA plans (collectively the "Plans") for the City of Lake Stevens. The **Standard HRA Plan**, which shall be integrated with the Employer's or another qualified group health plan and which shall accept Employer contributions on behalf of eligible employees who are enrolled in or covered by such qualified group health plan and any other contributions that may be permitted under applicable law from time to time; and the **Post-separation HRA Plan**, which shall accept contributions on behalf of eligible employees, including eligible employees who are not enrolled in or covered by the Employer's or another qualified group health plan, and which shall provide benefits only after a participant separates from service or retires.

The City of Lake Stevens ("Employer") has determined that it is in the best interest of the Employer and its employees to establish the Plans, which provide tax-free, defined contribution accounts for employees to reimburse qualified medical, dental, vision and tax qualified long-term care premiums and non-covered healthcare expenses of the employees and their qualified dependents. Initially, employee eligibility will be limited to non-represented employees who retire or separate from service with leave cash-out rights. City contributions shall include one-quarter (1/4) the cash-out value of all unused sick leave days accrued and available upon retirement or separation from service. The HRA/VEBA plans are flexible to expand participation to include Teamster and Lake Stevens Police Guild represented employees through a Memo of Understanding. Contribution amounts to the plans may also be expanded to include other modes of funding in the future.

APPLICABLE CITY POLICIES:

BUDGET IMPACT: Cash out of sick leave benefits upon separation of employment or retirement.

ATTACHMENTS:

- ▶ Exhibit A: Resolution No. 2016-17
- ▶ Exhibit B: Employer Adoption Documents
- ▶ Exhibit C: City of Lake Stevens HRA/VEBA Policy Statement

**CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON**

RESOLUTION NO. 2016-17

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE STEVENS, WASHINGTON
AUTHORIZING THE ESTABLISHMENT
OF THE HEALTH REIMBURSEMENT ARRANGEMENT/VOLUNTARY EMPLOYEES'
BENEFICIARY ASSOCIATION ("HRA VEBA") PLANS**

WHEREAS, the Internal Revenue Code Section 501(c)(9) allows for the creation of a voluntary employees' beneficiary association which is a tax-exempt health and welfare trust; and

WHEREAS, IRS regulations and guidelines allow an employer to offer health reimbursement arrangement (HRA) plans; and

WHEREAS, such HRA plans are available to governmental employers in the Northwest; and

WHEREAS, the Voluntary Employees' Beneficiary Association Trust for Public Employees in the Northwest ("Trust") offers and will administer two HRA VEBA plans (collectively the "Plans") as amended and restated: the **Standard HRA Plan**, which shall be integrated with the Employer's or another qualified group health plan and which shall accept Employer contributions on behalf of eligible employees who are enrolled in or covered by such qualified group health plan and any other contributions that may be permitted under applicable law from time to time; and the **Post-separation HRA Plan**, which shall accept contributions on behalf of eligible employees, including eligible employees who are not enrolled in or covered by the Employer's or another qualified group health plan, and which shall provide benefits only after a participant separates from service or retires.

WHEREAS, the City of Lake Stevens ("Employer") has determined that it is in the best interest of the Employer and its employees to establish the Plans, which provide tax-free, defined contribution accounts for employees to reimburse qualified medical, dental, vision and tax qualified long-term care premiums and non-covered healthcare expenses of the employees and their qualified dependents; and

WHEREAS, the Employer desires to establish the Plans for its employees; and

WHEREAS, the Employer desires to use the services of the Trust to administer such Plans; and

WHEREAS, the Plans will be administered in accordance with the Plan documents provided by the Trust on file in the Employer's main office.

NOW, THEREFORE BE IT RESOLVED AS FOLLOWS:

Section 1. Effective, January 1, 2017 the Employer hereby elects to participate in the Plans and Trust as presently constituted or hereafter amended using the Trust as its plan administrator for the benefit of eligible employees as defined by Employer policies or collective bargaining agreements.

Section 2. The Plans will be funded with Employer contributions in amounts determined from time to time pursuant to Employer policies and collective bargaining agreements.

Section 3. The Human Resources Director with the concurrence of the City Administrator is authorized to execute documents and establish procedures consistent with Plan and Trust provisions

and applicable Employer policies and collective bargaining agreements necessary to effect the adoption and administration of the Plans.

PASSED by the City Council of the City of Lake Stevens this ____ day of _____, 2016.

CITY OF LAKE STEVENS

John Spencer, Mayor

ATTEST:

Barbara Stevens, Finance Director/City Clerk

APPROVED AS TO FORM:

Grant K. Weed, City Attorney

HRA VEBA Employer Adoption Agreement

Employer Data Page

Employer contact information will be kept on file by Gallagher VEBA and the HRA VEBA Plan. This will help Gallagher VEBA and the Plan communicate with the appropriate individual(s) when questions or issues arise. **Please immediately notify your Gallagher VEBA client consultant if your primary contact information changes.**

SECTION 1: EMPLOYER INFORMATION			
Employer Name: <u>City of Lake Stevens</u>			
Employer Address: <u>P.O. Box 257</u>	<u>Lake Stevens</u>	<u>WA</u>	<u>98258</u>
<small>Street Address</small>	<small>City</small>	<small>State</small>	<small>Zip</small>
Employer Phone: <u>(425)334-1012</u>	Employer Fax: <u>(425)334-0835</u>		
Estimated number of newly-enrolling employees within the next 12 months: <u>30</u>			
Plan Effective Date: <u>01/01/2017</u>			
Employer Tax Identification Number: <u>91-6018875</u>		Total Number of FTEs: <u>73</u>	

SECTION 2: CONTACT INFORMATION	
a) Contact for General Plan Communications: Please identify the primary business or administrative contact who should receive official Plan communications (such as amendments) and other time sensitive administrative and operational communications and information. This person will receive your counter-signed Employer Adoption Agreement and employer welcome kit.	
Contact Name: <u>Steve Edin</u>	Contact Title: <u>H.R. Director</u>
Mailing Address (if different than above): _____	
Telephone: <u>(425)377-3227</u>	E-mail: <u>sedin@lakestevenswa.gov</u>
b) Contact for Enrollment/Payroll Contribution Matters: Please identify the person who is generally responsible for facilitating participant enrollment and employer contribution remittance.	
Contact Name: <u>Steve Edin</u>	Contact Title: <u>H.R. Director</u>
Mailing Address (if different than above): _____	
Telephone: <u>(425)377-3227</u>	E-mail: <u>sedin@lakestevenswa.gov</u>

SECTION 3: FOR INTERNAL USE ONLY – To be completed by Gallagher VEBA	
Gallagher VEBA Client Consultant: _____	Phone: _____
E-mail: _____	

HRA VEBA EMPLOYER ADOPTION AGREEMENT

VEBA TRUST FOR PUBLIC EMPLOYEES IN THE NORTHWEST

Provisions:

1. **Participation.** [check one only]

- (a) [] **New Employer.** Employer is a newly-adopting Employer, with a plan effective date of January 1, 2017 [enter intended plan effective date]. This Employer Adoption Agreement may be amended only in writing as executed by authorized officers of all parties hereto.

or

- (b) [] **Renewing Employer.** Employer is a currently-participating Employer and wants to renew and ratify or amend its participation in the Plan and the Trust (as defined below). This Employer Adoption Agreement supersedes all prior Employer Adoption Agreements, if any, and may be amended only in writing as executed by authorized officers of all parties hereto.

