



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 SPECIAL MEETING BY REMOTE ACCESS ONLY Lake Stevens, Washington

Join Zoom Meeting
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or call in at (253) 215-8782
Meeting ID: 879 9379 9283

Tuesday, March 30, 2021 at 6:00 p.m.

Call Meeting to Order	Mayor
Pledge of Allegiance	Council
Roll Call	City Clerk
Discussion Items/Possible Action:	
Resolution 2021-09 in Support of the 2021 Transportation Package	Russ
Termination of Food Bank Lease	Russ
Ordinance 1117 Marijuana Business License Fees	Russ
Proposed Amendments to Marijuana Facility Buffers (LSMC 14.44.097)	Russ/David
2020 Yearend Financial Report	Barb

THE PUBLIC IS INVITED TO ATTEND BUT WILL NOT BE ALLOWED TO COMMENT

Special Needs

The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Human Resources, City of Lake Stevens ADA Coordinator, (425) 622-9400, 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.



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: March 30, 2021

Subject: Resolution No. 2021-09 Resolution in Support of a 2021 Transportation Package

Contact	Russ Wright, Comm. Development	Budget	NA
Person/Department:	Director	Impact:	

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Approve Resolution 2021-09 A resolution of the city of Lake Stevens, Washington adopting a resolution in support of a comprehensive 2021 state transportation package.

SUMMARY/BACKGROUND:

The impacts of COVID-19 are still being felt by local communities with long-term economy recovery uncertain. The pandemic has exacerbated funding gaps for transportation. State transportation revenue streams including gas taxes, tolls, and fees for transit agencies and the ferry system have decreased over the last year with an estimated shortfall of \$758 million for the next three years. The significant backlog of deferred maintenance projects threatens the reliability and safety of Washington's transportation system. WSDOT estimates that maintenance cost to preserve the state transportation system is \$8.1 billion over the next 10 years. The state also faces an additional \$3.3 billion in costs to remove fish-passage barriers by 2030.

In Lake Stevens, the city supports projects of regional significance such as the US-2 Trestle and completing culvert replacements for salmon recovery and bridge replacements for freight and vehicle safety. The city has requested funds to help with intersection improvements that continue moving the downtown project forward and the extension of multimodal facilities including the South Lake Stevens Multiuse Path.

As the legislature looks to finalize its capital budget, it is imperative that the legislature looks at all reasonable options to fund transportation projects throughout the region. A comprehensive statewide infrastructure package is needed to address these challenges; support job creation and recovery; put people to work; move people and goods more efficiently; ensure mobility for our essential workers; enhance mobility and multi-modal options; and improve our state and local economy and quality of life.

The resolution before the City Council is to support a comprehensive 2021 state transportation funding package, in line with the city's legislative priorities, that will address ongoing capacity, mobility, and multi-modal investment needs across the region's transportation system.

APPLICABLE CITY POLICIES: 2021 Legislative Agenda

BUDGET IMPACT: NA

ATTACHMENTS:

Attachment 1: Resolution 2021-09

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

RESOLUTION NO. 2021-09

**A RESOLUTION OF THE CITY OF LAKE STEVENS, WASHINGTON, IN
SUPPORT OF A COMPREHENSIVE 2021 STATE TRANSPORTATION
PACKAGE.**

WHEREAS, the impacts of COVID-19 are still being felt throughout our local communities, with unemployment at high levels and the long-term prospects for economy recovery uncertain; and

WHEREAS, our state faced transportation funding gaps prior to the pandemic and those challenges have only been exacerbated in the wake of COVID-19, with disproportionate impacts on low-income communities and communities of color; and

WHEREAS, the state's transportation revenue streams – including gas tax, tolling, and fees for transit agencies and the ferry system – have eroded in response to the pandemic; and

WHEREAS, the state now projects a transportation budget shortfall of \$758 million for the next three years; and

WHEREAS, Washington also has a significant backlog of deferred maintenance projects that threaten the reliability and safety of our transportation system. WSDOT estimates that the cost to preserve the state transportation system in a state of good repair is \$8.1 billion over the next 10 years; and

WHEREAS, the state also faces an estimated \$3.3 billion in costs to address a Federal Court injunction related to removing fish-passage barriers and unblocking 90 percent of fish habitat by 2030; and

WHEREAS, a comprehensive statewide infrastructure package is needed to address these challenges; support job creation and recovery; put people to work; move people and goods more efficiently; ensure mobility for our essential workers; enhance mobility and multi-modal options; and improve our state's economy and quality of life.

WHEREAS, the multiplier effects of investments in transportation are significant. Every \$1 spent in new construction generates \$1.97 in economic activity; increases earning by 54 cents for all households, not just those employed in construction; and supports nearly 11 additional jobs across the economy. Further, every \$1 invested in public transportation generates approximately \$4 in economic returns; and

WHEREAS, a delay in action will mean projects will be shelved, stifling the progress begun through the 2015 Connecting Washington package and resulting in less economic activity, more job losses, and a further deteriorating of our transportation system; and

WHEREAS, in Lake Stevens, the city supports replacing the US-2 Trestle and completing culvert replacements for salmon recovery. They city has requested funds to help with intersection improvements that continue moving the downtown project forward and the extension of multimodal facilities including the South Lake Stevens Multiuse Path; and

WHEREAS, the City of Lake Stevens is also working in coalition with the Association of Washington Cities (AWC) and other cities around the state to ensure a transportation investment package includes direct distributions of gas tax to local governments, additional funding for critical grant-funding programs (such as the Transportation Improvement Board, or TIB), and new local funding options that cities and counties can use as tools to address local roadway needs; and

WHEREAS, ensuring the continuity and completion of our multi-modal systems around the state is paramount for our essential workers, most vulnerable populations, and the post-pandemic workforce; and

WHEREAS, state investments in transit, bike and pedestrian service, and capital needs will be necessary to facilitate a strong economic recovery by creating jobs and assisting workers to return to their work sites; and

WHEREAS, reducing our carbon footprint is critical in fighting the climate crisis, and investing in transportation alternatives to reduce greenhouse gas emissions is an important part of fighting that crisis; and

Now therefore, the Lake Stevens City Council does hereby ordain:

- 1) Lake Stevens supports a 2021 transportation package, in line with the City's Legislative Agenda priorities, that will address ongoing capacity, mobility, and multi-modal investment needs across our transportation system.
- 2) Lake Stevens wants to ensure that a transportation new-revenue package includes funding for key regional projects like replacing the US-2 Trestle and completing culvert replacements for salmon recovery and bridge replacements for freight and vehicle safety.
- 3) Lake Stevens would also like to ensure that funding is available for local projects such as intersection improvements that continue moving the downtown project forward and the extension of multimodal facilities including the South Lake Stevens Multiuse Path.
- 4) Lake Stevens believes that addressing these issues will help support the full reopening of our economy, spur economic activity, and support local job creation.
- 5) The City of Lake Stevens thus urges the Legislature to work collaboratively to pass a comprehensive transportation funding package in 2021.

PASSED by the City Council of the City of Lake Stevens on the 30th day of March 2021.

Brett Gailey, Mayor

ATTEST:

Kelly Chelin, City Clerk



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: March 30, 2021

Subject: Termination of Food Bank Lease

Contact Russ Wright, Comm. Dev. Director
Person/Department: Attorney reviewed

Budget Impact: NA

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Motion to terminate the lease agreement with the Lake Stevens Food Bank and authorize Mayor or designee to finalize agreement language.

SUMMARY/BACKGROUND:

The City of Lake Stevens has been working in partnership with the Lake Stevens Food Bank for years, with the City providing space for storage at Eagle Ridge park, assisting in acquiring state grant funding and sale of property designated for the future food bank location.

In February 2019, the City executed a purchase and sale agreement to sell property near 79th Ave SE and 20th Street SE for the future home of the Lake Stevens Food Bank. The City sold the property below market value for the public benefit of having a central location for the Food Bank and in consideration of retaining space for community social services or other public purpose.

In April 2019, the City and the Food Bank executed a lease agreement that memorialized the partnership between the parties and granted the City use of approximately 1,734 for office space and shared site amenities (e.g., restroom, kitchen and meeting room) for human services programming and also provided an option of first right of refusal to purchase the property. This agreement makes the Food Bank responsible for internal and external building maintenance and repair. The City would be responsible for parking lot and landscape maintenance. Utility costs would be shared.

At this point, the City and the Food Bank desire to terminate the lease agreement. The Food Bank has been working with the Volunteers of America (VOA) to fulfill the need for human services programming at this location. This group would be a more efficient partner for the Food Bank to lease to, rather than the City subletting or contracting with other groups to provide social services. The City will have no further maintenance or utility obligations but would retain all rights from the purchase and sale agreement.

The City Attorney recommends that the lease termination agreement include the following or similar language to observe prior language from the purchase and sale agreement:

- a) The lease is being terminated to allow for the Food Bank to enter into a separate agreement with the VOA, approved by the City, for the VOA to provide social services from the leased premises consistent with the intent of the Purchase and Sale Agreement;
- b) The provisions of the Purchase and Sale Agreement in Paragraph 1 granting the City a first option to purchase the property remain in effect for the life of the building as set forth in Paragraph 2 of the Lease agreement, and
- c) If the VOA should cease providing such services during the life of the building, the City may exercise its right under the Purchase and Sale Agreement to use of approximately 1,734 square feet of building space as provided in section 5.1.

APPLICABLE CITY POLICIES: NA

BUDGET IMPACT: No future lease or maintenance obligations

ATTACHMENTS:

Attachment 1: Lease Termination Agreement

Attachment 1

LEASE TERMINATION AGREEMENT

This Lease Termination Agreement is entered into this ____ day of March, 2021 (the "Termination Agreement"), by and between CITY OF LAKE STEVENS, a municipal corporation (hereinafter referred to as "Tenant") and LAKE STEVENS COMMUNITY FOOD BANK, a Washington non-profit corporation, doing business as "LAKE STEVENS FOOD BANK" (hereinafter referred to as "Landlord").

RECITALS

WHEREAS, Tenant entered into a Lease Agreement dated April 26, 2019 (the "Lease").

WHEREAS, the leased property ("Premises") is located at 8021 20th Street SE, Lake Stevens, Washington 98258.

WHEREAS, Landlord and Tenant desire to terminate the current zero-rent lease.

WHEREAS, Landlord and Tenant desire to amicably part ways to allow a new tenant to occupy the Premises.

WHEREAS, neither Tenant nor Landlord owe any outstanding obligations to each other.

WHEREAS, Tenant and Landlord desire to terminate the Lease, and Tenant intends to surrender possession to Landlord of the Premises located in the City of Lake Stevens, County of Snohomish, State of Washington.

AGREEMENT

NOW, THEREFORE, in consideration of the recitals, the mutual promises made below, and other valuable consideration, receipt of which is hereby acknowledged, the Parties agree as follows:

1. Termination. The Lease entered into by and between Landlord and Tenant is hereby terminated effective on _____, 2021.

2. Utilities. Tenant agrees to pay any outstanding utility bills Tenant incurred prior to termination of the Lease.

3. **Forgiveness of Debt.** Landlord and Tenant agree that to the extent any amount is due and owing, it shall be forgiven upon termination of the Lease.

4. **Mutual Releases.**

a. Except for any claims for breach and/or performance of this Termination Agreement, Landlord and its employees, officers, directors, agents, successors, assigns, and attorneys hereby covenant not to sue and release and forever discharge Tenant and its parent corporations, affiliates, subsidiaries, successors, assignees, and their respective partners, agents, officers, directors, employees, associates, attorneys, insurers, clients, customers, and representatives, and former partners, agents, officers, directors, employees, associates, attorneys, insurers, clients, customers, and representatives (collectively, "Released Parties"), from any and all claims, demands, liabilities, and causes of action of every kind, whether known or unknown stemming from or related to the Lease.

b. Except for any claims for breach and/or performance of this Termination Agreement, Tenant and its employees, officers, directors, agents, successors, assigns, and attorneys hereby covenant not to sue and release and forever discharge Landlord and its parent corporations, affiliates, subsidiaries, successors, assignees, and their respective partners, agents, officers, directors, employees, associates, attorneys, insurers, clients, customers, and representatives, and former partners, agents, officers, directors, employees, associates, attorneys, insurers, clients, customers, and representatives (collectively, "Released Parties"), from any and all claims, demands, liabilities, and causes of action of every kind, whether known or unknown stemming from or related to the Lease.

5. **Removal of Fixtures.** Tenant shall be permitted to remove all fixtures which it owns or has installed on the Premises which can be removed without structural damage to the building. Upon such removal, Tenant will restore the Premises to its condition prior to installation of such fixtures. Tenant further agrees that prior to said removal, it will advise Landlord of which items it desires to remove in order that the Parties may negotiate other alternatives. Any fixtures not so removed shall become the property of Landlord, provided, Landlord may elect to require removal of some or all of Tenant's fixtures at Tenant's sole expense.

6. **Tenant's Warranty.** Tenant warrants, and Landlord relies upon such warranty, that no other individual or entity has any rights to the Premises and that the Premises is not encumbered in any way. Tenant's warranty shall continue to survive past the date of termination.

7. **Agreement is Legally Binding.** The Parties intend this Termination Agreement to be legally binding upon and shall inure to the benefit of each of them and their respective successors, assigns, executors, administrators, heirs and estates.

8. **Governing Law and Attorney's Fees.** This Termination Agreement shall be governed by the laws of the State of Washington. In the event it becomes necessary to commence a lawsuit to enforce any of the terms of this Termination Agreement, the party substantially prevailing in said litigation shall be entitled to recover their reasonable attorney fees and the costs of said lawsuit as a part of the judgment awarded therein. The venue of any such lawsuit will be Snohomish County, Washington.

9. **Severability.** If any provision of this Termination Agreement is held to be invalid or unenforceable to any extent in any context, it shall nevertheless be enforced to the fullest extent allowed by law, and the remainder of this Termination Agreement shall remain in full force and affect.

10. **Entire Agreement.** This Agreement represents the final and entire agreement of the Parties as to all matters addressed herein and supersedes all previous agreements, negotiations, and discussions by the Parties regarding the subject matters.

11. **Reliance on own Counsel.** In entering into this Agreement, the Parties acknowledge that they have relied upon the legal advice of their respective attorneys, who are the attorneys of their own choosing, that such terms are fully understood and voluntarily accepted by them, and that, other than the consideration set forth herein, no promises or representations of any kind have been made to them by the other Party. The Parties represent and acknowledge that in executing this Termination Agreement, they did not rely, and have not relied, upon any representation or statement, whether oral or written, made by the other Party or by that other Party's agents, representatives or attorneys with regard to the subject matter, basis or effect of this Termination Agreement or otherwise.

