



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

Tuesday, November 10, 2015 – 7:00 p.m.

NOTE: **WORKSHOP ON VOUCHERS AT 6:45 P.M.**

CALL TO ORDER: 7:00 P.M.
Pledge of Allegiance

ROLL CALL:

GUEST BUSINESS: New Employee Introductions and Employee Recognition Dan

**CITY DEPARTMENT
REPORT**

CONSENT AGENDA: *A Approve 2015 Vouchers Barb
*B Approve October 27, 2015 Council Regular Meeting Minutes Barb

PUBLIC HEARING

PUBLIC HEARING FORMAT:

1. Open Public Hearing
2. Staff presentation
3. Council's questions of staff
4. Proponent's comments
5. Comments from the audience
6. Close public comments portion of hearing
7. Discussion by City Council
8. Re-open the public comment portion of the hearing for additional comments (optional)
9. Close Hearing

Lake Stevens City Council Regular Meeting Agenda

November 10, 2015

10. COUNCIL ACTION:

- a. Approve
- b. Deny
- c. Continue

*A Public Hearing on 2016 Proposed Budget Barb
and First Reading of Ordinance 943 Adopting
2016 Annual Budget

ACTION ITEMS: *A Approve Ordinance 944 Levying Taxes Upon Barb
All Real Property-Real, Personal and Utility,
Subject to Taxation Within the Corporate
Limits of the City of Lake Stevens, WA for the
Year 2016

*B Contract with Prothman Company for Interim Councilmember
City Administrator Spencer

DISCUSSION ITEMS: *A Trestle Holding LLC Traffic Impact Fee Mick
Exemption Request

**COUNCIL PERSON'S
BUSINESS**

MAYOR'S BUSINESS

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

STAFF REPORT UPDATES NOVEMBER 10, 2015 CITY COUNCIL MEETING

Finance/City Clerk

- The Washington State Auditor's Office has notified us that November 16th is the updated start date for our audit. This audit will include the 2013 and 2014 Financial Statement Audits as well as the 2015 Accountability Audit.
- Final payment of the 2010 B bond is included in the Council Voucher Packet. This bond was a taxable bond used for purchase of a portion of the Grade Road site originally planned for commercial use.
- The State Auditor is performing an analysis of Public Records Requests in governments. We are currently taking part in a survey to help with this analysis.

Planning Department

- Meeting with Director of Real Estate at Kimco Realty to brainstorm aggressive campaign to recruit retail to space that Staples is vacating
- Working on 2016 work plan, and marketing/communication strategy to include recruitment
- Attended Stilly Valley Outdoor Recreation roundtable hosted by Snohomish County Tourism Bureau

Police Department

- The Snohomish County 911/New World project launched with no major issues on October 27th. This was a monumental undertaking as the entire county switched over to a new system in a few hours. While the project had been delayed for some time, our office was ready for the launch at 4:00 a.m. Once the program was live, we experienced very minor issues related to the software.
- We are on track to hire the lateral Police Officer candidate in the next two weeks. The individual is finalizing the hiring requirements and once those results are returned, a final offer of employment will be given. We anticipate this individual to be hired in late November or early December, with a completion of the Field Training Program by late January.

Public Works Department

- Grade Road Closure – The City received an updated assessment of the Grade Road embankment from the City's Geotechnical Engineer. The conclusion with the recent movement is that an embankment failure is possible and the GeoTechnical Engineer considered it prudent to close the entire road section. Staff will be bringing to Council at a future meeting some options to address this situation.
- 91st Avenue SE Safer Routes Sidewalk – The City has received notification of funding for this project. It authorization for funding had be issued in January 2016, it is possible that construction of this section of sidewalk (east side between 8th and 12th Street SE) can occur during the summer of 2016.
- Snow and Ice Plan – The meeting for the Snow & Ice plan with the Police, Fire, School District, Sewer District, and Community Transit was held on the 5th of November. This is an annual effort to ensure that coordination between the different agencies takes place during the City's snow removal process.
- Fish Roundabout - The Arts Commission will be holding a special meeting on the 18th November to discuss the next steps in the art work. Diana Hale will be in attendance to discuss landscaping. This art work appears to be getting some thumbs up from passersby.



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**BLANKET VOUCHER APPROVAL
2015**

We, the undersigned Council members of the City of Lake Stevens, Snohomish County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that the following vouchers have been approved for payment:

Payroll Direct Deposits	10/30/2015	\$138,362.89
Payroll Checks	39329-39330	\$4,149.68
Tax Deposit(s)	10/30/2015	\$53,923.04
Electronic Funds Transfers	ACH	\$174,745.16
Claims	39331-39397	\$1,047,450.94
Void Checks	39228	(\$21.00)
Total Vouchers Approved:		\$1,418,610.71

This 10th day of November 2015:

Mayor

Councilmember

Finance Director

Councilmember

Councilmember

Councilmember



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Checks to be Approved for 10/28/2015 to 11/10/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Ace Hardware	39332						Check Total
							\$29.82
		11/10/2015	48449	001-013-518-20-31-00	GG-Operating	Toilet bolts/flush unit for Family center restroom	\$29.82
Advantage Building Services	39333						Check Total
							\$651.70
		11/10/2015	1890	001-007-558-50-41-00	PL-Professional Servc	Janitorial Services	\$28.75
				001-007-559-30-41-00	PB-Professional Srv	Janitorial Services	\$28.75
				001-008-521-20-41-00	LE-Professional Services	Janitorial Services	\$300.00
				001-010-576-80-41-00	PK-Professional Services	Janitorial Services	\$19.16
				001-012-575-50-41-00	CS-Community Center - Cleaning	Janitorial Services	\$115.00
				001-013-518-20-41-00	GG-Professional Service	Janitorial Services	\$156.00
				101-016-542-30-41-02	ST-Professional Service	Janitorial Services	\$19.17
				410-016-531-10-41-01	SW-Professional Services	Janitorial Services	\$19.17
				621-000-386-00-00-00	Retainage -Public Bldg Maint	Retainage-Advantage svcs	(\$34.30)
AFLAC	0						Check Total
							\$1,495.80
		10/29/2015	10/30/2015	001-000-284-00-00-00	Payroll Liability Other	Employee paid Insurance Prem	\$1,495.80
Aquatechnex	39334						Check Total
							\$42,897.00
		11/10/2015	6027	410-016-531-10-41-02	SW-Milfoil Treatment	2015 Milfoil treatment on the Lake	\$42,897.00
Assoc of Washington Cities EFT	0						Check Total
							\$96,029.42
		11/10/2015	10/30/15	001-000-283-00-00-00	Payroll Liability Medical	Medical Insurance Premium	\$96,029.60
				001-013-518-30-20-00	GG-Benefits	Medical Insurance Premium	(\$0.18)
Janet Berg	39335						Check Total
							\$62.23
		11/10/2015	10/21/15 req	001-002-513-11-43-00	AD-Travel & Meetings	Mileage to WCIA Board mtg/Meal at MAG mtg	\$62.23
Biggest Loser Run/Walk/Fit World Group LLC	39336						Check Total
							\$2,154.50
		11/10/2015	SPE2015-0018	001-000-342-10-00-01	LE Services - Extra Duty	Refund overpayment for police services	\$2,154.50
Bills Blueprint	39337						Check Total
							\$35.89
		11/10/2015	519126	001-000-341-81-00-00	Duplicating Srv	Copies - Sally Jo Sebring	\$35.89
Blumenthal Uniforms	39338						Check Total
							\$28.88
		11/10/2015	4110091	001-008-521-20-31-01	LE-Operating Costs	Nik Test - Opiates	\$28.88
Carquest Auto Parts Store	39339						Check Total
							\$91.20
		11/10/2015	2421-229409	101-016-544-90-31-02	ST-Operating Cost	5 gallons Gear Oil	\$27.15
				410-016-531-10-31-02	SW-Operating Costs	5 gallons Gear Oil	\$27.14
			2421-229714	001-008-521-20-31-01	LE-Operating Costs	Wiper blades returned	\$11.82



Checks to be Approved for 10/28/2015 to 11/10/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Carquest Auto Parts Store	39339	11/10/2015	2421-229717	001-008-521-20-31-01	LE-Operating Costs	Wiper blades	\$25.09
Cashmere Valley Bank	39340						Check Total
		11/10/2015	11/15 133358	212-000-591-18-71-00	2010B Bond Principal - Civic	2010 Series B Bond Pmt	\$455,000.00
				212-000-592-18-83-00	2010B Bond Interest - Civic	2010 Series B Bond Pmt	\$10,374.00
	39341						Check Total
		11/10/2015	11/15 133357	212-016-591-48-71-00	2010A Bond Principal - PW shop	2010 Series A Bond Pmt	\$32,447.74
				212-016-592-48-83-00	2010A Bond Interest - PW Shop	2010 Series A Bond Pmt	\$4,634.35
Cemex	39342						Check Total
		11/10/2015	9431947626	101-016-542-67-41-00	ST-Street Cleaning	Street sweepings dumped by the ton	\$4,241.54
				410-016-531-10-41-03	SW-Street Cleaning	Street sweepings dumped by the ton	\$4,241.54
City of Everett	39343						Check Total
		11/10/2015	115002595	001-008-554-30-51-00	LE-Environmental-Animal Contro	Animal shelter services Sept 2015	\$1,705.00
City of Marysville	39344						Check Total
		11/10/2015	15-017	001-013-512-50-41-00	GG-Municipal Court Fees	Court citations September 2015	\$6,780.64
			POLIN11-0584	001-008-523-60-51-00	LE-Jail	Prisoner Housing September 2015	\$12,432.24
			POLIN11-0592	001-008-523-60-51-00	LE-Jail	Prisoner Medical September 2015	\$350.00
			POLIN11-0594	001-008-523-60-51-00	LE-Jail	Prisoner Housing SCORE September 2015	\$485.00
Co Op Supply	39345						Check Total
		11/10/2015	610635/4	410-016-531-10-31-02	SW-Operating Costs	Straw bales/grass seed erosion control in ditch 91st Ave SE	\$90.50
Columbia Ford Lincoln Mercury	39331						Check Total
		10/29/2015	3-G420	530-016-594-48-60-00	Purchase Of Capital Equipment	2016 Ford F550 1FDUF5HY2GEA93071	\$37,987.66
Comcast	39346						Check Total
		11/10/2015	10/15 0808840	001-010-576-80-42-00	PK-Communication	Internet services - City Shop	\$39.49
				101-016-543-30-42-00	ST-Communications	Internet services - City Shop	\$39.49
				410-016-531-10-42-00	SW-Communications	Internet services - City Shop	\$39.48
	39347						Check Total
		11/10/2015	10/15 0827887	101-016-542-64-47-00	ST-Traffic Control -Utility	Traffic signal control	\$158.58
	39348						Check Total
		11/10/2015	10/15 0810218	001-008-521-20-42-00	LE-Communication	Internet services - N Lakeshore Dr	\$93.96



Checks to be Approved for 10/28/2015 to 11/10/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total
Comcast	39349						\$103.96
		11/10/2015	10/15 0692756	001-008-521-20-42-00	LE-Communication	Internet services - Market Place	\$103.96
Daily Journal of Commerce	39350						\$1,320.00
		11/10/2015	3305994	101-016-542-30-41-01	ST-Advertising	On call Surveying services	\$325.60
				410-016-531-10-41-05	SW-Advertising	On call Surveying services	\$325.60
			3305995	101-016-542-30-41-01	ST-Advertising	On call Engineering services	\$334.40
				410-016-531-10-41-05	SW-Advertising	On call Engineering services	\$334.40
Dataquest LLC	39351						\$70.50
		11/10/2015	LKSTEVE20151031	001-005-518-10-41-00	HR-Professional Services	New employee background check	\$70.50
Datec Inc	39352						\$13,196.27
		11/10/2015	32327	510-006-518-80-31-00	Purchase Computer Equipment	Laptops and Mounts for vehicles	\$8,797.51
				520-008-594-21-63-00	Capital Equipment	Laptops and Mounts for vehicles	\$4,398.76
Day Wireless Systems	39353						\$115.75
		11/10/2015	398043	001-008-521-20-26-00	LE-Clothing	Flexible ear inserts - Shein	\$115.75
Dell Marketing LP	39354						\$1,180.46
		11/10/2015	XJT41CNC5	001-007-558-50-31-01	PL-Operating Costs	Computer - OptiPlex 9030 - serial CSY2X52	\$1,180.46
Dept of Emergency Management	39355						\$16,835.00
		11/10/2015	I000393416	001-013-525-10-51-00	GG-Emergency	DEM Emergency services Q3/Q4 2015	\$16,835.00
Dept of Licensing	0						\$1,212.00
		11/10/2015	1318-1388	633-008-586-00-00-00	Gun Permit - State Remittance	Weapons permits	\$1,212.00
Dept of Retirement (Deferred Comp)	0						\$2,240.00
		10/29/2015	10/30/2015	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-State Deferre	\$2,240.00
Dept of Retirement PERS LEOFF	0						\$66,772.17
		11/10/2015	10/2015	001-000-282-00-00-00	Payroll Liability Retirement	PERS LEOFF Contributions	\$66,772.17
Electronic Federal Tax Pmt System EFTPS	0						\$53,923.04
		10/29/2015	10/30/2015	001-000-281-00-00-00	Payroll Liability Taxes	Federal Payroll Taxes	\$53,923.04
Electronic Business Machines	39356						\$1,101.23
		11/10/2015	AR15428	001-007-558-50-31-01	PL-Operating Costs	Copier maintenance	\$40.32
				001-007-559-30-31-01	PB-Operating Cost	Copier maintenance	\$40.32
				101-016-544-90-31-02	ST-Operating Cost	Copier maintenance	\$40.32



Checks to be Approved for 10/28/2015 to 11/10/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	
Electronic Business Machines	39356	11/10/2015	AR15428	410-016-531-10-31-02	SW-Operating Costs	Copier maintenance	\$40.33
			AR18290	001-007-558-50-31-01	PL-Operating Costs	Copier maintenance	\$32.14
				001-007-559-30-31-01	PB-Operating Cost	Copier maintenance	\$32.13
				101-016-544-90-31-02	ST-Operating Cost	Copier maintenance	\$32.14
				410-016-531-10-31-02	SW-Operating Costs	Copier maintenance	\$32.14
			AR18431	001-013-518-20-31-00	GG-Operating	Copier maintenance	\$423.08
			AR20243	001-013-518-20-31-00	GG-Operating	Copier maintenance	\$388.31
Glens Rental Sales and Service	39357	Check Total					\$143.41
		11/10/2015	S6329	101-016-544-90-31-02	ST-Operating Cost	Pole Saw	\$71.71
				410-016-531-10-31-02	SW-Operating Costs	Pole Saw	\$71.70
Grainger	39358	Check Total					\$161.55
		11/10/2015	9866938062	101-016-544-90-31-02	ST-Operating Cost	Diagonal Cutters	\$18.64
				410-016-531-10-31-02	SW-Operating Costs	Diagonal Cutters	\$18.65
			9873497854	001-010-576-80-31-00	PK-Operating Costs	Safety supplies	\$9.25
				101-016-544-90-31-02	ST-Operating Cost	Safety supplies	\$9.25
				410-016-531-10-31-02	SW-Operating Costs	Safety supplies	\$9.25
			9880021846	001-010-576-80-31-00	PK-Operating Costs	Coated gloves/tape measure	\$32.17
				101-016-544-90-31-02	ST-Operating Cost	Coated gloves/tape measure	\$32.17
				410-016-531-10-31-02	SW-Operating Costs	Coated gloves/tape measure	\$32.17
Granite Construction Supply	39359	Check Total					\$2,318.07
		11/10/2015	262_00060770	101-016-595-61-64-41	ST - Cap - Grade Road	Barricades for Grade Road closure	\$1,466.10
			262_00060773	101-016-595-61-64-41	ST - Cap - Grade Road	Barricades for Grade Road Closure	\$851.97
Kyle Havens	39360	Check Total					\$450.00
		11/10/2015	1	001-005-517-60-31-00	HR-Safety Program	CPR training	\$103.22
				101-016-517-60-31-00	ST-Safety Program	CPR training	\$173.39
				410-016-517-60-31-00	SW-Safety Program	CPR training	\$173.39
Home Depot	39361	Check Total					\$9.70
		11/10/2015	2014376	001-012-569-00-31-00	CS-Aging Services-Supplies	Kitchen floor drain at Senior Center	\$9.70
Industrial Supply Inc	39362	Check Total					\$142.01
		11/10/2015	566591	001-010-576-80-31-00	PK-Operating Costs	Post Hole Digger	\$61.11
			567173	001-010-576-80-31-01	PK-Ops-Clothing	Bibb overalls	\$80.90



Checks to be Approved for 10/28/2015 to 11/10/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total
J Thayer Company	39363						\$1,154.15
		11/10/2015	986356-0	001-013-518-20-31-00	GG-Operating	Paper/binder clips/CDs	\$69.78
			986690-0	001-007-558-50-31-00	PL-Office Supplies	Scales/files/mouse pad/dish soap/pencil cup/ergo wrist pad	\$112.78
				001-007-559-30-31-00	PB-Office Supplies	Kleenex/file folders/correction tape/mech pencils/copy holder	\$110.90
			987718-0	001-008-521-20-31-00	LE-Office Supplies	Paper/business card holder/toner/laser crtgd/cleaner	\$553.11
			987732-0	001-007-558-50-31-00	PL-Office Supplies	Paper	\$60.63
				001-007-559-30-31-00	PB-Office Supplies	Paper	\$60.63
				101-016-544-90-31-01	ST-Office Supplies	Paper	\$60.63
				410-016-531-10-31-01	SW-Office Supplies	Paper	\$60.64
			989968-0	001-007-558-50-31-00	PL-Office Supplies	File storage boxes	\$65.05
JJ Polygraph Service LLC	39364						\$175.00
		11/10/2015	1235	001-008-521-20-41-00	LE-Professional Services	Polygraph Examination new employee	\$175.00
Lake Industries LLC	39365						\$276.94
		11/10/2015	267917	101-016-544-90-31-02	ST-Operating Cost	Fill for Roundabout in preperation for Art installation	\$196.94
			30301	101-016-544-90-31-02	ST-Operating Cost	Fill hauled in by the yard	\$40.00
				410-016-531-10-31-02	SW-Operating Costs	Fill hauled in by the yard	\$40.00
Lake Stevens Police Guild	39366						\$916.00
		11/10/2015	10/31/2015	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Union Dues	\$916.00
Lake Stevens School District	39367						\$5,600.64
		11/10/2015	1131	001-008-521-20-32-00	LE-Fuel	Fuel	\$5,600.64
Lowes Companies	39368						\$33.64
		11/10/2015	914203	001-012-569-00-31-00	CS-Aging Services-Supplies	Screw driver/shims/screws for Senior Center drain	\$16.54
			965230	001-013-518-20-31-00	GG-Operating	Fan for City Hall restroom	\$17.10
Marysville Printing	39369						\$152.67
		11/10/2015	18713	001-008-521-20-31-00	LE-Office Supplies	3 part ncr Trespass Warning notices	\$152.67
Morgan Sound Inc	39370						\$196.64
		11/10/2015	MSI84041	001-012-573-20-31-00	CS-Arts Commission	Repair sound equipment	\$196.64
Nationwide Retirement Solution	0						\$1,250.00
		10/29/2015	10/30/2015	001-000-282-00-00-00	Payroll Liability Retirement	Employee Portion-Nationwide	\$1,250.00



Checks to be Approved for 10/28/2015 to 11/10/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total
Office of Minority & Womens Business	39371						\$100.00
		11/10/2015	3031838	001-002-513-11-49-01	AD-Miscellaneous	Political Subdivision fee 7/15-6/17	\$100.00
Office of The State Treasurer	39372						\$9,550.22
		11/10/2015	10/2015	633-007-586-00-00-02	Building - State Bl	October 2015 State Court Fees	\$144.00
				633-008-586-00-00-03	Public Safety And Ed. 1986	October 2015 State Court Fees	\$4,940.49
				633-008-586-00-00-04	Public Safety And Education	October 2015 State Court Fees	\$2,509.14
				633-008-586-00-00-05	Judicial Information System-Ci	October 2015 State Court Fees	\$847.11
				633-008-586-00-00-08	Trauma Care	October 2015 State Court Fees	\$303.26
				633-008-586-00-00-09	School Zone Safety	October 2015 State Court Fees	\$47.78
				633-008-586-00-00-10	Public Safety Ed #3	October 2015 State Court Fees	\$81.66
				633-008-586-00-00-11	Auto Theft Prevention	October 2015 State Court Fees	\$433.73
				633-008-586-00-00-12	HWY Safety Act	October 2015 State Court Fees	\$39.40
				633-008-586-00-00-13	Death Inv Acct	October 2015 State Court Fees	\$30.53
				633-008-586-00-00-14	WSP Highway Acct	October 2015 State Court Fees	\$173.12
Pilchuck Veterinary Hospital	39373						\$261.80
		11/10/2015	51041	001-008-554-30-51-00	LE-Environmental-Animal Contro	Feline euthanasia-Case #15-2446	\$261.80
Kathleen Pugh	39374						\$75.33
		11/10/2015	10/23/15 req	001-003-514-20-43-00	CC-Travel & Meetings	Mileage to WAPRO Fall Conference	\$75.33
Purchase Power	39375						\$400.98
		11/10/2015	10/25/15	001-007-558-50-42-00	PL-Communication	Postage	\$78.88
				001-013-518-20-42-00	GG-Communication	Postage	\$321.38
				101-016-543-30-42-00	ST-Communications	Postage	\$0.36
				410-016-531-10-42-00	SW-Communications	Postage	\$0.36
Gunter Reimnitz	39376						\$4,000.00
		11/10/2015	Final	112-012-594-73-63-00	Art - Public Art Acquisition	Final installment for sculpture	\$4,000.00
Republic Services 197	39377						\$361.15
		11/10/2015	0197-001886755	101-016-542-30-45-00	ST-Rentals-Leases	Dumpster Rental - City Shop	\$7.82
				101-016-544-90-31-02	ST-Operating Cost	Dumpster services - City Shop	\$172.76
				410-016-531-10-31-02	SW-Operating Costs	Dumpster services - City Shop	\$172.75
				410-016-531-10-45-00	SW-Equipment Rental	Dumpster Rental - City Shop	\$7.82



Checks to be Approved for 10/28/2015 to 11/10/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total
Republic Services 197	39378						\$260.33
		11/10/2015	0197-001886579	001-010-576-80-31-00	PK-Operating Costs	Dumpster svcs - Lundeen Park	\$246.84
				001-010-576-80-45-00	PK-Equipment Rental	Dumpster rental - Lundeen Park	\$13.49
	39379						\$121.99
		11/10/2015	0197-001887409	001-013-518-20-31-00	GG-Operating	Dumpster services - City Hall	\$106.99
				001-013-518-20-45-00	GG-Equipment Rental	Dumpster rental - City Hall	\$15.00
Gleb Shein	39380						\$78.73
		11/10/2015	10/21/15 req	001-008-521-20-26-00	LE-Clothing	Duty holster	\$78.73
Sirchie Finger Print	39381						\$39.01
		11/10/2015	0228658-IN	001-008-521-20-31-01	LE-Operating Costs	Cotton applicator swabs	\$39.01
Snohomish County PUD	39382						\$1,287.85
		11/10/2015	117638502	001-008-521-50-47-00	LE-Utilities	200558690	\$57.39
			140700156	001-010-576-80-47-00	PK-Utilities	202340527	\$7.77
				101-016-542-63-47-00	ST-Lighting - Utilities	202340527	\$7.77
				410-016-531-10-47-00	SW-Utilities	202340527	\$7.77
			147316647	101-016-542-63-47-00	ST-Lighting - Utilities	203582010	\$92.10
			153851003	101-016-542-63-47-00	ST-Lighting - Utilities	202988481	\$238.19
			160245809	001-010-576-80-47-00	PK-Utilities	203599006	\$129.96
				101-016-543-50-47-00	ST-Utilities	203599006	\$129.96
				410-016-531-10-47-00	SW-Utilities	203599006	\$129.97
			160248800	001-010-576-80-47-00	PK-Utilities	203203245	\$125.06
			163461840	001-010-576-80-47-00	PK-Utilities	205395999	\$65.14
			163463240	101-016-542-63-47-00	ST-Lighting - Utilities	203730189	\$75.12
			163463244	101-016-542-63-47-00	ST-Lighting - Utilities	203731153	\$85.73
			166729464	101-016-542-63-47-00	ST-Lighting - Utilities	203728159	\$48.85
			166730865	101-016-542-63-47-00	ST-Lighting - Utilities	202013249	\$87.07
Snohomish County PW S	39383						\$2,329.10
		11/10/2015	I000393340	410-016-531-20-41-00	SW-Aerator Monitori	Q3 2015 Lake Monitoring and Gaging	\$2,329.10
Snohomish County Treasurer	39384						\$183.30
		11/10/2015	10/2015	633-008-586-00-00-01	Crime Victims Compensation	October 2015 Crime Victims Compensation	\$183.30