2. **Formal Authorization of Employer.** The Employer, by formal action of its governing body or other authorized action, has formally established an employee benefit plan or arrangement pursuant to which it desires to make one or more contributions to the following health reimbursement arrangement (“HRA”) plans or plan versions (as each may be amended, restated, supplemented, or offered under one or more alternative plan document versions from time to time and referred to herein individually or collectively, as applicable, as the “Plan” or the “HRA VEBA Plan”) offered by the Voluntary Employees’ Beneficiary Association Trust for Public Employees in the Northwest (as the same may be amended or restated from time to time, the “Trust”), including, without limitation, the following Plan versions:

- (a) VOLUNTARY EMPLOYEES’ BENEFICIARY ASSOCIATION STANDARD HEALTH CARE REIMBURSEMENT PLAN FOR PUBLIC EMPLOYEES IN THE NORTHWEST (also referred to as the “HRA VEBA Standard HRA Plan”), which is designed to be exempt from the annual limits restrictions under the Public Health and Safety Act (“PHSA 2711”), as amended by the Patient Protection, Affordability, and Care Act of 2012 (“PPACA”), based upon integration with another group health plan in accordance with PHSA 2711 and applicable PPACA regulatory guidance. The HRA VEBA Standard HRA Plan may accept only contributions (i) made on behalf of Participants who are enrolled in the Employer’s group health plan or another group health plan that provides minimum value, as defined by applicable PPACA regulatory guidance (a “Qualified Group Health Plan”)¹ or (ii) made after December 31, 2012 but before January 1, 2014 that are approved by the Trust as permitted or “grandfathered” contributions under PPACA and applicable PPACA regulations and regulatory guidance.

¹ For a description of the types of plans that can be considered to be Qualified Group Health Plans, refer to “What is a Qualified Group Health Plan?” enclosed herewith or available online at www.hraveba.org.

Employer Adoption Agreement—*continued*

- (b) VOLUNTARY EMPLOYEES' BENEFICIARY ASSOCIATION POST-SEPARATION HEALTH CARE REIMBURSEMENT PLAN FOR PUBLIC EMPLOYEES IN THE NORTHWEST (also referred to as the "HRA VEBA Post-separation HRA Plan"), for which payment or reimbursement of benefits are available only after an eligible Participant has retired from employment or otherwise separated from service with his or her Employer. The HRA VEBA Post-separation HRA Plan may accept contributions on behalf of all Participants, including Participants who are not enrolled in a Qualified Group Health Plan, as directed by the Employer pursuant to (i) this Employer Adoption Agreement, (ii) a Plan Design Change Form, (iii) contribution reports for the Post-separation HRA Plan submitted with Participant contributions, or (iv) other written instructions from the Employer. **Contributions on behalf of Participants who are not enrolled in a Qualified Group Health Plan must be submitted by the Employer into the Post-separation HRA Plan and included only in the Employer's contribution report for the Post-separation HRA Plan.**

Through this Employer Adoption Agreement the Employer applies for participation in the Plan and the Trust, to be effective with respect to any Plan only when both of the following have occurred with respect to such Plan: (i) the Trust has accepted this Employer Adoption Agreement and (ii) the Employer has made a contribution or transfer into the Plan on behalf of one or more Participants. With respect to each Plan, the Employer shall be considered to be a sponsor of such Plan and the party responsible for administering the Plan with respect to the eligibility and contributions for its individual Employees and shall have adopted and become subject to the provisions of such Plan and the Trust only upon acceptance by the Trust and the funding by the Employer of any contributions or transfer of assets into such Plan. The Employer acknowledges that it understands and agrees that: (a) neither the Plan, the Trust, nor the Plan/Trust's auditor performs audit work or otherwise examines to assure that any contribution from the Employer to the Trust is in accordance with the Employer's plan or arrangement and that this determination is the sole responsibility of the Employer; and (b) in the event the Employer's plan or arrangement for contributions is determined by the IRS to be discriminatory in favor of highly compensated individuals or to permit individual Employee elections and thereby results in taxable income to affected Employees or results in disqualification of the Plan or Trust, the Employer shall hold harmless and indemnify each Plan, Trust, and their agents for liability which may result therefrom.

3. **HRA VEBA Standard HRA Plan - Plan Design Selections.** Pursuant to collective bargaining agreements, other written agreements, or Employer benefits policies, whichever is applicable, the Employer hereby elects the following options under the Plan:

- (a) **Participant Accounts.** [check one only, unless Employer is establishing more than one type of Participant Account;¹ **if no option is selected, the default election will be 3(a)(i) – In-service and post-separation coverage; 100% vested]**

¹ In almost all cases employer will select only one participant account option. However, more than one option may be selected if employer wants to (1) establish more than one type of participant account per employee or (2) establish different types of participant accounts across multiple employee groups. **Example 1**—Employer wants to establish two types of participant accounts per employee within the Standard HRA Plan: one that permits in-service and post-separation benefits and is 100% vested, and one that permits post-separation benefits only subject to vesting. **Example 2**—Employer wants to establish different types of participant accounts for certain employee groups. For Employee Group A, employer wants to establish participant accounts that are subject to vesting. For Employee Group B, employer wants to establish participant accounts that are 100% vested. If employer selects more than one participant account option, language must be attached that clearly describes, by employee group, which type(s) of participant account(s) are to be established for each eligible participant.

Employer Adoption Agreement—*continued*

Commencement of Benefits shall be as directed below by Employer or, for Employees whose assets have been transferred by Employer from a prior plan, Employer may additionally direct in writing that the commencement of Benefits shall coincide with the Employee's benefits eligibility date under the prior plan, provided the Employee becomes a Participant as defined by the Plan.

The Employer's intention may be to make all contributions to the HRA VEBA Standard HRA Plan. Nevertheless, the Employer may have Employees from time to time who do not meet the integration requirements under the terms of the Standard HRA Plan. The Employer should direct contributions for such Employees to the Post-separation HRA Plan. A default Post-separation HRA Plan Participant account will be automatically established by the Plan to accommodate contributions on behalf of any Employees who do not meet the Standard HRA Plan's integration requirements from time to time. This may result in some eligible Employees within the same group receiving contributions into the Standard HRA Plan and other eligible Employees receiving contributions into the Post-separation HRA Plan.