12. **Authority to Execute Agreement:** By signing below, each Party warrants and represents that the person signing this Agreement on its behalf has authority to bind that Party.

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IN WITNESS WHEREOF, and intending to be legally bound, each of the Parties hereto has caused this Termination Agreement to be executed as of the date(s) set forth below.

LAKE STEVENS FOOD BANK

By: _____
Its: _____

Date

CITY OF LAKE STEVENS

By: _____
Its: _____

Date



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: March 30, 2021

Subject: Ordinance 1117 Marijuana Business License Fees

Contact	Russ Wright, Comm. Dev. Director	Budget	Increased
Person/Department:	<u>Reviewed by City Attorney</u>	Impact:	<u>Revenues</u>

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

1. **Discuss Ordinance 1117** concerning code amendments to allow business license fees for marijuana related business.

SUMMARY/BACKGROUND:

At its March 16, 2021 workshop, City Council was briefed on proposed revisions to the city's business license code that would allow the city to impose a regulatory business license fee for state licensed marijuana businesses based on gross square footage of the facility. This fee would apply to producers and processors. A special business license fee is proposed for several reasons.

1. Since marijuana and cannabis production was legalized in Washington State, local communities have not received proportionate compensation from these businesses to address public health and safety issues that have resulted from their establishment such as increased nuisance complaints, police calls and code enforcement issues disproportionate to other business classifications licensed in the city.
2. Marijuana processing facilities are land intensive but add fewer jobs than other types of industrial uses, which limits the city's ability to meet growth targets for job production.
3. Marijuana facilities in Lake Stevens are in direct proximity to the Centennial Trail, a regional tourist draw for the city and county, which has the potential to discourage trail users from visiting and shopping in Lake Stevens and may affect economic development and investment in these industrial areas.

The city proposes to collect local fees and set these aside in a separate fund for the payment of costs and expenditures associated with complaints concerning nuisance odors, code violations and the safety of persons using the Centennial Trail. In addition this fund would be used for capital infrastructure improvements that promote economic development and diversification of uses in the city's industrial areas.

As a follow up to this conversation, staff will be presenting other marijuana topics that related to separation between marijuana facilities and other uses under review by the City Council. After further review of all marijuana topics, staff will bring the proposed marijuana business tax back to the City Council for formal action.

APPLICABLE CITY POLICIES:

Title 4 - Business Licenses and Regulations

Chapter 2 – Land Use Element of the Comprehensive Plan

BUDGET IMPACT: Increased revenues as described above

ATTACHMENTS: Attachment 1: Ordinance 1117

**CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON
ORDINANCE NO. 1117**

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, ESTABLISHING FINDINGS OF FACT; AMENDING SECTION 4.04.030 OF THE LAKE STEVENS MUNICIPAL CODE (“LSMC”) REQUIRING BUSINESSES LICENSES; ADOPTING NEW CHAPTER 4.80 CONCERNING BUSINESS LICENSING FOR MARIJUANA PRODUCTION AND PROCESSING RELATED BUSINESS ACTIVITIES AND IMPOSING A REGULATORY BUSINESS LICENSE FEE FOR STATE LICENSED MARIJUANA PRODUCTION AND PROCESSING BUSINESSES; PROVIDING FOR SEVERABILITY, APPLICABILITY, PUBLICATION BY ORDINANCE TITLE ONLY, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, RCW 35A.82.020 gives the City the authority to license and revoke the same for cause, to regulate, make inspections and to impose excises for regulation or revenue regarding all places and kinds of business, production, commerce, entertainment, exhibition, and upon all occupations, trades and professions and any other lawful activity; and

WHEREAS, the City of Lake Stevens finds that businesses engaged in the production, processing of marijuana are a distinct class of business that can be reasonably and justly differentiated from other production, processing and wholesale businesses as this class of business is specifically engaged in the cultivation and transformation of marijuana from which activities nuisance complaints and code enforcement issues have arisen disproportionate to other business classifications licensed in the City; and

WHEREAS, the City of Lake Stevens has adopted zoning regulations that conditionally allow state licensed marijuana facilities in the City’s Hartford and Machias industrial areas, which regulations have permitted a cluster of state licensed marijuana facilities engaged in the production, and processing of marijuana; and

WHEREAS, the state licensed marijuana businesses in the Hartford and Machias industrial areas are bordered on the west and south by residential areas; and

WHEREAS, the Centennial Trail, a regional draw for recreational tourism, and one of its trail head parking areas are located between and adjacent to state licensed marijuana facilities that have located in the Hartford and Machias industrial areas; and

WHEREAS, the City of Lake Stevens has lacked resources to effectively address the code enforcement, public health and safety concerns of nearby residents, businesses, and recreational tourists; promote greater economic development of the Hartford and Machias industrial areas; and encourage expanded recreational tourism that benefits the City’s downtown retail area; and

WHEREAS, the City of Lake Stevens recognizes that nuisance complaints from residents, businesses, and recreational tourists concerned about odor emanating from state licensed marijuana businesses in the Hartford and Machias industrial areas bear a relationship to the health, safety, and general public welfare of the citizens of Lake Stevens and its businesses; and

WHEREAS, adoption of a regulatory business license and regulatory business license fee for state licensed marijuana businesses would appropriately fund reasonable enforcement, neighborhood and economic development programs, and public infrastructure needed to maintain the public's health, safety, and welfare.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKE STEVENS DO HEREBY ORDAIN ASFOLLOWS:

SECTION 1. Recitals. The City Council hereby adopts the recitals as findings and additionally makes the following findings of fact:

- A. RCW 35A.82.020 grants the City the authority to license and revoke the same for cause, to regulate, make inspections and to impose excises for regulation or revenue regarding all places and kinds of business, production, commerce, entertainment, exhibition, and upon all occupations, trades and professions and any other lawful activity.
- B. The City finds that businesses engaged in the production and processing of marijuana are a distinct class of business that can be reasonably and justly differentiated from other production, processing and wholesale businesses that do not specialize in producing or processing marijuana from which activities nuisance complaints and code enforcement issues have arisen disproportionate to other business classifications licensed in the City.
- C. The Hartford and Machias industrial areas are bordered to the west and south by residential areas, which the nuisance odors emanating from marijuana businesses could impact the health, safety, and general welfare of those residents.
- D. The Centennial Trail is a regional recreational facility that attracts tourist and other visitors to the City of Lake Stevens and contributes to retail activity in the City's downtown. Nuisance odors emanating from adjacent marijuana businesses could impact the health, safety, and general welfare of the trail's users; discourage visitors from shopping in Lake Stevens; and discourage additional economic development investment opportunities in these industrial areas.
- E. Additional funds need to be collected and set aside in a separate fund for the payment of costs and expenditure by the City related to complaints concerning nuisance odors, code violations, the safety of persons using the centennial trail or the promotion of economic development in the City's Hartford and Machias industrial areas.

SECTION 2. Chapter Amended. Chapter 4.04.030 LSMC, is hereby amended to read as follows:

4.04.030 License Required.

It is unlawful for any person to conduct, operate, engage in, or practice any business within the City without first obtaining or maintaining a valid business license issued under the provisions of this chapter.

- (a) Single Business - Multiple Locations. If a business actively operates from more than one location in the City, a separate license shall be required for each location; provided, however, warehouses, distributing plants and/or storage yards used in connection with and incidental to a business licensed under the provisions of this chapter shall not be deemed to be a separate place of business. Location of such warehouse, distributing plants and/or storage yard shall be provided

to the Planning and Community Development Department, and must comply with the provisions of all City codes.

(b) Single Location - Multiple Nature of Business. If more than one separate business is conducted on a single premise within the City, a separate license shall be required for each business.

(c) Applicability to Subcontractors. All subcontractors shall be subject to this chapter and shall obtain a separate license as provided in this chapter, and they are not privileged to operate under the prime contractor's license.

(d) Firms with Two or More Licensed Members. Whenever a firm is established in any of the various professions in which two more members of the firm are licensed under State law to practice such profession, a separate license shall be required for each member

(e) Businesses Located Outside the City Limits. As to any businesses located outside the City and furnishing and performing services within the City, a business license shall be required, provided one or more employees of said business perform any part or all their duties within the City.

(f) Neither the filing of an application for a license or the renewal thereof, nor payment of any application or renewal fee, shall authorize a person to engage in or conduct a business until such license has been granted or renewed.

(g) Marijuana producers, processors and retail facilities are subject to licensing in accordance with the provisions of this Chapter, and as provided in Chapter 4.80, the provisions of which shall prevail in the event of any conflict between the two chapters; and to fees and building permit requirements otherwise required by the provisions of this code.

SECTION 3. New Chapter. A new Chapter 4.80 of the Lake Stevens Municipal Code, is hereby adopted to read as follows:

Chapter 4.08

MARIJUANA BUSINESS LICENSE

<u>4.08.010</u>	<u>Purpose</u>
<u>4.08.020</u>	<u>License - Required.</u>
<u>4.08.030</u>	<u>Fees - Required.</u>
<u>4.08.040</u>	<u>License – Term</u>
<u>4.08.050</u>	<u>License – Nontransferable</u>
<u>4.08.060</u>	<u>License – Qualification of license</u>
<u>4.08.070</u>	<u>License fee in addition to other fees or taxes</u>
<u>4.08.080</u>	<u>License Fees – Special Fund and Usage</u>
<u>4.08.090</u>	<u>Severability.</u>

4.80.010 Purpose

The purpose of this section is to adopt a regulatory business license fee to protect the health, safety, and welfare of the citizens, businesses, and visitors of Lake Stevens, wherein such fee will be used to support enforcement of criminal and nuisance laws, promote recreational tourism, and encourage new economic investment in the Hartford and Machias industrial areas. This license fee is in addition to any general business license that may be required under Chapter 4.04 LSMC or

license that may be required by the State.

4.80.020 License Required.

Any person, firm or corporation desiring to maintain, keep or operate any place of business on which a state licensed marijuana facility is operated, shall make written application for a license with the Planning and Community Development Department per Chapter 4.04 LSMC. Such application shall state the name of the applicant and address and place of the business at which any state licensed marijuana facility is applied for, and the gross square feet of the business to be covered by the license.

4.80.030 Fees Required.

(a) No state licensed marijuana facility shall be allowed to operate except upon city license approval and payment of a license fee as herein provided.

(b) The license fees shall be paid annually on the per gross square foot occupied as follows:

<u>YEAR</u>	<u>PER GROSS SQUARE FOOT</u>
<u>2021</u>	<u>\$6.00</u>
<u>2022</u>	<u>\$7.00</u>
<u>2023</u>	<u>\$8.00</u>
<u>2024 & BEYOND</u>	<u>\$9.00</u>

(c) The license fees are nonrefundable.

4.80.040 License – Term.

All licenses issued under this chapter shall expire annually on the date determined by the Washington State Department of Licensing Services, in coordination with the City. The City license may be prorated to coordinate with the expiration date assigned by the License Service. Licensees shall submit application renewal fees within date assigned by the Washington State Business Licensing Services.

4.80.050 License – Nontransferable.

The license issued under this chapter shall be personal, nontransferable, and shall always be conspicuously posted in the place of business for which it is issued. When the location of the business of the taxpayer is changed, the taxpayer shall return the license to the city clerk and a new license shall be issued for the new location of business without charge. No person to whom a license has been issued pursuant to this chapter shall permit or allow any other person to operate any business or display his/her license, nor shall such other person operate under or display such license.

4.80.060 License – Qualification of licensee

In addition to the general qualification of licensee set forth in this chapter, the licensee shall be responsible for obtaining all other required licenses and approvals including paying those permitting and review fees as may be prescribed by Chapter 4.04 LSMC or City resolution and complying with any supplementary use regulations in Chapter 14.44.097 LSMC.

4.80.070 License fee in addition to other taxes

The license fees imposed by this chapter shall be in addition to any other taxes or fees imposed by the city.

4.80.080 License Fees – Fund and Usage

There is hereby authorized and directed to be created a special fund known as the “Special Licensing Fund - 113” to account for license fees collected under this chapter to be used by the City solely for any lawful purpose relating to the costs and expenses arising out of the licensing of businesses under the provisions of this Chapter, including but not limited to the support of nuisance code enforcement, public safety, neighborhood improvements, recreational tourism, and the economic diversification of the Hartford/Machias Industrial Area.

4.40.090 Severability

The provisions of this chapter are declared separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this chapter or the invalidity of the application thereof to any person or circumstance shall not affect the validity of the remainder of the chapter, or the validity of its application to other persons or circumstances.

SECTION 4. Severability. If any section, subsection, sentence, clause, phrase, or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase, or word of this ordinance.

SECTION 5. Applicability. The business license fee enacted by this ordinance shall be paid by all new marijuanabusinesses seeking a business license or existing marijuana businesses renewing their business license application.

SECTION 6. 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 effective five (5) days after the date of the publication.

PASSED by the City Council of the City of Lake Stevens this 13th day of April 2021.

Brett Gailey, Mayor

ATTEST/AUTHENTICATION:

Kelly Chelin, City Clerk

APPROVED AS TO FORM:

Greg Rubstello, City Attorney

First and Final Reading:

Published: _____

Effective Date: _____



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: March 30, 2021

Subject: LUA 2020-0189 Proposed Amendments to Marijuana Facility Buffers (LSMC 14.44.097)

Contact Russ Wright, Comm. Dev. Director
Person/Department: David Levitan, Senior Planner

Budget Impact: NA

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Briefing to discuss a citizen-initiated code amendment to reduce buffers for marijuana processors.

SUMMARY/BACKGROUND:

Marijuana facilities authorized under I-502 are permitted in the Light Industrial (LI) and General Industrial (GI) zones located in the northeast corner of the city. These facilities require an administrative conditional use permit for production and processing. The city has adopted standard buffer requirements per [RCW 69.50.331](#)(8) into [LSMC 14.44.097](#), which requires licensed marijuana producers, processors and retailers to be located at least 1,000 feet away from uses such as schools, playgrounds, parks, libraries, and child care centers. This distance is measured as the shortest straight-line distance from the property line of the proposed marijuana facility to the property line of the second property.

On January 6, staff introduced a citizen-initiated land use code amendment to the Planning Commission that would reduce the required buffer between marijuana processors and child-care centers from 1,000 feet to 225 feet, which is permitted under [RCW 69.50.331](#)(8)(b). The proposed amendment would require that the distance between the entrance of the child-care center and the processing facility, as measured by the most direct route over and across public streets or sidewalks, remain 1,000 feet. The processing facility could not include a retail component and the required buffer for all other protected uses would remain 1,000 feet. The separation to production (grow) facilities would also not change, and the maximum space allotted to grow facilities would remain at 70,000 square feet.