Checks to be Approved for 10/28/2015 to 11/10/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc		
Sound Publishing Inc	39385						Check Total	\$487.72
		11/10/2015	EDH663410	001-007-558-50-41-03	PL-Advertising	Ordinance No 938	\$24.20	
			EDH663472	001-004-514-23-41-01	FI-Advertising	Ordinance No 939	\$22.48	
			EDH663474	001-004-514-23-41-01	FI-Advertising	Ordinance No 940	\$29.36	
			EDH663475	001-007-558-50-41-03	PL-Advertising	Ordinance No 941	\$32.80	
			EDH663723	001-004-514-23-41-01	FI-Advertising	2016 Proposed Budget Council Workshop	\$17.20	
			EDH664719	101-016-542-30-41-01	ST-Advertising	On Call Engineering services	\$41.34	
				410-016-531-10-41-05	SW-Advertising	On Call Engineering services	\$41.34	
			EDH664729	101-016-542-30-41-01	ST-Advertising	On Call Surveying services	\$44.78	
				410-016-531-10-41-05	SW-Advertising	On Call Surveying services	\$44.78	
EDH664809	001-007-558-50-41-03	PL-Advertising	LUA2015-0071 Ebey View Subdivision	\$79.24				
EDH665123	001-004-514-23-41-01	FI-Advertising	2016 Bids for Official Newspaper status	\$110.20				
Standard Insurance Company	0						Check Total	\$5,138.31
		10/29/2015	10/30/2015	001-000-284-00-00-00	Payroll Liability Other	Life/Disability Ins Premiums	\$99.00	
				001-002-513-11-20-00	AD-Benefits	Life/Disability Ins Premiums	\$65.37	
				001-003-514-20-20-00	CC-Benefits	Life/Disability Ins Premiums	\$101.70	
				001-004-514-23-20-00	FI-Benefits	Life/Disability Ins Premiums	\$115.14	
				001-005-518-10-20-00	HR-Benefits	Life/Disability Ins Premiums	\$70.67	
				001-006-518-80-20-00	IT-Benefits	Life/Disability Ins Premiums	\$135.76	
				001-007-558-50-20-00	PL-Benefits	Life/Disability Ins Premiums	\$392.81	
				001-007-559-30-20-00	PB-Benefits	Life/Disability Ins Premiums	\$143.01	
				001-008-521-20-20-00	LE-Benefits	Life/Disability Ins Premiums	\$2,636.53	
				001-010-576-80-20-00	PK-Benefits	Life/Disability Ins Premiums	\$17.17	
				001-013-518-30-20-00	GG-Benefits	Life/Disability Ins Premiums	\$21.69	
				101-016-542-30-20-00	ST-Benefits	Life/Disability Ins Premiums	\$670.95	
				401-070-535-10-20-00	SE-Benefits	Life/Disability Ins Premiums	\$40.13	
				410-016-531-10-20-00	SW-Benefits	Life/Disability Ins Premiums	\$628.38	
Staples	39386						Check Total	\$8.71
		11/10/2015	3281275618	001-008-521-20-31-01	LE-Operating Costs	Sales tax for invoice 3278922174 USB Drive	\$6.02	
			3281275619	001-008-521-20-31-00	LE-Office Supplies	Sales tax for invoice 328029019 Pencils	\$2.69	
Teamsters Local No 763	39387						Check Total	\$702.00
		11/10/2015	10/30/15	001-000-284-00-00-00	Payroll Liability Other	Union Dues	\$702.00	



Checks to be Approved for 10/28/2015 to 11/10/2015

Name	Ck #	Date	Invoice #	Account #	Account Desc	Item Desc	Check Total
Tetra Tech Inc	39388						\$5,436.80
		11/10/2015	50974734	304-016-594-31-63-00	Capital - SWM Drainage Improve	Drainage Pond Study 20th st SE/79th-83rd Ave	\$5,436.80
Dean Thomas	39389						\$18.12
		11/10/2015	10/27/15 req	001-008-521-20-43-00	LE-Travel & Meetings	Meals - Case #15-2003	\$18.12
Trinity Contractors Inc	39390						\$59,887.45
		11/10/2015	Pmt 3	309-016-595-61-63-01	Sidewalk Construction	North Davies Sidewalk Project	\$59,887.45
United Way of Snohomish Co	39391						\$161.68
		11/10/2015	10/30/15	001-000-284-00-00-00	Payroll Liability Other	Employee Contributions	\$161.68
UPS	39392						\$71.21
		11/10/2015	74Y42425	001-008-521-20-42-00	LE-Communication	Evidence shipping	\$29.24
			74Y42435	001-008-521-20-42-00	LE-Communication	Evidence shipping	\$41.97
US Bank St Paul	39393						\$288,036.88
		11/10/2015	241617	210-000-591-75-71-00	2008 Bond Princp Pymt - GG	LAKSGOREF08A Series 2008A	\$129,878.54
				210-000-592-18-83-00	2008 Bond Interest Payment	LAKSGOREF08A Series 2008A	\$45,124.60
				210-070-591-35-71-00	2008 Bond Principal - Sewer	LAKSGOREF08A Series 2008A	\$95,121.46
				210-070-592-35-83-00	2008 Bond Interest Payment	LAKSGOREF08A Series 2008A	\$17,912.28
Jerad Wachtveitl	39394						\$21.96
		11/10/2015	10/27/15 req	001-008-521-20-43-00	LE-Travel & Meetings	Meals - Case# 15-02003	\$21.96
Washington State Criminal Justice	39395						\$300.00
		11/10/2015	20115901	001-008-521-40-49-01	LE-Staff Development	Collision Investigation-Adams/Wells/Bernhard	\$300.00
Washington State Support Registry	0						\$607.46
		10/29/2015	10/30/2015	001-000-284-00-00-00	Payroll Liability Other	Employee Paid Child Support	\$607.46
Washington Teamsters Welfare Trust	39396						\$1,599.40
		11/10/2015	10/30/15	001-000-283-00-00-00	Payroll Liability Medical	Teamsters Dental Ins Premiums	\$1,599.40
Zachor and Thomas Inc PS	39397						\$8,923.20
		11/10/2015	650	001-011-515-30-41-01	PG-Prosecutor Fees	Prosecutor Retainer October 2015	\$8,923.20
Total							\$1,276,119.14



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

Tuesday, October 27, 2015

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 Vern Little

COUNCILMEMBERS PRESENT: Kim Daughtry, Sam Low, John Spencer, Todd Welch, Suzanne Quigley, Kathy Holder, Marcus Tageant

COUNCILMEMBERS ABSENT:

STAFF MEMBERS PRESENT: City Administrator Jan Berg, Finance Director/City Clerk Barb Stevens, Planning and Community Development Director Rebecca Ableman McCrary, Human Resources Director Steve Edin, Police Chief Dan Lorentzen, Deputy City Clerk Kathy Pugh and City Attorney Grant Weed; Economic Development Coordinator Jeanie Ashe

OTHERS: Cobalt Enterprises Vice President Paul Clark

Excused Absence.

Guest Business. Mayor Little introduced Cobalt Enterprises, a manufacturing company that is moving its business to Lake Stevens. Economic Development Coordinator Jeannie Ashe expanded on Mayor Little's comments, and said that Cobalt has an excellent reputation and that the company will be bringing existing and new employees into Lake Stevens. She then introduced Cobalt's Vice President, Paul Clark.

Mr. Clark said that Cobalt Enterprises is very excited to be expanding into Lake Stevens. The company will be moving existing employees into the City as well as hiring new employees. He reviewed that the company's business is primarily aerospace machining, a highly skilled and technical field, and said that the company has experienced a 34% growth rate over all of its twelve years. The company will maintain its facility located in Granite Falls and is adding the Lake Stevens facility. He invited Councilmembers to visit the company in Granite Falls.

City Department Report.

Consent Agenda.

MOTION: Moved by Councilmember Spencer, seconded by Councilmember Daughtry, to approve (A) 2015 Vouchers [Payroll Direct Deposits of \$150,791.15; Payroll Check Nos. 39263-39264 totaling \$4,254.76; Tax Deposits of \$63,466.77; Electronic Funds Transfers (ACH) in the amount of \$29,315.86; Claims Check Nos. 39265-39328 totaling \$143,923.44; and Void Check Nos. 39186, 39209 and 37596 totaling \$1,767.17; Total Vouches Approved: \$389,984.81];

(B) October 13, 2015 City Council Regular Meeting Minutes and (C) October 20, 2015 City Council Workshop Meeting Minutes. On vote the motion carried (7-0-0-0).

Action Items: None.

Mayor Little announced an executive session on personnel with action to follow is being added to agenda.

Discussion Items:

2016 Budget Presentation #2: Finance Director/City Clerk Barb Stevens distributed materials regarding the 2016 draft budget and reviewed the proposed budget following discussion at last week's workshop. The first Public Hearing is scheduled for November 10, and this hearing will also include the property tax ordinance. Director Stevens reviewed the Mayor's recommended budget, as well as proposed budgets based on the Council's workshop.

Discussion ensued and Director Stevens responded to Councilmembers' questions. Director Stevens reviewed the schedule for budget adoption and said she will move ahead with the budget as proposed.

Council Person's Business: Councilmembers reported on the following meetings: Councilmember Tageant: Sewer District, Snohomish County Cities (SCC); Councilmember Welch: Arts Commission, SCC; Short Course on Planning; Councilmember Low: SCC, Sewer District, Snohomish County Health District; Councilmember Daughtry: SCC; Family Center Halloween; Community Transit.

Mayor's Business: Working with Snohomish County and the City of Everett on the issues of homeless encampments, drug addiction and mental health and what could be proposed to the Legislature to address these issues.

Executive Session: Mayor Little announced an executive session for twenty minutes to discuss a personnel matter beginning at 7:50 p.m. and ending at 8:10 p.m. with action to follow.

MOTION: Moved by Councilmember Spencer, seconded by Councilmember Low, to sign the separation agreement of City Administrator Jan Berg effective November 15, 2015. On vote the motion carried (7-0-0-0).

Adjourn.

Moved by Councilmember Welch, seconded by Councilmember Tageant to adjourn the meeting at 8:13 p.m. On vote the motion carried (7-0-0-0).

Vern Little, Mayor

Kathy Pugh, Deputy City Clerk



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: November 10, 2015

Subject: Public Hearing - 2016 Budget Ordinance 943

Contact Person/Department: Barb Stevens - Finance **Budget Impact:** Yes

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Approve First Reading of 2016 Budget Ordinance No. 925.

SUMMARY/BACKGROUND

Budgeting is an essential element of the financial planning, control, and evaluation processes of governments. The planning process involves determining the types and levels of services to be provided and allocating available resources among various departments, programs, or functions. Financial control and evaluation processes typically focus upon assuring that fixed expenditure limitations (appropriations) are not exceeded and on comparing estimated and actual revenues.

Upon adoption, the expenditure estimates are enacted into law through the passage of an appropriations ordinance. The appropriations constitute maximum expenditure authorizations during the fiscal year, and cannot legally be exceeded unless subsequently amended by the legislative body. Expenditures should be monitored through the accounting system to assure budgetary compliance. Unexpended appropriations lapse at year end.

The City Council has been reviewing current and forecasted revenues and expenditures including property tax, City staffing plans, and related costs which are incorporated into the proposed 2016 budget ordinance.

The revised 2016 Proposed Budget document is attached and can be downloaded at:

<http://www.ci.lake-stevens.wa.us/ArchiveCenter/ViewFile/Item/1890>

APPLICABLE CITY POLICIES:

In accordance with the Financial Management Policies, Budget Themes and Policies, and the Revised Code of Washington, the legislative body shall adopt the budget by ordinance. Per RCW 84.55.120 the legislative body will hold public hearings on the proposed budget for the coming year.

BUDGET IMPACT:

The budget ordinance will enact into law all approved appropriations for the 2016 calendar year.

ATTACHMENTS:

- ▶ Ordinance 943
- ▶ Exhibit A – Organizational Chart
- ▶ 2016 Proposed Budget - Revised

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

ORDINANCE NO. 943

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF LAKE STEVENS,
WASHINGTON, FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2016

WHEREAS, the Mayor of the City of Lake Stevens, Washington completed and placed on file with the City Clerk a proposed budget and estimate of the amount of the moneys required to meet the public expenses including salaries and benefits of City employees, bond retirement and interest, reserve funds and expenses of government of said City for the fiscal year ending December 31, 2016, and a notice was published that the Council of said City would meet for the purpose of making a budget for said fiscal year and giving taxpayers within the limits of said City an opportunity to be heard upon said budget, and

WHEREAS, the said City Council did meet at said time and place and did then consider the matter of said proposed budget; and

WHEREAS, notices were published in the official newspaper of the City, that the Council of said City would meet on the 10th day of November and the 24th day of November, 2015, at the hour of 7:00 P.M., at the City Council Chambers in the Lake Stevens School District Educational Service Center of said City for the purpose of receiving public testimony in a public hearing as to the matter of said proposed budget; and

WHEREAS, the said City Council did meet at said dates, times, and place and did receive public testimony during a public hearing as to the matter of said proposed budget; and

WHEREAS, the said proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Lake Stevens for the purposes set forth in said budget, and the estimated expenditures set forth in said budget being all necessary to carry on the government of said City for said year and being sufficient to meet the various needs of said City during said period.

NOW, THEREFORE, the City Council of the City of Lake Stevens do ordain as follows:

Section 1. The budget for the City of Lake Stevens, Washington, for the year 2016 is hereby adopted in its final form and content as set forth in the document entitled City of Lake Stevens 2016 Annual Budget, 1 copy of which is on file in the Office of the Clerk.

Section 2. Totals for all such funds combined, for the year 2016 are set forth in summary form below, and are hereby appropriated for expenditure during the year 2016 as set forth below:

Fund #	Fund Name	Estimated Beg. Bal.	Resources	Expenditures	End. Bal.
001	General	\$ 7,570,987	\$ 9,794,572	\$ 10,651,388	\$ 6,714,171
002	Contingency Reserve	\$ 3,405,547	\$ 803,100	\$ 8,050	\$ 4,200,597
101	Street	\$ 3,715,069	\$ 2,288,213	\$ 3,134,977	\$ 2,868,305
103	Street Reserve	\$ 1,526	\$ 2	\$ -	\$ 1,528
111	Drug Seizure & Forfeiture	\$ 27,805	\$ 10,050	\$ 1,000	\$ 36,855
112	Municipal Arts Fund	\$ 11,443	\$ 50	\$ 11,493	\$ -
210	2008 Bonds	\$ -	\$ 353,268	\$ 353,268	\$ -
212	2010 LTGO Bonds	\$ -	\$ 74,166	\$ 74,166	\$ -
213	2015 LTGO Bond	\$ -	\$ 97,600	\$ 97,600	\$ -
301	Cap. Proj.-Dev. Contrib.	\$ 3,555,714	\$ 812,500	\$ 1,250,000	\$ 3,118,214
303	Cap. Imp.-REET	\$ 640,071	\$ 526,500	\$ 340,842	\$ 825,729
304	Cap. Improvements	\$ 2,390,865	\$ 527,000	\$ 74,164	\$ 2,843,701
309	Sidewalk Capital Project	\$ 425,483	\$ 983,700	\$ 604,000	\$ 805,183
401	Sewer	\$ 275,606	\$ 1,391,226	\$ 1,393,954	\$ 272,878
410	Storm and Surface Water	\$ 1,896,056	\$ 1,549,403	\$ 1,518,567	\$ 1,926,892
501	Unemployment	\$ 102,918	\$ 200	\$ 30,000	\$ 73,118
510	Equipment Fund	\$ 215,106	\$ 152,317	\$ 226,565	\$ 140,858
520	Equipment Fund-Police	\$ 321,311	\$ 196,200	\$ 188,000	\$ 329,511
530	Equipment Fund-PW	\$ 168,894	\$ 336,180	\$ 255,730	\$ 249,344
540	Aerator Equipment Repl.	\$ 119,286	\$ 10,175	\$ -	\$ 129,461
621	Refundable Deposits	\$ 2,200	\$ 51,000	\$ 53,200	\$ -
633	<u>Treasurer's Trust</u>	<u>\$ -</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ -</u>
	Total	\$ 24,845,887	\$ 20,157,422	\$ 20,466,964	\$ 24,536,345

Section 3. The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the Division of Municipal Corporations in the Office of the State Auditor and to the Association of Washington Cities.

Section 4. A summary of this ordinance consisting of the title shall be published in the official City newspaper. This ordinance shall take effect and be in full force five (5) days after publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF LAKE STEVENS this ____ day of _____, 2015.

Vern Little, Mayor

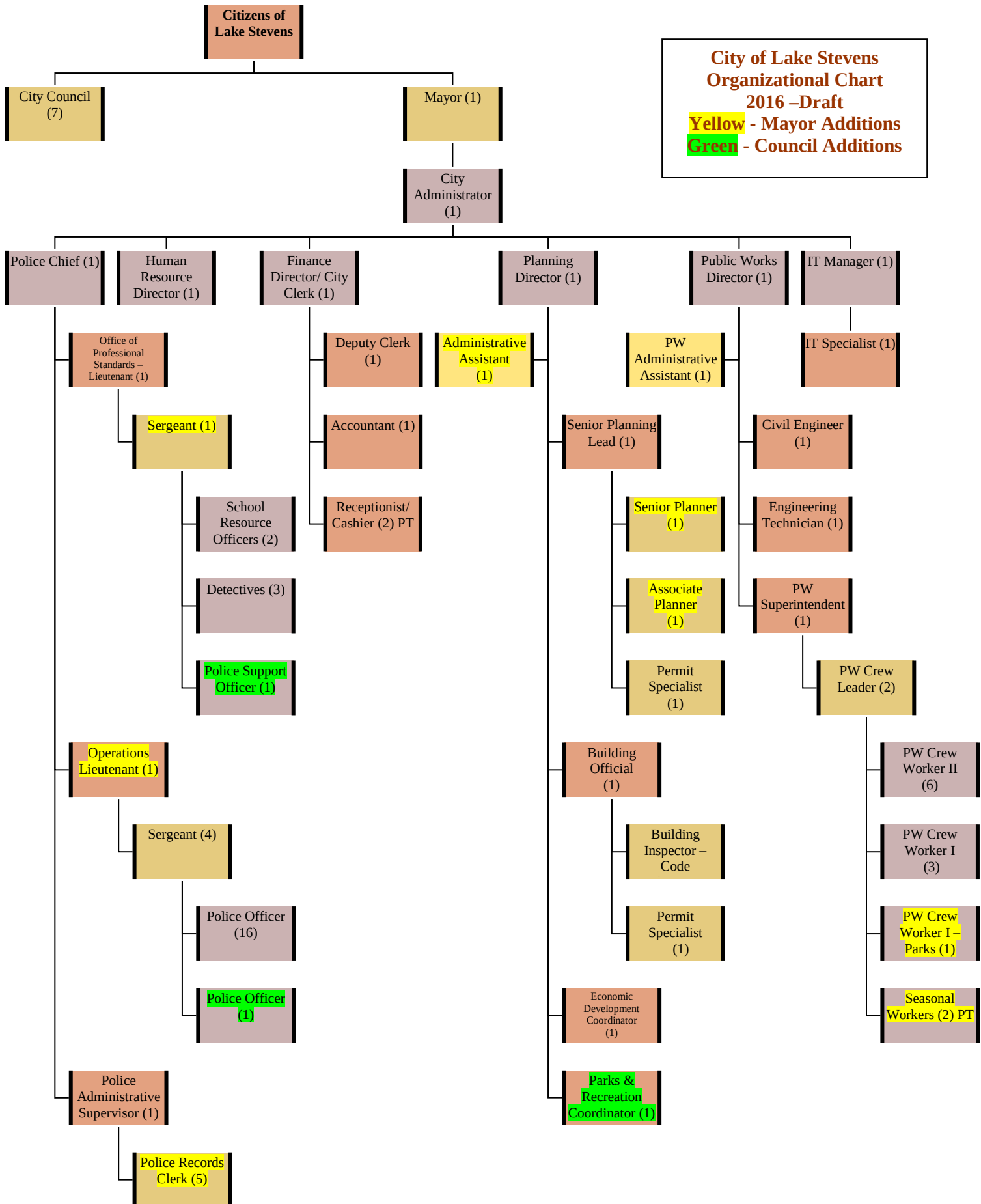
ATTEST:

Kathy Pugh, Deputy City Clerk

APPROVED AS TO FORM:

Grant Weed, City Attorney

First Reading: November 10, 2015
Second Reading: November 24, 2015
Final Reading:
Effective:



The
CITY OF LAKE STEVENS

Washington

2016 Proposed Annual Budget
(Revised)



One Community Around the Lake

Vern Little
Mayor

City Officials

Vern Little
Mayor

Marcus Tageant
Council President

Kathy Holder
Council Vice President

Kim Daughtry
Councilmember

Sam Low
Councilmember

John Spencer
Councilmember

Suzanne Quigley
Councilmember

Todd Welch
Councilmember

City Staff

City Administrator
Finance Director/City Clerk
Police Chief
Public Works Director/Engineer
Planning Director
Human Resources Director

Jan Berg
Barbara Stevens
Dan Lorentzen
Mick Monken
Becky Ableman - Mc Crary
Steve Edin, MPA

City of Lake Stevens
2016 Proposed Annual Budget

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October 30, 2015

City Council members of the City of Lake Stevens, Washington

I am pleased to present you with the 2016 Preliminary Budget for the City of Lake Stevens. The 2016 Preliminary Budget represents our continued commitment to provide prudent fiscal management, exceptional service delivery, and the highest quality of life for our citizens.

I would also like to remind you that the annual City Budget is the Council's primary tool for policy-making. It defines the levels of services, programs and projects that you would like to fund during the coming year.

2016 HIGHLIGHTS

Our duty as public officials is to manage expenses wisely, within the resources made available under our state's municipal financing system. Despite ongoing fiscal challenges and an increasing demand on our tax base, the City remains economically viable, thanks in part to the focus on the multiyear forecasting. This allows the City to build and refine its financial projections for 2016 and beyond.

The Preliminary Proposed 2016 Budget includes an estimated increase in revenues in all funds of 6% from the 2015 Budget. The Preliminary 2016 budget includes a 2% increase in expenditures in all funds to \$19.4 million.

One of my top priorities this year is to improve and enhance our city parks. We will increase the levels of service within our parks by hiring a dedicated full time park worker and two seasonal workers. Additionally, we will continue the partnership needed to complete Cavelaro regional park. Funds have been included in the budget to contribute to the completion of Phase I of this project.

Another top priority is the continued partnership with the Department of Transportation and the Washington Department of Transportation on the Highway 9 & Highway 204 project. We successfully advocated for and received "front-loaded" funding allowing us to begin our project sooner.

An ongoing priority of mine is continue emphasis on multiyear forecasting, and focus on economic development. Through sound budgeting, we have conserved resources and saved for future infrastructure needs and are poised for economic development. Quality development will provide a path to greater financial stability. The solution to our current financial challenges is to continue to focus on essential expenditures and conserve funding for infrastructure, while identifying and

promoting economic development opportunities.