- (i) In-service and post-separation coverage; 100% vested. Participants shall immediately be eligible to file claims for qualified expenses and premiums incurred any time after a Participant Account is established with respect to such Employee.

or

- (ii) Post-separation coverage only; 100% vested. Participants shall be eligible to file claims for qualified expenses and premiums incurred after separation from service. Employer must notify the Plan of such Employees' separation dates. Notification can be provided via the Employer's online employer portal (preferred method) or by submitting a Participant Status Change form. Forms are available after logging in online or can be requested from the HRA VEBA Plan's customer care center.

or

- (iii) In-service and post-separation coverage; subject to vesting. Participants shall be eligible to file claims for qualified expenses and premiums incurred while in-service and post-separation after having met any vesting requirements. Employer must notify the Plan of such Employees' claims eligibility dates, separation dates, and/or vested account percentages. Notification can be provided via the Employer's online employer portal (preferred method) or by submitting a Participant Status Change form. Forms are available after logging in online or can be requested from the HRA VEBA Plan's customer care center.

or

- (iv) Post-separation coverage only; subject to vesting. Participants shall be eligible to file claims for qualified expenses and premiums incurred post-separation and after having met any vesting requirements. Employer must notify the Plan of such Employees' separation dates and vested account percentages.

Employer Adoption Agreement—continued

Notification can be provided via the Employer’s online employer portal (preferred method) or by submitting a Participant Status Change form. Forms are available after logging in online or can be requested from the HRA VEBA Plan’s customer care center.

4. **HRA VEBA Post-separation HRA Plan – Plan Design Selections.** Pursuant to collective bargaining agreements, other written agreements, or Employer benefits policies, whichever is applicable, the Employer hereby elects the following options under the Plan:

- (a) **Participant Accounts.** [check one only, unless Employer is establishing more than one type of Participant Account;⁽¹⁾ **if no option is selected, the default election will be 4(a)(i) – Post-separation coverage; 100% vested**]

Commencement of Benefits shall be as directed below by Employer or, for Employees whose assets have been transferred by Employer from a prior plan, Employer may additionally direct in writing that the commencement of Benefits shall coincide with the Employee’s benefits eligibility date under the prior plan, provided the Employee becomes a Participant as defined by the Plan.

- (i) [] **Post-separation coverage; 100% vested.** Participants shall be eligible to file claims for qualified expenses and premiums incurred after separation from service. Employer must notify the Plan of such Employees’ separation dates. Notification can be provided via the Employer’s online employer portal (preferred method) or by submitting a Participant Status Change form. Forms are available after logging in online or can be requested from the HRA VEBA Plan’s customer care center.

or

- (ii) [] **Post-separation coverage; subject to vesting.** Participants shall be eligible to file claims for qualified expenses and premiums incurred post-separation and after having met any vesting requirements. Employer must notify the Plan of such Employees’ separation dates and vested account percentages. Notification can be provided via the Employer’s online employer portal (preferred method) or by submitting a Participant Status Change form. Forms are available after logging in online or can be requested from the HRA VEBA Plan’s customer care center.

5. **Forfeitures.** In the event any funds within a Participant Account are forfeited in accordance with the terms of the Plan documents, such forfeited funds will be transferred to a temporary suspense account held within the Trust on behalf of the deceased or forfeiting Participant’s Employer to be re-contributed as future contributions or otherwise applied for the benefit of all Participants of the Employer within the Trust, as directed by the Employer, but in all cases subject to applicable law, the terms of the Plan document, and the rules, policies and procedures established by the Administrator.

Employer Adoption Agreement—*continued*

6. **Employer Account.** [check one only]

An Employer Account can be used to hold assets to offset other post-employment benefits, such as OPEB liabilities as defined by Governmental Accounting Standards Board Statement No. 75 (GASB 75) accounting rules. An Employer Account is not required in order to receive forfeitures as described in paragraph 5. All forfeitures will be deposited into a temporary suspense account but may be subsequently transferred from the temporary suspense account into an Employer Account at the direction of the Employer.

(a) Employer is not establishing any Employer Account.¹

or

(b) Employer is establishing one or more Employer Accounts.

7. **Annual Compliance Certification.** The Employer acknowledges that the qualification of the HRA VEBA Standard HRA Plan as an integrated HRA Plan depends in part upon the Employer's compliance with the contribution restrictions under the Standard HRA Plan and described in paragraph 2(a) above. The Employer hereby agrees to execute and deliver herewith, and agrees to execute and deliver to the Trust annually, a certificate substantially in the form of Exhibit A hereto, as the same may be revised from time to time as required by law in order to maintain the qualification of the HRA VEBA Standard Plan as an integrated HRA Plan.

[The remainder of this page is intentionally left blank]

¹ Most employers do not establish an employer account unless they want to deposit unallocated funds to offset OPEBs under GASB 75. An employer account can be added later if needed.

SCHEDULE A:
FORMAL ACTION AND PLAN DESIGN DOCUMENTATION

Most items contained in this Schedule A require Employer to submit supporting documentation. The most common and preferred method of providing the required information is to simply attach ALL applicable excerpts from collective bargaining agreements, memorandums of understanding, other written agreements, Employer policies, etc. that relate to the HRA VEBA Plan.

NOTE: After employer completes and submits its Employer Adoption Agreement, Employer must complete and submit a **Plan Design Change Form prior to the adoption and implementation of future changes**. Future changes include adding new participating employee groups; adding new funding methods; changing existing funding methods; adding an employer account, etc. The required form is available online after logging in at www.hraveba.org, or it can be requested from your Gallagher VEBA client consultant when needed.

Also, when groups renew or ratify participation without making any changes, **please send copies of such collective bargaining language or other documents to Gallagher VEBA**. This will help Gallagher VEBA keep current employer information on file.

PLAN ADOPTION

1. Formal Employer Action.

Attached to this Schedule A is a copy of the formal action taken by Employer to adopt the HRA VEBA Plan¹.

DESCRIPTION OF ELIGIBILITY PROVISIONS AND FUNDING METHODS

2. Participating Employee Groups. [check one only]

(a) Attached to this Schedule A (preferred method); or

(b) Set forth below

is information which lists the name(s) of all Employee group(s) currently eligible or becoming eligible to participate in the Plans pursuant to collective bargaining agreements, Employer policy, etc., whichever is applicable.

¹ Formal employer action is commonly a **resolution or similar action** (sample language available upon request), which is separate and apart from collective bargaining agreements, memorandums of understanding, other written agreements, employer policies, etc., that contain employee group-specific details such as funding methods and corresponding eligibility requirements. For renewing employers, the Trust does not require any formal action; however, please provide copies of any such formal employer action, if taken in connection with such renewal, in order for the Trust to maintain current records.

Schedule A—continued

3. Employer Contribution Methods and Eligibility Requirements. [check one only²]

- (a) Attached to this Schedule A (preferred method); or
- (b) Set forth below

is information which:

- (i) describes, by Employee group, the Employer contribution method(s) applicable to each; and
- (ii) defines the corresponding eligibility requirements.

² In most cases, employers **select option 3(a)** and supply the required information by attaching the cover page and ALL applicable excerpts from collective bargaining agreements, memorandums of understanding, other written agreements, employer policies, etc., which relate to the HRA VEBA Plan, and that contain clear descriptions of employer contribution methods and corresponding definitions of eligibility.

If such documents do not exist, **select option 3(b)** and complete the table on the next page by entering the name, size, contribution method(s), and eligibility requirements for each participating employee group.