The Planning Commission held work sessions on [January 6](#), [January 20](#) and [February 17](#), 2021. Several commissioners raised questions and concerns about reducing the buffer distance based on existing marijuana odor issues. The applicant's representative has indicated that there is a distinction between the potential odor emanating from a grow facility versus a processing facility where there is a greater potential for odor from grow facilities. The applicant also provided documentation on the licensing and buffer requirements for alcohol and tobacco uses, which are included in Attachment 2, as well as the proximity of existing alcohol and tobacco retail stores to existing childcare centers. As a comparison, the Liquor and Cannabis Board requires notice be given to public institutions within 500 feet of the location of a proposed liquor license, and that the board may not issue a license to locations within 500-feet of a tax supported public school measured across the most direct route via public rights-of-way.

As outlined in the city's proposal to impose a licensing fee for marijuana facilities, processing facilities along with grow and retailers would be subject to a fee to help mitigate issues related to odor or other nuisance activities. Incentivizing processing over production would result in a use that involves a higher employment density than a grow facility with reduced public nuisance impacts related to odor.

APPLICABLE CITY POLICIES: LSMC 14.44.097

BUDGET IMPACT: NA

ATTACHMENTS:

Attachment 1: Draft LSMC 14.44.097

Attachment 2: Letter from Applicant

14.44.097 Marijuana Facilities.

Marijuana facilities shall meet the following development standards:

(a) All facilities must be State-licensed and comply with all requirements of State law and the Washington State Liquor and Cannabis Board's regulations for State-licensed marijuana facilities.

(b) No marijuana facility shall be allowed as a home occupation.

(c) No marijuana cooperative is allowed.

(d) In the event of any inconsistency between this section and the definitions in State law, the definitions set forth in RCW 69.50.101 to 69.50.102, WAC 314-55-010 and Section 14.08.010 shall control.

(e) Location.

(1) Marijuana retailers and marijuana processing facilities shall be located within a permanent structure designed to comply with the City building code and constructed under a building/tenant improvement permit from the City regardless of the size or configuration of the structure.

(2) A marijuana production facility shall be located within a fully enclosed secure indoor facility or greenhouse with rigid walls, a roof and doors designed to comply with the City building code and constructed under a building/tenant improvement permit from the City regardless of the size or configuration of the structure.

(3) Marijuana facilities shall not be located in mobile or temporary structures.

(4) No State-licensed marijuana facility shall be located within 1,000 feet of the perimeter of a parcel which has at least one of the land uses listed below:

(i) Elementary or secondary school (public or private);

(ii) Playground;

(iii) Recreation center or facility;

~~(iv) Child care center;~~

(v) Public park;

(vi) Public transit center;

(vii) Library;

(viii) Any game arcade which allows admissions to persons less than 21 years of age.

(5) Unless otherwise provided herein, no State-licensed marijuana facility shall be located within 1,000 feet of the perimeter of a parcel which has the following use:

(i) Child care center

(6) A marijuana processing facility may be located within 1,000 feet of the perimeter of a parcel which has a Child care center subject to the following conditions:

(i) The marijuana processing facility is located at least 225 feet from the perimeter of the parcel having a Child care center; and

(ii) The marijuana processing facility is not located within 1,000 feet from the main entrance to Child care center as measured by the most direct route over and across established public sidewalks or public streets; and

(iii) The marijuana processing facility has no retail operation.

(f) Size and Number.

(1) State-licensed marijuana producers will be limited in size to Tier 2 production facilities, pursuant to WAC 314-55-075.

(2) The maximum amount of space allotted for State-licensed marijuana production will be limited to 70,000 square feet Citywide.

(3) A marijuana retailer will be limited in size to 1,000 total square feet or less including sales, storage, office and other incidental spaces.

(4) The total number of marijuana retailers shall be one.

(g) No production, processing or delivery of marijuana may be visible to the public nor may it be visible through windows.

(h) All fertilizers, chemicals, gases and hazardous materials shall be handled in compliance with all applicable local, State and Federal regulations. No fertilizers, chemicals, gases or hazardous materials shall be allowed to enter a sanitary sewer or stormwater sewer system nor be released into the atmosphere outside of the structure where the facility is located.

(i) No odors shall be allowed to migrate beyond the interior portion of the structure where a marijuana facility is located. Applicants must demonstrate that adequate odor control exists on site prior to certificate of occupancy.

(j) A City of Lake Stevens business license pursuant to Chapter 4.04 and a State license pursuant to Chapter 314-55 WAC shall be obtained prior to the start of facility operations.

(k) All marijuana facilities shall comply with Chapter 19.27 RCW, State Building Code Act and Chapter 14.80, Building and Construction. Appropriate permits shall be obtained for all changes of use, tenant improvements, mechanical system improvements, electrical upgrades and similar work.

(l) A State-licensed marijuana retail facility may have one sign, limited to 1,600 square inches (11.11 square feet), identifying the retail outlet by the licensee's business name or trade name, affixed or hanging in the windows or on the outside of the premises visible to the general public from the public right-of-way, subject to issuance of a sign permit pursuant to Chapter 14.68.



January 27, 2021

Lake Stevens Planning Commission
1812 Main Street
Lake Stevens, WA 98258

LAND USE CODE AMENDMENT TO LSMC 14.44.097 MARIJUANA FACILITIES

Dear Commissioners,

Thank you for the opportunity to speak at your last commission meeting and for the added time to bring back additional information that can aid in the discussion of the amendment we have proposed on behalf of our client JOCO Investments, LLC.

This letter will address the following:

1. Differences in tobacco, marijuana, and alcohol use separation requirements
 - i. Including discussion of the criteria allowing cities to reduce the 1,000-foot buffer
2. Discussion of the attached land use mapping
3. Photos of the area in question

We are preparing additional information on odor control, which we will submit via a separate letter later today.

Differences in tobacco, marijuana, and alcohol use separation requirements

Tobacco, marijuana, and alcohol are all legal, regulated substances that because they are known to have varying effects on individuals have been regulated by the State for reasons of public health and safety.

Tobacco/Vaping:

There are many restrictions on the sale, location of use, and packaging/labeling (child resistant) can be found in RCWs 70.160 (prohibition on smoking in indoor public places and workplaces), 28A.210.310 (prohibition of tobacco use on school grounds), 9.91.025 (restrictions on smoking on and near transit), 70.155 (prohibitions on access to minors), etc. Unlike marijuana regulations, tobacco/vaping can be sold in nearly all retail stores with the only location of use restrictions being within 25 feet of building entrances, exits, windows and ventilation.

Alcohol:

Alcohol, like tobacco, is allowed to be purchased at most retail locations, including locations near child-care facilities, public places (e.g. parks, etc.). For example, alcohol can be sold at the Lake Stevens Mini-Mart, Lake Market, Jay's Market, Creekside Restaurant, Lake Stevens Brewing Company, Francisco's, Buzz Inn, etc.

State law only requires "notice" be given to public institutions (e.g. libraries, parks, community centers, transit centers), churches, and schools within 500 feet of the premises of the liquor license. The law further provides that the State Board may not issue a license where the licensed premise would be *within 500 feet of a tax-supported public elementary or secondary school measured along the most direct route over or across established public walks, streets, or other public passageway from the main entrance of the school to the nearest public entrance of the premises proposed for license*, provided the school objects by letter. RCW 66.24.010

One of the maps accompanying this letter shows how close alcohol and tobacco retail stores (yellow) are to child-care (red), church (white) and public institutions/schools (blue) by radius, not by walking distance (which is in some cases a shorter distance).

Marijuana

The separation requirements for marijuana related uses from specific facilities like child-care centers, parks, schools, etc. are contained in RCW 69.50.331(8)(a) and (b). Subsection (8)(a) establishes a 1,000 foot separation requirement based on straight-line distance between the marijuana use and the facilities mentioned above.

However, subsection (8)(b) allows a city, county, or town to permit a licensed marijuana use within 1,000 feet of the but not less than 100 feet of those facilities provided that the “*distance reduction will not negatively impact the jurisdiction's civil regulatory enforcement, criminal law enforcement interests, public safety, or public health.*”

The Applicant for this land use code amendment is seeking a reduction from 1,000 feet to 225 feet for marijuana processing only as it is distinctly different from production/growing and retail uses when examined for civil regulatory enforcement, criminal law enforcement interests, public safety, or public health. Specifically,

Processing must be fully contained within a building, surrounded by perimeter fencing, monitored by security systems, non-descript in appearance, not open to the public, and required to have odor control systems (which are more advanced than the ones typically used for production/growing). As a result of these requirements, reducing the distance between this type of marijuana use and other facilities:

- would not negatively impact civil regulatory enforcement as there are already other marijuana uses nearby that the city has civil regulatory responsibility for
- would not impact criminal law enforcement interests as there are already other marijuana uses nearby that must be patrolled, but in this case the use must be contained, secured and without public access
- would not impact public safety as the facility is required to be contained, secured and without public access (also see pictures attached hereto)
- would not impact public health as there are already other marijuana uses in the area; the specific use addressed by this code amendment is required to be contained, inaccessible to the public, and have odor control; and this marijuana use would not directly impact the possession or use of marijuana by persons adjacent to or near this business
- would have no impact on discouraging or encouraging any resident of the neighborhood where the child-care facility is located from possessing or using marijuana in their residence nearby the child-care

Additionally, the proposed amendment only addresses the distance between this one type of marijuana use and child-care facilities. It does not impact the distance requirements to any other facilities, such as playgrounds, schools, library, community recreation center, etc.

Discussion of Land Use Mapping

We have included two land use maps with this letter. The first, as mentioned above, shows the proximity of schools, churches, community parks, etc. relatively to businesses with licenses to sell tobacco/vaping products, as well as licenses to serve or sell alcohol.

The purpose of this mapping is to provide perspective on the proximity of various uses to public facilities, child-care facilities, etc.

We assert that the mapping demonstrates an adjustment to the straight-line buffer between a marijuana processing facility and a child-care facility would have no more impact than the existing proximity between licensed child-care facilities and downtown retailers of alcohol, tobacco, and vaping products because this specific marijuana use would still be over 3,800 feet of walking distance as measured along the most direct route over or across established public walks, streets, or other public passageway from the main entrance to the nearest (by straight line) child-care facility.

The maps show there is a greater separation between the uses than what exists for alcohol and tobacco/vaping facilities. Further, one thing the map does not show is that current law doesn't even prohibit the the storage of alcohol, tobacco/vaping, or cannabis from being at a child-care facility. The law only requires that those substances are not in the licensed area and that they are inaccessible

to children.¹

Alcohol and Tobacco/Vaping Map

This map depicts alcohol and tobacco licensed businesses (yellow) relative to child-care (red), church (white) and public institutions/schools (blue). And the map includes the following radii to show straight-line separation:

- **Yellow** Dash-Dot Line – shows the 500-foot radius around alcohol and tobacco/vaping licensed businesses
- **Red** Dash-Dot Line – shows a 1,000-foot radius around the two licensed child-care facilities nearby
- **Blue** Dash-Dot Line – shows a 25-foot buffer around the perimeter of schools, parks, libraries, community centers and other public places (indoor/outdoor)
- **White** Dash-Dot Line – shows a 1,000-foot by radius around the identified church downtown

As mentioned above, state law does not require separation between a seller of tobacco/vaping and facilities such as schools, churches, parks, etc. However, the state law does limit alcohol licenses to no closer than 500 feet by public walking path from schools, provided the school provides an objection. The 500 feet by public walking path is different than the 500-foot radius shown on this map; however, there are licensed alcohol retailers and premises as close as approximately 550 feet from Mt. Pilchuck Elementary School, approximately 525 feet of Lake Stevens Middle School, and approximately 320 feet of Kid's Way Child Care

Marijuana Use & Separation Map

This map analyzes the distances between existing marijuana related uses and existing, licensed child-care facilities, as well as the Applicant's approved marijuana processing location and existing, licensed child-care facilities. The map includes:

- Parcels Outlined in **Red** – existing, licensed daycare facilities
- **Red** Dash-Dot-Dot Line – 1,000-foot straight-line radius around existing, licensed child-care facilities
- **Green** Highlighted Parcels – existing, permitted marijuana uses
- **Purple** Parcel – Code Amendment Applicant's Location
- **Light Blue** Line – Industrial Zone within the City Limits
- **Dark Blue** Line – Industrial Zone outside City Limits
- **Yellow** Line – 1,000-foot straight-line radius around the Industrial Zones
- **Orange** Highlighted Parcels and Radii – "What-if" scenarios that show potential future in-home child-care facilities and a 1,000-foot buffer around them

Pictures from the Site

Our firm went out and took some pictures showing the separation that exists between the child-care facility and our client's facility (copies of these are attached). There is fencing around the child-care facility, fencing around the homes between the child-care facility and the JOCO location, there is a treed greenbelt along the child-care facility's east property line, fencing around the JOCO facility, and the JOCO facility is approximately 7 to 10 feet in elevation below that of the child-care facility. The JOCO facility cannot be seen by and is in no way accessible from the child-care facility.

Closing Remarks

In summary, we respectfully request the Commissioners move the code amendment forward based on the following:

- The reduced buffer will continue to provide a separation of between the used as evidenced by the mapping, site pictures, and other information provided.
- The reduced buffer can be done in compliance with conditions of RCW 69.50.331(8)(b)

¹ Note that WAC 110-305-4050 and WAC 110-305-4025 address drugs, alcohol, and tobacco within in-home child-care facilities, prohibiting illegal drugs on the premises, the consumption of alcohol during operation hours, and prohibiting smoking within 25 feet. It further requires that tobacco must be stored in an "inaccessible" place. WAC 110-300-0420, "Prohibited Uses" applies to child-care centers and early learning programs, requiring licensed providers to store alcohol and tobacco in a place inaccessible to children, and cannabis out of the licensed space and within a space that is inaccessible to children.

- The marijuana use in question is different from production (growing) and retail operations
- The marijuana use will not directly impact the “amount of drugs” in our community as it does not create new retail stores in or adjacent to the city

The proposed amendment simply allows Lake Stevens to benefit from new capital investment in a processing (manufacturing) facility that will result in new property tax revenues and living wage jobs.

Thank you for your consideration.