The City has been able collaborate with other agencies and take advantage of monetary savings by entering into interlocal agreements and utilizing cooperative purchasing agreements such as:

- Lake Stevens Fire District for Information Technology Services
- Lake Stevens School District for School Resource Officer Services
- Lake Stevens School District for Fuel
- Department of Enterprise Services – Cooperative Purchasing
- Snohomish County – Cooperative Purchasing
- U.S. General Services Administration – Police Cars and Information Technology Products/Services

Some new projects and purchases included in this 2016 Preliminary Budget are:

- Lundeen Park Restoration Project
- North Cove Dock Restoration
- Callow Road Embankment Restoration
- 20th Street Right of Way Planning & Design Phase
- 91st Avenue SE Sidewalk Project
- Cavelaro Park Phase I Project
- Information Technology – Software Upgrades
- Information Technology – Hardware Upgrades/Replacements
- Information Technology – Records Content Management Program
- Stand-by/Back-up Generator
- Storm Pond Fencing Replacements
- Law Enforcement Vehicle Replacements
- Administration Vehicle Replacement
- Truck Mount Boom Mower

Additionally, various projects and programs span multiple years or are funded on ongoing bases such as computer replacements, street overlays, sidewalk repairs, crosswalk safety, tree safety, and milfoil and alum treatments of the lake. These expenditure requests have also been evaluated and included in this 2016 Preliminary Budget.

My goal and intent with regard to organizational structure is to align city staff positions with the Council's long-term goals and strategic plans. We have shown strong fiscal responsibility in recent years which has put us in a good position to responsibly add staff.

We must create the most efficient and effective organizational structure possible to balance the needs of the community and organization as a whole. Management will continue to review the needs of all city departments in order to achieve and maintain this objective.

CONCLUSION

We are continuing to put a great deal of emphasis on forecasting for the future of the City beyond

2016. We are challenged with increasing demands on our tax base but we are rising to the challenge. This City is well managed and our staff is highly motivated. We will continue to use our greatest talents to put our scarce resources to their best use.

In presenting this information, I welcome any comments, questions, or recommendations to the Budget. Ultimately, the final outcome of any revisions to this preliminary budget must still be a balanced budget.

There are a number of items and positions that have been added to my Preliminary Proposed Budget that I do not necessarily agree with, and that in my opinion are not fiscally responsible, yet ultimately the final budget is the decision of the City Council.

I would like to thank the Department Directors who worked diligently to produce their departmental budgets. The teamwork from our dedicated staff has contributed significantly to our City's healthy and stable finances.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Vern Little", with a stylized, flowing script.

Vern Little, Mayor

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

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212	2010 LTGO Bonds	\$ -	\$ 74,166	\$ 74,166	\$ -
213	2015 LTGO Bond	\$ -	\$ 97,600	\$ 97,600	\$ -
301	Cap. Proj.-Dev. Contrib.	\$ 3,555,714	\$ 812,500	\$ 1,250,000	\$ 3,118,214
303	Cap. Imp.-REET	\$ 640,071	\$ 526,500	\$ 340,842	\$ 825,729
304	Cap. Improvements	\$ 2,390,865	\$ 527,000	\$ 74,164	\$ 2,843,701
309	Sidewalk Capital Project	\$ 425,483	\$ 983,700	\$ 604,000	\$ 805,183
401	Sewer	\$ 275,606	\$ 1,391,226	\$ 1,393,954	\$ 272,878
410	Storm and Surface Water	\$ 1,896,056	\$ 1,549,403	\$ 1,518,567	\$ 1,926,892
501	Unemployment	\$ 102,918	\$ 200	\$ 30,000	\$ 73,118
510	Equipment Fund	\$ 215,106	\$ 152,317	\$ 226,565	\$ 140,858
520	Equipment Fund-Police	\$ 321,311	\$ 196,200	\$ 188,000	\$ 329,511
530	Equipment Fund-PW	\$ 168,894	\$ 336,180	\$ 255,730	\$ 249,344
540	Aerator Equipment Repl.	\$ 119,286	\$ 10,175	\$ -	\$ 129,461
621	Refundable Deposits	\$ 2,200	\$ 51,000	\$ 53,200	\$ -
633	Treasurer's Trust	\$ -	\$ 200,000	\$ 200,000	\$ -
	Total	\$ 24,845,887	\$ 20,157,422	\$ 20,466,964	\$ 24,536,345

Section 3. The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the Division of Municipal Corporations in the Office of the State Auditor and to the Association of Washington Cities.

Section 4. A summary of this ordinance consisting of the title shall be published in the official City newspaper. This ordinance shall take effect and be in full force five (5) days after publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF LAKE STEVENS this ____ day of _____, 2015.

Vern Little, Mayor

About the Budget and the Budget Process

The budget is a requirement of State law and constitutes the legal authority for expenditures. Although the City's budget document includes line item detail, the City's budget ordinance is proposed at the fund level so expenditures may not legally exceed appropriations at the fund level of detail.

The budget includes the financial planning and legal authority to obligate public funds. Additionally, the budget provides significant policy direction from the City Council to the Mayor, City staff and the community. As a result, the City Council, Mayor, staff, and public are involved in establishing the budget for the City of Lake Stevens.

The budget process affords both an interesting and challenging opportunity to reassess plans or legislative policies and the means for accomplishing them. It's through this effort that the budget becomes the single most important policy document produced each year.

Budgetary Functions:

A Policy Document

The budget functions as a policy document in that the decisions made within the budget are designed to "reflect the Major Themes & Policies that guide the actions taken for the future." As a policy document, the budget makes specific attempts to link desired themes and policy direction to the actual day-to-day activities of the City staff.

An Operational Tool

The budget details all of the operations of the City. Activities of each City function and organization have been planned, debated, formalized, and described in the following sections. This process will help to maintain an understanding of the various operations of the City and how they relate to each other and to the attainment of the Major Themes & Policy issues of the City Council.

A Link with the General Public

The budget provides a unique opportunity to allow and encourage public review of City operations. The budget describes the activities of the City, the reason or cause for those activities, future implications, and the direct relationship to the citizenry.

A Legally Required Financial Planning Tool

The budget is a financial planning tool, which has been its most traditional use. In this light, the budget is a State law requirement of all cities, as stated in Title 35A RCW. The budget must be a balanced budget and must be in place prior to the expenditure of any City funds. The budget is the legal authority to expend public monies and controls those expenditures by limiting the amount of the appropriation at the fund level. The revenues of the City are estimated, along with available cash carry-forward, to indicate funds available. The staff's requests for appropriations comprise the disbursement side of the preliminary budget.

Budgetary Process:

The Budget process for the City of Lake Stevens is, in some respects, an on-going, year-round activity. The formal budget planning begins in the summer, with discussions between the Mayor, City Administrator, departments, and the City Council about status of on-going programs, and new policies and objectives for the future which result from the legislative retreat and priority setting process.

The budget and its policies are implemented through the individual departments and the accounting controls of the Finance Department. The budget is monitored by a reporting system consisting of monthly reports to the department heads. Financial reports are issued by the Finance Department which compares actual expenditures and revenues with the budget. In these reports, financial data is presented at the same level of detail as the final budget document. Financial reports are reported to the City Council in summary on a quarterly basis.

Budget preparation actually begins in late spring and early summer with the completion and Council's subsequent review of the six-year financial forecast. Then typically in August, the budget process kicks off with the budget call letter which requests all department heads to complete their departmental expenditure requests.

The City's budget and accounting structure uses funds as a means to collect and record all the revenues and expenditures associated with different departments, areas of service, grants, and other projects. There are three primary funds utilized to track a majority of the City's activities. The first is the General Fund which is responsible for a majority of all departments and general operations of the City. The second fund is the Street Fund which supports a variety of activities associated with building, maintaining, and planning for the City's transportation network. The third fund is the Storm and Surface Water Fund which provides maintenance and operations of the City's storm drainage system and lake restoration efforts.

Preliminary Budget

In September the budget is ready for the Mayor and City Administrator's review. The preliminary budget is prepared and available for City Council and citizen review in November. The Council holds formal hearings on the preliminary budget and conducts a series of workshops to examine the budget in detail during October and November. Final action on the budget usually occurs in late November or early December.

Final Budget

The final budget is issued as a formal published document in the same format as the preliminary budget, but as modified by the City Council. The actual appropriations implementing and amending the budget are contained in the budget ordinance by the City Council.

Amending the Budget

The budget can be amended at anytime during the budget year. If the amendment consists of just the movement or adjustment of budget within a single fund without increasing or decreasing the budget grand total for that fund, it may be adjusted with just administrative approval. However if the amendment changes the grand total for that fund or creates or deletes a fund, the amendment must be approved by the city council in the form a budget amendment ordinance.

City of Lake Stevens 2016 Budget Calendar

Budget Instructions to Department Heads	July 1, 2015
Budget Revenue & Expenditure Estimates Filed w/City Clerk	July 31, 2015
Estimates Presented to City Administrator & Mayor	August 11, 2015
Department Heads Meet w/City Administrator & Mayor	August 11 – August 28, 2015
Budget Subcommittee Meeting	Tuesday, September 8, 2015
Budget Subcommittee Meeting	Tuesday, September 15, 2015
Budget Subcommittee Meeting	Friday, September 25, 2015
Estimated Revenues & Preliminary Budget Provided to Legislative Body	October 5, 2015
Council Presentation	October 13, 2015
Budget Workshop	Tuesday, October 20, 2015
Council Presentation	October 27, 2015
Notice of Public Hearing	October 28, 2015
Preliminary Budget and Budget Message Filed w/City Clerk	October 30, 2015
Copies of Preliminary Budget Made Available to the Public	October 30, 2015
Notice of Public Hearing	November 4, 2015
Public Hearing #1 (Property Tax Levy)	November 10, 2015
Final Public Hearing and Budget Adoption	November 24, 2015
Final Public Hearing (continuation) and Budget Adoption (if needed)	December 8, 2015

2016 Proposed Budget All Funds Summary of Revenues

Fund #	Fund Name	2015 Budgeted Revenues	2015 Estimated Revenues	2015 Budget Revenues	% Change (2015 vs. 2016 Budget)	% Change (2015 Est vs. 2016 Budget)
001	General Fund	\$9,251,720	\$9,475,798	\$9,794,572	6%	3%
002	Reserve Fund	\$803,100	\$803,390	\$803,100	0%	0%
101	Street	\$2,155,451	\$2,195,764	\$2,288,213	6%	4%
103	Street Reserve	\$2	\$2	\$2	0%	0%
111	Drug Seizure & Forfeiture	\$2,205	\$2,239	\$10,050	356%	349%
112	Municipal Arts Fund	\$20,120	\$20,120	\$50	-100%	-100%
206	Police Station LTGO 2004	\$102,532	\$102,532	\$0	-100%	-100%
210	2008 Bonds	\$351,424	\$351,424	\$353,268	1%	1%
212	2010 LTGO Bonds	\$549,913	\$549,913	\$74,166	-87%	-87%
213	2015 LTGO Bonds	\$0	\$0	\$97,600	0%	100%
301	Cap. Proj.-Dev. Contrib.	\$314,500	\$728,933	\$812,500	158%	11%
303	Cap. Imp.-REET	\$402,640	\$493,917	\$526,500	31%	7%
304	Cap. Improvements	\$401,000	\$487,327	\$527,000	31%	8%
305	Downtown Redevelopment	\$0	\$2	\$0	0%	-100%
309	Sidewalk Capital Project	\$310,500	\$248,618	\$983,700	217%	296%
401	Sewer	\$1,387,691	\$1,387,657	\$1,391,226	0%	0%
410	Storm and Surface Water	\$1,544,743	\$1,611,284	\$1,549,403	0%	-4%
501	Unemployment	\$0	\$100	\$200	100%	100%
510	Equipment Fund	\$272,317	\$272,331	\$152,317	-44%	-44%
520	Equipment Fund-Police	\$208,400	\$210,759	\$196,200	-6%	-7%
530	Equipment Fund-PW	\$174,725	\$144,687	\$336,180	92%	132%
540	Aerator Equipment Replacement	\$10,175	\$10,139	\$10,175	0%	0%
621	Refundable Deposits	\$50,000	\$50,000	\$51,000	2%	2%
633	Treasurer's Trust	\$200,000	\$200,000	\$200,000	0%	0%
	Total	\$18,513,158	\$19,346,936	\$20,157,422	9%	4%

REVENUE ASSUMPTIONS

GENERAL FUND

The General Fund provides general purpose governmental services to the citizens. The City's General Fund receives a wide variety of revenue. This section of the budget will discuss the assumption affecting the revenue for 2016.

The 2016 Budgeted General Fund revenues of \$9,794,572 are \$318,744 more than estimated to be received in 2015.

Anticipated major revenue sources are: Taxes (76%), Licenses and Permits (10%), Grants & State Remitted Revenue (7%), Charges for Services (4%), Fines and Forfeitures (2%), Miscellaneous Revenues (1%), and Other Sources (0%).

GENERAL FUND REVENUE BY SOURCE

Revenue Source	Estimated 2015	% of Total	2016 Budget	% of Total
Taxes	\$ 7,215,029	76%	\$ 7,481,264	76%
Licenses and Permits	\$ 973,988	10%	\$ 1,017,000	10%
Grants & State Shared Revenue	\$ 597,759	6%	\$ 654,420	7%
Charges For Services	\$ 457,754	5%	\$ 420,435	4%
Fines And Forfeits	\$ 151,756	2%	\$ 157,100	2%
Miscellaneous Revenue	\$ 64,214	1%	\$ 54,853	1%
Other Financing Sources	\$ 15,297	0%	\$ 9,500	0%
Total Revenue	\$ 9,475,798	100%	\$ 9,794,572	100%

GENERAL FUND REVENUE ASSUMPTIONS

Property tax receipts in the General Fund are budgeted at \$3,114,290. The allocation remains at 72% to the General Fund and 28% to the Street Fund. Assessed values of property within the City of Lake Stevens has increased approximately 10% over 2015.

The rate of inflation (IPD rate) is 0.251 percent for tax year 2016. For taxing districts with a population of 10,000 or more the limit factor for property taxes in tax year 2016 is 100.251%. In order to increase the levy to 1%, a second ordinance would be required to show substantial need. The City is not pursuing the additional ordinance to raise the levy to 1%. This City's estimated levy rate for 2016 is \$1.42.

Sales tax receipts are budgeted at \$2,469,000. This is an assumed 4% increase overall. Additionally State Law & Justice receipts correlate with sales tax receipts so a 4% is expected here as well.

Utility taxes are levied on the gross operating revenue that private utilities earn from operations within the boundaries of the City. Electric utility tax will continue to be split 50% General Fund and 50% Street Fund and are anticipated to increase slightly with cost increases. Although building permits are anticipated to increase slightly, zoning & subdivision fees will likely fall due to less available land.

Liquor Excise taxes are anticipated to increase based on the 2015-2017 State Budget. Liquor Board Profits (revenues replacing board profits) are anticipated to remain constant as Cities are to remain "whole", at the same revenue level as 2011, according to the Liquor Initiative. A new revenue stream was included in the

2015 Legislative Session for Marijuana Enforcement. The City anticipates approximately \$16,000 from this source in 2016.

NON GENERAL FUND REVENUE ASSUMPTIONS

Street Fund

The Street Fund is allocated 28% of property tax receipts which equates to \$1,211,113 for 2016. Electric utility tax will continue to be split 50% General Fund and 50% Street Fund and are anticipated to increase slightly with cost increases. Additionally, the State of Washington provides a state-collected gasoline tax that is shared with cities. This tax is distributed to the City for the construction, improvement, chip sealing, seal coating and repair of arterial highways and city streets. Receipts are anticipated to increase approximately 8% in 2016. An additional motor vehicle fuel tax revenue stream was added that should equate to \$17,600 in 2016.

Sewer Fund

In June of 2005 the City of Lake Stevens and the Lake Stevens Sewer District entered into an interlocal agreement to allow the Sewer District to be the sole provider of sewer service within the Lake Stevens Community. To set rates and charges for the combined system, the Sewer Utility Committee was formed consisting of members from the City Council and the Sewer District Commission.

The 2016 Budget reflects the fees charged per the operating agreement between the Sewer District and the City for the entire combined sewer utility and will remain unchanged from prior year.

Storm/Surface Water Fund

The City imposes a storm/surface water charge for the maintenance and operation of the storm drainage system. No increases have been budgeted for 2016 and the total receipts are anticipated to increase approximately 2% due to additional housing units. Additionally, the City receives contributions from Snohomish County to perform milfoil and alum treatments on the lake. This budget assumes the contribution will remain 11% of the total costs.

The 2016 Proposed Budget includes a Department of Ecology Capacity Grant.

MISCELLANEOUS REVENUES

Real Estate Excise Tax

This tax is imposed on sales of real property within the City upon transfer of title. One $\frac{1}{4}$ of one percent of the selling prices is paid to the City. By local option, an additional one $\frac{1}{4}$ of one percent is also levied by the City. This revenue is restricted by law to be spent on specific capital projects.

Impact Fees

Mitigation impact fees are assessed to developers when properties are developed. Impact fees are assessed for such things as traffic and parks. The fees are held until a project is started that matches the purpose of the contributed funds and are then used to help fund that project.

Recently, the City transitioned to Growth Management Act (GMA) based planning for traffic mitigation including creating three distinct traffic impact zones (TIZ). The TIZ's in the two subarea plans were combined to allow the funds collected to be utilized within the two subarea plans. This will allow for simplified project budgeting for developers as well as increased accessibility of funds for infrastructure related capital projects.

Issuance of Debt Proceeds

One method of funding large projects or purchases is by issuing debt. The City developed a central Civic Center "Mainstreet" plan. In order to accomplish this plan, certain properties were purchased. Some of the properties were purchased in 1995, 1996, and 2008. The 2015 Budget reflects the debt service payments for these properties. These councilmanic bonds were issued to finance major sewer projects as well as repayment of interfund loans for the purchase of this property. The term general obligation debt means that bonds or some other type of debt instrument are authorized by the Council, and are paid from general revenues already established and collected, not an additional levy of property tax.

The remaining amount of the 1997 bonds was refunded into the 2008 series A bonds. The issuance of the 2008 bonds includes a portion of the 1997 bonds that is reimbursed by the Sewer District. The additional issuance is backed by the general revenues of the City but will be paid from real estate excise revenues and sewer rates and charges.

In 2010, the 2008 series B bonds were refunded into the 2010 series B bonds, the principle of which will come due in 2015. The remainder of the 2010 bond, or series A bonds, were used for the purchase of the City Shop. The additional issuance is backed by the general revenues of the City but will be paid from real estate excise revenues.

In 2015, the 2004 bonds were refunded into the 2015 bond. The original 2004 bond was used for the purchase and installation of the Police Department modular building. The principal of the 2015 issue will come due in 2023. This debt service is being paid from real estate excise tax collections.

In 2002, the City received a \$1,692,900 Public Works Trust Fund Loan to construct sewer projects within the City limits. Currently, \$1,626,040 of this loan has been drawn upon. Following the transfer of the sewer utility to the Sewer District, the associated debt service is reimbursed to the City by the Sewer District.

In 2005, the City received a \$1,000,000 Public Works Trust Fund Loan to construct the Sunnyside Waste Water Treatment Facility within the City limits. Following the transfer of the sewer utility to the Sewer District, the associated debt service is reimbursed to the City by the Sewer District.

In 2006, the City received an additional \$7,000,000 Public Works Trust Fund Loan for the construction of the Sunnyside Waste Water Treatment Facility. The debt service related to this loan is reimbursed to the City by the Sewer District.

In 2008, the City received an additional \$10,000,000 Public Works Trust Fund Loan for the construction of the Sunnyside Waste Water Treatment Facility. The debt service related to this loan is reimbursed to the City by the Sewer District.

In 2010, the City received an 80,300 Public Works Trust Fund Loan for the emergency repair of the 36th Street Bridge. Only \$12,045 of this loan was drawn upon prior to closing. The debt service related to this loan is paid by the Street Fund.

2016 Proposed Budget All Funds Summary of Expenditures

Fund #	Fund Name	2015 Budgeted Expenditure	2015 Estimated Expenditure	2016 Budget Expenditure	% Change (2015 Budget vs. 2016 Budget)	% Change (2015 Est. vs. 2016 Budget)
001	General Fund	\$9,663,304	\$8,998,618	\$10,651,388	10%	18%
002	Reserve Fund	\$8,050	\$0	\$8,050	0%	>100%
101	Street	\$2,234,356	\$2,060,478	\$3,134,977	40%	52%
103	Street Reserve	\$0	\$0	\$0	0%	0%
111	Drug Seizure & Forfeiture	\$7,300	\$7,300	\$1,000	-86%	-86%
112	Municipal Arts Fund	\$21,443	\$10,000	\$11,493	0%	>100%
206	Police Station LTGO 2004	\$102,532	\$102,532	\$0	-100%	-100%
210	2008 Bonds	\$351,424	\$351,424	\$353,268	1%	1%
212	2010 LTGO Bonds	\$549,913	\$549,913	\$74,166	-87%	-87%
213	2015 LTGO Bonds	\$0	\$0	\$97,600		
301	Cap. Proj.-Dev. Contrib.	\$790,388	\$790,388	\$1,250,000	58%	58%
303	Cap. Imp.-REET	\$821,376	\$820,631	\$340,842	-59%	-58%
304	Cap. Improvements	\$92,344	\$92,344	\$74,164	-20%	-20%
305	Downtown Redevelopment	\$1,640	\$1,642	\$0	0%	>100%
309	Sidewalk Capital Project	\$533,446	\$330,677	\$604,000	0%	>100%
401	Sewer	\$1,388,668	\$1,381,476	\$1,393,954	0%	1%
410	Storm and Surface Water	\$1,502,415	\$1,284,697	\$1,518,567	1%	18%
501	Unemployment	\$30,000	\$6,929	\$30,000	0%	>100%
510	Equipment Fund	\$297,483	\$147,483	\$226,565	-24%	54%
520	Equipment Fund-Police	\$151,922	\$151,922	\$188,000	24%	24%
530	Equipment Fund-PW	\$288,101	\$252,146	\$255,730	-11%	1%
540	Aerator Equipment Replacement	\$0	\$0	\$0	0%	0%
621	Refundable Deposits	\$52,121	\$49,921	\$53,200	2%	7%
633	Treasurer's Trust	\$200,113	\$200,113	\$200,000	0%	0%
	Total	\$19,088,339	\$17,590,634	\$20,466,964	7%	16%

2016 Expenditure Assumptions

The 2016 Proposed Budget assumes general fund expenditures will increase approximately 18% between 2015 estimated ending expenditures and the 2016 Budget. The City will continue budgeting and saving for future Economic Development. This budget also includes two transfers to the reserve fund for development and infrastructure needs; one is an annual contribution in the amount of \$500,000, the additional \$300,000 is from construction related sales taxes which are considered non-recurring revenues.

As some of our City's greatest assets, parks will be made a priority in 2016. The Proposed budget includes beautification and restoration of Lundeen Park, and the North Cove Dock. There will also be projects completed in the Eagle Ridge Park, North Cove Park, the Swim Beach, and the Boat Launch parking area. In 2015, the City initiated a collaboration with Snohomish County to expand Cavelaro Park into a regional park that will include open space, a skateboard/bike park, trails and more. The City has included \$250,000 in the 2016 Proposed Budget to participate in completion of Phase I of this project.

The 2016 budget currently includes a cost of living increase of 2% for non-union staff, and between 1% and 4% for Police Guild members. Medical/retirement benefit increases of approximately 6%. The Teamsters collective bargaining agreement is currently being negotiated for 2016. Some assumptions may change once all collective bargaining agreements have been settled.