EXAMPLE:

Employee Group Name	Group Size (# of members)	Contribution Method(s)	Eligibility Requirement(s)
Bargaining Unit A	15	\$100/month mandatory employee contribution	All active employee group members
Bargaining Unit B	27	Sick leave & vacation leave cash out	All active employee group members who separate from service

Regardless of which option is selected, **option 3(a) or 3(b)**, employer must attach copies of ALL language and documentation that describes the contribution formulas and eligibility definitions that provide the basis for its HRA VEBA contributions. For example, if an employee group's sick leave or vacation cash out amounts are being redirected to HRA VEBA in lieu of taxable income, ALL language and documentation that describes and defines the employer's cash out program must be attached.

Schedule A—continued

Complete the following table if option 3(b) is selected. When entering the required information, follow the example contained in footnote 2 on page 13.

Employee Group Name	Group Size (# of members)	Contribution Method(s)	Eligibility Requirement(s)

4. Vesting Requirements. [check one only]

- (a) All Employer contributions are 100% vested at all times (most common); or
- (b) Attached to this Schedule A; or
- (c) Set forth below

is information which includes a description, by Employee group, of any vesting requirements applicable to Participant Accounts which must be satisfied before a Participant becomes eligible to file claims for qualified expenses incurred on or after the date upon which the Participant becomes vested.

If vesting applies, Employer is responsible for tracking when an Employee becomes eligible to file claims after having met the Employer’s vesting requirements and providing such notification to the Plan. Notification shall include what percentage of the Participant’s account balance is vested (e.g. 100% vested; 50% vested, 0% vested, etc.). Notification can be provided via the Employer’s online employer portal (preferred method) or by submitting a Participant Status Change form. Forms are available after logging in online or can be requested from the HRA VEBA Plan’s customer care center.

Status	LastName	FirstName
Director	Dyer	John
	Edin	Steven
	Monken	Michael "Mick"
	Stevens	Barbara
	Wright	Russell
Management	Sniffen	Mark
	Stevens	Troy
	Ubert	Julie
Non-Union	Ashe	Jeanie
	Emerson	Adam
	Farmer	Tyler
	Fenrich	Jennifer
	Goad	Mathew
	Haugen	James
	Hiester	Elizabeth "Kira"
	Hinman	Carin
	Howell	Casey
	Meis	Helen "Jill"
	Norris	Joan
	Pena	Rodolfo
	Place	Melissa
	Pratschner	Stacie
	Pugh	Kathleen
	Roth	Dillion
	Roundy	Joshua
Wells	Amanda	
Williamson	David	

SCHEDULE B:
SUMMARY OF COMPLIANCE
REQUIREMENTS APPLICABLE TO HRAs

1. HSA Participation

- (a) Employees/Participants can have both a health savings account (HSA) and a health reimbursement arrangement (HRA), such as HRA VEBA. But, for a Participant or his or her spouse to become eligible to make or receive contributions to an HSA, the Participant will need to elect limited purpose coverage.
- (b) If you currently make HSA contributions on behalf of eligible Employees, you may want to consider offering HRA VEBA contributions in lieu of HSA contributions for Employees who are ineligible for HSA contributions, such as those covered under their spouse's medical plan, health flexible spending account (FSA), etc.
- (c) Your Gallagher VEBA client consultant is available to help you determine what Employee/Participant educational communication may be warranted regarding HSA participation and coordination of benefits.

2. No Individual Choice

- (a) Applicable law governing the tax-exemption of the HRA VEBA Plans does not permit individual choice with regards to participation (eligibility) or contribution amounts. All Employee group members defined as eligible (in Schedule A of this Employer Adoption Agreement) must participate. If an eligible Employee refuses or fails to complete the required Enrollment Form, the Employee may receive no other remuneration in lieu of the HRA contribution.
- (b) Indirect cafeteria plan funding is not permitted. This means an Employee's salary reduction election cannot affect (increase) their HRA contribution. (IRS Notice 2002-45)

3. Form W-2 Reporting Requirements

- (a) Form W-2 reporting is not required for HRAs. This is not expected to change unless the IRS publishes further guidance. (IRS Notice 2012-9)

4. Summary of Benefits and Coverage Requirements

- (a) Newly-enrolling Participants may access a Summary of Benefits and Coverage document after logging in online. The HRA VEBA Participant Enrollment Kit directs enrolling Participants to the website, or they can contact the HRA VEBA Plan's customer care center and request a free, paper copy.

5. Medical opt-outs

- (a) Employers may not provide Employees with HRA contributions to purchase individual medical plans in lieu of offering their Employees an Employer-sponsored group health plan. (HIPAA rules)
- (b) Employers may provide medical opt-out HRA contributions (*i.e.* contributions made for any Employee who has elected to not participate in the Employer's group health plan) only if (i) the Employee is enrolled in another Qualified Group Health Plan (other than

Schedule B—*continued*

Medicare; see (d) below) or (ii) such contributions are directed only to the Post-separation HRA Plan. (HIPAA and PPACA rules)

- (c) The only medical opt-out HRA contributions that may be made to the Standard HRA Plan are those on behalf of Employees who are covered under another Qualified Group Health Plan, not an individual policy.
- (d) Employers may not offer medical opt-out HRA contributions to Employees age 65 or older, unless such Employee has primary coverage other than Medicare. Medicare Secondary Payer (MSP) rules prohibit Employers from providing incentives to Employees to drop Employer-sponsored coverage, which would otherwise be primary to Medicare (MSP rules).

6. PCORI Fee

- (a) Federal health care reform imposes the new Patient-Centered Outcomes Research Institute (PCORI) fee on all group health plans, including the HRA VEBA Plans, to fund clinical effectiveness research.
- (b) For the 2015-16 Plan year, the PCORI fee is \$2.17 per Participant. The fee increased from \$2.08 per Participant for the 2014-15 Plan year and may go up each year thereafter through the 2019-20 Plan year based on increases in the projected per capita amount of national health expenditures.

7. Annual Limit Restrictions under PHS 2711 (and related PPACA guidance)

- (a) The HRA VEBA Standard HRA Plan is designed to be exempt from the annual limits restrictions under PHS 2711, as an HRA plan that is integrated with another Qualified Group Health Plan. To qualify as an integrated HRA plan, the HRA VEBA Standard HRA Plan may accept only contributions made on behalf of Employees who are enrolled in a Qualified Group Health Plan. Contributions that do not qualify for the Standard HRA Plan will be accepted into the Post-separation HRA Plan.
- (b) The HRA VEBA Post-separation HRA Plan is designed to be exempt from the annual limits restrictions under PHS 2711, as an HRA plan that provides benefits to former Employees only after retirement or other separation from service from the Employer. The HRA VEBA Post-separation HRA Plan may accept contributions for any Participant, including Participants who are not enrolled in a Qualified Group Health Plan.



What is a Qualified Group Health Plan?