Sincerely,

David Toyer
President

Attachments:

- Colored area maps of land use and distances
- Photographs of JOCO property



Legend
 Snohomish County Tax Parcels

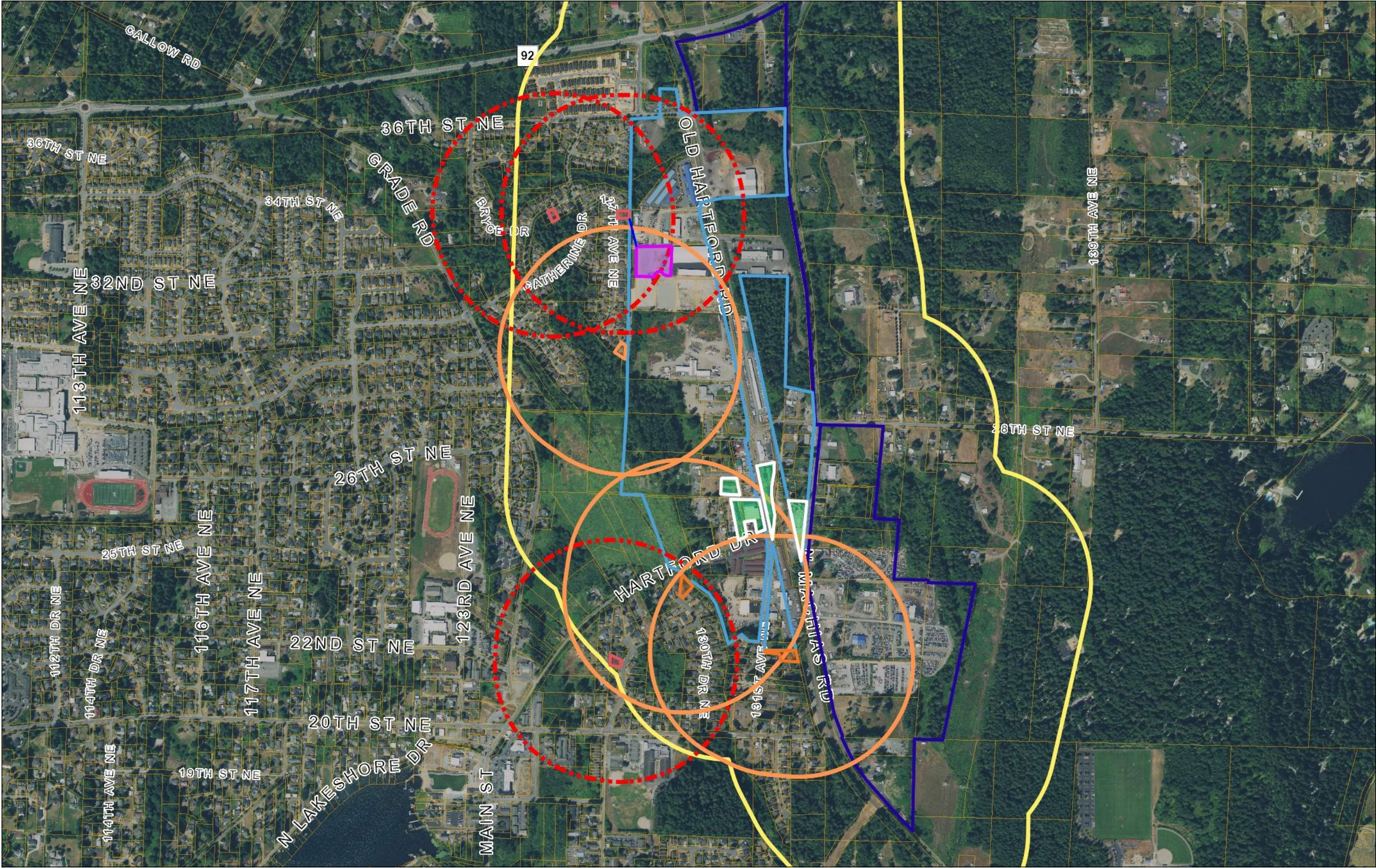
1: 4,800 

Legend
Snohomish County Tax Parcels

1: 10,000



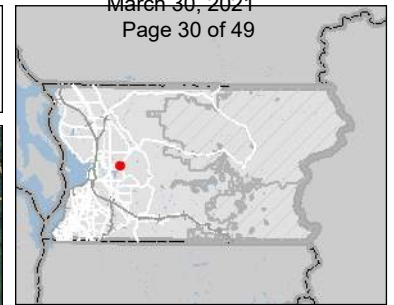
Notes
Blue/Lt Blue = LI/GI Zones; Yellow = 1,000 ft from LI/GI; Red = Licensed Child-care; Orange = What-if Child Care; Green/White = Ex. Marijuana; Purple = Applicant



1,666.7 0 833.33 1,666.7 Feet

Projection: NAD_1983_StatePlane_Washington_North_FIPS_4601_Feet
Planning and Development Services, Snohomish County

All maps, data, and information set forth herein ("Data"), are for illustrative purposes only and are not to be considered an official citation to, or representation of, the Snohomish County Code. Amendments and updates to the Data, together with other applicable County Code provisions, may apply which are not depicted herein. Snohomish County makes no representation or warranty concerning the content, accuracy, currency, completeness or quality of the Data contained herein and expressly disclaims any warranty of merchantability or fitness for any particular purpose. All persons accessing or otherwise using this Data assume all responsibility for use thereof and agree to hold Snohomish County harmless from and against any damages, loss, claim or liability arising out of any error, defect or omission contained within said Data. Washington State Law, Ch. 42.56 RCW, prohibits state and local agencies from providing access to lists of individuals intended for use for commercial purposes and, thus, no commercial use may be made of any Data comprising lists of individuals contained herein.



Legend

- 100 foot (outside LIDAR)
- Snohomish County Tax Parcels



400.0 0 200.00 400.0 Feet

Projection: NAD_1983_StatePlane_Washington_North_FIPS_4601_Feet
Planning and Development Services, Snohomish County

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1: 2,400



Notes

This map was automatically generated using Geocortex Essentials.



Picture 2 – Looking SE



**Picture 5 – Looking East
Towards picture 1**



Picture 1 – Looking NW



Picture 3 – Looking NW



Picture 4 – Looking East

Monthly Financial Report

City of Lake Stevens, WA

www.lakestevenswa.gov

Page 1



To: City Council

FROM: Barbara Stevens, Finance Director

DATE: 3/1/2021

SUBJECT: Preliminary Financial report for Yearend 2020

All Funds

Overview:

Overall, the City ended the year with a fund balance of \$30,473,989. Revenues were at \$48,919,072 and expenses were at \$53,501,053.

General Fund:

Fund Balance:

The General Fund ended December 2020 with a fund balance of \$5,283,237. Revenues were at \$15,131,999 and expenses were at \$14,090,602.

Revenues: (Also see Monthly General Fund Revenue Graphs)

Revenues ended at 101.4% collected.

The City collected \$4,622,146 in sales tax, or 109.2% of budget. Of this amount, \$645,562 is Criminal Justice Sales Tax and \$300,000 in construction sales tax.

Regular sales tax (excluding criminal justice and construction) ended last year at \$3,192,193 compared to \$3,694,554 this year, an increase of 24% and indicates that retail sales during Covid19 were healthier than expected.

In addition to the above, the City has receipted \$1,049,001 in construction sales tax into the **Contingency Fund**. These one-time revenues are being utilized for current and future capital needs.

Utility taxes ended at 110.4% or \$2,258,092. This tax is imposed on gas, telephone, electric and water providers at 6% of revenues and is based on their estimated receipts.

Licenses & Permit revenues ended at 96.1% of budget or \$540,573. The majority is from Cable Franchise Fees.

Intergovernmental revenues ended at 94% of budget or \$2,344,347.

Charges for services ended at 84.7% of budget or \$161,312. The bulk of these revenues are from School Resource officer services to the school district and extra duty law enforcement services to outside organizations.

Monthly Financial Report

City of Lake Stevens, WA

www.lakestevenswa.gov

Page 2



Permit Fund (Managerial Fund):

Building in Lake Stevens remained strong through 2020!

Zoning and Subdivision fees are at \$408,254 or 85% of budget.

Building Permits ended at \$1,938,648 or 128% of budget.

These revenues are used to offset permit related expenditures in the General Fund.

Expenditures: (Also see Monthly General Fund Expenditure Graphs)

Overall, General Fund expenditures ended at 90.8% spent or \$14,090,602.

Street Fund:

(Also, see Street Fund Operating Revenues and Expenditure BvA)

The Street Maintenance Division maintains the City's public roadway system in a safe and passable condition. Maintenance activities include pothole repair; traffic signal maintenance and operation; installation and replacement of traffic control signs and pavement markings; vegetation control and maintenance; sidewalk repair; street sweeping; snow and ice removal; and street lighting.

Revenues:

Total Street Fund revenues were \$2,714,654 or 104.7% of budget. The main revenue sources are Motor Vehicle Fuel Tax, which is a per gallon tax allocated on a per capita basis, and a 28% allocated contribution of Property Tax from the General Fund equaling approximately \$1.4 million annually. Additionally, the City imposed a utility tax on garbage providers in the amount of 6% that is used for road maintenance.

Expenditures:

Total Street Fund expenditures were \$2,452,354 or 86.8% of budget.

Monthly Financial Report

City of Lake Stevens, WA

www.lakestevenswa.gov

Page 3



Storm and Surface Water Fund:

(Also, see Storm & Surface Water Fund Operating & Capital Fund Revenues and Expenditure BvA)

The Storm and Surface Water Fund maintains the City's storm system conveyance, detention, and retention systems, which includes; drainage pipes and ditches, catch basins, storm detention vaults and ponds, and water filtering systems.

Revenues:

The Storm and Surface Water Fund revenues ended at 109.5%, or \$6,637,252. The main revenue source is from storm drainage charges, which we contract payment processing through Snohomish County.

Expenditures: The fund's Expenditures are 79.5% of budget at \$5,586,596. In addition to operating expenditures, the Surface Water Capital Fund and Surface Water Debt Service Fund are included in the totals. 40% of the expenditure budget, or \$1,635,182 is made up of transfers between the 410 Operating fund and the 411 Capital and 412 Debt funds.

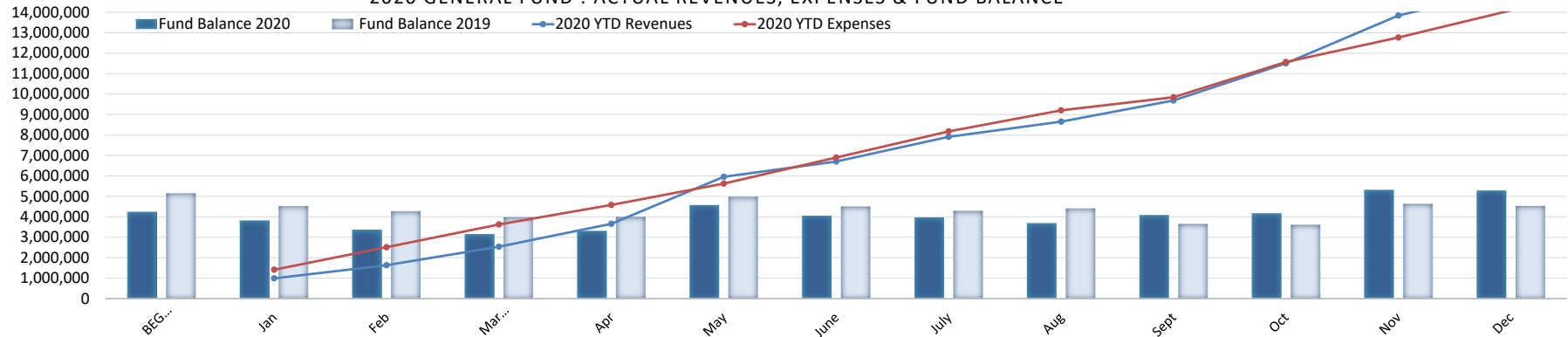
Monthly Financial Report

As of December 31st, 2020

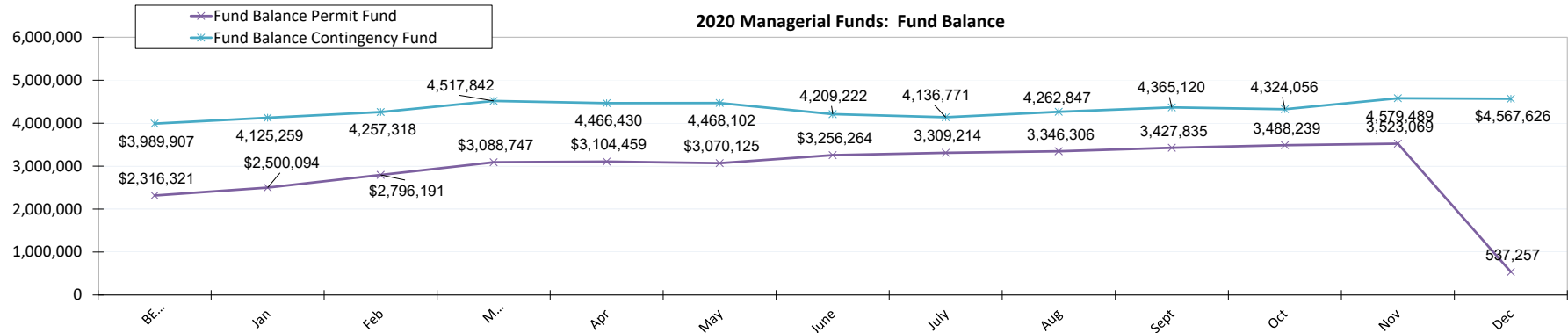


Month	2020 YTD Revenues	2020 YTD Expenses	Fund Balance 2020
BEG Fund Balance			4,241,841
Jan	990,489	1,413,215	3,819,115
Feb	1,636,820	2,510,849	3,367,812
March	2,536,440	3,623,421	3,154,860
Apr	3,656,023	4,583,774	3,314,089
May	5,959,755	5,625,109	4,576,486
June	6,706,847	6,896,005	4,052,682
July	7,907,653	8,177,161	3,972,333
Aug	8,652,111	9,203,088	3,690,863
Sept	9,685,974	9,845,702	4,082,112
Oct	11,502,140	11,569,198	4,174,782
Nov	13,844,456	12,769,540	5,316,756
Dec	15,131,999	14,090,602	5,283,237