The 2016 Proposed Budget contains Mayoral recommendations that include additional positions for a fully commission Desk Sergeant and a Records Clerk in the Police Department, as well as an Operations Lieutenant that will take the place of the eliminated Police Commander position. The change in position will have a minimal budgetary effect as the savings in salaries and benefits will be used for candidate testing and equipping. The Public Works Department will add one dedicated Parks Crew Worker I position, and two Seasonal Parks Worker positions. The Planning Department includes the promotion of an Associate Planner to Senior Planner and the addition of an Administrative Assistant staff position. These recommendations were made based on departments' current staffing needs.

Legislative positions added include a fully commissioned Police Officer and a Police Support Officer in the Police Department. The Planning Department includes a new Park & Recreation Coordination position. The Coordinator will participate in park planning, as well as develop and promote recreational opportunities within the City.

The Street fund budget includes a continuation of the annual overlay paving program in the amount of \$400,000. Additionally, the City will be completing a complete pavement survey to determine the quality of our roads and where to focus our repairs, overlays, and restoration in the future. The 2016 Proposed budget also includes an embankment restoration project on Callow Road. One of our largest and most important projects to take place in 2016 will be the Highway 9 and Highway 204 interchange project. Although the project is federally funded and the Washington State Department of Transportation will be the lead, the City will be very active in the project. Additionally, a transfer of \$500,000 to the Sidewalk Capital Project Fund has been included in the proposal.

Expenditures in the Storm/Surface Water fund include continuing the annual phosphorus treatment (Alum) of the lake anticipated at \$105,400, as well as the annual milfoil eradication plan anticipated at \$45,200. Additionally, the City will replace the fencing around two storm ponds.

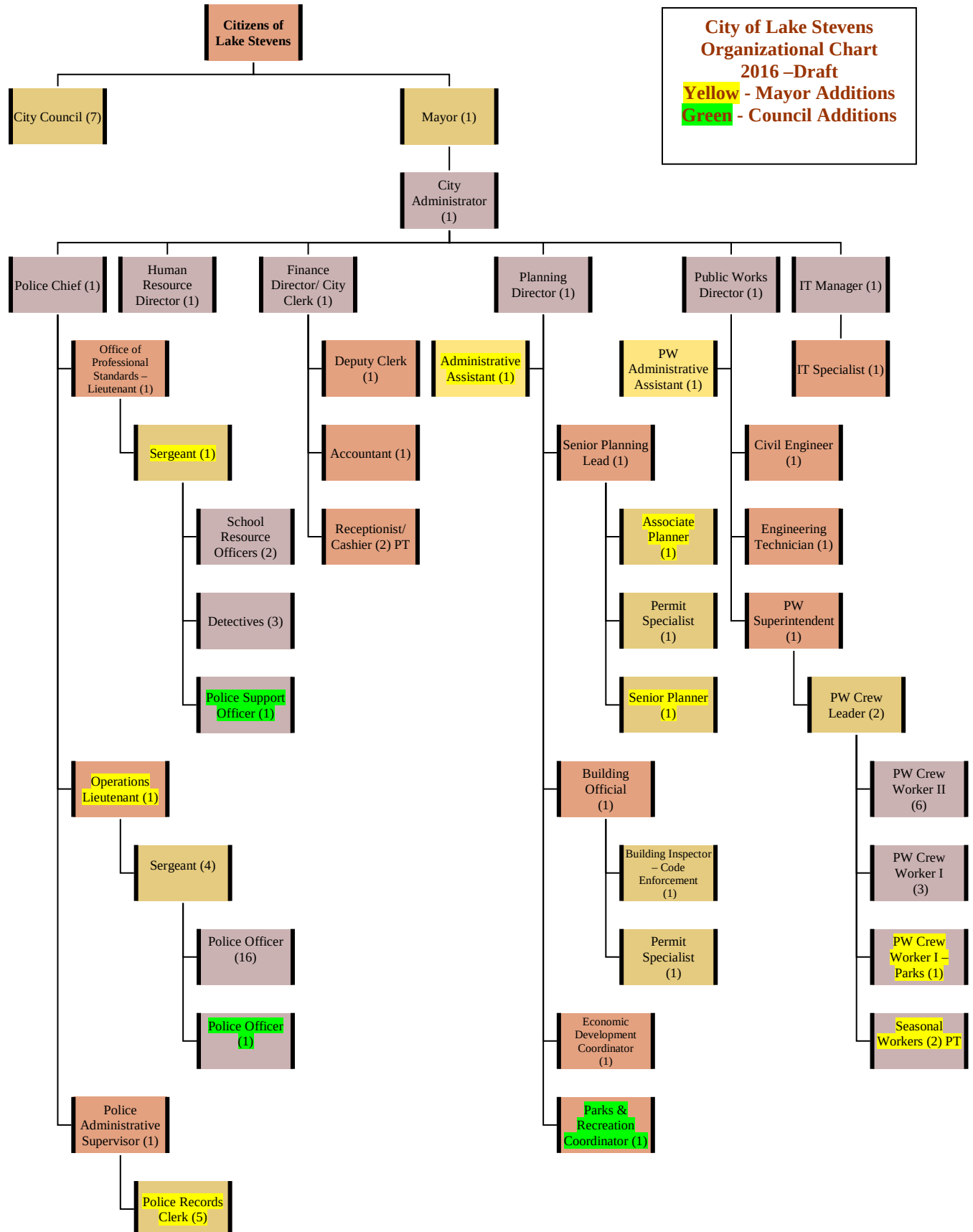
Below is a list of requests that have been included in the 2016 Proposed Budget as well as the Draft Organizational Chart with the additional positions highlighted.

City of Lake Stevens Proposed Budget 2016

Budget Requests by Fund Included in Budget

Fund	Department	Description	2015 Budget
General	Planning/Building	Staff – Promotion of Associate Planner to Senior Planner	\$3,000
General	Planning/Building	Staff – (1) Administrative Assistant	\$85,000
General	Planning/Building	Staff – (1) Park & Recreation Coordinator	\$84,000
General	Police	Staff – (1) Lieutenant (Eliminate Police Commander Position)	\$0 Change
General	Police	Staff – (1) Records Clerk	\$66,700
General	Police	Staff – (1) Desk Sergeant	145,784
General	Police	Staff – (1) Police Officer (includes vehicle)	\$150,000
General	Police	Staff – (1) Police Support Officer	\$83,000
General	Parks	Staff – (1) Park Crew Worker I	\$58,000
General	Parks	Staff – (2) Seasonal Parks Workers	\$30,400
General	Legislative	Travel/Training - National League of Cities	\$47,950
General	Legislative	Travel/Training - AWC Conferences/SCC Dinners/Misc	\$10,125
General	Finance	Professional Services – Audit Costs (RF 2015)	\$15,000
General	Human Resources	Applicant Tracking Software	\$5,000
General	Police (LE)	Replacement Officer Jackets (10)	\$5,000
General	Police (LE)	Regional Participation in Crime-Stoppers	\$1,100
General	Police (LE)	Crime Scene Privacy Barriers (3)	\$1,800
General	Police (LE)	Narcan Replacement Kits	\$4,800
General	Police (LE)	Two-way Radio Replacement (structured-annual)	\$15,000
General	Police (LE)	MS Surface for FTO Program	\$1,400
General	Police (LE)	Bicycles (2) Force Perimeter with Equipment	\$1,760
General	Police (LE)	Child Safety signs, Safe KiDS Snohomish County	\$500
General	Police (LE)	Comp Emergency Management- Storage containers	\$330
General	Police (LE)	Comp Emergency Management - 800 MHZ Radio system	\$3,000
General	Police (LE)	Comp Emergency Management - Field Radio	\$150
General	Police (LE)	Comp Emergency Management - Laptop Computer	\$3,000
General	Police (LE)	Fire Proof Cabinet- Lieutenant	\$4,000
General	Police (LE)	CF-53 Computer (2) w/dock	\$7,000
General	Police (LE)	Desktop Computers (2)	\$2,400
General	Police (LE)	Civic Plus Website Department Upgrade	\$3,450
General	Police (LE)	Power Document Management System - Accreditation	\$1,950
General	Police (LE)	Travel/Training	\$26,490
General	Police (LE)	Boating Program (Local & Grant Paid)	\$14,983
General	Police (LE)	Interior Remodel	\$6,000
General	Police (LE)	EWIS - Early Warning and Intervention System	\$8,400
General	Police (LE)	Standby Generator	\$30,000
Capital	Police (LE) - 520	Vehicle Replacement (3)	\$141,000

Fund	Department	Description	2015 Budget
General	Parks	Buoy decals	\$650
General	Parks	Safety Buoys	\$2,900
General	Parks	Eagle Ridge Park - Lighting & Planting	\$900
General	Parks	Lundeen Park Restoration & Beautification Plan	\$234,959
General	Parks	North Cove Park - Fence Extension & Beautification	\$1,000
General	Parks	Swim Beach - Sand Replacement & Repainting	\$600
General	Parks	Boat Launch Parking - Sign Replacement/Striping	\$400
General	Parks	Tree Trimming & Removal	\$3,500
General	Parks	North Cove Dock Restoration	\$122,000
General	Parks	Rowing Dock Access Replacement (RF 2015)	\$10,000
General	Parks	Regulation Signage Upgrade (RF 2015)	\$6,000
General	Community	Library North Service Door Replacement	\$3,500
General	Community	Arts Commission - Equipment for Music on the Lake	\$1,800
General	Community	Community Center Restroom Door Replacement (2)	\$8,500
General	General Gov't	Lundeen House ADA Ramp	\$5,400
Capital	IT - 510	MDT (LE)/Docking Station Replacements (3)	\$12,000
Capital	IT - 510	Computer Replacement (10)	\$12,000
Capital	IT - 510	SQL Server License Upgrade	\$2,515
Capital	IT - 510	Phone System Upgrade	\$11,000
Capital	IT - 510	Fax Boards For Printers (2)	\$1,300
Capital	IT - 510	Smash - Email, SMS, Social Media, Website Capture	\$9,000
Capital	IT - 510	Enterprise Content Management System (RF 2015)	\$150,000
Street	PW	Overlays	\$400,000
Street	PW	Pavement Condition Survey	\$60,000
Street	PW	Sidewalk Repair	\$25,000
Street	PW	Hand-held Traffic Data Device	\$2,500
Street	PW	Callow Road Embankment Restoration	\$450,000
Street	PW	Grade Road Embankment Restoration (RF 2015)	\$80,000
Street/SWM	PW	Steel Toed Boots for PW Technical Staff	\$600
Street/SWM	PW	Flammable Safety Cabinet	\$2,000
Street/SWM	PW	2 New Desktop Computers	\$2,400
SWM	PW	Lake Milfoil Treatment	\$45,200
SWM	PW	Lake Alum Treatment	\$105,400
SWM	PW	Storm Pond Fencing Replacement (Jake's Place)	\$25,000
SWM	PW	Storm Pond Fencing Replacement (Mandolin)	\$23,000
Capital	PW	Admin Vehicle (RF 2015)	\$35,730
Capital	PW	Truck Mount Boom Mower	\$220,000
Capital	Dev. Contrib.	Cavelaro Park	\$250,000
Capital	Dev. Contrib.	20th Street ROW Planning & Design Phase	\$1,000,000
Capital	Sidewalk	Sidewalk 91st Ave SE	\$604,000
Total			\$5,005,716



Description	2014 Actual	2015 Current Budget	Estimated Ending	Council Budget
001 - General Fund Beginning Cash		\$ 7,093,807	\$ 7,093,807	\$ 7,570,987
Real & Personal Property Tax	\$ (2,729,327.80)	\$ (3,046,238)	\$ (3,046,238)	\$ 3,114,290
Local Retail Sales-Use Tax	\$ (2,266,367.00)	\$ (2,208,000)	\$ (2,400,000)	\$ 2,496,000
Criminal Justice Sales-Use Tax	\$ (440,234.38)	\$ (435,000)	\$ (403,736)	\$ 440,000
Other Govt Utility - Electric	\$ (365,085.09)	\$ (380,000)	\$ (375,769)	\$ 390,000
Private Utility - Gas	\$ (329,454.75)	\$ (390,000)	\$ (351,771)	\$ 400,000
Private Utility - Telephone	\$ (627,337.00)	\$ (589,146)	\$ (615,221)	\$ 621,374
Franchise Fees	\$ (351,668.24)	\$ -	\$ -	\$ -
Gambling Tx - Punch-Pull Tabs	\$ (13,757.91)	\$ (12,400)	\$ (16,399)	\$ 14,000
Gambling Tx - Amuse Games	\$ (1,778.47)	\$ (3,500)	\$ (113)	\$ 100
Leasehold Excise Tax	\$ (5,652.97)	\$ (5,500)	\$ (5,781)	\$ 5,500
Taxes	\$ (7,130,663.61)	\$ (7,069,784)	\$ (7,215,029)	\$ 7,481,264
Franchise Fee - Cable	\$ -	\$ (356,020)	\$ (365,191)	\$ 360,000
Bus. Lic - Other	\$ (48,959.23)	\$ (52,000)	\$ (46,129)	\$ 45,000
Building Permits	\$ (540,502.71)	\$ (600,000)	\$ (552,104)	\$ 600,000
Animal Licenses	\$ (1,840.00)	\$ (2,000)	\$ (1,419)	\$ 1,500
Weapon License Permit - Local	\$ (7,511.00)	\$ (9,500)	\$ (6,232)	\$ 7,500
Other Non-Bus. Event Permits	\$ (3,185.00)	\$ (3,000)	\$ (2,913)	\$ 3,000
License & Fees	\$ (602,072.94)	\$ (1,022,520)	\$ (973,988)	\$ 1,017,000
DOJ Fed Dir 16.607 BPV Grant	\$ (3,626.72)	\$ (2,100)	\$ (2,730)	\$ 3,900
Equitable Sharing - Fed Seize	\$ (5,537.07)	\$ -	\$ (12,000)	\$ -
DOT Fed Ind 20.600 Hwy Safety	\$ (944.00)	\$ -	\$ (2,580)	\$ -
DHS Fed Ind 97.012 Boat Safety	\$ (8,443.81)	\$ (15,320)	\$ (10,000)	\$ -
PUD Privilege Tax	\$ (107,790.81)	\$ (90,000)	\$ (110,119)	\$ 110,000
Vessel Registration Fees	\$ (11,392.92)	\$ (11,486)	\$ (11,486)	\$ 11,300
City-County Assistance	\$ (98,634.83)	\$ (83,000)	\$ (83,000)	\$ 86,000
Crim Jus - Violent Crimes-Pop	\$ (7,465.23)	\$ (6,535)	\$ (7,736)	\$ 8,400
Crim Jus - Special Programs	\$ (27,591.71)	\$ (24,485)	\$ (28,368)	\$ 29,000
Marijuana Enforcement	\$ -	\$ -	\$ (8,209)	\$ 16,418
DUI & Other Crim Jus Assist	\$ (5,214.09)	\$ (5,200)	\$ (4,340)	\$ 5,200
Liquor-Beer Excise Tax	\$ (54,417.74)	\$ (42,000)	\$ (61,419)	\$ 130,000
Liquor Control Board Profits	\$ (257,320.09)	\$ (254,067)	\$ (255,638)	\$ 254,067
Housing Authority Pay In Lieu	\$ -	\$ (135)	\$ (135)	\$ 135
Intergovernmental & Grants	\$ (610,650.52)	\$ (534,328)	\$ (597,759)	\$ 654,420
Accting Srv - ILA Lobbying	\$ (5,660.43)	\$ -	\$ -	\$ -
Sales of Maps-Publications	\$ (18.00)	\$ -	\$ (40)	\$ 10
Duplicating Srv	\$ (978.86)	\$ (1,100)	\$ (1,113)	\$ 1,100
Duplicating Srv - PRR	\$ (22.32)	\$ (35)	\$ (395)	\$ 200
Duplicating Srv - Laminate	\$ (1,298.50)	\$ (1,500)	\$ (1,239)	\$ 1,500
Election Candidate Filing Fee	\$ -	\$ (200)	\$ -	\$ -
Passports	\$ (51,125.00)	\$ (60,000)	\$ (60,164)	\$ 60,000
Passport Photos	\$ (16,256.00)	\$ (15,000)	\$ (20,379)	\$ 15,000
Civil Service Charges	\$ -	\$ -	\$ (440)	\$ 300
LE Services - Extra Duty	\$ (18,432.08)	\$ (3,500)	\$ (10,772)	\$ 3,500
LE Services - SRO	\$ (138,948.35)	\$ (144,325)	\$ (144,325)	\$ 144,325
LE - Fingerprinting	\$ (5,675.00)	\$ (5,000)	\$ (3,607)	\$ 5,000
Protective Inspections - Fire	\$ (1,046.25)	\$ (500)	\$ (2,241)	\$ 1,500
Information Srv- ILA	\$ (78,478.00)	\$ (80,563)	\$ (81,692)	\$ 83,000
Zoning and Subdivision Fees	\$ (137,857.65)	\$ (75,000)	\$ (125,000)	\$ 100,000
Planning - Developer Reimburse	\$ (7,618.20)	\$ (1,500)	\$ (400)	\$ -
Reimb - Sno Isle Library	\$ (5,243.03)	\$ (5,000)	\$ (5,949)	\$ 5,000
Charges for Services	\$ (468,657.67)	\$ (393,223)	\$ (457,754)	\$ 420,435
Mandatory Insurance-Admin Fee	\$ (98.24)	\$ (100)	\$ (100)	\$ 100
District Court	\$ (139,453.38)	\$ (160,000)	\$ (144,265)	\$ 150,000
Violations Bureau - Local	\$ (6,966.17)	\$ (7,000)	\$ (7,391)	\$ 7,000
Animal Impound Fees	\$ (542.05)	\$ (500)	\$ -	\$ -
Fines & Penalties	\$ (147,059.84)	\$ (167,600)	\$ (151,756)	\$ 157,100
Investment Interest	\$ (6,000.08)	\$ (6,000)	\$ (8,620)	\$ 6,000
Real & Personal Prop Tax Int	\$ 191.27	\$ -	\$ (127)	\$ 200
Sales & Use Tax Interest	\$ (605.15)	\$ (500)	\$ (1,156)	\$ 500
Leasehold Excise Tax Interest	\$ (0.84)	\$ -	\$ (3)	\$ -
Special Events - Rental Reimb	\$ (2,185.08)	\$ (1,500)	\$ (1,587)	\$ 1,500
Boat Launch Parking Fees	\$ (7,593.96)	\$ (6,200)	\$ (7,500)	\$ 6,200
Facilities Rental - Short Term	\$ (8,769.00)	\$ (8,000)	\$ (10,362)	\$ 8,000
Lease LT City Shop	\$ (25,508.36)	\$ (24,459)	\$ (24,459)	\$ 26,143
Lease (LT) WWTP Property	\$ (10.00)	\$ (10)	\$ (10)	\$ 10
Chamber Office - Other Charges	\$ (600.00)	\$ (600)	\$ (600)	\$ 600

Description	2014 Actual	2015 Current Budget	Estimated Ending	Council Budget
Arts Commission Donation	\$ (2,172.00)	\$ (4,780)	\$ (4,031)	\$ -
Arts-Sidewalk Chalk	\$ (80.00)	\$ (125)	\$ (40)	\$ -
Donation-Police Dept	\$ (18,688.04)	\$ -	\$ (500)	\$ -
Private Grants - HR	\$ (2,264.75)	\$ (200)	\$ (539)	\$ 200
Sale of Scrap & Junk Property	\$ -	\$ -	\$ (221)	\$ -
Unclaimed Money & Property	\$ (4.01)	\$ -	\$ (650)	\$ -
Sale of Confiscated & Forfeite	\$ (2,227.83)	\$ (2,000)	\$ (296)	\$ 1,800
Misc Rev. Judgment-Settlement	\$ (3,032.48)	\$ (2,500)	\$ (649)	\$ 2,500
Cash Adjustments	\$ 24.50	\$ -	\$ -	\$ -
Miscellaneous Revenue -Other	\$ (2,136.89)	\$ (1,200)	\$ (2,865)	\$ 1,200
Miscellaneous	\$ (81,662.70)	\$ (58,074)	\$ (64,214)	\$ 54,853
Refundable Customer Deposits	\$ (300.00)	\$ (200)	\$ -	\$ 200
Seizure -State Remit Portion	\$ (281.83)	\$ (100)	\$ (33)	\$ 200
Refunds or Overpayments	\$ (15.03)	\$ (100)	\$ (100)	\$ 100
Sale of Capital - Pk Property	\$ (7,408.51)	\$ -	\$ (5,231)	\$ -
Insurance Recoveries - Capital	\$ -	\$ -	\$ (1,000)	\$ -
Insurance Recoveries - Non Cap	\$ (608.30)	\$ (5,791)	\$ (8,933)	\$ 9,000
Other	\$ (8,613.67)	\$ (6,191)	\$ (15,297)	\$ 9,500
General Fund Revenues	\$ (9,049,380.95)	\$ (9,251,720)	\$ (9,475,798)	\$ 9,794,572
Legislative - Salaries	\$ 31,450.00	\$ 67,200	\$ 57,150	\$ 76,800
Legislative - Social Security	\$ 2,406.01	\$ 3,113	\$ 3,541	\$ 5,375
Legislative - Workmans Compen	\$ 72.85	\$ 100	\$ 87	\$ 500
Legislative - Operating Costs	\$ 315.31	\$ 4,300	\$ 4,300	\$ 300
Legislative - Travel & Mtgs	\$ 1,614.71	\$ 2,000	\$ 3,598	\$ 43,800
Legislative - Rentals	\$ 899.50	\$ 1,000	\$ 830	\$ 1,000
Legislative - Prof. Developmen	\$ 1,007.42	\$ 1,200	\$ 750	\$ 14,275
Legislative-C.C.Retreat	\$ -	\$ 5,000	\$ 4,156	\$ 5,000
Executive - Salaries	\$ 14,400.00	\$ 24,000	\$ 22,400	\$ 24,000
Executive - Social Security	\$ 1,101.60	\$ 1,283	\$ 1,626	\$ 1,993
Executive - Workmans Comp	\$ 70.18	\$ 100	\$ 95	\$ 103
Executive - Supplies	\$ 73.93	\$ 100	\$ 61	\$ 100
Executive - Communication	\$ 1,041.46	\$ 1,050	\$ 1,027	\$ 1,050
Executive - Travel & Mtgs	\$ 406.30	\$ 1,000	\$ 1,000	\$ 1,000
Executive - Miscellaneous	\$ 3.55	\$ 100	\$ 100	\$ 100
Executive - Prof. Development	\$ 122.93	\$ 500	\$ 525	\$ 600
Executive - Board Appreciation	\$ -	\$ 200	\$ 200	\$ 200
Legislative - Election Costs	\$ -	\$ -	\$ -	\$ 10,000
Legislative - Voter Reg Fees	\$ -	\$ 40,000	\$ 35,055	\$ 40,000
Legislative & Executive	\$ 54,985.75	\$ 152,246	\$ 136,500	\$ 226,196
AD-Salaries	\$ 94,315.99	\$ 113,620	\$ 113,620	\$ 118,897
AD-Benefits	\$ 16,317.37	\$ 17,282	\$ 16,716	\$ 18,417
AD-Social Security	\$ 6,377.01	\$ 9,000	\$ 8,613	\$ 9,609
AD-Retirement	\$ 8,568.94	\$ 11,000	\$ 10,531	\$ 11,611
AD-Workmans Compensation	\$ 158.39	\$ 300	\$ 157	\$ 400
AD-Office Supply	\$ 49.10	\$ 150	\$ 337	\$ 150
AD-Communications	\$ 1,338.68	\$ 1,250	\$ 1,210	\$ 1,250
AD-Travel & Meetings	\$ 784.55	\$ 1,000	\$ 1,008	\$ 1,000
AD-Staff Development	\$ 80.00	\$ 600	\$ 600	\$ 600
AD-Miscellaneous	\$ 242.00	\$ 250	\$ 250	\$ 250
Administration	\$ 128,232.03	\$ 154,452	\$ 153,041	\$ 162,184
CC-Salaries	\$ 59,800.56	\$ 100,554	\$ 101,153	\$ 114,690
CC-Overtime	\$ 3,334.61	\$ 2,000	\$ 3,247	\$ 2,060
CC-Benefits	\$ 17,118.32	\$ 17,619	\$ 17,306	\$ 19,037
CC-Social Security	\$ 5,210.66	\$ 9,000	\$ 8,987	\$ 9,932
CC-Retirement	\$ 5,342.65	\$ 10,000	\$ 9,900	\$ 12,002
CC-Workmans Compensation	\$ 318.56	\$ 500	\$ 394	\$ 414
CC-Office Supply	\$ 815.96	\$ 1,750	\$ 1,205	\$ 1,550
CC-Professional Services	\$ 8,498.58	\$ 7,000	\$ 7,000	\$ 7,000
CC-Communications	\$ 628.45	\$ 750	\$ 477	\$ 500
CC-Travel & Meetings	\$ 127.36	\$ 984	\$ 984	\$ 984
CC-Miscellaneous	\$ 75.00	\$ 200	\$ 200	\$ 200
CC-Misc CC Fees DOL	\$ 736.64	\$ -	\$ -	\$ -
CC-Staff Development	\$ 314.00	\$ 900	\$ 900	\$ 900
City Clerk	\$ 102,321.35	\$ 151,257	\$ 151,753	\$ 169,269
FI-Salaries	\$ 118,369.70	\$ 118,076	\$ 117,909	\$ 119,231
FI-Overtime	\$ -	\$ -	\$ 706	\$ -
FI-Benefits	\$ 14,209.65	\$ 18,988	\$ 17,716	\$ 18,854
FI-Social Security	\$ 9,012.02	\$ 9,000	\$ 9,031	\$ 9,837