In September 2013, the IRS issued guidance under the Affordable Care Act (ACA) in the form of Notice 2013-54 that expanded the types of health plan coverage employers may consider when determining an employee's eligibility for contributions to the Standard HRA Plan versus the Post-separation HRA Plan. Under the new guidance, an employee may receive contributions to the Standard HRA Plan if they are (1) eligible to enroll in the employer's group health plan and (2) actually enrolled in or covered by the employer's group health plan or any other qualified group health plan (QGHP) as defined below. Employers should make contributions to the **Post-separation HRA Plan** for any eligible employees who do not meet **both** of these requirements.

In order for a plan to be considered a QGHP, it must meet the following criteria:

1. **The plan must be a group health plan as defined by the ACA and related regulations.** Individual plans, including those accessed through a marketplace exchange, are not considered group health plans.
2. **The plan must meet minimum value requirements set forth under the ACA.** This information can typically be found in the plan's Summary of Benefits and Coverage available from the plan's insurance carrier.

Based upon current regulatory guidance, the following types of plans can generally be considered QGHPs, assuming they meet the minimum value requirements, when determining which employees are eligible for contributions to the Standard HRA Plan:

1. Plans sponsored by an employer or group of employers, including group health plans available to participants through their employer;
2. Plans sponsored by employee groups or labor unions;
3. Association plans;
4. Coverage through a former employer, including state-sponsored retiree coverage;
5. Taft-Hartley plans; and
6. Group plans available to small businesses through the SHOP Marketplace.

The types of plans listed below are likely not QGHPs, and based upon current regulatory guidance, should not be accepted when determining which employees are eligible for contributions to the Standard HRA Plan:

1. Individual plans (purchased through the Health Insurance Marketplace (exchange) or otherwise);
2. Medicare;
3. Medicaid;
4. VA coverage;
5. CHIP;
6. TRICARE;
7. Indian Health Services coverage; and
8. Indemnity coverage.

Notice 2013-54 permits employers to rely upon written certification (attestation) from employees as to whether they are enrolled in a QGHP and indicates that certification at the time of enrollment and annually thereafter would be permissible in order to confirm integration and eligibility for contributions to the Standard HRA Plan.

Employers should consult with their own counsel before making contributions to the Standard HRA Plan for eligible employees who have other coverage that may not technically meet the definition of QGHP. HRA VEBA Trust and its advisors do not provide tax or legal advice.

We will update this informational handout as further guidance is issued regarding the types of plans that can be considered QGHPs.

QUESTIONS? 1-888-659-8828 | customer@hraveba.org | hraveba.org



City of Lake Stevens

The City of Lake Stevens ("Employer") has adopted the HRA VEBA plans offered and administered by the Voluntary Employees' Beneficiary Association Trust for Public Employees in the Northwest (collectively the "Plans"): the **Standard HRA Plan**, which shall be integrated with the Employer's or another qualified group health plan and to which the Employer shall remit contributions on behalf of eligible employees who are enrolled in or covered by such qualified group health plan and any other contributions that may be permitted by applicable law from time to time; and the **Post-separation HRA Plan** to which the Employer may remit contributions on behalf of eligible employees, including eligible employees who are not enrolled in or covered by the Employer's or another qualified group health plan, and which shall provide benefits only after a participant separates from service or retires. Employer shall contribute to the Plans on behalf of all **non-represented employees** ("Group") defined as eligible to participate in the Plans. Each eligible employee must submit a completed and signed Enrollment Form or enroll online to become an eligible participant and become eligible for benefits under the Plans.

Contributions on behalf of each eligible employee shall be based on the following selected funding sources/formulas.:

- Sick leave, vacation, personal, and other leave cash-outs upon separation from service or retirement.** Eligibility is limited to employees who retire or separate from service with leave cash-out rights during the term hereof. Employer contributions shall include the entire cash-out value of all unused leave days (sick, vacation, personal, PTO, etc.) accrued and available for cash-out upon retirement or separation from service per Employer policy.
- Sick leave, vacation, personal, and other leave cash-out annually.** Eligibility is limited to employees with annual leave cash-out rights during the term hereof. Employer contributions shall include the entire cash-out value of leave days (sick, vacation, personal, PTO, etc.) accrued and available for annual cash-out per Employer policy.
- Mandatory employee contributions** (no individual elections permitted). The Employer shall change the Group's compensation package such that eligible employees shall receive additional benefits in the form of HRA VEBA Plan contributions equal to \$<Amount>, which shall be contributed on a <monthly or bi-weekly> basis and each eligible employee's salary shall be reduced by an equal amount. Such contributions shall be made on behalf of all Group employees defined as eligible and shall be considered and referred to as Employer contributions.
- Vacation Leave Contributions – Annual:** Eligibility for contributions on an annual basis is limited to employees who become eligible to receive an annual vacation leave cash-out pursuant to applicable written agreement, Employer policy, or procedures during the term of this Employer Policy.
- Excess monthly benefit dollars.** Eligibility is limited to employees with excess monthly benefit dollars provided by Employer. Employer contributions shall include all excess monthly benefit dollars on behalf of such employees.
- Employer contribution in lieu of medical insurance.** Eligibility is limited to employees waiving medical insurance coverage and providing proof of coverage under another employer-sponsored medical insurance plan. Employer contributions shall include the amount the Employer would have otherwise paid toward the cost of the waived medical insurance coverage on behalf of such employee.
- Direct Employer contributions.** <Insert eligibility and funding source definitions> Example: Eligibility is limited to employees who have enrolled in the Employer's high-deductible health plan. Employer contributions shall be equal to \$<Amount>, which shall be contributed on a <monthly or bi-weekly> basis on behalf of all eligible Group employees.
- Other. Sick leave upon separation from service or retirement.** Eligibility is limited to employees who retire or separate from service with leave cash-out rights during the term hereof. Employer contributions shall include one-quarter (1/4) the cash-out value of all unused sick leave days accrued and available upon retirement or separation from service.

This Employer Policy shall be effective January 1, 2017.

Signed for the City of Lake Stevens

Date



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council **Agenda** **25 October 2016**
Date: _____

Subject: Aerator Removal Evaluation Professional Service Agreement Supplement No. 2

Contact	Mick Monken	Budget	\$56,355.75
Person/Department:	<u>Public Works</u>	Impact:	_____

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize the Mayor to execute Professional Service Agreement Supplemental No. 2 with CRUX Diving & Salvage, Inc. for an amount of \$56,355.75 for the removal and salvage of aerator riser, platform, air distribution header, and aerator supply lines.

SUMMARY/BACKGROUND: The Council authorized a contract with CRUX Diving & Salvage at the 23rd August 2016 Council meeting to perform an inspection and evaluation of the aerator system from the shoreline to the aerators. During the inspection it was discovered that the aerator service platform and air distribution system (PADS) was in critical condition and needed prompt attention to prevent its sinking. (Note this was not part of the aerator system that was being considered for sinking). This condition was the result of the floatation support frame and cable system failure leaving the PADS fully submerged (about 15 feet depth) with less than 30 percent remaining floatation still buoyant and about 20 percent of the support cables still attached.