2020 GENERAL FUND : ACTUAL REVENUES, EXPENSES & FUND BALANCE



2020 Managerial Funds: Fund Balance

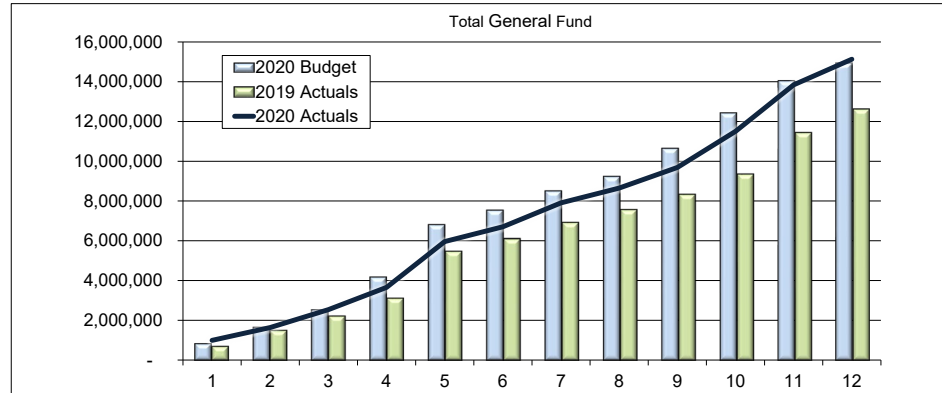


Monthly General Fund Revenue Graphs
As of December 31st, 2020

% thru year 75.0%

Total General Fund Revenues

	2020 Budget	2020 Actuals
January	850,483	990,489
February	1,673,874	1,636,820
March	2,544,602	2,536,440
April	4,189,283	3,656,023
May	6,818,793	5,959,755
June	7,545,917	6,706,847
July	8,508,521	7,907,653
August	9,233,274	8,652,111
September	10,644,223	9,685,974
October	12,420,214	11,502,140
November	14,036,137	13,844,456
December	14,923,628	15,131,999
Percent collected to date		101.40%

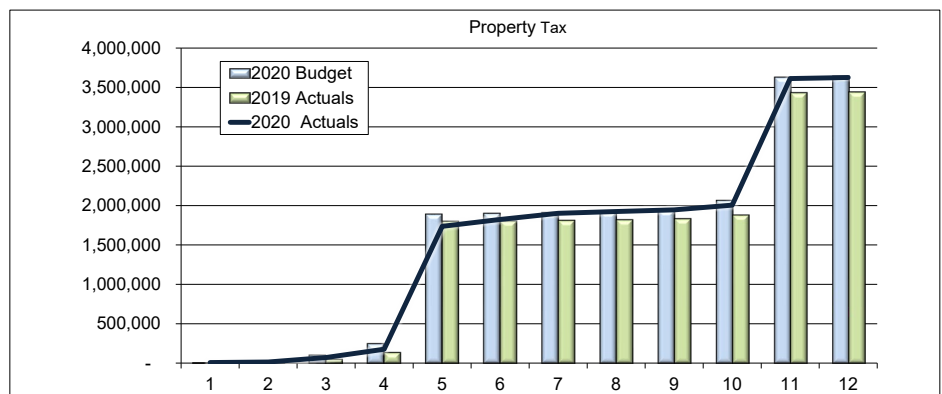


Total General Fund revenues.

Property Tax

24.38% of total GF Revenues

	2020 Budget	2020 Actuals
January	10,581	6,882
February	32,206	13,382
March	106,202	70,712
April	252,759	176,615
May	1,889,720	1,737,210
June	1,900,888	1,823,521
July	1,910,444	1,901,375
August	1,918,710	1,924,683
September	1,938,040	1,945,134
October	2,064,843	2,005,793
November	3,623,160	3,612,837
December	3,638,816	3,626,234
Percent collected to date		99.65%

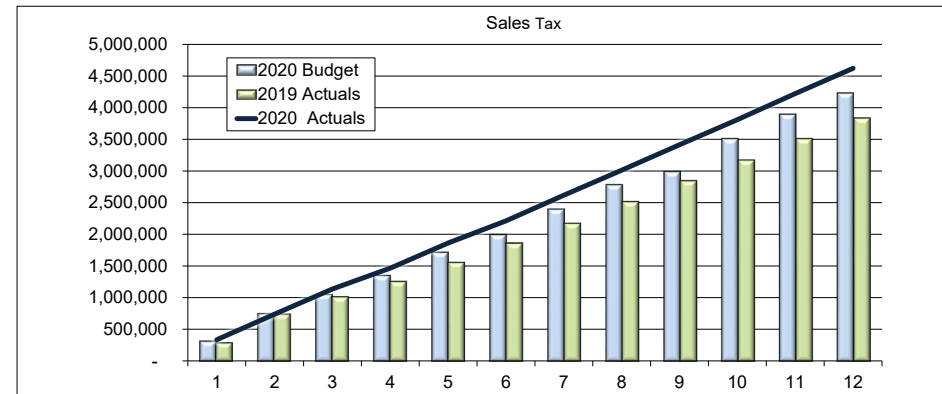


Property Taxes are paid twice a year (in May and November). Most property taxes are accounted for in the General Fund, however 28% of property taxes are also receipted in Fund 101 - Street.

Sales Tax

28.36% of total GF Revenues

	2020 Budget	2020 Actuals
January	327,667	334,380
February	761,096	737,289
March	1,062,430	1,135,743
April	1,362,033	1,465,175
May	1,726,528	1,862,193
June	2,005,723	2,211,787
July	2,406,128	2,618,096
August	2,790,581	3,012,536
September	2,997,764	3,415,260
October	3,515,564	3,810,906
November	3,898,296	4,223,451
December	4,232,150	4,622,146
Percent collected to date		109.22%

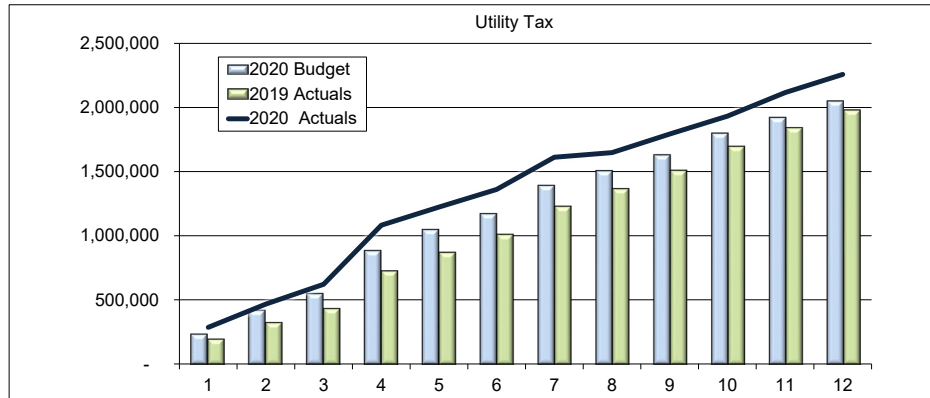


The total sales tax rate is 9% of the value of the sale. The City receives 0.85% of the 9%. The State receives the majority of sales tax at 6.5%. Taxes are collected by the state and sent to the city two months after the actual collection. This account also has Criminal justice sales tax, which is 1/10 of 1% or .1% of sales in the city, and its use is restricted to Law Enforcement. (10 cents per \$100 in sales).

Monthly General Fund Revenue Graphs
As of December 31st, 2020

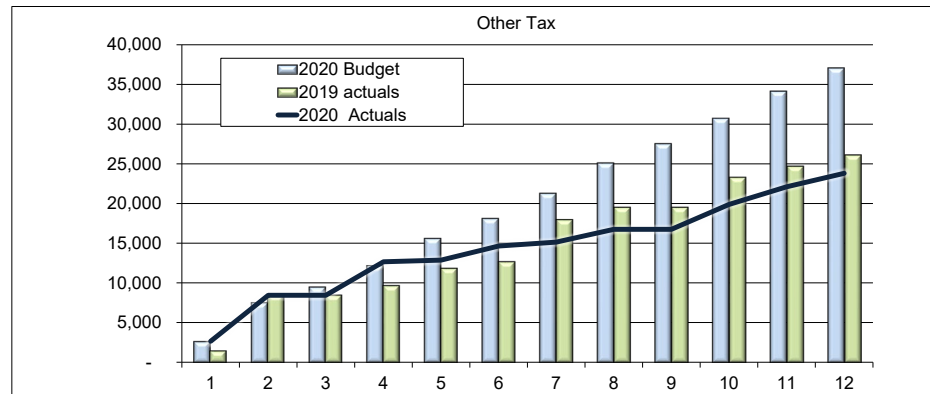
% thru year 75.0%

Utility		
13.71% of total GF Revenues		
	2020 Budget	2020 Actuals
January	237,443	285,472
February	422,624	467,435
March	553,377	621,364
April	886,873	1,081,786
May	1,048,520	1,223,082
June	1,171,515	1,360,624
July	1,390,478	1,612,236
August	1,504,633	1,648,278
September	1,627,634	1,792,668
October	1,795,596	1,932,923
November	1,917,843	2,116,679
December	2,045,360	2,258,092
Percent collected to date		110.40%



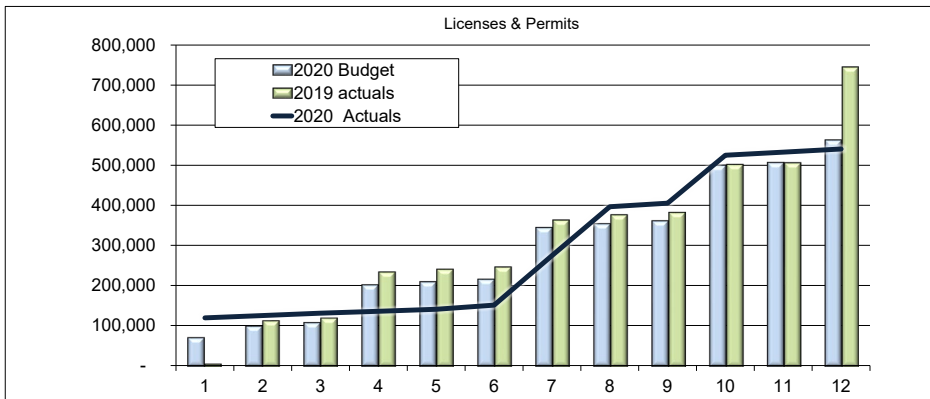
The utility tax rate is 6% on the gross revenue of telephone, gas and electric. The City does not have a utility tax on cable, instead imposing a franchise fee. In April of 2019, the City began collecting 6% tax imposed on garbage and water providers. The garbage tax is utilized in the Street Fund for transportation needs. The City does not impose a utility tax on sewer or storm water providers.

Other Taxes		
0.25% of total GF Revenues		
	2020 Budget	2020 Actuals
January	2,684	2,645
February	7,564	8,440
March	9,547	8,440
April	12,219	12,666
May	15,655	12,871
June	18,170	14,649
July	21,329	15,130
August	25,126	16,746
September	27,553	16,746
October	30,744	19,875
November	34,141	22,101
December	37,046	23,804
Percent collected to date		64.26%



This account includes gambling taxes which include pull tabs and amusement games. The tax is 5% of gross sales.

Licenses / Other Permits		
3.77% of total GF Revenues		
	2020 Budget	2020 Actuals
January	71,550	119,012
February	100,602	124,819
March	109,202	130,581
April	202,707	135,542
May	210,492	140,332
June	216,706	150,858
July	344,934	274,416
August	354,319	396,499
September	361,445	405,256
October	499,662	524,871
November	506,242	532,568
December	562,343	540,573
Percent collected to date		96.13%



This account has Business Licenses, Cable Franchise fees, and permits other than building and land use. In December of 2019, the City received a lump sum payment for 6 years of underpaid franchise fees from Comcast.

Monthly General Fund Revenue Graphs
As of December 31st, 2020

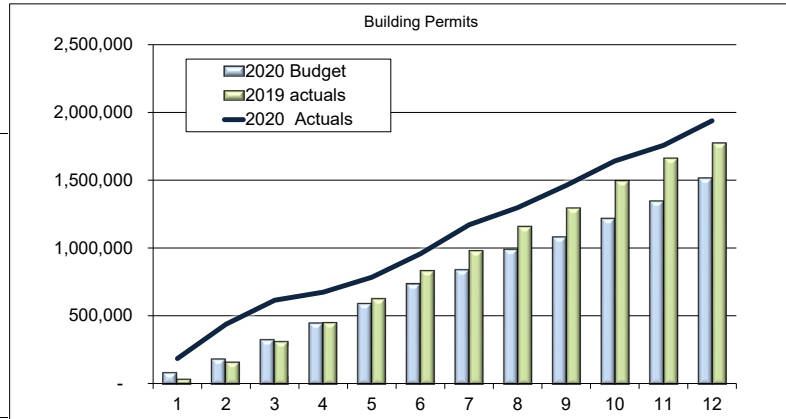
% thru year 75.0%

Building Permits (FUND 003)

FUND 003
2020 Zoning
Rev

	2020 Budget	2020 Actuals	
January	87,402	184,066	6,251
February	187,923	437,251	52,737
March	329,668	614,885	319,703
April	452,726	674,321	334,818
May	596,459	783,617	341,153
June	739,931	956,981	357,872
July	841,937	1,170,942	368,417
August	992,353	1,297,531	371,882
September	1,082,610	1,462,235	379,782
October	1,219,157	1,641,557	385,942
November	1,346,400	1,757,334	396,592
December	1,515,000	1,938,648	408,254

Percent collected to date 127.96% 85.05%



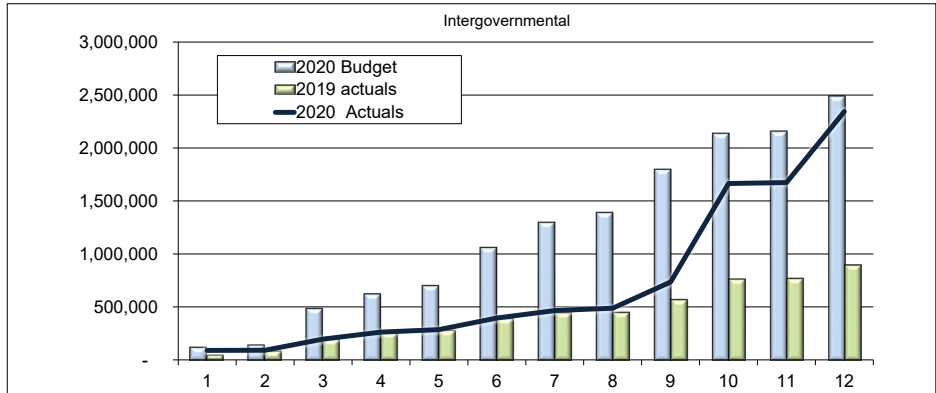
Permits related to development. These revenues are held in a managerial fund along with land use permit revenues, separate from other operating revenues.