Description	2014 Actual	2015 Current Budget	Estimated Ending	Council Budget
FI-Retirement	\$ 10,901.90	\$ 12,000	\$ 11,281	\$ 11,886
FI-Workmans Comp	\$ 310.47	\$ 500	\$ 323	\$ 410
FI-Office Supplies	\$ 2,163.90	\$ 2,050	\$ 589	\$ 2,700
FI-Professional Service	\$ -	\$ 30,000	\$ 15,000	\$ 15,000
FI-Advertising	\$ 229.15	\$ 200	\$ 154	\$ 200
FI-Communications	\$ 381.78	\$ 400	\$ 380	\$ 400
FI-Travel & Meetings	\$ 895.47	\$ 1,575	\$ 975	\$ 1,575
FI-Insurance	\$ 127.00	\$ 127	\$ 209	\$ 130
FI-Software Maint	\$ 29,613.52	\$ 10,000	\$ 9,553	\$ 10,000
FI-Miscellaneous	\$ 100.00	\$ 300	\$ 300	\$ 300
FI-Staff Development	\$ 645.00	\$ 1,225	\$ 625	\$ 1,325
FI-Banking Services	\$ 738.83	\$ 1,500	\$ 1,209	\$ 1,000
Finance	\$ 187,698.39	\$ 205,941	\$ 185,960	\$ 192,848
HR-Safety Program	\$ 1,174.24	\$ 1,250	\$ 1,250	\$ 1,250
HR-Wellness Program	\$ 1,012.50	\$ 1,000	\$ 1,000	\$ 1,000
HR-Salaries	\$ 73,587.22	\$ 76,613	\$ 76,613	\$ 78,145
HR-Benefits	\$ 8,510.50	\$ 8,803	\$ 8,047	\$ 10,250
HR-Soc Security	\$ 5,585.55	\$ 6,000	\$ 5,817	\$ 5,824
HR-Retirement	\$ 6,777.47	\$ 7,400	\$ 7,272	\$ 6,756
HR-Workmans Compensation	\$ 196.79	\$ 500	\$ 186	\$ 466
HR-Office Supplies	\$ 262.95	\$ 350	\$ 350	\$ 350
HR-Operating Cost	\$ 777.22	\$ 150	\$ 150	\$ 150
HR-Professional Services	\$ 1,261.00	\$ 720	\$ 720	\$ 720
Applicant Tracking Software			\$ -	\$ 5,000
HR-Communications	\$ 864.21	\$ 871	\$ 850	\$ 871
HR-Travel & Meetings	\$ 246.42	\$ 900	\$ 900	\$ 400
HR-Miscellaneous	\$ 498.00	\$ 500	\$ 546	\$ 600
HR - Staff Development	\$ 270.00	\$ 625	\$ 625	\$ 425
HR-Civil - Office Supply	\$ -	\$ -	\$ -	\$ 250
HR-Civil - Professional Srv	\$ 1,700.00	\$ 1,700	\$ 1,700	\$ 1,700
Human Resources	\$ 102,724.07	\$ 107,382	\$ 106,025	\$ 114,157
IT-Salaries	\$ 140,733.59	\$ 136,867	\$ 136,072	\$ 165,768
IT-Overtime	\$ 653.80	\$ 1,500	\$ 1,293	\$ 1,500
IT-Benefits	\$ 38,087.97	\$ 35,298	\$ 34,910	\$ 36,809
IT-Soc Security	\$ 10,653.73	\$ 11,000	\$ 10,346	\$ 18,404
IT-Retirement	\$ 13,021.95	\$ 14,000	\$ 13,042	\$ 16,932
IT-Workmans Compensation	\$ 422.90	\$ 600	\$ 363	\$ 1,472
IT-Office Supplies	\$ 935.70	\$ 600	\$ 600	\$ 500
IT-Fuel	\$ 48.43	\$ 200	\$ 200	\$ 200
IT-Communications	\$ 1,865.32	\$ 1,987	\$ 2,128	\$ 1,987
IT-Travel & Meetings	\$ -	\$ 600	\$ 600	\$ 900
IT-Repair & Maintenance	\$ -	\$ 550	\$ 550	\$ 500
IT-Miscellaneous	\$ -	\$ 100	\$ 100	\$ 75
IT-Staff Development	\$ -	\$ 250	\$ 250	\$ 250
Information Technology	\$ 206,423.39	\$ 203,552	\$ 200,455	\$ 245,297
Pension and Other Benefits	\$ 13,512.15	\$ -	\$ -	\$ -
PL-Salaries	\$ 248,621.03	\$ 385,932	\$ 308,713	\$ 379,983
Associate Planner Promotion				\$ 3,000
Office Manager Position / AA				\$ 85,000
PK- Park & Recreation Coordinator	\$ -	\$ -	\$ -	\$ 84,000
(Sal/Benefit/Comm/clothing/vehicle/supplies/Activities budget)				
PL-Overtime	\$ 210.64	\$ 500	\$ 362	\$ 500
PL-Benefits	\$ 62,918.94	\$ 89,707	\$ 66,076	\$ 84,779
PL-Social Security	\$ 21,309.17	\$ 30,000	\$ 26,552	\$ 29,234
PL-Retirement	\$ 22,885.31	\$ 35,000	\$ 33,081	\$ 29,234
PL-Workmans Comp	\$ 939.93	\$ 3,000	\$ 1,155	\$ 2,923
PL-Office Supplies	\$ 2,043.94	\$ 2,300	\$ 1,451	\$ 2,800
PL-Operating Costs	\$ 1,842.84	\$ 6,500	\$ 2,043	\$ 1,500
PL-Small Tools	\$ -	\$ 1,200	\$ 1,200	\$ 1,200
PL-Professional Servic	\$ 2,588.46	\$ 4,000	\$ 3,663	\$ 4,930
PL-CA-Developer Reimb	\$ 12,338.91	\$ 7,000	\$ 13,649	\$ 10,000
PL-Software Maint.	\$ 5,430.00	\$ 5,430	\$ 5,430	\$ 7,250
PL-Advertising	\$ 7,728.39	\$ 8,000	\$ 8,921	\$ 8,500
PL-Communication	\$ 3,014.20	\$ 2,881	\$ 2,977	\$ 2,881
PL-Travel & Mtgs	\$ 885.70	\$ 1,840	\$ 1,840	\$ 2,240
PL-Repairs & Maint.	\$ 749.78	\$ 1,400	\$ 967	\$ 1,400
PL-Miscellaneous	\$ 181.28	\$ 200	\$ 341	\$ 300
PL-Staff Development	\$ 1,457.17	\$ 2,150	\$ 2,150	\$ 2,500

Description	2014 Actual	2015 Current Budget	Estimated Ending	Council Budget
PL-Printing and Bindin	\$ 123.55	\$ 1,000	\$ 1,000	\$ 1,000
PL-UGA-RUTA	\$ -	\$ -	\$ -	\$ -
PL-Prof Serv-Hearing E	\$ 2,072.00	\$ 7,500	\$ 7,500	\$ 7,500
PL-Commision - Travel & Mtgs	\$ 37.50	\$ -	\$ -	\$ -
PL-Commission - Misc	\$ 59.11	\$ 100	\$ 100	\$ 100
PL-Economic Devel	\$ 13,694.42	\$ 250,000	\$ 71,000	\$ 108,500
PB-Salaries	\$ 168,668.92	\$ 231,525	\$ 230,905	\$ 232,680
PB-Overtime	\$ 11.93	\$ 100	\$ 163	\$ 100
PB-Benefits	\$ 40,408.55	\$ 52,148	\$ 54,142	\$ 51,085
PB-Social Security	\$ 11,461.52	\$ 16,500	\$ 14,928	\$ 23,000
PB-Retirement	\$ 14,745.24	\$ 20,000	\$ 18,788	\$ 23,499
PB-Workmans Comp	\$ 2,757.79	\$ 5,000	\$ 3,228	\$ 4,586
PB-Office Supplies	\$ 703.67	\$ 2,200	\$ 1,226	\$ 1,700
PB-Operating Cost	\$ 834.01	\$ 550	\$ 802	\$ 1,000
PB-Fuel	\$ 1,674.38	\$ 1,200	\$ 1,896	\$ 1,800
PB-Professional Srv	\$ 1,655.61	\$ 6,500	\$ 1,708	\$ 2,500
PB-Advertising	\$ 983.03	\$ 500	\$ 500	\$ 500
PB-Communication	\$ 1,312.78	\$ 1,175	\$ 1,242	\$ 1,200
PB-Travel & Mtgs	\$ -	\$ 800	\$ 800	\$ 800
PB-Repair & Maintenance	\$ 101.50	\$ 1,200	\$ 600	\$ 1,200
PB-Miscellaneous	\$ 220.00	\$ 670	\$ 394	\$ 300
PB-Staff Development	\$ 89.00	\$ 1,900	\$ 1,900	\$ 1,300
Planning & Building	\$ 670,272.35	\$ 1,187,608	\$ 893,397	\$ 1,208,504
LE-Salaries	\$ 2,107,886.02	\$ 2,440,153	\$ 2,346,288	\$ 2,504,587
Records Clerk				\$ 46,000
Additional Sergeant FTE				\$ 86,400
Add Operations Lieutenant/Eliminate Commander (incl testing)				\$ -
Additional Officer FTE(Sal/Ben/Equip/BLEA)				\$ 150,000
Police Support Officer FTE				\$ 83,000
LE-Overtime	\$ 337,230.86	\$ 200,000	\$ 221,251	\$ 254,840
LE-Salaries Extra Duty	\$ -	\$ 10,000	\$ 10,000	\$ 10,000
LE-Holiday Cashout	\$ -	\$ -	\$ 20,111	\$ 66,000
LE-Benefits	\$ 607,359.48	\$ 702,539	\$ 610,176	\$ 600,379
Records Clerk				\$ 18,500
Additional Sergeant FTE				\$ 34,000
LE-Social Security	\$ 184,190.79	\$ 200,000	\$ 189,192	\$ 207,027
LE-Retirement	\$ 142,830.81	\$ 150,000	\$ 145,534	\$ 177,027
LE-Workmans Compensation	\$ 47,938.80	\$ 55,000	\$ 48,524	\$ 50,703
LE-Clothing	\$ 37,208.51	\$ 35,600	\$ 35,600	\$ 32,300
CBA Jackets (10)				\$ 5,000
Additional Requested Personnel				\$ 13,171
LE-Office Supplies	\$ 16,242.85	\$ 21,350	\$ 21,746	\$ 16,500
LE-Operating Costs	\$ 44,599.54	\$ 65,565	\$ 54,272	\$ 29,635
Regional Participation in Crime-Stopppers				\$ 1,100
Crime Scene Privacy Barriers (3)				\$ 1,800
Narcan Replacement Kits				\$ 4,800
Two-way Radio Replacement (structured)				\$ 15,000
MS Surface for FTO Program				\$ 1,400
Bicycles (2) Force Perimeter with equipment (e.g., helmet, lights, etc.)				\$ 1,760
Child Safety signs, Safe KiDS Snohomish County				\$ 500
Comprehensive Emergency Management - Storage containers				\$ 330
Comprehensive Emergency Management - 800 MHZ Radio system				\$ 3,000
Comprehensive Emergency Management - Field Radio				\$ 150
Comprehensive Emergency Management - Laptop Computer				\$ 3,000
Fire Proof Cabinet-LT				\$ 4,000
LE- Ops NW Computers	\$ 3,005.84	\$ 10,000	\$ 10,000	\$ -
CF-53 Computer (2) w/dock& dual wireless and 5 year protection plus				\$ 7,000
Desktop Compters (2)				\$ 2,400
New Records FTE computer				\$ 1,200
LE-Donation Exp Helmets	\$ -	\$ 1,000	\$ 579	\$ 500
LE - Donation Exp - Other	\$ -	\$ 12,650	\$ 12,650	\$ -
LE-Fuel	\$ 74,748.81	\$ 83,769	\$ 58,419	\$ 83,769
LE-Professional Services	\$ 41,589.07	\$ 44,900	\$ 24,049	\$ 39,260
Promotional Examinations				\$ 4,150
Civic Plus Website hosting and migration				\$ 3,450
Power DMS (Document Management System) For Accreditation				\$ 1,950
LE-Prof Serv-Lexipol	\$ 4,450.00	\$ 7,300	\$ 6,233	\$ 9,800

Description	2014 Actual	2015 Current Budget	Estimated Ending	Council Budget
LE-Professional Srv-Legal	\$ 19,808.20	\$ 20,000	\$ 23,187	\$ 20,000
LE-Advertising	\$ 1,252.50	\$ 1,000	\$ 2,017	\$ 1,500
LE-Communication	\$ 28,228.89	\$ 33,000	\$ 31,824	\$ 35,800
LE-Travel & Meetings				\$ 2,000
<i>LE-Travel & Meetings - Priority 1</i>	\$ 7,367.04	\$ 15,000	\$ 15,000	\$ 4,914
<i>LE-Travel & Meetings - Priority 2</i>				\$ 11,811
LE-Insurance	\$ 96,749.00	\$ 145,422	\$ 144,182	\$ 203,082
LE- Equip Repair & Maintenance	\$ 73,020.19	\$ 93,691	\$ 120,085	\$ 84,900
LE-Miscellaneous - Dues	\$ 1,667.25	\$ 2,000	\$ 2,000	\$ 5,015
LE - Misc Investigations	\$ 6,682.32	\$ 5,000	\$ 5,556	\$ -
LE-Boating Salaries Local	\$ 7,053.67	\$ 10,353	\$ 10,353	\$ 10,664
LE-Boating - Salaries Other	\$ 3,107.36	\$ 15,721	\$ 15,721	\$ -
LE- Boating Benefit Local	\$ 3,050.49	\$ 4,193	\$ 4,193	\$ 4,319
LE-Boat Benefits Other	\$ 830.29	\$ 5,064	\$ 5,064	\$ -
LE-Boating Clothing	\$ 291.59	\$ 500	\$ 500	\$ -
LE-Boating Operating	\$ 3,376.13	\$ 500	\$ 500	\$ -
LE-Boating-Fuel	\$ 846.88	\$ 1,200	\$ 1,200	\$ -
LE-Boating-Travel	\$ 354.08	\$ 1,500	\$ 1,500	\$ -
LE-Boating Repair & Maint	\$ 2,492.01	\$ 2,000	\$ 2,000	\$ -
LE-Investigations-Operating	\$ 1,662.08	\$ 4,600	\$ 4,600	\$ 1,700
LE-Investigations Professional Srv	\$ -	\$ -	\$ -	\$ 5,000
LE - Crime Prevention Op Costs	\$ -	\$ -	\$ -	\$ 1,650
LE-Drug Task Force	\$ 7,474.00	\$ 7,500	\$ 7,500	\$ 8,000
<i>LE-Staff Development - Priority 1</i>	\$ 7,540.00	\$ 15,137	\$ 15,137	\$ 2,830
<i>LE-Staff Development - Priority 2</i>				\$ 6,935
LE - Staff Development - BLEA	\$ -	\$ -	\$ -	\$ 3,063
<i>LE - Staff Development - BLEA</i>				\$ 3,063
LE-Utilities	\$ 11,714.66	\$ 13,800	\$ 13,678	\$ 16,000
LE -Repair & Maint - Facilities	\$ -	\$ -		\$ 2,600
<i>Interior Remodel</i>				\$ 6,000
LE-Evidence Room-Supplies	\$ -	\$ -	\$ -	\$ 7,000
LE-Evidence Room-Impound	\$ -	\$ -	\$ -	\$ 4,000
LE-Evidence Room-Alarm	\$ 840.80	\$ 2,000	\$ 773	\$ 2,000
LE-Jail	\$ 255,706.05	\$ 300,000	\$ 271,214	\$ 300,000
LE-Snopac Dispatch	\$ 384,944.33	\$ 395,798	\$ 395,798	\$ 392,150
LE-Environmental-Animal Contro	\$ 13,974.83	\$ 20,000	\$ 11,313	\$ 15,000
LE-Seizure-Forfeit-State Remit	\$ 149.70	\$ 1,000	\$ 1,000	\$ 200
LE-Capital Equipment	\$ 26,946.19	\$ 41,600	\$ 41,600	\$ -
<i>EWIS - Early Warning and Intervention System (IAPro Software)</i>				\$ 8,400
<i>Standby Generator - Apportioned</i>				\$ 30,000
LE-Transfers Out	\$ 8,000.00	\$ 8,000	\$ 8,000	\$ 8,000
GG-Contrib Police Capital Fund	\$ 160,000.00	\$ 200,000	\$ 200,000	\$ 188,000
<i>Law Enforcement</i>	\$ 4,784,933.19	\$ 5,405,405	\$ 5,170,120	\$ 5,970,983
PK-Salaries	\$ 10,805.28	\$ 17,585	\$ 15,849	\$ 48,931
<i>PK-Seasonal Salaries</i>	\$ 11,416.50	\$ 12,000	\$ 12,000	\$ 24,000
<i>PK - Full Time Park Staff</i>				\$ 58,000
PK-Overtime	\$ 949.26	\$ 2,000	\$ 1,372	\$ 3,900
PK-Benefits	\$ 2,977.40	\$ 7,811	\$ 4,195	\$ 10,134
<i>PK-Seasonal Benefits</i>	\$ 1,251.03	\$ 2,000	\$ 2,000	\$ 4,000
PK-Social Security	\$ 1,070.51	\$ 500	\$ 1,147	\$ 3,495
PK-Retirement	\$ 1,058.94	\$ 600	\$ 1,133	\$ 3,495
PK-Workmans Compensation	\$ 357.13	\$ 100	\$ 305	\$ 349
PK- Clothing - Boot Allowance	\$ -	\$ 225	\$ 386	\$ 225
PK-Operating Costs	\$ 9,951.76	\$ 16,800	\$ 9,896	\$ 10,000
<i>Buoy decals</i>				\$ 650
<i>Safety Buoys</i>				\$ 2,900
PK-Ops-Clothing	\$ -	\$ 2,600	\$ 2,600	\$ 500
<i>Seasonal Clothing, safety gear, boots</i>				\$ 1,860
PK-Eagle Ridge Pk-Ops	\$ 17.40	\$ 500	\$ 500	\$ 100
<i>Lighting and Plant Establishment</i>				\$ 900
PK-Lundeen-Op Costs	\$ 912.19	\$ 4,600	\$ 7,168	\$ 1,000
<i>Park Restoration Plan - Restroom Painting</i>				\$ 800
<i>Park Restoration Plan - Restroom Electric Ventilation Fan</i>				\$ 2,100
<i>Park Restoration Plan - Replace Grills</i>				\$ 2,400
<i>Park Restoration Plan - Irrigation System Repair</i>				\$ 25,000
<i>Park Restoration Plan - ADA complianceplay area, lawn leveling, bark</i>				\$ 5,000
<i>Park Restoration Plan - Aeration</i>				\$ 6,733

Description	2014 Actual	2015 Current Budget	Estimated Ending	Council Budget
<i>Park Restoration Plan - Fence repair/Replacement</i>				\$ 5,700
<i>Park Restoration Plan - Swim Area Rope & Floats</i>				\$ 18,750
<i>Park Restoration Plan - Refinish Tables</i>				\$ 1,200
<i>Park Restoration Plan - Planter Beds Barking & Weed Control</i>				\$ 4,244
<i>Park Restoration Plan - Tree Removal (Safety)</i>				\$ 25,000
<i>Park Restoration Plan - Tree Planting</i>				\$ 6,000
<i>Park Restoration Plan - Drainage work in lundeen park e side of park</i>				\$ 2,000
<i>Park Restoration Plan - Lawn Leveling & Top Soil</i>				\$ 91,476
<i>Park Restoration Plan - Import Sand</i>				\$ 19,556
<i>Park Restoration Plan - Relocation of Shower & Drainage System</i>				\$ 16,000
PK-North Cove Park Ops	\$ 58.63	\$ 1,200	\$ 1,200	\$ 100
PK - Boat Launch Expenses	\$ 48.67	\$ 400	\$ 450	\$ 400
PK-Fuel Costs	\$ 499.00	\$ 500	\$ 503	\$ 500
PK-Professional Services	\$ 505.92	\$ 500	\$ 4,311	\$ 500
GIS Annual License				\$ 75
Asset Management				\$ 800
<i>Tree Trimming & removal</i>				\$ 3,500
PK-Communication	\$ 1,848.44	\$ 1,920	\$ 1,627	\$ 2,440
PK-Travel & Meetings	\$ -	\$ 200	\$ 200	\$ 100
PK-Equipment Rental	\$ 2,610.40	\$ 3,000	\$ 2,857	\$ 3,000
PK-Insurance	\$ 3,174.00	\$ 3,460	\$ 3,144	\$ 3,905
PK-Utilities	\$ 8,469.52	\$ 10,000	\$ 9,266	\$ 11,500
PK-Storm Drainage	\$ 2,431.76	\$ 2,432	\$ 2,432	\$ 2,432
PK-Repair & Maintenance	\$ 7,192.78	\$ 16,000	\$ 2,144	\$ 6,000
PK-Lundeen-Repair & Maint	\$ 1,009.79	\$ 1,200	\$ 1,200	\$ -
PK-Miscellaneous	\$ -	\$ 150	\$ 150	\$ 150
PK-Staff Development	\$ -	\$ 250	\$ 250	\$ 50
PK-Park Board-Miscellaneous	\$ 11.89	\$ 150	\$ 150	\$ 150
PK-Capital Outlay	\$ -	\$ 24,000	\$ -	\$ 16,000
<i>North Cove Dock</i>				\$ 122,000
<i>Parks</i>	\$ 68,628.20	\$ 132,683	\$ 88,435	\$ 580,000
LG-Professional Service	\$ 131,977.05	\$ 70,000	\$ 119,416	\$ 85,000
PG-Prosecutor Fees	\$ 102,960.00	\$ 102,000	\$ 107,078	\$ 104,000
LG-General Indigent Defense	\$ 88,507.50	\$ 175,000	\$ 172,719	\$ 175,000
<i>Legal</i>	\$ 323,508.19	\$ 347,000	\$ 399,213	\$ 364,000
CS-Visitor Center	\$ -	\$ 750	\$ 750	\$ 800
CS-Aging Services-Supplies	\$ 1,705.36	\$ 12,878	\$ 12,971	\$ 250
CS-Aging Services-Utilities	\$ 423.56	\$ 1,500	\$ 1,500	\$ -
CS-Aging Services R&M	\$ -	\$ 11,739	\$ 12,430	\$ -
CS-Special Event-Equip Rent	\$ 439.11	\$ 1,500	\$ 1,500	\$ 1,500
CS-Library-Office & Operating	\$ 1,395.64	\$ 2,000	\$ 431	\$ 1,500
CS-Library-Utilities	\$ 5,956.91	\$ 7,000	\$ 5,616	\$ 7,000
CS-Library Storm Drainage	\$ 562.20	\$ 563	\$ 563	\$ 563
CS-Library-Repair & Maint.	\$ 8,812.72	\$ 500	\$ 2,716	\$ 1,000
<i>Library N. Service Door</i>				\$ 3,500
CS-Arts Commission	\$ 4,954.11	\$ 7,280	\$ 6,480	\$ 2,500
<i>Music Equipment for Music on the Lake</i>				\$ 1,800
CS-Community Activity-AquaFest	\$ 3,105.73	\$ 3,500	\$ 3,500	\$ 3,500
CS-Historical-Communications	\$ 161.72	\$ 288	\$ 161	\$ 288
CS-Historical-Utilities	\$ 975.66	\$ 830	\$ 526	\$ 830
CS-Community Center-Ops	\$ 1,189.68	\$ 1,900	\$ 1,844	\$ 1,900
CS-Community Center - Cleaning	\$ 1,380.00	\$ 1,200	\$ 1,183	\$ 1,200
CS-Community Center - Comm	\$ 161.75	\$ 172	\$ 161	\$ 172
CS-Community Center-Utilities	\$ 4,567.58	\$ 5,000	\$ 5,283	\$ 6,000
CS-Community Center - R & M	\$ 407.40	\$ 700	\$ 700	\$ 700
<i>Community Center Restroom Door Replacement</i>				\$ 8,500
CS-Grimm House Expenses	\$ 502.73	\$ 20,566	\$ 14,324	\$ 600
<i>Community Services</i>	\$ 46,247.80	\$ 84,866	\$ 72,640	\$ 44,103
GG-Advisory Srv-Lobbying-Hwy9	\$ 9,070.85	\$ -	\$ -	\$ -
GG-Advisory Srv - Lobbying	\$ 59,821.93	\$ 62,000	\$ 60,581	\$ 63,860
GG-Municipal Court Fees	\$ 71,374.33	\$ 100,000	\$ 72,139	\$ 100,000
GG-Operating	\$ 9,447.71	\$ 12,000	\$ 12,973	\$ 12,000
<i>Lundeen House ADA Ramp (labor in house)</i>				\$ 5,400
GG-Fuel	\$ 72.28	\$ 200	\$ 200	\$ 200
GG-Professional Service	\$ 4,692.00	\$ 15,550	\$ 43,779	\$ 6,550
GG-Communication	\$ 3,468.59	\$ 4,000	\$ 3,436	\$ 4,000
GG-Equipment Rental	\$ 1,516.14	\$ 1,625	\$ 1,536	\$ 1,625