The service that will be performed under Supplement No. 2 will remove the PADS only leaving the main air line and aeration units left in place. If not performed the PADS is at risk of sinking which would result in a significant increase in its removal cost due to the rise in depth of this system as well as increased cost for the removal of the aerator tubes due to the tension added by the air supply lines.

This action was supported by the Public Works Subcommittee.

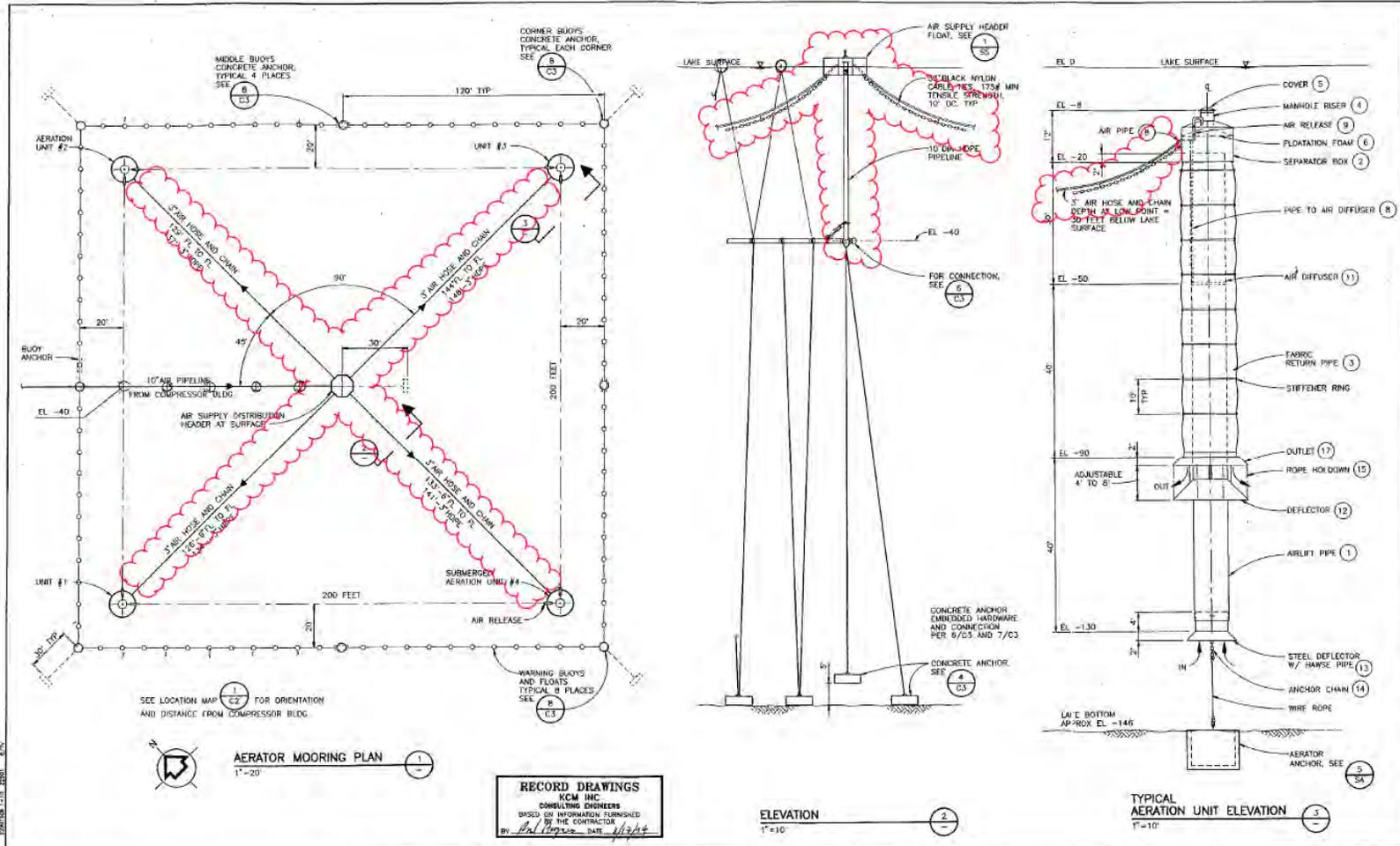
BUDGET IMPACT: General Fund which will require a budget adjustment

ATTACHMENTS:

- ▶ Attachment A: Schematic layout of aerator system with PADS defined
- ▶ Attachment B: Professional Service Agreement Supplement No. 2

ATTACHMENT A

Platform and Air Distribution System (PADS) to be removed shown in RED cloud.



KCM KCM, Inc.
 1017 First Avenue
 Seattle, Washington 98101

date	designed by
JUNE 93	drown by
scale	checked by
AS NOTED	approved by



Lake Stevens
 Restoration Project Phase II B



CONTRACT 3
 Hypolimnetic Aeration
 AERATOR MOORING PLAN AND ELEVATION

drawing number:	S1
sheet number:	10 of 15

ATTACHMENT B

SUPPLEMENTAL AGREEMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT BETWEEN CITY OF LAKE STEVENS AND CRUX DIVING AND SALVAGE, INC. FOR LAKE STEVENS AERATOR REMOVAL EVALUATION

This Supplemental Agreement No. 2 is made and entered into on the 25th day of October, 2016, between the City of Lake Stevens, hereinafter called the "City" and CRUX Diving and Salvage, Inc., hereinafter called the "Consultant."

WITNESSETH THAT:

WHEREAS, the parties hereto have previously entered into an Agreement for Aerator Removal Evaluation Professional Service, hereinafter called the "Project," said Agreement being dated 30th August 2016; and

WHEREAS, both parties desire to supplement said Agreement, by expanding the Scope of Services to removal and salvage of aerator riser, platform, air distribution header, and aerator supply lines and to amend the total amount payable for this Agreement,

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 30th August 2016, shall remain in full force and effect, except as modified in the following sections:

1. Article II of the Original Agreement, "SCOPE OF SERVICES", shall be supplemented to include the Scope of Services as described in Exhibit A1, attached hereto and by this reference made part of this Supplemental Agreement No. 2.
2. Article IV of the Original Agreement, "OBLIGATIONS OF THE CITY", Paragraph IV.1 Payments, Section (a), the second sentence is amended to include the additional Consultant fee of \$56,355.75 and shall read as follows: "In no event shall total payment under this agreement exceed \$72,022.40."

The Total Amount payable to the Consultant is summarized as follows:

Original Agreement	\$11,940.00
Supplemental Agreement No.1	\$ 3,726.65
Supplemental Agreement No.2	\$56,355.75
Grand Total	\$72,022.40

3. Article III.3 of the Original Agreement, "TERM", shall read as follows: "The term of this Agreement shall commence on date of the Notice to Proceed and shall terminate at midnight, **28 February 2017**. The parties may extend the term of this Agreement by written mutual agreement".

IN WITNESS WHEREOF, the parties hereto have executed this SUPPLEMENTAL AGREEMENT NO. 2 as of the day and year first above written.

CITY OF LAKE STEVENS

CRUX Diving and Salvage, Inc.