Intergovernmental

16.70% of total GF Revenues

	2020 Budget	2020 Actuals
January	128,518	89,171
February	150,412	90,550
March	492,819	196,580
April	631,705	262,502
May	708,846	285,532
June	1,068,568	394,891
July	1,306,200	464,976
August	1,397,520	487,976
September	1,803,693	734,619
October	2,141,869	1,664,384
November	2,161,571	1,673,429
December	2,491,527	2,344,347

Percent collected to date 94.09%



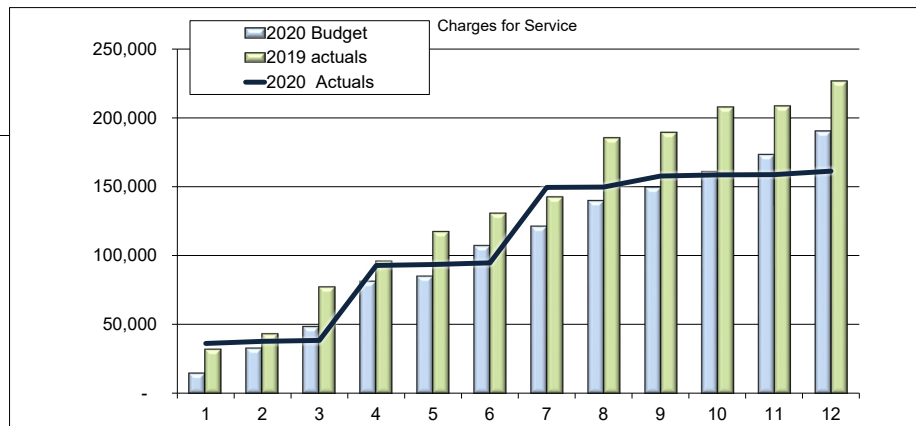
Intergovernmental revenues include state support for criminal justice, state shared revenues for liquor taxes, liquor profits, and marijuana enforcement. Also included are PUD privilege taxes, and City-County assistance. Various types of grants are also included.

Charges for Service

1.28% of total GF Revenues

	2020 Budget	2020 Actuals
January	14,892	36,113
February	32,992	37,639
March	48,629	38,347
April	81,466	92,834
May	85,154	93,508
June	107,286	94,716
July	121,345	149,442
August	139,941	149,707
September	149,611	157,758
October	160,994	158,634
November	173,320	158,732
December	190,361	161,312

Percent collected to date 84.74%

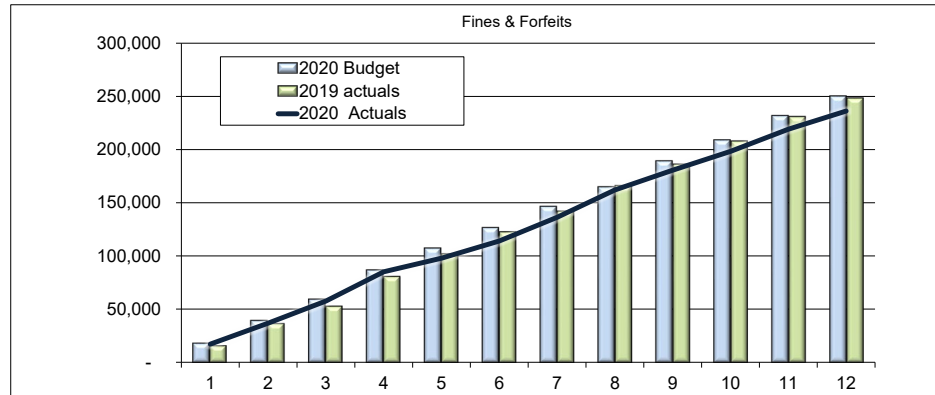


Charges for service included charges for School Resource Officer

Monthly General Fund Revenue Graphs
As of December 31st, 2020

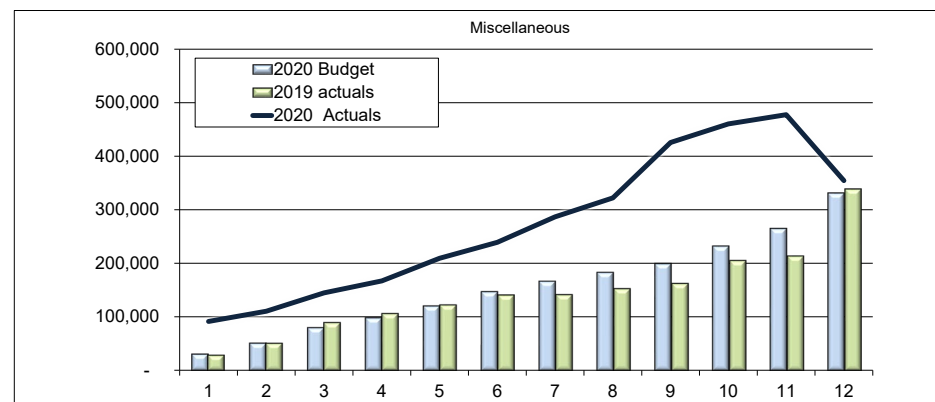
% thru year 75.0%

Fines & Forfeits		
1.68% of total GF Revenues		
	2020 Budget	2020 Actuals
January	18,260	17,061
February	39,670	36,764
March	59,689	57,627
April	87,229	85,105
May	107,832	97,894
June	126,773	114,082
July	146,671	136,264
August	165,010	161,959
September	189,452	180,657
October	209,116	198,274
November	231,871	219,112
December	250,253	236,209
Percent collected to date		94%



Fines and Forfeits collected by the district court on behalf of the city for violations. This revenue is projected to decrease due to changes in legislation related to fees imposed on indigent defendants.

Miscellaneous		
2.22% of total GF Revenues		
	2020 Budget	2020 Actuals
January	31,227	91,205
February	51,796	110,300
March	80,467	144,697
April	99,053	166,899
May	120,877	209,348
June	147,490	239,043
July	166,892	286,584
August	183,413	322,198
September	199,772	425,574
October	232,159	460,389
November	264,975	477,609
December	330,772	354,379
Percent collected to date		107%



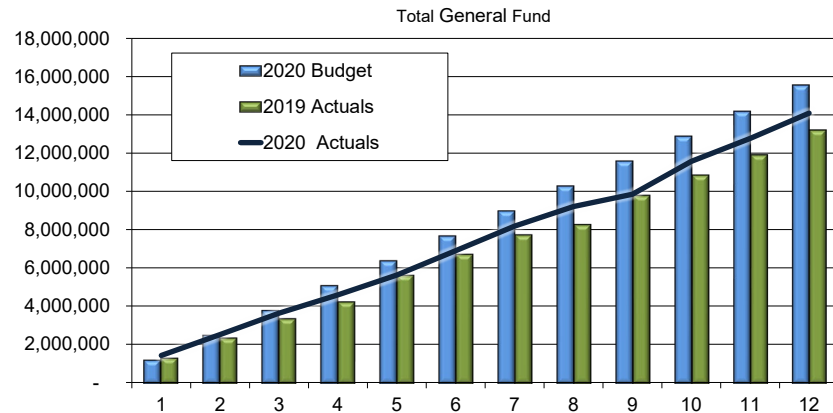
Miscellaneous revenues includes interest earnings, lease revenues, insurance recoveries, other smaller revenues that do not fit into one of the above categories. In December of 2019, the City received a interest and penalties from Comcast for the related underpayments of franchise fees.

**Monthly General Fund Expenditure Graphs
As of December 31st, 2020**

% thru year 75.0%

Total General Fund Expenditures

	2020 Budget	2020 Actuals
January	1,227,817	1,413,215
February	2,521,113	2,510,849
March	3,814,410	3,623,421
April	5,107,706	4,583,774
May	6,401,003	5,625,109
June	7,694,299	6,896,005
July	8,987,596	8,177,161
August	10,280,893	9,203,088
September	11,574,189	9,845,702
October	12,867,486	11,569,198
November	14,160,782	12,769,540
December	15,519,559	14,090,602
% spent		90.79%

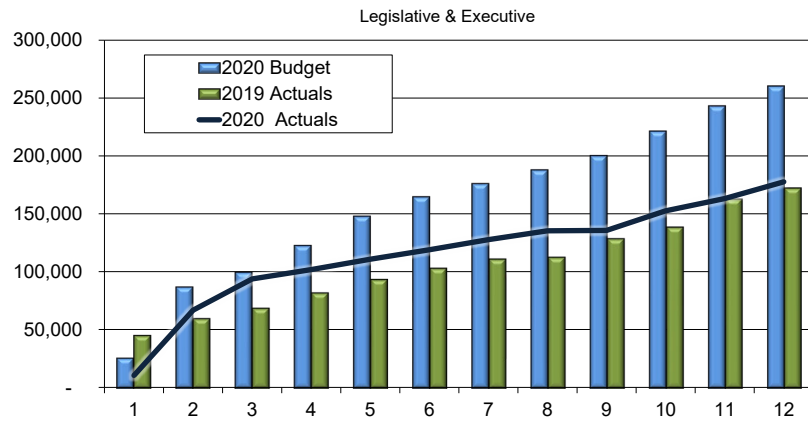


Total General Fund Expenditures.

Legislative & Executive

1.67% of total GF Exp

	2020 Budget	2020 Actuals
January	26,146	10,344
February	87,467	66,709
March	100,086	93,709
April	123,121	101,831
May	148,002	110,781
June	164,783	118,985
July	176,047	127,709
August	187,885	135,299
September	200,088	135,634
October	221,191	152,574
November	242,841	163,158
December	259,806	177,632
% spent		68.37%

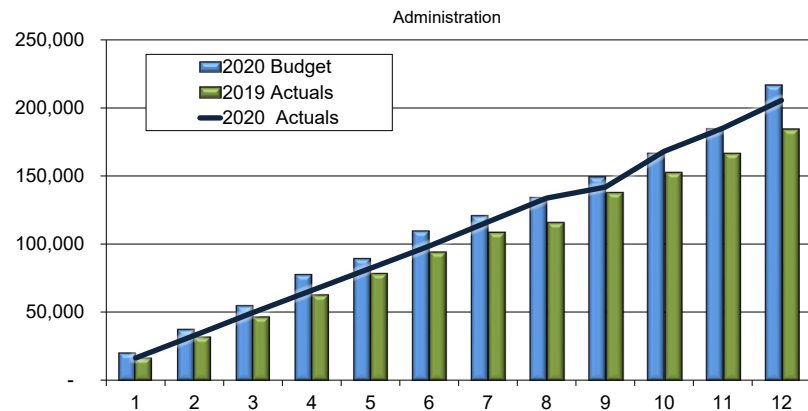


Includes activities related to the City Council and Mayor. Major items include salaries and benefits, travel & meetings, and voter registration fees. Election costs are higher than normal in 2020 due to the possibility of the City putting some items on the November ballot.

Administration

1.40% of total GF Exp

	2020 Budget	2020 Actuals
January	20,195	16,278
February	37,506	32,829
March	54,904	49,675
April	77,750	65,937
May	89,537	82,201
June	109,556	98,464
July	120,752	116,282
August	134,017	133,719
September	149,227	141,851
October	166,432	168,041
November	184,475	185,111
December	216,516	205,582
% spent		94.95%



Includes the salary, benefits and operating costs of the City Administrator. City Administrator Salary is 71% General Fund, 20% street, and 9% to Storm Water.

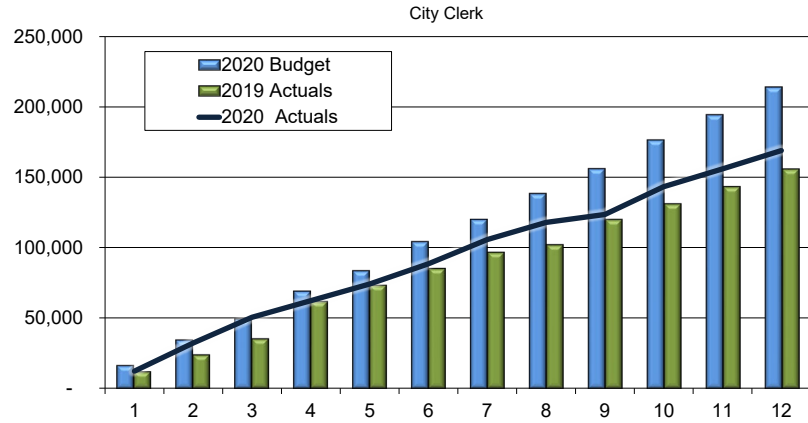
Monthly General Fund Expenditure Graphs
As of December 31st, 2020

% thru year 75.0%

City Clerk

1.38% of total GF Exp

	2020 Budget	2020 Actuals
January	16,523	12,132
February	34,602	32,173
March	49,496	50,476
April	69,159	62,258
May	83,684	74,092
June	104,195	88,516
July	119,959	105,711
August	138,281	117,869
September	155,794	123,523
October	176,141	143,315
November	193,935	155,925
December	213,536	168,964
% spent		79.13%

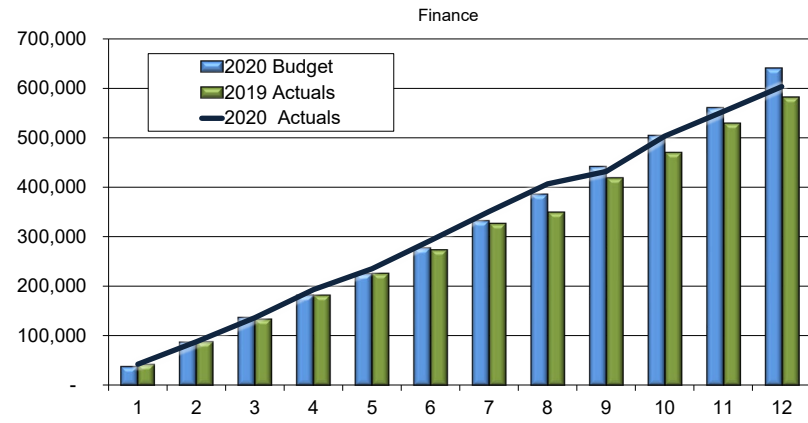


City Clerk activities including records management, public disclosure, legal compliance services, agendas, minutes and legal notifications . Costs are mainly salaries and benefits. Remaining budget for professional service consultants were re-appropriated in the 2020 budget.