Description	2014 Actual	2015 Current Budget	Estimated Ending	Council Budget
GG-Insurance	\$ 4,068.00	\$ 4,247	\$ 3,880	\$ 70,546
GG-Utilities	\$ 14,520.67	\$ 16,816	\$ 14,231	\$ 20,000
GG-Storm Drainage	\$ 2,880.96	\$ 3,198	\$ 3,198	\$ 3,198
GG-Repair & Maintenance	\$ 4,661.21	\$ 3,000	\$ 5,461	\$ 5,000
GG-Miscellaneous	\$ 1,581.00	\$ 2,400	\$ 1,190	\$ 1,600
GG-Salaries Regular	\$ 14,433.49	\$ 20,794	\$ 19,800	\$ 25,332
GG-Salaries Overtime	\$ -	\$ 100	\$ 316	\$ 1,500
GG-Benefits	\$ 3,566.62	\$ 6,863	\$ 5,544	\$ 7,063
GG-Social Security	\$ 1,081.60	\$ 1,500	\$ 1,166	\$ 2,435
GG-Retirement	\$ 1,335.76	\$ 1,700	\$ 1,467	\$ 2,435
GG-Workers Compensation	\$ 256.87	\$ 500	\$ 224	\$ 244
GG-Advertising	\$ 603.74	\$ 300	\$ 2,135	\$ 600
GG-PRR - Print-Copy	\$ -	\$ 100	\$ 100	\$ 100
GG-PSRC	\$ 8,252.00	\$ 8,300	\$ 8,726	\$ 9,000
GG-Economic Alliance	\$ 3,000.00	\$ 4,000	\$ 3,000	\$ 3,000
GG-Visitor Center	\$ 770.00	\$ 770	\$ 770	\$ 800
GG-AWC	\$ 19,683.00	\$ 20,027	\$ 20,027	\$ 20,734
GG-SnoCo Tomorrow	\$ 5,093.00	\$ 5,225	\$ 5,201	\$ 5,400
GG-Excise Tax	\$ 2,081.72	\$ 2,500	\$ 2,060	\$ 2,500
GG-WA Aerospace Partnership	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
GG-Judgments & Settlements	\$ 137,500.00	\$ 110,000	\$ 110,000	\$ -
GG-Protectective Insp Enforce	\$ 92.68	\$ 1,000	\$ 1,000	\$ 1,000
GG-Emergency	\$ 32,566.00	\$ 33,670	\$ 33,670	\$ 35,000
GG-Air Pollution	\$ 12,769.00	\$ 16,441	\$ 16,441	\$ 19,500
GG-Liquor Tax to SnoCo	\$ 6,230.82	\$ 6,000	\$ 5,515	\$ 6,500
GG-Refunds	\$ 810.00	\$ 500	\$ 500	\$ 500
GG-Contrib to Unemployment	\$ 3,787.00	\$ -	\$ -	\$ -
GG-Contrib to Equip Replace	\$ 68,680.00	\$ 153,000	\$ 153,000	\$ 123,000
Transfer to PW Equip	\$ -	\$ 19,040	\$ 6,815	\$ 12,225
GG-Contrib to Muni Arts Fund	\$ -	\$ 20,000	\$ 20,000	\$ -
GG-Trsrfr to Cum Res Fund 002	\$ 500,000.00	\$ 800,000	\$ 800,000	\$ 800,000
General Government	\$ 1,009,788.97	\$ 1,459,866	\$ 1,441,079	\$ 1,373,847
Total Expenditures	\$ 7,685,763.68	\$ 9,592,258	\$ 8,998,618	\$ 10,651,388
General Fund Ending Cash	\$ 7,093,806.95	\$ 6,753,269	\$ 7,570,987	\$ 6,714,171
002 - Contingency Fund Beginning Cash		\$ 2,602,157	\$ 2,602,157	\$ 3,405,547
Investment Interest	\$ (2,187.12)	\$ (3,000)	\$ 3,390	\$ 3,000
Uncashed Checks	\$ -	\$ (100)	\$ -	\$ 100
Interfund Transfer In	\$ (500,000.00)	\$ (800,000)	\$ 800,000	\$ 800,000
Unclaimed Checks Paid	\$ -	\$ 8,050		\$ 8,050
Contingency Fund Ending Cash	\$ 2,602,157.29	\$ 3,397,207	\$ 3,405,547	\$ 4,200,597
101 - Street Fund Beginning Cash		\$ 3,579,784	\$ 3,579,784	\$ 3,715,069
Real & Personal Property Tax	\$ (1,061,405.28)	\$ (1,184,648)	\$ (1,184,648)	\$ 1,211,113
Other Govt Utility - Electric	\$ (365,085.10)	\$ (380,000)	\$ (375,731)	\$ 390,000
Other Non-Bus. ROW Permits	\$ (21,966.00)	\$ (15,049)	\$ (29,328)	\$ 20,000
WA TIB - Arterial Preservation	\$ (137,116.00)	\$ -	\$ -	\$ -
MVFT - City Streets	\$ (597,362.16)	\$ (558,913)	\$ (587,331)	\$ 635,000
MVFT - City Streets - New Legislation	\$ -	\$ -	\$ (8,800)	\$ 17,600
Street - PW Services	\$ -	\$ (2,000)	\$ -	\$ 1,500
Investment Interest	\$ (2,958.90)	\$ (3,341)	\$ (4,297)	\$ 4,000
Street Op Special Assessment	\$ (6,084.00)	\$ (500)	\$ (3,483)	\$ 3,000
Misc Rev. Judgment-Settlement	\$ (446.37)	\$ (500)	\$ (257)	\$ 500
Miscellaneous Revenue - Other	\$ (346.78)	\$ (500)	\$ (1,431)	\$ 500
Insurance Recoveries - Capital	\$ (10,313.61)	\$ (5,000)	\$ (58)	\$ -
Insurance Recoveries - Non Cap	\$ (700.48)	\$ (5,000)	\$ (399)	\$ 5,000
Street Fund Revenues	\$ (2,227,634.75)	\$ (2,155,451)	\$ 2,195,764	\$ 2,288,213
ST-Safety Program	\$ 1,901.39	\$ 2,100	\$ 2,100	\$ 2,100
ST-Salaries	\$ 550,426.24	\$ 657,058	\$ 606,996	\$ 636,998
ST-Overtime	\$ 28,105.54	\$ 20,000	\$ 37,241	\$ 32,000
ST-Benefits	\$ 142,810.93	\$ 179,202	\$ 153,653	\$ 164,693
ST-Social Security	\$ 42,463.13	\$ 55,000	\$ 52,483	\$ 53,470
ST-Retirement	\$ 53,338.14	\$ 65,000	\$ 66,334	\$ 56,791
ST-Workmans Compensation	\$ 8,787.61	\$ 10,000	\$ 9,943	\$ 9,000
ST-Boot - Clothing Allowance	\$ 2,700.00	\$ 2,860	\$ 3,318	\$ 4,500
ST-Fuel	\$ 12,055.12	\$ 15,000	\$ 7,627	\$ 15,000
ST-Overlays	\$ 165,976.81	\$ 439,000	\$ 439,000	\$ 400,000
ST-Advertising	\$ 1,221.06	\$ 3,000	\$ 874	\$ 3,000

Description	2014 Actual	2015 Current Budget	Estimated Ending	Council Budget
ST-Professional Service	\$ 21,503.89	\$ 45,000	\$ 45,000	\$ 24,000
<i>Pavement Condition Survey</i>			\$ -	\$ 60,000
ST-Rentals-Leases	\$ 148.82	\$ 1,300	\$ 252	\$ 500
ST-Repair & Maintenance	\$ 37,781.82	\$ 51,400	\$ 30,172	\$ 50,000
ST-Miscellaneous	\$ 853.52	\$ 1,000	\$ 1,202	\$ 1,000
ST-Staff Development	\$ 383.39	\$ 1,058	\$ 407	\$ 150
ST-Storm Drainage	\$ 2,455.38	\$ 2,455	\$ 2,455	\$ 2,455
ST - SWM Debt Srv Chrg	\$ 6,607.56	\$ 6,608	\$ 6,608	\$ 6,608
ST-Sidewalk Repair Supply	\$ 41.76	\$ 9,000	\$ 9,000	\$ 25,000
ST-Lighting - Utilities	\$ 156,515.56	\$ 158,910	\$ 140,177	\$ 160,000
ST-Lighting - R&M	\$ -	\$ 2,000	\$ -	\$ 2,000
ST-Traffic Control - Supply	\$ 17,510.71	\$ 76,000	\$ 76,000	\$ 66,000
<i>Hand-held Traffic Data Device</i>			\$ -	\$ 2,500
ST-Traffic Control -Utility	\$ 2,578.05	\$ 2,000	\$ 2,335	\$ 3,000
ST-Traffic Control - R&M	\$ 14,890.91	\$ 12,000	\$ 16,594	\$ 14,000
ST-Traf Control - Guardrail	\$ -	\$ 3,000	\$ 3,000	\$ 3,000
ST-Snow & Ice - Sply	\$ 4,355.60	\$ 12,000	\$ 12,000	\$ 12,000
ST-Street Cleaning	\$ 9,486.10	\$ 20,000	\$ 20,000	\$ 20,000
ST-Roadside - Supply	\$ -	\$ 3,000	\$ 3,000	\$ 2,500
ST-Clothing	\$ 1,208.46	\$ 1,160	\$ 2,858	\$ 1,500
<i>Steel Toed Boots for Tech Staff Split with Storm</i>			\$ -	\$ 300
ST-Prof Srv - Legal	\$ 1,594.00	\$ 2,750	\$ 2,750	\$ 5,000
<i>ST-Software Maint & Support</i>	\$ 388.78	\$ 1,200	\$ 1,200	\$ 4,300
ST-Communications	\$ 3,224.17	\$ 3,860	\$ 3,669	\$ 3,860
ST-Travel & Meetings	\$ 821.52	\$ 980	\$ 641	\$ 450
ST-Insurance	\$ 44,057.00	\$ 51,055	\$ 50,172	\$ 10,367
ST-Utilities	\$ 2,666.26	\$ 2,432	\$ 3,467	\$ 2,700
ST-Prof Srv - Engineering	\$ -	\$ 7,000	\$ 24,382	\$ 20,000
ST-Office Supplies	\$ (2,184.49)	\$ 2,250	\$ 389	\$ 2,250
ST-Operating Cost	\$ 29,344.24	\$ 47,800	\$ 56,153	\$ 30,000
<i>Flammable safety cabinet split with Storm</i>			\$ -	\$ 1,000
<i>2 New PC's Split with Storm</i>			\$ -	\$ 1,200
2010 PWTF Loan Principal Pymt	\$ -	\$ 634	\$ 634	\$ 634
2010 PWTF Loan Int Pymt	\$ -	\$ 304	\$ 279	\$ 286
ST-Capital Purchases	\$ 3,800.00	\$ -	\$ -	\$ 450,000
ST - Cap - Grade Road	\$ -	\$ 100,000	\$ 20,000	\$ 80,000
ST-Street Fund-Contr Computer	\$ 5,660.00	\$ 58,500	\$ 58,500	\$ 12,000
ST-Contribution To Equip Fund	\$ 39,900.00	\$ 95,480	\$ 83,615	\$ 176,865
ST-Trsfr-Sidewalk CapProj Fund	\$ -	\$ -	\$ -	\$ 500,000
Street Expenditures	\$ 1,418,236.24	\$ 2,234,356	\$ 2,060,478	\$ 3,134,977
Street Fund Ending Cash	\$ 3,579,783.64	\$ 3,500,879	\$ 3,715,069	\$ 2,868,305
103 - Street Reserve Beginning Cash		\$ 1,524	\$ 1,524	\$ 1,526
Street Reserve Fund	\$ (1.37)	\$ (2)	\$ (2)	\$ 2
Street Reserve Fund Ending Cash	\$ 1,524.00	\$ 1,526	\$ 1,526	\$ 1,528
111 - Drug Seizure Fund Beginning Cash		\$ 32,866	\$ 32,866	\$ 27,805
Investment Interest	\$ (29.31)	\$ (5)	\$ (39)	\$ 50
Confiscated & Forfeited Prop	\$ (6,777.93)	\$ (2,000)	\$ (2,000)	\$ 9,000
State Remittance Portion	\$ (753.10)	\$ (200)	\$ (200)	\$ 1,000
Drug Seizure & Forfeiture Fund Revenues	\$ (7,560.34)	\$ (2,205)	\$ (2,239)	\$ 10,050
Drug Seize - Op Supplies	\$ 2,285.92	\$ 5,600	\$ 5,600	\$ -
Disbursement to State	\$ -	\$ 1,700	\$ 1,700	\$ 1,000
Drug Seizure & Forfeiture Fund Expenditures	\$ 2,285.92	\$ 7,300	\$ 7,300	\$ 1,000
Drug Seizure Fund Ending Cash	\$ 32,866.00	\$ 27,771	\$ 27,805	\$ 36,855
112 - Art Fund Beginning Cash		\$ 1,323	\$ 1,323	\$ 11,443
Investment Interest	\$ (1.18)	\$ (120)	\$ (120)	\$ 50
Interfund Transfer In	\$ -	\$ (20,000)	\$ (20,000)	\$ -
Art - Public Art Acquisition	\$ (1.18)	\$ (20,120)	\$ (20,120)	\$ 50
Art - Public Art Acquisition	\$ -	\$ 21,443	\$ 10,000	\$ 11,493
Art - Public Art Acquisition	\$ -	\$ 21,443	\$ 10,000	\$ 11,493
Art Fund Ending Cash	\$ 1,323.00	\$ -	\$ 11,443	\$ -

Description	2014 Actual	2015 Current Budget	Estimated Ending	Council Budget
206 - LTGO 2004 Bond Beginning Cash	\$ -	\$ -	\$ -	\$ -
Interfund Transfer In	\$ (105,720.51)	\$ (102,532)	\$ 16,319	
LTGO 2004	\$ (105,720.51)	\$ (102,532)	\$ 16,319	
LTGO 2004 Princp Pymt - PD	\$ 70,000.00	\$ 70,000	\$ -	
LTGO 2004 Interest Pymt - PD	\$ 35,418.76	\$ 32,532	\$ 16,266	
LTGO 2004 Bond Fees - PD	\$ 301.75	\$ -	\$ 54	
LTGO 2004	\$ 105,720.51	\$ 102,532	\$ 16,320	
LTGO 2004 Bond Ending Cash	\$ -	\$ -	\$ -	\$ -
210 - LTGO 2008 Bond Beginning Cash	\$ -	\$ -	\$ -	\$ -
Interfund Transfer In - SD	\$ (134,116.02)	\$ (130,946)	\$ 130,946	\$ 132,645
Interfund Transfer In - REET	\$ (225,132.74)	\$ (220,478)	\$ 220,478	\$ 220,623
LTGO 2008	\$ (359,249)	\$ (351,424)	\$ 351,424	\$ 353,268
2008 Bond Princp Pymt - GG	\$ 130,032.40	\$ 129,879	\$ 129,879	\$ 134,731
2008 Bond Interest Payment	\$ 94,800.34	\$ 90,249	\$ 90,249	\$ 85,542
2008 Bond Fees	\$ 300.00	\$ 350	\$ 350	\$ 350
2008 Bond Principal - Sewer	\$ 94,967.60	\$ 95,121	\$ 95,121	\$ 100,269
2008 Bond Interest Payment	\$ 39,148.42	\$ 35,825	\$ 35,825	\$ 32,376
LTGO 2008	\$ 359,249	\$ 351,424	\$ 351,424	\$ 353,268
LTGO 2008 Bond Ending Cash	\$ -	\$ -	\$ -	\$ -
212 - LTGO 2010 Bond Beginning Cash	\$ -	\$ -	\$ -	\$ -
Interfund Transfer In	\$ (94,912.18)	\$ (549,913)	\$ 549,913	\$ 74,166
2010B Bond Principal - Civic	\$ -	\$ 455,000	\$ 455,000	\$ -
2010B Bond Interest - Civic	\$ 20,748.00	\$ 20,748	\$ 20,748	\$ -
2010A Bond Principal - PW shop	\$ 62,857.67	\$ 64,182	\$ 64,182	\$ 67,103
2010A Bond Interest - PW Shop	\$ 11,306.51	\$ 9,983	\$ 9,983	\$ 7,063
LTGO 2010	\$ 74,164.18	\$ 549,913	\$ 549,913	\$ 74,166
LTGO 2010 Bond Ending Cash	\$ -	\$ -	\$ -	\$ -
213 - LTGO 2015 Bond Beginning Cash	\$ -	\$ -	\$ -	\$ -
2004 Refunding Bond Proceeds			\$ 785,000	
Interfund Transfer In			\$ 85,468	\$ 97,600
2015 LTGO Revenues		\$ -	\$ 870,468	\$ 97,600
2015 LTGO Principal Pymt - PD			\$ 84,000	\$ 83,000
2015 LTGO Interest Pymt - PD			\$ 1,468	\$ 14,300
2015 LTGO Bond Debt Issuance Costs			\$ 14,096	\$ -
2015 LTGO Bond Fees - PD				\$ 300
2004 Ref Debt Escrow Princ Pmt			\$ 755,000	\$ -
2004 Ref Debt Escrow Int Pymt			\$ 15,904	\$ -
2015 LTGO Expenditures		\$ -	\$ 870,468	\$ 97,600
LTGO 2015 Bond Ending Cash	\$ -	\$ -	\$ -	\$ -
301 - Developer Contribution Fund Beginning Cash		\$ 3,617,169	\$ 3,617,169	\$ 3,555,714
Traffic Mitigation - GMA Cnty	\$ (324,707.64)	\$ (200,000)	\$ (277,184)	\$ 100,000
Traffic Mitigation - TIZ 1	\$ (69,978.99)	\$ (10,000)	\$ (5,814)	\$ 10,000
Traffic Mitigation - TIZ 2-3	\$ (17,531.00)	\$ -	\$ (236,563)	\$ 400,000
Park Mitigation - SEPA	\$ (317,545.53)	\$ (100,000)	\$ (205,634)	\$ 300,000
Investment Interest	\$ (3,119.52)	\$ (1,500)	\$ (3,738)	\$ 2,500
Developer Contribution Fund	\$ (732,883)	\$ (314,500)	\$ (728,933)	\$ 812,500
Developer Contribution Fund	\$ -	\$ 190,388	\$ 190,388	\$ 250,000
Developer Contribution Fund	\$ -	\$ 600,000	\$ 600,000	\$ 1,000,000
Developer Contribution Fund Ending Cash	\$ 3,617,169.00	\$ 3,141,281	\$ 3,555,714	\$ 3,118,214
303 - REET I Fund Beginning Cash		\$ 966,786	\$ 966,786	\$ 640,072
REET 1-1st Quarter Percent	\$ (509,594.69)	\$ (400,000)	\$ (491,055)	\$ 525,000
Investment Interest	\$ (873.11)	\$ (1,000)	\$ (1,222)	\$ 1,500
Tranfser In	\$ -	\$ (1,640)	\$ (1,640)	\$ -
REET I	\$ (510,468)	\$ (402,640)	\$ (493,917)	\$ 526,500
Transfer to Police St Debt Fnd	\$ 105,720.51	\$ 102,532	\$ 101,787	\$ 97,600
transfer to 210 for 2008 bonds	\$ 225,132.74	\$ 220,478	\$ 220,478	\$ 220,623
Transfer to 212 for 2010 Bonds	\$ 20,748.00	\$ 475,748	\$ 475,748	\$ -
800 MHZ Capital Debt Principal	\$ 14,738.00	\$ 15,549	\$ 15,549	\$ 16,404
800 MHZ Capital Debt Interest	\$ 7,880.00	\$ 7,069	\$ 7,069	\$ 6,215
REET I	\$ 374,219	\$ 821,376	\$ 820,631	\$ 340,842
REET I Fund Ending Cash	\$ 966,786.00	\$ 548,050	\$ 640,072	\$ 825,730