By: _____
John Spencer, Mayor

By: _____

Printed Name & Title

ATTEST/AUTHENTICATED

By: _____
Barbara Stevens, City Clerk

APPROVED AS TO FORM:

Grant K. Weed, City Attorney

EXHIBIT A1

SCOPE OF SERVICES

Overview: Perform the removal and salvage of the Lake Stevens' aerator riser, platform, air distribution header, and aerator air supply lines per the attached proposal letter dated 3rd October 2016.

Summary of cost:

Item	Qty	Unit	Unit \$	Total
Mob/Demob		1 LS	\$ 9,375	\$ 9,375
Removal		5 Days	\$ 8,475	\$ 42,375
Sub-total				\$ 51,750
WSST		8.9%		\$ 4,605.75
TOTAL NOT TO EXCEED				\$ 56,355.75

CRUX Diving & Salvage Inc.

8234 43rd Ave NE
Seattle, WA 98115
(206) 697-1009



October 3, 2016
Mr. Mick Monken
City of Lake Stevens
Dept. of Public Works
Via email: mmonken@lakestevenswa.gov

Re: Salvage and Removal of Aerator Riser, platform, Air distribution Header and Aerator Supply Lines- Budget Estimate

Mick,

Crux Diving & Salvage Inc is pleased to submit the following budget proposal for the emergency removal of the aerator riser, aerator supply lines, air distribution header and associated rigging.

1. Mobilization/Demobilization: \$9,375.00 per each
2. Salvage and removal Aerator riser, aerator supply lines, air distribution header, angle brace, dewatering pipes. \$8,475.00 per day estimated 4-5 days to remove aerator riser and components.

Our daily rate includes the following: 5-man crew, surface supplied diving equipment, underwater video system, underwater burning gear, 20x30 sectional work float, 25ft work/dive vessel, welding machine, rigging, winches, hydraulic power unit, hydraulics chainsaws, fuel, and salvage lift bags.

This is budget estimate actually cost may be lower or higher. Labor and equipment cost will be charge on time and material basis. Does not include sales tax.

All diving operations will be performed in accordance with the CRUX Safe Practices Manual, The Associated of Diving Contractors Consensus Standards for Commercial Diving, and OSHA regulations.

Thank you for the opportunity to provide a quote. Please contact me if you have any questions.

Sincerely,

David E. Cleary



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Date: **Agenda** 25 October 2016

Subject: 2016 Pavement Condition Rating Survey Update

Contact Person/Department:	Adam Emerson Public Works	Budget Impact:	Discussion only
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RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Discussion on outcome of citywide pavement evaluation performed by Tetra Tech.

SUMMARY/BACKGROUND: Roadways are the backbone of the City and one of the most important asset to ensure the safety, operations, and vitality of the community. The key to managing this infrastructure is a comprehensive pavement management plan (PMP).

In April 2016 the Council authorized the execution of a \$60,000 contract with Tetra Tech to perform a citywide pavement condition rating survey that included the development of a five year PMP. Staff will be providing the findings of this survey and discuss the results and recommendations.

This was discussed with the Public Works Subcommittee.

BUDGET IMPACT: NA

ATTACHMENTS:

- ▶ Exhibit A: PMP - Power Point Presentation

EXHIBIT A



The image shows the "Contents" page of the report. It has a white background with a blue header bar at the top left containing the "TETRA TECH" logo. The word "Contents" is written in a large, bold, blue font in the upper right. Below it is a bulleted list of five items:

- Introduction
- Pavement Data Collection Platform
- Pavement Condition Indices
- 2016 Pavement Current Status
- Development of Pavement Management Program (PMP)

In the bottom right corner, there is a small, faint logo for "TETRA TECH" and the text "TETRA TECH".

TETRA TECH USA

Introduction

The objectives of this study:

- a. Conduct a pavement condition data collection survey of the city streets;
- b. Identify and prioritize a list of paving project needs that fit within the City's allocated budget for the upcoming year, 2017;
- c. Identify a list of paving projects in the next 5 years (near-term);
- d. Establish a baseline of information for pavement management that will be used moving forward.

TETRA TECH USA

TETRA TECH USA

Introduction

Project Definition – Road Network



Class	Detailed Class	Length (Mile)
ART	Minor Arterial	10
	Major Arterial	
COL	Collector	26
LOC	Local Access	58
Network		94

Road Class
— ART
— COL
— LOC

TETRA TECH USA

Tetra Tech TETRA TECH USA

Pavement Data Collection Platform

Automated Pavement Condition Inspection



The image shows a white van equipped with various sensors for pavement inspection. On the left is a diagram of the van with numbered callouts (1-11) pointing to different equipment: 1. Camera, 2. GPS, 3. Laser scanner, 4. Wheel sensor, 5. GPS, 6. Laser scanner, 7. Camera, 8. Laser scanner, 9. Camera, 10. Wheel sensor, 11. Camera. On the right is a photograph of the same van in operation, with the sensors mounted on the roof and rear.

Tetra Tech's Pavement Surface Profiling (PSP 7000)

- ✓ Pavement Surface Distresses (interval 100 feet)
- ✓ Pavement Profile Measurements (Roughness + Rutting)
- ✓ LiDAR
- ✓ Photo Images

Tetra Tech TETRA TECH USA

Pavement Condition Indices

- **Pavement Condition Index (PCI)**
Used to report pavement condition in the network level
- **Individual Pavement Surface Distress Indices**
 - Fatigue Crack Area (%) **AFCL** (low), **AFCW** (wide) , **AFCA** (All)
 - Thermal Crack Area(%) **TCL** (low), **TCW** (wide) , **TCA** (All)
 - Raveling and Weathering **WRL** (low), **WRH** (High)

Tetra Tech uses these indices to select treatments
- **Roughness Index and Rut depth IRI (inch/mile) , RUT (inch)**
Used to identify riding comfort and vehicle control issues

Pavement Condition Indices

Index Ranges for Condition Descriptions

Rating	PCI Range	AFCA Range (%)	IRI (inch/mile)	Rut (inch)	Color Code
Good	85 - 100	0 - 3	< 95	< 0.23	Green
Satisfactory	70 - 85	3 - 10	95-170	0.23-0.41	Blue
Fair	55 - 70	10 - 15	170-220	0.41-0.58	Yellow
Poor	40 - 55	15 - 30	220-320	0.58-0.74	Orange
Very Poor	0 - 40	30 - 100	> 320	> 0.74	Red

AFCA = 3-10%
(crack sealing or patching)

AFCA = 10-30%
Rehabilitation
(overlay, Mill & Fill)

AFCA > 30%
Extensive Rehabilitation
(Reconstruction)