Finance

4.12% of total GF Exp

	2020 Budget	2020 Actuals
January	38,343	42,051
February	87,537	87,552
March	137,148	136,323
April	182,482	192,965
May	225,573	235,219
June	277,594	292,443
July	332,208	350,805
August	385,857	406,796
September	441,568	431,809
October	504,106	503,467
November	560,026	553,079
December	639,737	603,508
% spent		94.34%

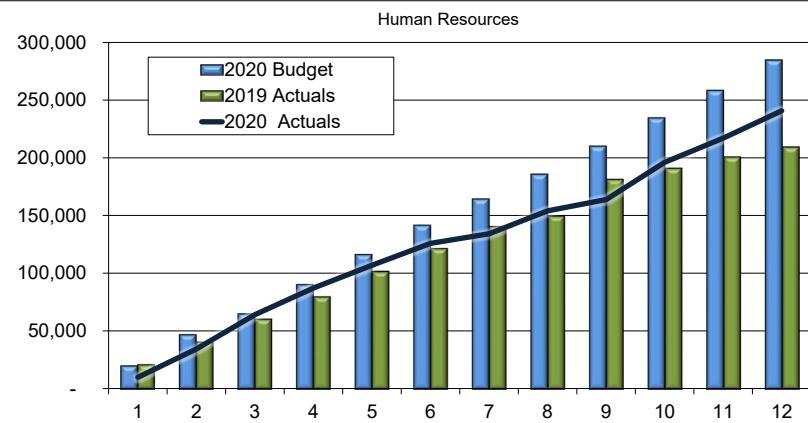


Finance provides for accounting, payroll processing, purchasing/payments, budgeting, and treasury services. Planned expenditures include professional services including costs related to the State Audit.

Human Resources

1.83% of total GF Exp

	2020 Budget	2020 Actuals
January	20,396	9,714
February	47,434	34,317
March	65,418	64,067
April	90,672	87,088
May	116,681	106,837
June	141,706	125,836
July	164,345	134,138
August	185,787	153,984
September	209,974	163,791
October	234,327	196,030
November	258,165	217,065
December	284,307	240,773
% spent		84.69%



Human Resources provides personnel, recruitment and related functions. Professional services for labor relations assistance will be re-appropriated in the 2020 legal budget.

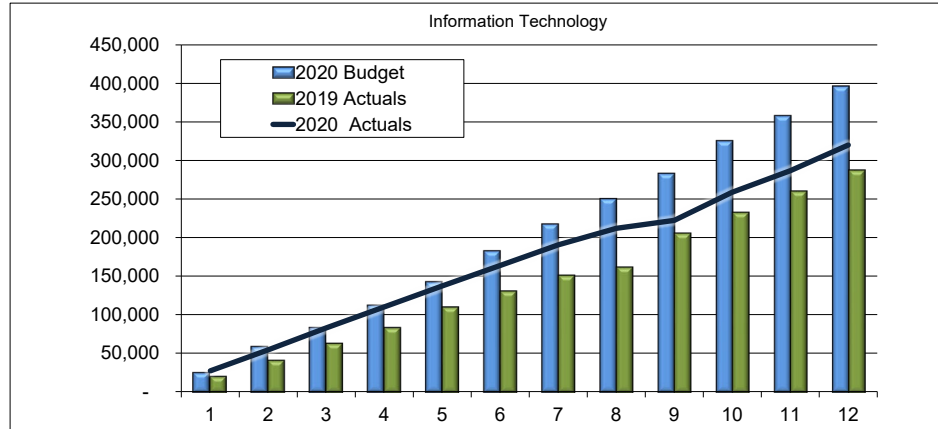
Monthly General Fund Expenditure Graphs
As of December 31st, 2020

% thru year 75.0%

Information Technology

2.55% of total GF Exp

	2020 Budget	2020 Actuals
January	25,912	26,909
February	59,535	54,233
March	84,194	82,722
April	113,148	109,893
May	143,267	137,153
June	183,283	163,674
July	218,092	190,435
August	250,861	211,888
September	283,513	222,288
October	325,817	258,725
November	358,080	286,741
December	396,379	320,044
% spent		80.74%

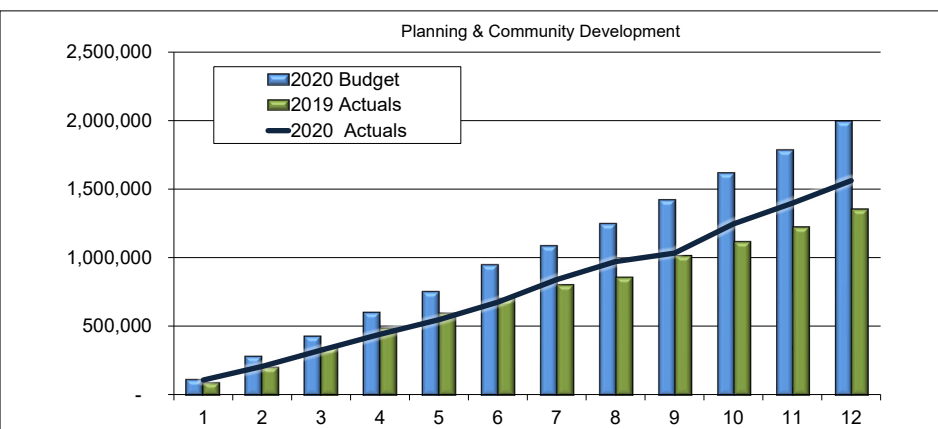


Information Technology provides technical hardware and software support of the City's computer systems and communication systems. Provides technology training, responding to technical support requests, administrating the city website and intranet. The 2019 budget contained a "placeholder" for IT consulting services that was unused. A similar amount is budgeted as a "placeholder" in the 2020 budget as well.

Planning & Community Development

12.87% of total GF Exp

	2020 Budget	2020 Actuals
January	118,577	106,175
February	287,814	205,358
March	434,874	324,194
April	607,899	439,768
May	759,081	546,970
June	954,234	674,931
July	1,092,281	839,311
August	1,253,573	971,171
September	1,426,143	1,032,165
October	1,621,682	1,246,016
November	1,787,529	1,396,727
December	1,996,901	1,561,753
% spent		78.21%

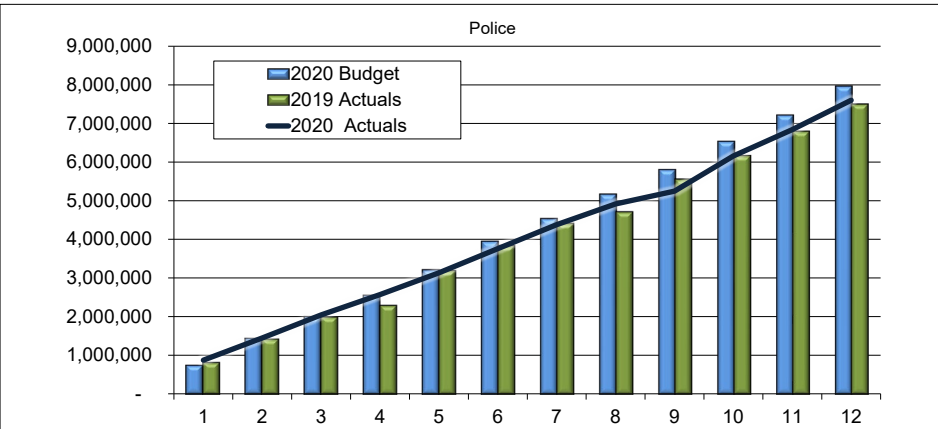


Largely accounts for the planning department which includes the permit center, long-range and short-range planning, and plan review. Also includes building official and building inspections in addition to economic development and code enforcement related activities. This department remained significantly under budget due to open staffing positions.

Police

51.37% of total GF Exp

	2020 Budget	2020 Actuals
January	756,244	871,099
February	1,454,109	1,447,203
March	2,014,172	2,041,823
April	2,566,379	2,568,281
May	3,224,263	3,133,170
June	3,961,779	3,758,248
July	4,546,969	4,379,094
August	5,179,913	4,917,371
September	5,814,722	5,247,521
October	6,544,826	6,158,835
November	7,222,375	6,841,750
December	7,973,114	7,602,107
% spent		95.35%



Police Department Services. This includes funding in the amount of \$225,000 is supplied by the General Fund to the Police Capital Fund for equipment purchases.

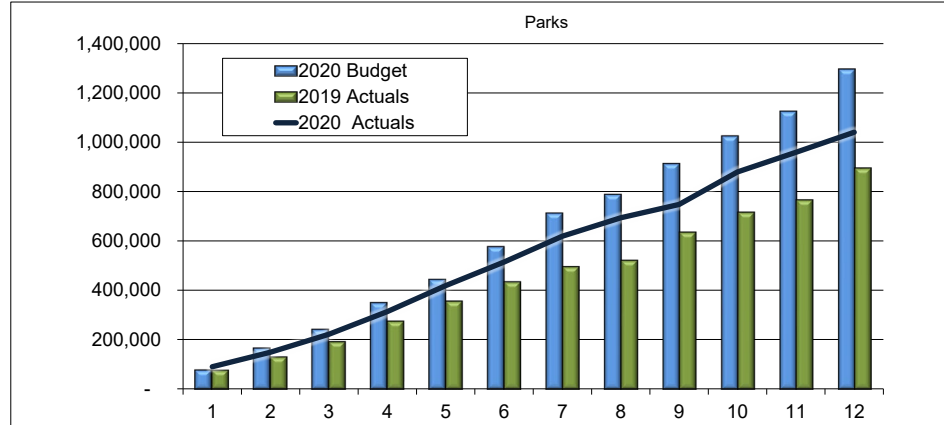
Monthly General Fund Expenditure Graphs
As of December 31st, 2020

% thru year 75.0%

Parks

8.34% of total GF Exp

	2020 Budget	2020 Actuals
January	78,936	89,556
February	167,950	148,465
March	243,890	221,187
April	351,641	313,026
May	445,793	418,422
June	577,956	514,356
July	712,515	619,246
August	787,514	693,553
September	912,162	747,988
October	1,024,162	879,611
November	1,123,882	959,073
December	1,293,875	1,040,618
% spent		80.43%

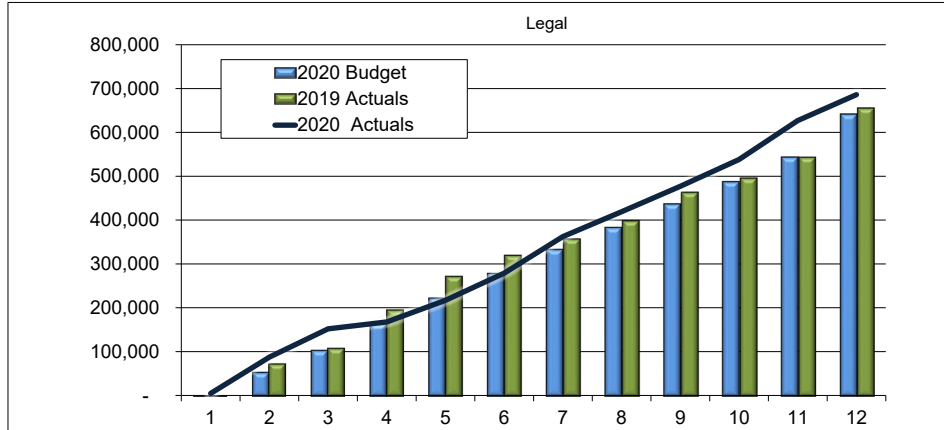


Parks within the General Fund includes personnel, park maintenance, and capital outlay.

Legal

4.13% of total GF Exp

	2020 Budget	2020 Actuals
January	392	4,648
February	54,984	87,318
March	104,842	151,957
April	165,770	167,625
May	223,863	217,020
June	279,935	278,818
July	333,506	362,328
August	383,333	419,027
September	437,011	477,040
October	487,365	538,292
November	543,037	626,825
December	640,547	686,103
% spent		107.11%



Includes our contracted City Attorney services, Prosecuting Attorney contract, and General Indigent Defense (public defender).

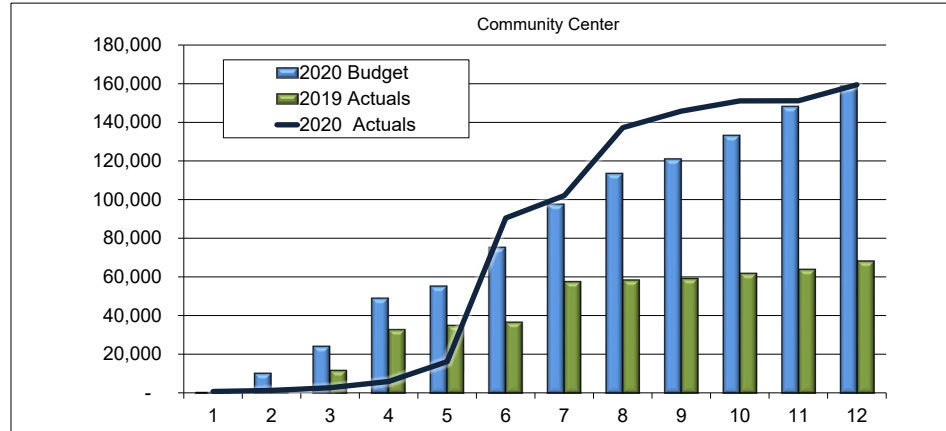
Monthly General Fund Expenditure Graphs
As of December 31st, 2020

% thru year 75.0%

Community Center

1.02% of total GF Exp

	2020 Budget	2020 Actuals
January	559	700
February	10,516	1,252
March	24,513	2,660
April	49,415	5,890
May	55,666	16,183
June	75,719	90,515
July	97,836	102,082
August	113,713	137,283
September	121,242	145,814
October	133,404	151,103
November	148,411	151,173
December	158,845	159,476
% spent		100.40%

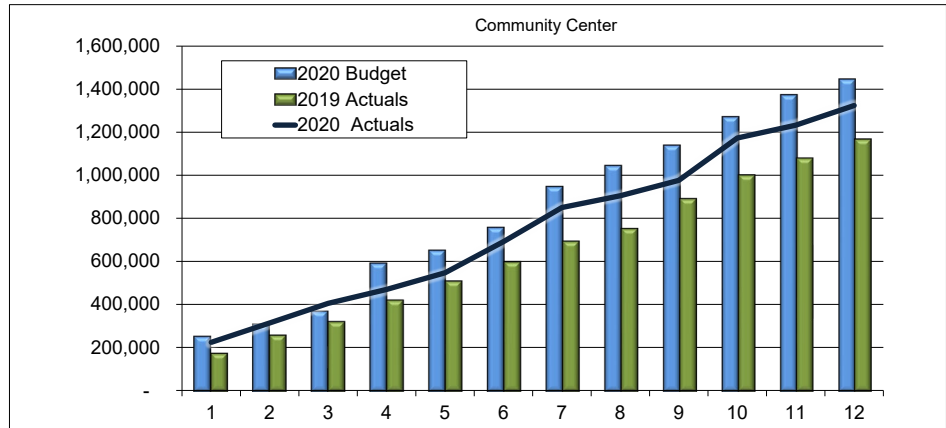


Includes the Visitor Information Center (VIC), Library operating costs, and "The Mill" operating costs.