Description	2014 Actual	2015 Current Budget	Estimated Ending	Council Budget
304 - REET II Fund Beginning Cash		\$ 1,995,885	\$ 1,995,885	\$ 2,390,868
REET 2- 2nd Quarter Percent	\$ (508,200.05)	\$ (400,000)	\$ (484,845)	\$ 525,000
Investment Interest	\$ (1,629.38)	\$ (1,000)	\$ (2,482)	\$ 2,000
REET II	\$ (509,829)	\$ (401,000)	\$ (487,327)	\$ 527,000
Capital - SWM Drainage Improve	\$ -	\$ 18,180	\$ 18,180	\$ -
Transfer to 212 for 2010A Bond	\$ 74,164.18	\$ 74,164	\$ 74,164	\$ 74,166
REET II	\$ 74,164	\$ 92,344	\$ 92,344	\$ 74,166
REET II Fund Ending Cash	\$ 1,995,885.00	\$ 2,304,541	\$ 2,390,868	\$ 2,843,702
309 - Sidewalk Capital Project Fund Beginning Cash		\$ 507,542	\$ 507,542	\$ 425,482
WA TIB - Sidewalk	\$ (204,750.00)	\$ (310,000)	\$ (248,008)	\$ 483,200
Investment Interest	\$ (474.35)	\$ (500)	\$ (609)	\$ 500
Interfund Transfer In	\$ -	\$ -	\$ -	\$ 500,000
Sidewalk Capital Project Fund	\$ (205,224)	\$ (310,500)	\$ (248,617)	\$ 983,700
Sidewalk Construction	\$ -	\$ 533,446	\$ 330,677	\$ 604,000
Sidewalk Capital Project Fund	\$ -	\$ 533,446	\$ 330,677	\$ 604,000
Sidewalk Capital Project Fund Ending Cash	\$ 507,542.00	\$ 284,596	\$ 425,482	\$ 805,182
401 - Sewer Fund Beginning Cash		\$ 269,425	\$ 269,425	\$ 275,606
Sewer Utility Agreement	\$ (85,600.00)	\$ (77,040)	\$ (77,040)	\$ 75,000
Investment Interest	\$ (356.58)	\$ (350)	\$ (327)	\$ 350
Sewer District reimbursement	\$ (1,319,754.34)	\$ (1,310,290)	\$ (1,310,290)	\$ 1,315,876
Sewer Fund	\$ (1,405,711)	\$ (1,387,690)	\$ (1,387,657)	\$ 1,391,226
SE-Salaries	\$ 75,090.79	\$ 48,000	\$ 44,667	\$ 57,566
SE-Benefits	\$ 13,655.56	\$ 11,400	\$ 8,365	\$ 10,156
SE-Social Security	\$ 5,457.98	\$ 3,500	\$ 3,306	\$ 5,078
SE-Retirement	\$ 6,900.03	\$ 4,500	\$ 4,186	\$ 4,672
SE-Workmans Comp	\$ 491.73	\$ 600	\$ 379	\$ 406
SE-Travel & Meetings	\$ -	\$ 200	\$ 105	\$ 200
SE-Storm Drainage	\$ 9,329.20	\$ 10,178	\$ 10,178	\$ 10,178
PWTF 2002 - Principal	\$ -	\$ 85,691	\$ 85,691	\$ 85,692
PWTF 2005 - Principal	\$ -	\$ 52,632	\$ 52,632	\$ 52,632
PWTF 2006 - Principal	\$ -	\$ 409,539	\$ 409,539	\$ 409,540
PWTF 2008 - Principal	\$ -	\$ 553,180	\$ 553,180	\$ 553,180
PWTF 2002 - Interest	\$ -	\$ 3,428	\$ 3,428	\$ 3,000
PWTF 2005 - Interest	\$ -	\$ 11,579	\$ 11,579	\$ 10,527
PWTF 2006 - Interest	\$ -	\$ 24,572	\$ 24,572	\$ 22,525
PWTF 2008 - Interest	\$ -	\$ 38,723	\$ 38,723	\$ 35,957
SE-Trnf 2008 Debt Serv OM	\$ 134,116.02	\$ 130,946	\$ 130,946	\$ 132,645
Sewer Fund	\$ 245,041	\$ 1,388,668	\$ 1,381,476	\$ 1,393,954
Sewer Fund Ending Cash	\$ 269,425.00	\$ 268,447	\$ 275,606	\$ 272,878
410 - Storm & Surface Fund Water Beginning Cash		\$ 1,569,469	\$ 1,569,469	\$ 1,896,056
WA DOE - LID - G1100280	\$ -	\$ -	\$ (46,526)	\$ -
WA DOE - Milfoil G1300127	\$ (24,355.62)	\$ -	\$ (17,644)	\$ -
WA DOE - Capacity G1400295	\$ -	\$ (50,000)	\$ (47,305)	\$ 25,000
Storm Drainage Charges	\$ (1,422,642.00)	\$ (1,478,140)	\$ (1,478,140)	\$ 1,507,703
SnoCo Aerator Contrib	\$ -	\$ (200)	\$ (230)	\$ 200
SnoCo Weed Abate Contrib.	\$ (10,237.73)	\$ (15,088)	\$ (10,220)	\$ 15,000
Investment Interest	\$ (1,208.41)	\$ (1,315)	\$ (1,764)	\$ 1,500
Storm Misc Revenues	\$ -	\$ -	\$ (9,454)	\$ -
Storm & Surface Water Fund Revenues	\$ (1,458,444)	\$ (1,544,743)	\$ 1,611,284	\$ 1,549,403
SW-Safety Program	\$ 1,901.38	\$ 2,100	\$ 2,100	\$ 2,100
SW-Salaries	\$ 452,380.26	\$ 566,545	\$ 516,422	\$ 573,015
SW-Overtime	\$ 914.89	\$ 2,500	\$ 725	\$ 1,300
SW-Benefits	\$ 129,974.53	\$ 176,280	\$ 131,865	\$ 150,449
SW-Social Security	\$ 33,435.47	\$ 40,000	\$ 33,642	\$ 48,067
SW-Retirement	\$ 40,926.68	\$ 50,000	\$ 42,146	\$ 51,879
SW-Workmans Compensation	\$ 8,125.36	\$ 10,000	\$ 7,630	\$ 9,000
SW Clothing-Boot Allowance	\$ 2,700.00	\$ 2,860	\$ 3,318	\$ 4,500
SW-Clothing	\$ 1,208.44	\$ 1,160	\$ 2,761	\$ 1,500
<i>Steel Toed Boots for Tech Staff Split with Street</i>			\$ -	\$ 300
SW-Office Supplies	\$ 667.45	\$ 2,250	\$ 582	\$ 2,000
SW-Operating Costs	\$ 34,581.88	\$ 46,600	\$ 19,925	\$ 30,000
<i>Flammable safety cabinet split with Street</i>			\$ -	\$ 1,000
<i>2 New PC's Split with Street</i>			\$ -	\$ 1,200

Description	2014 Actual	2015 Current Budget	Estimated Ending	Council Budget
SW-Fuel	\$ 10,779.20	\$ 15,000	\$ 7,081	\$ 15,000
SW-Small Tools	\$ 691.87	\$ -	\$ -	\$ -
SW-Professional Services	\$ 8,164.53	\$ 12,500	\$ 11,751	\$ 12,500
SW-Milfoil Treatment	\$ -	\$ 45,000	\$ 45,000	\$ 45,200
SW-Street Cleaning	\$ 9,226.41	\$ 20,000	\$ 20,000	\$ 20,000
SW-Software Maint & Support	\$ -	\$ 1,200	\$ 1,200	\$ 3,575
SW-Advertising	\$ 751.49	\$ 1,200	\$ 741	\$ 750
SW-Prof Srv Legal	\$ -	\$ -	\$ 398	\$ -
SW-Communications	\$ 3,309.92	\$ 3,558	\$ 4,239	\$ 4,000
SW-Travel & Meetings	\$ 12.72	\$ 600	\$ 100	\$ -
<i>SW-Travel & Meetings Priority 1</i>				\$ 150
<i>SW-Travel & Meetings Priority 2</i>				\$ 150
SW-Excise Taxes	\$ 21,244.72	\$ 26,045	\$ 18,982	\$ 25,000
SW-Equipment Rental	\$ 4,726.30	\$ 2,500	\$ 2,500	\$ 2,500
SW-Rentals-Leases	\$ -	\$ 100	\$ -	\$ -
SW-Insurance	\$ 79,037.00	\$ 59,112	\$ 58,160	\$ 7,682
SW-Utilities	\$ 1,893.38	\$ 2,026	\$ 2,593	\$ 2,400
SW-Drainage	\$ 2,455.38	\$ 2,455	\$ 2,455	\$ 2,455
SW-Repairs & Maintenance	\$ 37,314.68	\$ 51,400	\$ 42,364	\$ 50,000
SW-Miscellaneous	\$ 92.00	\$ 300	\$ 259	\$ 300
SW-Staff Development	\$ 281.00	\$ 300	\$ 150	\$ -
<i>SW-Staff Development Priority 1</i>				\$ 700
SW-Customer Billing	\$ 30,784.22	\$ 34,000	\$ 32,605	\$ 34,000
SW-DOE Annual Permit	\$ 34,255.54	\$ 35,000	\$ 35,000	\$ 36,000
SW-Water/Soil-Contract R&M Op	\$ 95,679.76	\$ 100,000	\$ 95,514	\$ 105,400
SW-Aerator Monitors	\$ 12,371.31	\$ 10,000	\$ 10,343	\$ 20,000
SW-Aerator Utilities	\$ 2,152.86	\$ 214		\$ -
DOE FY14 Milfoil Grant	\$ 26,321.02	\$ -		\$ -
DOE G1400295 - Capacity Exp	\$ 14,829.06	\$ 40,000	\$ 24,403	\$ 25,000
SW-Parkway Crossing Det Pond	\$ 10,700.00	\$ 10,700	\$ 10,700	\$ 10,700
SW-Storm Drainage - Cap Proj	\$ -	\$ 20,000	\$ -	\$ -
<i>Jake Place Pond Fencing</i>				\$ 25,000
<i>Mandolin Storm Pond</i>				\$ 23,000
SW-Lundeen Creek Restor	\$ -	\$ -		
SW-Contribution Cap Equip Fund	\$ 12,000.00	\$ 41,480	\$ 29,615	\$ 146,865
SW-Contr Computer Equip	\$ 5,660.00	\$ 58,500	\$ 58,500	\$ 15,000
SW-Contrib To Unemployment	\$ 2,313.00	\$ -	\$ -	\$ -
SW-Transfer to Aerator Equip	\$ 7,144.00	\$ 8,930	\$ 8,930	\$ 8,930
Storm & Surface Water Fund Expenditures	\$ 1,141,007.71	\$ 1,502,415	\$ 1,284,697	\$ 1,518,567
Storm & Surface Fund Water Ending Cash	\$ 1,569,468.77	\$ 1,611,797	\$ 1,896,056	\$ 1,926,891
501 - Unemployment Fund Beginning Cash		\$ 109,747	\$ 109,747	\$ 102,917
Investment Interest	\$ (98.63)	\$ -	\$ 100	\$ 200
Interfund Transfer In	\$ (8,000.00)	\$ -	\$ -	\$ -
Payment to Claimants	\$ -	\$ 30,000	\$ 6,929	\$ 30,000
Unemployment Fund Ending Cash	\$ (8,098.63)	\$ 79,747	\$ 102,917	\$ 73,117
510 - Capital - IT Fund Beginning Cash		\$ 90,258	\$ 90,258	\$ 215,106
Information Srv - Shared Exp	\$ (2,101.28)	\$ (2,217)	\$ (2,101)	\$ 2,217
Investment Interest	\$ (72.11)	\$ (100)	\$ (161)	\$ 100
Sale of Scrap & Junk Property	\$ -	\$ -	\$ (68)	\$ -
Contributed Capital-Computer	\$ (80,000.00)	\$ (270,000)	\$ (270,000)	\$ 150,000
Capital - IT Revenues	\$ (82,173.39)	\$ (272,317)	\$ 272,331	\$ 152,317
Purchase Computer Equipment	\$ 17,359.24	\$ 38,758	\$ 38,758	\$ -
MDT Replacement Computer, and docking stations. (3)				\$ 12,000
Computer Replacement (10)				\$ 12,000
<i>Upgrade SQL Server License</i>				\$ 2,515
<i>2 Fax Boards- (PL & CH) Dependent on Phone System Upgrade</i>				\$ 1,300
License Renewal - Annual Maint	\$ 58,115.65	\$ 18,625	\$ 18,625	\$ -
.GOV Domain Name Renewal				\$ 200
AppAssure Backup Renewal				\$ 2,500
Firewall Security Bundle Renewal (City Shop, Evidence, Fairweather, City Main)				\$ 3,000
Fiber Lease for Police to Snopac (New World)				\$ 7,500
Website Annual Renewal				\$ 5,000
Barracuda Subscription Renewal				\$ 4,500
Dell Kace Patch Management Renewal				\$ 2,000
Trend Micro Antivirus Renewal				\$ 2,250

Description	2014 Actual	2015 Current Budget	Estimated Ending	Council Budget
ILA w/County for Fiber to Snopac				\$ 600
Meraki Cloud Management Renewal (3 Wireless AP's)				\$ 300
3 Year GoDaddy SSL Certificate Renewal				\$ 900
<i>Smarsh Yearly Cost (Email, SMS, Social Media, Website)</i>				\$ 9,000
Capital - Purch Computer Equip	\$ 12,396.69	\$ 240,100	\$ 90,100	\$ -
Roll forward Enterprise Content Management (Placeholder)				\$ 150,000
<i>Phone System Upgrade</i>				\$ 11,000
Capital - IT Expenditures	\$ 87,871.58	\$ 297,483	\$ 147,483	\$ 226,565
Capital - IT Fund Ending Cash	\$ 90,258.02	\$ 65,092	\$ 215,106	\$ 140,858
520 - Capital - LE Fund Beginning Cash		\$ 262,474	\$ 262,474	\$ 321,311
Investment Interest	\$ (243.93)	\$ (200)	\$ (345)	\$ 200
Sale of Capital Assets	\$ -	\$ -	\$ (2,414)	\$ -
Insurance Recoveries - Capital	\$ (4,951.06)	\$ (200)	\$ -	\$ -
Equipment - Police - Contribution	\$ (160,000.00)	\$ (200,000)	\$ (200,000)	\$ 188,000
Equip - Police Boat - Contr	\$ (8,000.00)	\$ (8,000)	\$ (8,000)	\$ 8,000
Capital - Law Enforcement Revenues	\$ (173,194.99)	\$ (208,400)	\$ 210,759	\$ 196,200
Capital Equipment	\$ 131,891.57	\$ 151,922	\$ 151,922	\$ -
<i>Replacement vehicles (3)</i>				\$ 141,000
<i>Additional Vehicle for new Officer</i>				\$ 47,000
Capital - Law Enforcement Expenditures	\$ 131,891.57	\$ 151,922	\$ 151,922	\$ 188,000
Capital - LE Fund Ending Cash	\$ 262,473.94	\$ 318,952	\$ 321,311	\$ 329,511
530 - Capital - PW Fund Beginning Cash		\$ 276,353	\$ 276,353	\$ 168,894
Investment Interest	\$ (254.66)	\$ (225)	\$ (319)	\$ 225
Sale of Scrap & Junk Property	\$ -	\$ -	\$ (5,823)	\$ -
Sale of Capital Equipment	\$ -	\$ (18,500)	\$ (18,500)	\$ -
Interfund Transfer In	\$ (51,900.00)	\$ (156,000)	\$ (120,045)	\$ 335,955
Capital - Public Works Revenues	\$ (52,154.66)	\$ (174,725)	\$ 144,687	\$ 336,180
Purchase Of Capital Equipment	\$ 48,259.50	\$ 288,101	\$ 252,146	\$ 35,730
<i>Truck Mount Boom Mower (st/sw)</i>				\$ 220,000
Capital - Public Works Expenditures	\$ 48,259.50	\$ 288,101	\$ 252,146	\$ 255,730
Capital - PW Fund Ending Cash	\$ 276,352.77	\$ 162,977	\$ 168,894	\$ 249,344
540 - Aerator Equipment Fund Beginning Cash		\$ 109,147	\$ 109,147	\$ 119,286
SnoCo Aerator Contrib	\$ (856.00)	\$ (1,070)	\$ (1,070)	\$ 1,070
Investment Interest	\$ (100.68)	\$ (175)	\$ (139)	\$ 175
Interfund Transfer In	\$ (7,144.00)	\$ (8,930)	\$ (8,930)	\$ 8,930
Aerator Equip Replacement Fund	\$ (8,100.68)	\$ (10,175)	\$ (10,139)	\$ 10,175
Aerator Equipment Fund Ending Cash	\$ 109,147.00	\$ 119,322	\$ 119,286	\$ 129,461
621 - Contractor Deposit Fund Beginning Cash		\$ 2,121	\$ 2,121	\$ 2,200
Retainage -Public Bldg Maint	\$ (460.90)	\$ (1,000)	\$ (1,000)	\$ 1,000
Retainage - Street Project	\$ (18,326.39)	\$ (49,000)	\$ (49,000)	\$ 50,000
Contractor Deposits	\$ (18,787.29)	\$ (50,000)	\$ (50,000)	\$ 51,000
Contractor Deposits	\$ 439.39	\$ 2,500	\$ 300	\$ 3,200
Contractor Deposits	\$ 29,959.82	\$ 49,621	\$ 49,621	\$ 50,000
Contractor Deposit Fund Ending Cash	\$ 2,121.00	\$ -	\$ 2,200	\$ -
633 - Treasurers Trust Fund Beginning Cash		\$ 113	\$ 113	\$ -
District Court	\$ (95,963.25)	\$ (145,000)	\$ (145,000)	\$ 145,000
Gun Permit Fees	\$ (11,858.00)	\$ (15,000)	\$ (15,000)	\$ 15,000
St. Bldg Permit Fee Non-Rev	\$ (1,109.00)	\$ (3,000)	\$ (3,000)	\$ 3,000
Leasehold Excise Tax Receipts	\$ (3,140.64)	\$ (4,500)	\$ (4,500)	\$ 4,500
Violations Bureau-Local St	\$ (8,757.83)	\$ (25,000)	\$ (25,000)	\$ 25,000
Mandatory Ins.-Admin Cost Cnty	\$ (1.76)	\$ (500)	\$ (500)	\$ 500
Fire Department Fees	\$ (7,076.01)	\$ (7,000)	\$ (7,000)	\$ 7,000
Interfund Transfer In	\$ -	\$ -	\$ -	\$ -
Revenues	\$ (127,906.49)	\$ (200,000)	\$ (200,000)	\$ 200,000
Building - State Bl	\$ 1,086.50	\$ 2,000	\$ 2,000	\$ 2,000
Treasurer's Trust Fund	\$ 1,086.50	\$ 2,000	\$ 2,000	\$ 2,000
Gun Permit - State Remittance	\$ 8,250.50	\$ 10,000	\$ 10,000	\$ 10,000
Crime Victims Compensation	\$ 2,138.24	\$ 3,000	\$ 3,000	\$ 3,000
Public Safety And Ed. 1986	\$ 52,258.58	\$ 68,156	\$ 68,156	\$ 68,156
Public Safety And Education	\$ 31,185.45	\$ 55,000	\$ 55,000	\$ 55,000
Judicial Information System-Ci	\$ 9,668.39	\$ 26,957	\$ 26,957	\$ 26,844

Description	2014 Actual	2015 Current Budget	Estimated Ending	Council Budget
Gun Permit - FBI Remittance	\$ 4,033.00	\$ 4,000	\$ 4,000	\$ 4,000
Crime Laboratory Analysis Fee	\$ -	\$ 500	\$ 500	\$ 500
Trauma Care	\$ 3,513.48	\$ 5,000	\$ 5,000	\$ 5,000
School Zone Safety	\$ 564.89	\$ 1,000	\$ 1,000	\$ 1,000
Public Safety Ed #3	\$ 1,831.59	\$ 3,000	\$ 3,000	\$ 3,000
Auto Theft Prevention	\$ 4,946.06	\$ 6,000	\$ 6,000	\$ 6,000
HWY Safety Act	\$ 450.54	\$ 1,000	\$ 1,000	\$ 1,000
Death Inv Acct	\$ 365.68	\$ 1,500	\$ 1,500	\$ 1,500
WSP Highway Acct	\$ 2,074.09	\$ 2,000	\$ 2,000	\$ 2,000
Treasurer's Trust Fund	\$ 121,280.49	\$ 187,113	\$ 187,113	\$ 187,000
Leasehold Excise Tax Remit	\$ 4,633.57	\$ 4,500	\$ 4,500	\$ 4,500
Fire Dept Fee Remittance	\$ 7,280.00	\$ 6,500	\$ 6,500	\$ 6,500
Treasurer's Trust Fund	\$ 11,913.57	\$ 11,000	\$ 11,000	\$ 11,000
Expenditures	\$ 134,280.56	\$ 200,113	\$ 200,113	\$ 200,000
Contractor Deposit Fund Ending Cash	\$ 113.00	\$ -	\$ -	\$ -



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: November 10, 2015

Subject: Setting Property Tax Levy and Collection for 2016

Contact Person/Department: Barb Stevens - Finance Director **Budget Impact:** Yes

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Approve Ordinance No. 944 authorizing collection of property tax levy for 2016 and setting the property tax levy.

SUMMARY/BACKGROUND:

The County Assessor requires cities to submit an ordinance to them by November 30th each year authorizing the County to collect property taxes on behalf of the city. The ordinance is to state the percentage of increase requested by the City. As of this date the County has only preliminary dollar figures available for new construction and state-owned utilities so the total dollar amount levied may change. Because the City has annexed into the Library and Fire Districts, the City is capped at the “unused” portion of \$3.60. The Library is allowed up to \$0.50, the Fire District is allowed up to \$1.50, leaving the City with the remaining funds, usually \$1.60. If the other Districts do not levy the full amounts, the remaining portions can be levied by the City.

The 2016 preliminary AV shows an approximate increase of 10%. The rate of inflation (IPD rate) is 0.251 percent for tax year 2016. For taxing districts with a population of 10,000 or more the limit factor for property taxes in tax year 2016 is 100.251%. In order to increase the levy to 1%, a second ordinance would be required to show substantial need. The City is not pursuing the additional ordinance to raise the levy to 1%. This City’s estimated levy rate for 2016 is \$1.42.

The ordinance authorizes the Snohomish County Assessor to collect property taxes on behalf of the City of Lake Stevens on properties within the city limits. The ordinance includes an estimated 2% increase over the 2015 levy amount.

APPLICABLE CITY POLICIES:

Per RCW 84.52.020 and RCW 84.52.070 the legislative body must set property tax levies.

BUDGET IMPACT:

The ordinance will set the 2016 property tax levy and contribute revenue to the general and street funds.

ATTACHMENTS:

- Exhibit A: Ordinance No. 944

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

ORDINANCE NO. 944

AN ORDINANCE OF THE CITY OF LAKE STEVENS LEVYING TAXES UPON ALL PROPERTY – REAL, PERSONAL AND UTILITY, SUBJECT TO TAXATION WITHIN THE CORPORATE LIMITS OF THE CITY OF LAKE STEVENS, WASHINGTON FOR THE YEAR 2016.

WHEREAS, THE CITY COUNCIL OF LAKE STEVENS DESIRES TO SET THE PROPERTY TAX LEVY FOR 2016;

WHEREAS, THE CITY COUNCIL OF LAKE STEVENS HAS GIVEN NOTICE AS REQUIRED BY LAW OF THE PUBLIC HEARING HELD NOVEMBER 10, 2015, TO CONSIDER THE CITY'S CURRENT EXPENSE BUDGET FOR THE 2016 CALENDER YEAR, PURSUANT TO RCW 84.55.120; AND

WHEREAS, THE CITY COUNCIL OF LAKE STEVENS, AFTER HEARING AND AFTER DULY CONSIDERING ALL RELEVANT EVIDENCE AND TESTIMONY PRESENTED, DETERMINED THAT THE CITY OF LAKE STEVENS REQUIRES A REGULAR LEVY IN THE AMOUNT OF \$4,400,000, WHICH INCLUDES AN INCREASE IN PROPERTY TAX REVENUE FROM THE PREVIOUS YEAR, AND AMOUNTS RESULTING FROM THE ADDITION OF NEW CONSTRUCTION AND IMPROVEMENTS TO PROPERTY AND ANY INCREASE IN THE VALUE OF STATE-ASSESSED PROPERTY, AND AMOUNTS AUTHORIZED BY LAW AS A RESULT OF ANY ANNEXATIONS THAT HAVE OCCURRED, AND REFUNDS MADE, IN ORDER TO DISCHARGE THE EXPECTED EXPENSES AND OBLIGATIONS OF THE CITY AND IN ITS BEST INTEREST;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKE STEVENS DO ORDAIN AS FOLLOWS:

Section 1. An increase in the regular property tax levy is hereby authorized for the 2016 levy in the amount of \$10,611 which is a percentage increase of 0.251% from the previous year. This increase is exclusive of additional revenue resulting from the addition of new construction and improvements to property and any increase in the value of state assessed property, and any additional amounts resulting from annexations that have occurred and refunds made as provided by RCW 84.55.010.