2016 Pavement Current Status

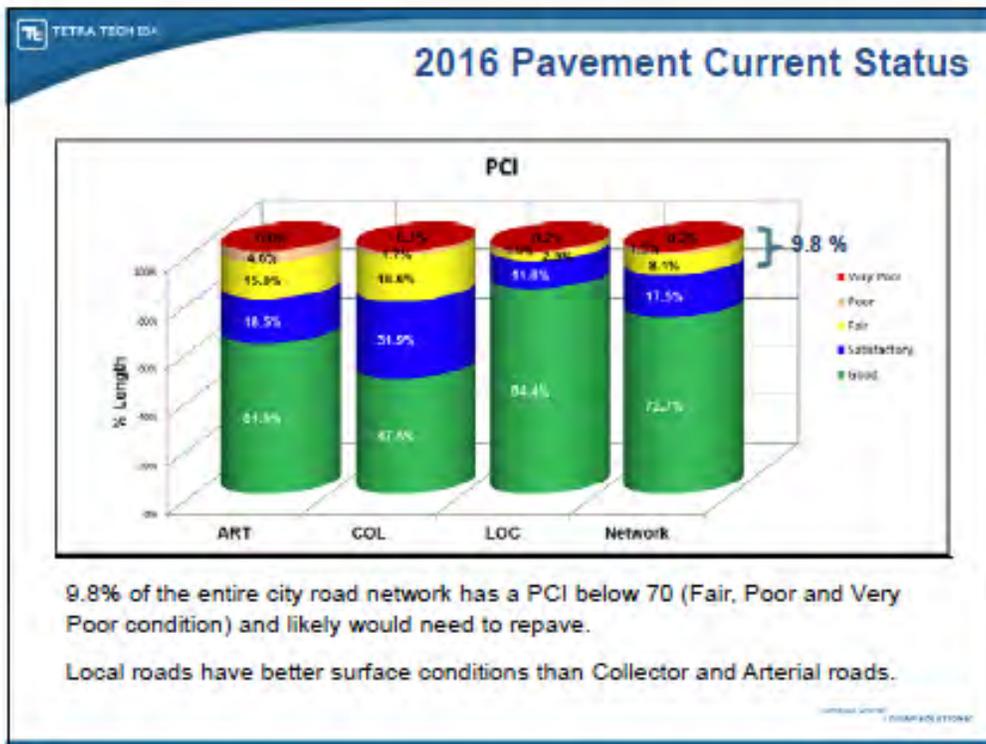
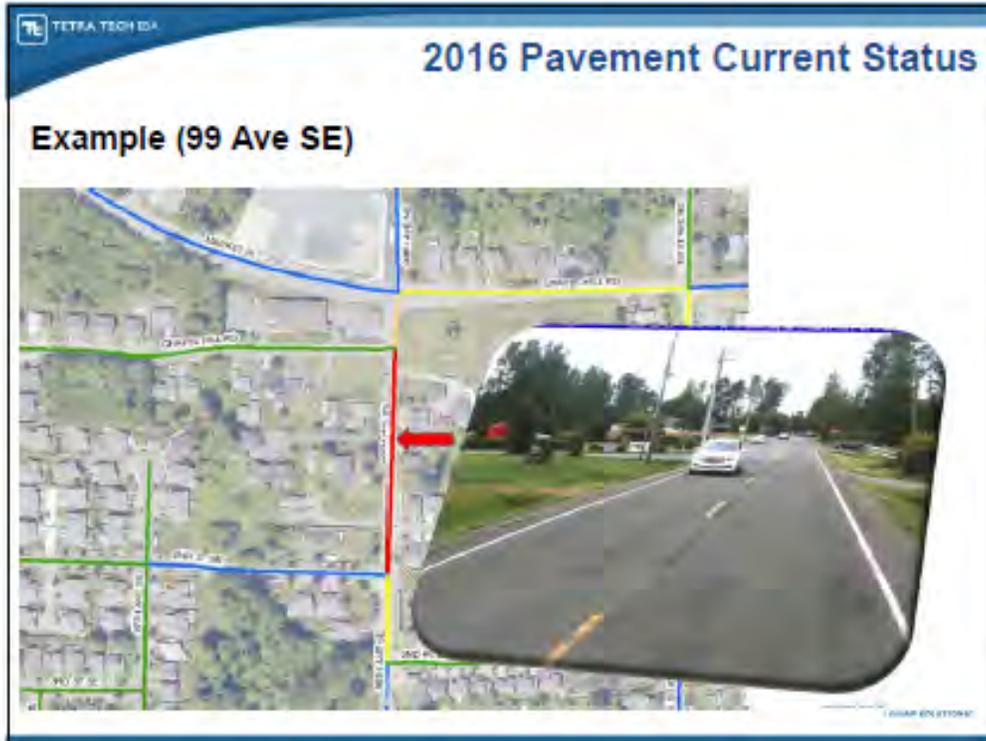
Road Class	Pavement Cracking Indices			PCI	IRI (inch/mile)	Rut (inch)
	AFCA (%)	TCA (%)	Total Cracking (ft)			
ART	4.0	0.8	5.8	88	162	0.78
COL	5.0	1.5	6.5	86	208	0.73
LDC	1.0	0.7	1.7	90	-	-
Network	2.7	0.6	3.3	86	169	0.64

Average PCI= 86
 Average AFCA = 2.7%

Pavement surface was in **Good** condition Overall in 2016

PCI

- 85 - 100 (Good)
- 71 - 85 (Satisfactory)
- 55 - 70 (Fair)
- 41 - 55 (Poor)
- 0 - 40 (Very Poor)







TETRA TECH USA

Conclusion and Recommendation

- The existing Lake Stevens pavement network had an average PCI of 86 indicating that the surface was in good condition overall in 2016.
- Total capital costs of \$5.0 million were estimated to repair all roads in the network that were in fair, poor, or very poor condition based on the 2016 pavement condition.
- This information provides a snapshot in 2016, and gives an initial estimate of pavement management needs in the near term only (about 5 years out). This is because pavement conditions change and continue to degrade over time. So a complete pavement management program is needed to appropriately manage and preserve the road network in the long-term. The pavement conditions need to use a Life Cycle Cost modeling approach, building upon the road network information collected in 2016.

TETRA TECH USA



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: October 25, 2016

Subject: Beautification Plan

Contact Person/Department: Jill Meis, Assistant Planner

Budget Impact: None at this time

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

No Action requested at this time

SUMMARY

The public was polled via electronic surveys, in person and at various boards and commissions - the results were compiled into a PowerPoint presentation.

DISCUSSION:

Planning and Community Development is developing a citywide beautification plan to provide a framework for consistent standards in development of public spaces. Currently the city does not have guidelines or policies for development of cultural/visual elements within public spaces. The beautification plan defines public spaces and sets standards for aesthetics, art and culture provided within these spaces.

Earlier this year Planning and Community Development held a joint meeting with the Design Review Board and Park Board to discuss a beautification framework and receive feedback on the proposed elements of the plan. The framework was then presented to the Arts Commission and Planning Commission for feedback as well. The public outreach was performed by electronic survey, city's webpage and in person at the Permit Center and at Aquafest.

The community answered questions on style preference and were encouraged to describe additional preferred elements from other design concepts. The majority of people surveyed chose the "Natural" design concept and trees were among the top additional elements emphasized.

The next steps include drafting the project plan and an implementation timeline. Siting criteria to be determined as part of the project plan. Next year, staff will be requested a budget for retaining a graphic artist to develop illustrations for landscaping, gateway signs, hardscape elements and other public infrastructure