General Government

9.32% of total GF Exp

	2020 Budget	2020 Actuals
January	257,387	223,610
February	313,820	313,441
March	373,930	404,629
April	596,250	469,212
May	655,437	547,062
June	761,399	691,221
July	950,178	850,020
August	1,047,055	905,127
September	1,141,282	976,277
October	1,272,346	1,173,191
November	1,374,294	1,232,913
December	1,445,996	1,324,042
% spent		91.57%



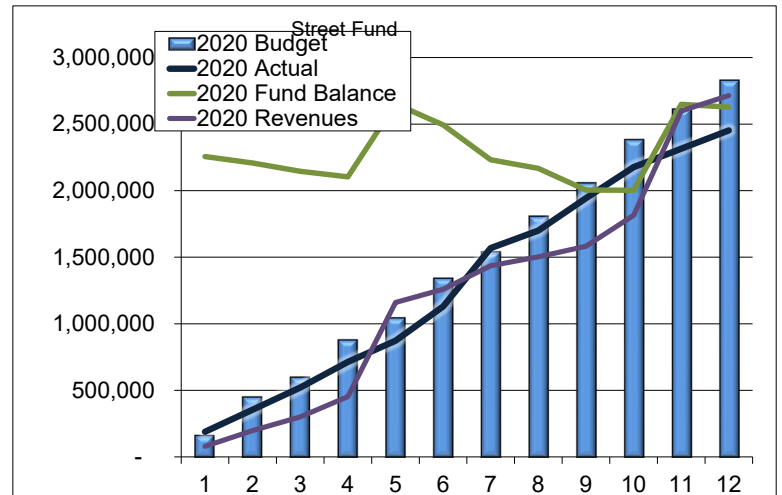
General Government includes insurance payments, transfers to reserve and capital funds, payments to the municipal court, which were down significantly, and other general city payments as well as initial design and architecture of a new Police Building.

**Monthly Other Fund Expenditure Graphs
As of December 31st, 2020**

% thru year 75.0%

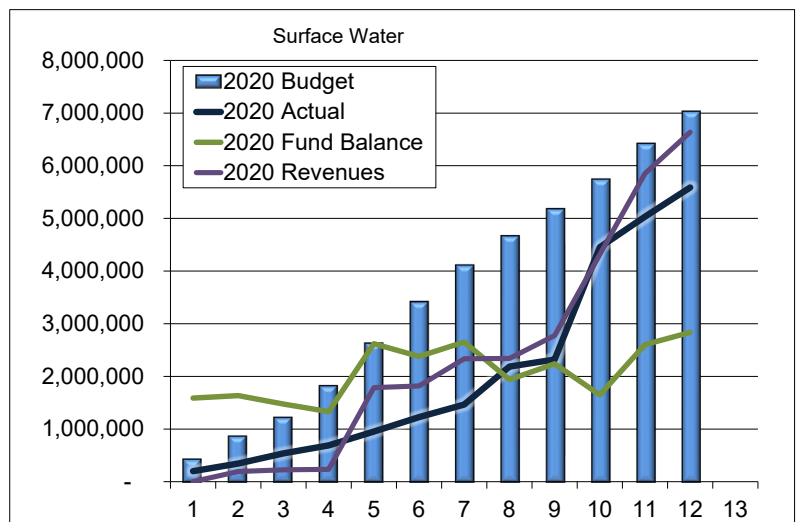
Street (Fund 101) Expenditures

	2020 Budget	2020 Actual
January	168,034	188,711
February	455,576	354,769
March	604,778	520,645
April	883,710	713,832
May	1,049,339	873,189
June	1,346,321	1,130,197
July	1,544,678	1,568,627
August	1,809,888	1,700,569
September	2,058,331	1,943,005
October	2,381,746	2,176,045
November	2,609,960	2,315,512
December	2,826,061	2,452,354
BTD Status		86.78%



**Storm & Surface Water (Fund 410 and 411 and 412)
Expenditures**

	2020 Budget	2020 Actual
January	440,614	199,522
February	878,700	344,024
March	1,235,960	536,572
April	1,835,240	688,350
May	2,644,634	951,432
June	3,424,810	1,226,224
July	4,117,988	1,464,483
August	4,671,652	2,185,073
September	5,184,713	2,318,939
October	5,743,260	4,451,280
November	6,420,456	5,031,717
December	7,031,551	5,586,596
BTD Status		79.45%



**CITY OF LAKE STEVENS
FINANCIAL REPORT - Summary
As of Decembe 31st, 2020**

Fund	Revenues				Expenditures			Fund Balance
	2020 Budgeted Revenue	2020 Revenue Collected	2020 % of Budget Collected		2020 Budgeted Expenditures	2020 Expended	2020 % of Budget Expended	
General Funds:								
General Funds	\$14,923,628	\$15,131,999	101.4%		\$15,519,559	\$14,090,602	90.8%	\$5,283,237
Council Contingency	\$2,937,241	\$2,995,798	102.0%		\$2,994,673	\$2,418,079	80.7%	\$4,567,626
Permit Fund	\$4,995,000	\$2,351,493	47.1%		\$4,340,897	\$4,130,557	95.2%	\$537,257
SPECIAL REVENUE FUNDS:								
Street	\$2,592,728	\$2,714,654	104.7%		\$2,904,359	\$2,452,354	84.4%	\$2,627,502
Street Reserve	\$0	\$0	0.0%		\$0	\$0	0.0%	\$0
Drug Seizure & Forfeiture	\$21,262	\$34,374	161.7%		\$82,500	\$16,392	19.9%	\$86,872
Municipal Arts	\$37,500	\$26,929	71.8%		\$31,669	\$19,612	61.9%	\$28,485
DEBT SERVICE FUNDS:								
LTGO 2008A Bond	\$349,705	\$349,405	99.9%		\$349,705	\$349,405	99.9%	\$0
2015 LTGO Bond	\$94,426	\$94,425	100.0%		\$94,426	\$94,426	100.0%	\$0
2019A LTGO Bond -PD	\$434,202	\$434,201	100.0%		\$434,202	\$434,201	100.0%	\$0
CAPITAL PROJECT FUNDS:								
Cap Project-Developer Contributions	\$9,377,464	\$5,984,039	63.8%		\$12,534,499	\$6,850,394	54.7%	\$2,485,143
Park Mitigation Fund	\$2,525,424	\$2,115,246	83.8%		\$2,786,076	\$2,232,807	80.1%	\$463,112
Real Estate Excise Tax I	\$1,180,645	\$1,534,865	130.0%		\$1,014,096	\$849,956	83.8%	\$4,617,750
Real Estate Excise Tax II	\$3,296,628	\$1,973,969	59.9%		\$5,337,395	\$2,941,518	55.1%	\$3,569,324
Downtown Redevelopment	\$4,272,014	\$4,160,978	97.4%		\$4,272,895	\$4,161,859	97.4%	\$0
Facility Capital Project Fund	\$173,000	\$194,961	112.7%		\$4,471,796	\$3,546,435	79.3%	\$947,322
Sidewalk Capital Project	\$19,310	\$5,041	26.1%		\$375,000	\$73,711	19.7%	\$804,679
20th Street SE Corridor CP	\$13,702	\$4,383	32.0%		\$797,544	\$788,099	98.8%	\$126
ENTERPRISE FUNDS:								
Sewer	\$1,060,525	\$1,053,247	99.3%		\$1,150,543	\$1,145,088	99.5%	\$135,013
Storm & Surface Water	\$3,291,033	\$3,757,895	114.2%		\$4,709,933	\$3,635,961	77.2%	\$1,783,043
Storm Water Capital	\$2,632,486	\$2,744,417	104.3%		\$2,634,959	\$1,815,453	68.9%	\$1,052,486
Storm Water Debt Service	\$135,182	\$135,182	0.0%		\$135,182	\$135,182	100.0%	\$0
INTERNAL SERVICE FUNDS:								
Unemployment	\$1,542	\$247	16.0%		\$40,000	\$11,508	28.8%	\$41,339
Capital Equipment - Computer	\$329,466	\$322,029	97.7%		\$392,192	\$273,304	69.7%	\$214,680
Capital Equipment - Vehicle Rplacement	\$10,536	\$10,198	96.8%		\$0	\$0		\$41,031
Capital Equipment - Police	\$232,378	\$273,219	117.6%		\$210,000	\$207,445	98.8%	\$339,413
Capital Equipment - PW	\$217,751	\$204,792	94.0%		\$498,432	\$423,466	85.0%	\$810,013
Aerator Equipment Replacement	\$2,000	\$599	30.0%		\$77,390	\$77,390	100.0%	\$25,434
FIDUCIARY FUNDS:								
Refundable Deposits	\$0	\$0	0.0%		\$0	\$0	0.0%	\$0
Treasurer's Trust	\$451,804	\$310,728	68.8%		\$469,042	\$325,849	0.0%	\$2,117
Total All Funds	\$55,608,582	\$48,919,314	88%		\$68,658,964	\$53,501,053	78%	\$30,463,004

**General Fund Operating Revenues and Expenditures
Budget to Actual**



As of December 31st, 2020

		THROUGH	
REVENUE SOURCES	2020 BUDGET	DECEMBER 2020	% OF BUDGET
Taxes:			
-Property Tax-Regular	\$ 3,638,816	\$ 3,626,234	99.7%
-Sales -.85%	3,278,664	3,664,554	111.8%
-Criminal Justice Sales - 0.1%	653,486	645,563	98.8%
-Affordable & Sup. Housing	0	12,030	0.0%
- Construction Sales Tax	300,000	300,000	100.0%
-Utility	2,045,360	2,258,092	110.4%
-Gambling tax/leasehold excise	37,046	23,804	64.3%
Licenses & Permits	562,343	540,573	96.1%
Intergovernmental	2,491,527	2,344,347	94.1%
Charges for services	190,361	161,312	84.7%
Fines & Forfeitures	250,253	236,209	94.4%
Miscellaneous	330,772	326,457	98.7%
Other financial sources/Transfers	1,145,000	992,825	86.7%
Total Revenues	\$ 14,923,628	\$ 15,131,999	101%
Beginning Fund Balance	\$ 4,241,841	\$ 4,241,841	100.0%
Total Resources	\$ 19,165,469	\$ 19,373,840	101.10%

		THROUGH	
EXPENDITURES	2020 BUDGET	DECEMBER 2020	% OF BUDGET
Legislative & Executive	\$ 259,806	\$ 177,632	68.4%
Administration	216,516	205,582	95.0%
City Clerk	213,536	168,964	79.1%
Finance	639,737	603,508	94.3%
Human Resources	284,307	240,773	84.7%
Information Technology	396,379	320,044	80.7%
Planning & Community Development	1,996,901	1,561,753	78.2%
Law Enforcement	7,973,114	7,602,107	95.3%
Parks	1,293,875	1,040,618	80.4%
Legal	640,547	686,103	107.1%
Community	158,845	159,476	100.4%
General Government	1,445,996	1,324,042	91.6%
Total Expenditures	\$ 15,519,559	\$ 14,090,602	91%
Total Increase (Decrease) to Resources	\$ (595,931)	\$ 1,041,397	-174.8%
Ending Fund Balance	\$ 3,645,910	\$ 5,283,237	144.90%

**Street Fund Operating Revenues and Expenditures
 Budget to Actual**



As of December 31st, 2020

REVENUE SOURCES	2020 BUDGET	THROUGH DECEMBER 2020	% OF BUDGET
Taxes:			
-Property Tax-Regular	\$ 1,415,095	\$ 1,410,202	99.7%
Utility Tax - Garbage	\$ 266,640	\$ 338,401	126.9%
Licenses & Permits	28,701	26,800	93.4%
Intergovernmental	770,636	687,257	89.2%
Charges for services	0	138,004	0.0%
Miscellaneous	64,002	18,738	29.3%
Other financial sources/Transfers	47,654	95,252	199.9%
Total Revenues	\$ 2,592,728	\$ 2,714,654	104.7%
Beginning Fund Balance	\$ 2,365,201	\$ 2,365,201	100.0%
Total Resources	\$ 4,957,929	\$ 5,079,856	102.50%

EXPENDITURES	2020 BUDGET	THROUGH DECEMBER 2020	% OF BUDGET
Salaries	\$ 884,882	\$ 773,641	87.4%
Benefits	413,157	371,086	89.8%
Supplies	157,515	199,478	126.6%
Professional Services	1,020,425	959,621	94.0%
Capital Outlays	324,380	44,528	13.7%
Interfund Transfers	104,000	104,000	100.0%
Total Expenditures	\$ 2,904,359	\$ 2,452,354	84%
Total Increase (Decrease) to Resources	\$ (311,631)	\$ 262,300	-84.2%
Ending Fund Balance	\$ 2,053,570	\$ 2,627,502	127.90%

**Storm & Surface Water Fund Operating & Capital Fund
Revenues and Expenditures
Budget to Actual**



As of December 31st, 2020

REVENUE SOURCES	2020 BUDGET	THROUGH DECEMBER 2020	% OF BUDGET
Taxes:			
Intergovernmental	46,302	45,081	97.4%
Charges for services	3,178,726	4,367,650	137.4%
Miscellaneous	17,762	10,420	58.7%
Bond Proceeds	501,000	501,001	0.0%
Interfund Transfer In	2,314,911	1,713,342	74.0%
Total Revenues	\$ 6,058,701	\$ 6,637,494	109.6%
Beginning Fund Balance	\$ 1,784,873	\$ 1,784,873	100.0%
Total Resources	\$ 7,843,574	\$ 8,422,368	107.40%

EXPENDITURES	2020 BUDGET	THROUGH DECEMBER 2020	% OF BUDGET
Salaries	\$ 1,032,404	\$ 778,849	75.4%
Benefits	490,836	372,910	76.0%
Supplies	293,167	291,109	99.3%
Professional Services	448,321	407,893	91.0%
Capital Outlays	2,697,795	1,849,771	68.6%
Debt Service	146,883	146,883	100.0%
Interfund Transfers	2,370,668	1,739,182	73.4%
Total Expenditures	\$ 7,480,074	\$ 5,586,596	75%
Total Increase (Decrease) to Resources	\$ (1,421,373)	\$ 1,050,898	-73.9%
Ending Fund Balance	\$ 363,500	\$ 2,835,771	780.10%

* Includes the Surface Water Operating Fund & Surface Water Capital Fund