Section 2. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in force five (5) days after the date of publication.

PASSED by the City Council of the City of Lake Stevens this 10th day of November, 2015.

Marcus Tageant, Mayor Pro Tem

ATTEST/AUTHENTICATION:

Kathy Pugh, Deputy City Clerk

APPROVED AS TO FORM:

Grant Weed, City Attorney

First and Final Reading: November 10, 2015

Published:

Effective Date:



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: November 10, 2015

Subject: Contract with Prothman Company for Interim City Administrator

Contact Person/Department: Councilman Spencer **Budget Impact:** 2015 \$30,000

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Authorize the Mayor to Contract for Interim City Administrator

SUMMARY/BACKGROUND:

The Mayor and Mayor Elect would like to contract for an interim City Administrator through the Prothman Company.

BUDGET IMPACT:

The hourly rate is \$103 an hour including tax and is anticipated to begin November 16th.

ATTACHMENTS:

- ▶ Exhibit A: Contract

EXHIBIT A



October 26, 2015

Mr. Vern Little
Mayor
City of Lake Stevens
1812 Main St.
P.O. Box 257
Lake Stevens, WA 98258

Dear Mayor Little:

Thank you for your confidence in the Prothman Company. Below is our standard agreement for providing interim services. Would you please sign and return a copy to our offices. Please call me if you have any questions.

Term. The term of this Agreement is ongoing, provided the City may terminate this agreement at any time.

Prothman Interim City Administrator. The Prothman Interim City Administrator serves as a Prothman Company employee assigned to the City of Lake Stevens and shall perform such duties as assigned by the City. The City shall have the right to direct the Prothman Company to replace the Interim City Administrator at any time.

Employer Duties of the Prothman Company. The Prothman Company shall provide a Prothman Company employee qualified to act as the City's Interim City Administrator during the term of the contract. The Prothman Company shall (1) pay all wages and other remuneration to its employee who is provided under this Agreement, (2) prepare and file all payroll tax returns and reports, (3) pay all amounts due and owing pursuant to the payroll tax returns and reports, (4) prepare, file, and furnish to the employee applicable employee tax forms, and (5) prepare and file, with a copy to the City, applicable employer tax forms.

Duties of the City. When applicable, the City shall provide a work place for the Interim City Administrator and maintain the work place in accordance with applicable health and working standards, notify the Prothman Company immediately of all employee injuries and provide reimbursement to the Interim City Administrator for costs incurred as a result of performing City business such as mileage, travel expenses and other similar costs at the normal City rates and in accordance with the City's cost reimbursement policies applicable to City employees.

Fees & Expenses. The Interim City Administrator's hourly rate is \$100 for each hour worked by the Interim City Administrator. Invoices will be submitted to the City every two weeks and are due within twenty (20) days of receipt. A 3% charge will be added reflecting Prothman's City of Issaquah and Washington State B&O tax obligations. The City is also responsible for any client-required licenses, fees or taxes. Delinquent payments will be subject to a late payment charge of 12% (annual) and which will be applied to any unpaid balance owed commencing seven (7) days after the payment due date.

Finder's Fee. If the City chooses to hire the Interim City Administrator as a regular City employee, the City agrees to pay the Prothman Company the percentage of the starting annual salary based upon the length of the assignment with the City as represented below:
0 to 12 months - 15%
After 13 months - 10%



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council **Agenda** 10 November 15
Date: _____

Subject: Trestle Holding LLC Traffic Impact Fee Exemption Consideration Request

Contact Mick Monken **Budget Impact:** NA
Person/Department: Public Works

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Discussion only – in response to a developer's request for consideration for a change to Resolution 2014-13 to allow Neighborhood Business zoning to be an included eligible land use.

SUMMARY/BACKGROUND: At the 13th October 2015 Council meeting a letter was submitted by Patrick McCourt, representing the Trestle Holding LLC (TH), regarding Traffic Impact Fee exemption request in accordance with Resolution 2014-13. Staff was directed to bring this back before the Council with a response.

Resolution 2014-13: On 8th December 2014, the City Council adopted Resolution 2014-13 that established a temporary traffic impact fee (TIF) exemption incentive program for a period of 3 years. The intent was to attract large format retail businesses into the City within specified zoning districts. Under this Resolution, a new commercial development could be eligible for up to 50% reduction in the TIF. To be eligible for TIF exemption the applicant must meet all of the following criteria:

1. Be a new commercial retail business subject to retail sales tax.
2. Applicant must demonstrate that it is likely to generate, based on similar store sales or other reliable data, average annual tax revenue to the city of at least \$100,000.
3. Development must be located in one of the following land use zones: Local Commercial, Mixed Use, Commercial District, Downtown/Local Commercial, and Planned Business District.
4. Applicant may only use one of the traffic impact fee incentives.

Initial Applicant's Request: TH submitted a letter (dated 4 August 2015) to the City staff requesting that the Trestle Station receive the 50% reimbursement of the TIF. In this letter it was noted by the applicant that the site was located in a Neighborhood Business zone and commented that given a strict reading of the Resolution that it would not qualify for a reimbursement. In addition, no analysis was provided to demonstrate that this site would generate the sales tax revenue to the City.

City staff responded with a denial for the exception request citing to the applicant that: 1) the applicant did not demonstrate that this business would generate the average annual City portion of sales taxes (criteria 2); and 2) the development site was not in one of the identified eligible commercial zone (criteria 3).

Applicant's Council Request: In response to the City staff's denial, TH submitted a letter dated 12 October 2015 to the Council at the 13 October 2015 meeting requesting the City Council clarify its intent of Resolution 2014-7. The applicant is requesting clarification if Neighborhood Business zoning is singled out and how can they be expected to provide a revenue analysis when they do not know who their tenants will be.

Discussion: In the development of the TIF incentive plan, the Planning Commission identified that the goal is to encourage the type of businesses that the City is not seeing. This is to help fill the gap in the type of commercial development missing as identified in the 2011 Business Leakage plan. In that plan it identified several types of retail businesses that included; furniture, home furnishings, electronics, clothing, and gas stations. The key intent was to bring living wage jobs and diversity of business types to the city. Zoning was reviewed and Neighborhood Business zoning was omitted from the eligible commercial zoning as these type of properties typically result in mini-markets and other small local needs retail. Also these types of businesses do not generate living wage jobs.

If the Council wants to consider including Neighborhood Businesses in the incentive program, it needs to re-examine the overall intent. That is, what is the type of business that the City is trying to attract and does neighborhood business fit this. As a point of discussion, during the development of the TIF incentive program, a potential 20th Street SE neighborhood business approached the City for consideration and was informed that that zoning was not included as it was not what the City was trying to attract. TH is the second development within this zoning to approach the City regarding consideration.

Regarding the \$100,000 City tax revenue, TH has asked why the City cannot develop this information as some Staff members have access to other businesses revenue. The main reason is that this would be a conflict in the role of the City as reviewer and approver to support a private for profit venture. Also for a City employee to gain access to tax information they are required to sign a Tax and License Confidentiality Affidavit. Cited in the affidavit under RCW 82.32.330(6) disclosing confidential information is guilty of a misdemeanor. Staff has spoken with Patrick McCourt explaining why it is necessary for the developer to provide this information to support their position. It is Staff's understanding that TH will have this document prepared and that this is not an issue.

APPLICABLE CITY POLICIES: Resolution 2014-13

BUDGET IMPACT:

ATTACHMENTS:

- ▶ Exhibit A: Resolution 2014-13
- ▶ Exhibit B: Trestle Holding LLC 12th October letter to Council

EXHIBIT A

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

RESOLUTION No. 2014-13

**A RESOLUTION OF THE CITY OF LAKE STEVENS, ESTABLISHING A
TEMPORARY TRAFFIC IMPACT FEE EXEMPTION INCENTIVE
PROGRAM FOR A PERIOD OF THREE YEARS TO STIMULATE
GROWTH OF NEW RETAIL BUSINESSES IN LAKE STEVENS**

WHEREAS, the City of Lake Stevens, Washington is a city in Snohomish County, Washington, planning under the Growth Management Act, Chapter 36.70A Revised Code of Washington; and

WHEREAS, RCW Chapter 82.02 authorizes cities planning under the Growth Management Act to assess, collect, and use impact fees to help finance public facilities needed to accommodate growth; and

WHEREAS, the City Council adopted Ordinance No. 876 effective October 8, 2012 amending Lake Stevens Municipal Code 14.112 relating to traffic impact fees establishing a traffic fee calculation; and

WHEREAS, the City issued the "Traffic Impact Fee Cost Basis for the City of Lake Stevens" Policy Memorandum on October 1, 2012; and

WHEREAS, pursuant to Resolution No. 2013-13 the City established a specific traffic impact fee; and

WHEREAS, the City Council approved Resolution No. 2014-7 supporting the City's intent to create economic development incentives to stimulate job and retail sales tax growth; and

WHEREAS, the City Council adopted Ordinance No. 922 on December 8, 2014, establishing the City Council's authority to adjust traffic impact fees;

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

Section 1. Traffic Fee Exemption. Pursuant to RCW 82.02.060(2) and (4), and Lake Stevens Municipal Code 14.112.080(d), there is hereby established a temporary exemption from the traffic impact fee set forth in LSCM 14.112.080(b) for development activity which meets the criteria of section 3.

Section 2. Application for Traffic Impact Fee Exemption. Any developer applying

for a development permit which meets each of the criteria set forth in Section 3 herein may apply to the director of public works or designee for an exemption from the traffic impact fee established pursuant to fees Resolution 2013-13 as it now reads or is hereafter amended. Said application shall be on forms provided by the city and shall be accompanied by all information and data the city deems necessary to process the application. To the extent it is authorized by law the city shall endeavor to keep all proprietary information submitted with said application confidential; provided, however, this section shall not create or establish a special duty to do so.

Section 3. Exemption Criteria. To be eligible for the temporary traffic impact fee exemption established by this Resolution, the applicant shall meet each of the following criteria:

A. The applicant must be a new commercial retail business in the Lake Stevens city limits. For purposes of this section, "new commercial retail business" shall mean any business which sells retail goods and services which are subject to the retail sales tax provisions of Chapter 3.20, 3.28, 3.32 LSMC and Washington State Law which applies for a development permit and which is subject to payment of traffic impact fees pursuant to LSMC 14.112.

B. Based on similar store sales or other reliable data, as determined by the city, the applicant must demonstrate that it is likely to generate to the city of Lake Stevens average annual city of Lake Stevens portion sales and use tax revenue of at least \$100,000 based upon the three-year period commencing from date of City issuance of a certificate of occupancy.

C. The applicant must be a new retail business located within one of the following prescribed land use zones: Local Commercial (LC), Mixed Use (MU), Commercial District (CD), Downtown/Local Commercial (D/LC), and Planned Business District (PBD).

D. The eligible applicant may only use one of the traffic impact fee incentives specified herein or in Resolution 2014-13, for retail sales tax traffic impact fee exemption but shall not qualify for more than one incentive program.

Section 4. Administration of Traffic Impact Fee Exemption. Upon acceptance of an application for exemption from traffic impact fees pursuant to Section 2, the applicant shall pay to the city the full amount of the traffic impact fees required pursuant to LSMC 14.112, adopted Traffic Impact Fee Cost Basis for the City of Lake Stevens policy document, and Resolution 2013-13 as it now reads or is hereafter amended. Following payment in full of the traffic impact fees the city shall deposit and manage the fees as set forth in Section 5. At the expiration of a three-year period commencing from the date of issuance of a certificate of occupancy the public works director, and with the assistance of the city finance director, the City shall determine if the average annual city of Lake Stevens portion sales and use tax revenue received by the city meets the minimum amount stated in Section 3B. The determination shall be based upon the sales

tax reporting requirements of Chapter 3.28 LSMC and Washington State law as it now reads or is hereafter amended.

A. In the event the three-year average annual city of Lake Stevens portion sales and use tax revenue criteria of Section 3B has been met as determined by the director of public works, there shall be an exemption of 50 percent from the traffic impact fees otherwise due pursuant to LSMC 14.112.030. In such case, 50 percent of the amount paid to the city shall be refunded to the applicant, plus any accrued interest. The remainder of the funds deposited shall belong to the city and shall be released to the city upon payment.

B. In the event the three-year average annual city of Lake Stevens portion sales and use tax revenue criteria of Section 3B has not been met, the traffic impact fee required under 14.112.030 shall immediately belong to and shall be released to the city; provided, however, in cases where the applicant has met at least 75 percent of the amount set forth in Section 3B, the applicant shall receive a partial exemption which shall result in a refund of 25 percent of the amount of the traffic fee paid to the city plus any accrued interest. The remainder of the funds deposited shall belong to the city and shall be released to the city upon payment of the refund to the applicant.

C. In cases where the applicant has not met either the three-year annual sales and use tax revenue of Section 3B or 75 percent thereof, all traffic impact fees paid shall belong to the city.

Section 5. Deposit and Management of Traffic Impact Fees. Traffic impact fees paid by an applicant pursuant to LSMC 14.112.030 shall be deposited by the city into a separate interest bearing account with any qualified public depository for local government as determined by the city. The account holder shall be the city of Lake Stevens. The city may at its option withdraw up to 50 percent of said funds at any time for uses authorized by this title. All other funds deposited in that account shall be used exclusively for payment of refunds to eligible applicants and balances, if any, to which the city is entitled. All refunds and interest to which an applicant is entitled shall be paid by the city within 120 days following the three-year period following the issuance of a certificate of occupancy.

Section 6. Appeals. Any applicant aggrieved by the determination of the director of public works as to whether the criteria of Section 3 have been met or the eligibility for an exemption from LSMC 14.112.030 or the amount of refund to which an applicant is entitled to pursuant to Section 4 may file a written appeal to the city's land use hearing examiner as established by LSMC 2.48 and 14.16A.350. The city examiner is hereby specifically authorized to hear and decide such appeals and the decision of the hearing examiner shall be final action of the city and subject to appeal pursuant to 14.16B.140 for a Type I application LSMC .

Section 7. Application of Sales and Use Tax Revenue from Businesses Which Receive an Exemption or Partial Exemption.

A. All sales and use tax received by the city from applicants who receive an exemption or partial exemption from the requirements of this title shall be deposited in a special account to be administered by the city. Said account shall be established to pay traffic impact fees that otherwise would have been paid had an exemption or partial exemption not been granted. Said amounts shall be expended for purposes authorized by and in accordance with the provisions of this Resolution and the provisions of the city's capital improvement plan for streets. All sales and use tax revenues in excess of the amount paid as traffic impact fees received by the city from the applicant may be deposited in the city's general fund and may be expended for any lawful purpose as directed by the city council.

B. Special Sales Tax Account. The city shall establish by separate ordinance a special sales tax account for the purposes set forth in Section 6A.

Section 8. Severability. If any section, sentence, clause or phrase of this Resolution should be held invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Resolution.

Section 9. Effective Date. This Resolution shall take effect immediately upon passage by the Lake Stevens City Council and shall automatically terminate three (3) years from the date of passage of this Resolution unless otherwise extended by resolution or Ordinance of the Lake Stevens City Council

PASSED by the City Council of the City of Lake Stevens this 8th day of December, 2014.



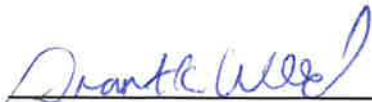
Vern Little, Mayor

ATTEST:



Kathy Pugh, Deputy City Clerk

APPROVED AS TO FORM:



Grant K. Weed, City Attorney

**TRESTLE HOLDINGS LLC
719 91ST AVE. N.E.
LAKE STEVENS WA 98258**

RECEIVED

OCT 12 2015

CITY OF LAKE STEVENS

October 12, 2015

SUBMITTED AT MEETING OF
10 / 13 / 2015
FOR PUBLIC RECORD

Lake Stevens City Council
1812 Main St.
Lake Stevens WA.

Re: **TRESTLE STATION- APPLICATION FOR TRAFFIC IMPACT FEE INCENTIVE- LETTER OF DENIAL
DATED AUGUST 18, 2015**

Dear Council Members

The purpose of this letter is to request that City Council clarify its intent as it relates to Council Resolution 2014-7 and City Ordinance no. 922 and direct City Staff to approve Trestle Holdings Traffic Impact Fee Exemption/Adjustment Application.

Trestle Holdings LLC. (TH) submitted a Traffic Impact Fee Exemption/Adjustment application on August 5th, 2015 which was denied by the Public Works Director on August 28th, 2015.

For your ease of reference submitted herewith please find the following documents.

1. City of Lake Stevens Resolution No. 2014-7 Oct. 7, 2014
2. City of Lake Stevens Ordinance No. 922 Dec. 8, 2014
3. Development Project Incentive new Retail Business Growth Information Packet
4. Trestle Holdings LLC Traffic Impact Fee Exemption/Adjustment Application dated Aug 4, 2015
5. Trestle Holdings LLC letter dated Aug. 4th 2015
6. City of Lake Stevens Permit # BLD 2015-0216 Receipt for payment of fees Aug 5, 2014
7. Trestle Holding LLC Letter of Transmittal for Traffic Impact Mitigation Fee in the amount of \$113,763,00 including paid in protest statement dated Aug 4th, 2015 submitted Aug 5, 2015
8. City of Lake Stevens Denial letter dated Aug., 28, 2015

On or about the 3rd of August, TH contacted Staff regarding the application prior to the date of issuance of the building permit. In that conversation, we were told that the traffic fee incentive Ordinance did not include properties in the NB zone and that it was likely an oversight at the time the Ordinance was written and adopted. Please note that the property for which the application was submitted is zoned NB.

On August 5th, 2015 Trestle Holdings submitted the following:

TRESTLE HOLDINGS LLC
719 91ST AVE. N.E.
LAKE STEVENS WA 98258

1. Trestle Holdings LLC Traffic Impact Fee Exemption/Adjustment Application dated Aug 4, 2015
2. TH letter regarding the Traffic Impact Fee Incentive dated Aug. 4th 2015
3. TH Letter of Transmittal for Traffic Impact Mitigation Fee in the amount of \$113, 763,00 including which included a paid in protest statement dated Aug 4th, 2015 received by the City on August 5, 2015.

On August 28th, 2015, TH received a letter from the City of Lake Stevens stating that the qualification criteria for the Traffic Impact Incentive had not been met. The criteria cited are as follows:

1. **The applicant is required to demonstrate that the new commercial retail business is likely to generate average annual city of Lake Stevens portion sales and use tax revenue of at least \$100,000 based upon the first three-year period commencing from the date of occupancy – no analysis has been provided; and**
2. **The new commercial retail business must be located within of the identified commercial zoning districts – the site is identified under Neighborhood Business (NB) which does not meet the commercial zoning district.**

With respect to item 1 above the operator of the Trestle Station Convenience Store, Espresso Stand and Car Wash will be Matt Monahan. Mr. Monahan also owns and operates the Convenience Store, Espresso Stand and Car Wash located at the Northwest corner of State Route 204 and Hwy 9. The City has been the benefactor of retail sales tax from that business operation and clearly should have access to the sales tax records which support the criteria of \$100,000 to the City in a three year period of time.

I contacted Barb Stevens, Finance Director/City Clerk on Monday, Oct 12, 2015 to request the total sales tax revenue amount paid by Mr. Monahan for the business located at 204/9. Ms. Stevens informed me that she cannot give out sales tax revenue information. I was also told by Ms. Stevens that she has signed a confidentiality agreement with the Washington State Department of Revenue and cannot release that information. Ms. Stevens confirmed with me that unless a Staff member signs the confidentiality agreement, they cannot have access to the tax revenue information either.

We are not comfortable providing an analysis of the projected tax revenue to the City since it is confidential information. Why would the City require an analysis of the sales and use tax revenue be provided when it is confidential information to most City Staff? I confirmed with Ms. Stevens that the Public Works Director himself does not have access to this information as he has not signed a confidentiality agreement.

Either the City will have collected \$100,000 in sales or use tax revenue over a three year period of time or it will have not. The Finance Director will have that information at the end of the three year period. If the City has not collected the \$100,000 over a three year period of time, then the refund for traffic fees paid by TH will be adjusted based on the City formula.

In addition to the revenue generated by the Convenience store and related businesses, the applicant has also constructed 5 retail space of approximately 1200 square feet each. Each of the spaces will be occupied by a business that will generate sales and use revenue tax. The amount collected by the City as

**TRESTLE HOLDINGS LLC
719 91ST AVE. N.E.
LAKE STEVENS WA 98258**

a result of the sales and use tax generated by the tenants will be added to the amount paid by Trestle Station.

Since the tenants have not been identified, we cannot forecast the sales tax revenue that will be generated and paid to the City. Even if the tenants had been identified it is likely that that tax revenue information would be proprietary to the tenant and would not be made available to us. We cannot provide information that we do not have.

Trestle Holdings. LLC fully expects to meet the criteria as set forth in item 1 above. Again either the \$100,000 in sales tax revenue is generated by the combination of all occupants of Trestle Station or it is not.

The tax revenue collected and paid to the City will not be known for a period of three years. In the meantime the City has collected \$113,763, half of which it can disburse and use for public projects with the remaining balance held in a separate account until the three year period has lapsed.

Regarding Item number 2, Trestle Holdings LLC representatives met with the City Staff for a pre application meeting on April 8, 2015. At the April 8th meeting we debated the payment of the traffic fee and were told there was a bright side as the City had now adopted a traffic fee incentive program for new businesses. We were then handed an information sheet by Staff. At no time during the conversation were we told that NB zoned property did not qualify nor was there any mention in the information sheet that NB zoned property did not qualify.

On or about August 3rd we contacted City Staff to discuss the application for the traffic fee incentive. We were told that the subject property was zoned NB and that NB zone was not included in the traffic fee incentive Ordinance. We were also told that it was likely an oversight on the part of the City. This was contrary to what we had been led to believe at the pre application meeting on April 8th 2015.

Trestle Station is the first commercial property, (zoned NB) in the City limits when driving east on 20th St. The adjoining property to the east is zoned CB. This property is owned or to be owned by the City via an agreement with Snohomish County. The property directly across the street from Trestle Station is zoned CB. The Ordinance states the incentive is available to properties zoned CB.

Based upon the criteria set forth in Item 2 above the adjoining properties have the right to make an application for the traffic impact fee incentive, yet, because of the NB zoning, Trestle Station is singled out as the only property in the 20th St. Sub area that does not have the right to make application and be approved, yet it is the first commercial property to have paid a traffic impact fee in the entire sub area. We would also point out that no other commercial properties in the 20th St. sub area have made application for a development.

When we contacted Staff to ask about the August 28th letter, we were told that Council's intent was to provide the incentive for big boxes only. We asked for copies of all minutes and documents that were prepared related to the traffic mitigation fee reduction/incentive program. We received numerous documents from the planning department and have reviewed all of them. Nowhere in those documents did we find a single mention of the traffic fee incentive being for big box only.

**TRESTLE HOLDINGS LLC
719 91ST AVE. N.E.
LAKE STEVENS WA 98258**

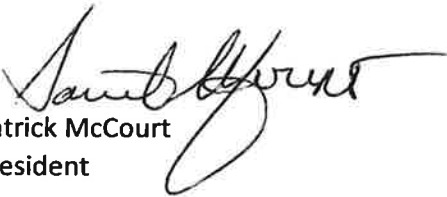
The owner of Trestle Holdings LLC is a local resident and business man. He is constructing an aesthetically appealing property and business center at the corner of 20th St. S.E. and 79th. The development is well underway with an anticipated opening date in the 1st quarter of 2016.

We respectfully request that the City Council clarify there intent regarding the traffic fee incentive Ordinance and that City Staff be directed to approve Trestle Holdings Traffic Impact Fee Exemption/Adjustment application.

Thank you for your consideration of this request.

Respectfully,

Trestle Holdings LLC,
By MPS55 Inc. Representative



Patrick McCourt
President

CC: City of Lake Stevens Planning Department
City of Lake Stevens Public Works Department

Enclosures: 8 packages of documents 1 thru 8