

**CITY OF SULTAN  
COUNCIL MEETING – COMMUNITY CENTER  
October 24, 2013**

**7:00 PM CALL TO ORDER** - Pledge of Allegiance and Roll Call

**CHANGES/ADDITIONS TO THE AGENDA**

**PRESENTATIONS**

1. Certificate of Appreciation – Bruce Meaker, Snohomish County PUD
2. Annual Sky Valley Chamber Report

**COMMENTS FROM THE PUBLIC:** Citizens are requested to keep comments to a 3 minute maximum to allow time for everyone to speak. It is also requested that you complete a comment form for further contact.

**COUNCILMEMBER COMMENTS**

**CITY ADMINISTRATOR COMMENTS**

**STAFF REPORTS** – Written Reports Submitted

1. Animal Control
2. Planning Board Minutes
3. Public Works
4. Finance

**HEARINGS:**

1. Ordinance 1177-13 - Collective Gardens
2. 2014 Tax Levies
3. 2014 Budget

**CONSENT AGENDA:** The following items are incorporated into the consent agenda and approved by a single motion of the Council.

- 1) Approval of the October 10, 2013 Council Meeting Minutes
- 2) Approval of the October 10, 2013 Public Hearing Minutes on the I-502 Moratorium
- 3) Approval of Vouchers
- 4) Excused Absence of Councilmember Davenport-Smith

**ACTION ITEMS:**

1. Ordinance 1175-13 - 2014 Tax Levy
2. Ordinance 1176-13- 2014 Police Bond Levy
3. Ordinance 1177-13 – Collective Gardens

**DISCUSSION: Time Permitting**

1. ATV Ordinance

**PUBLIC COMMENT ON AGENDA ITEMS ONLY**

**COUNCILMEMBER RESPONSE TO PUBLIC COMMENT ON AGENDA ITEMS**

**Executive Session:**

**Adjournment** - 10:00 PM or at the conclusion of Council business.

**ADA NOTICE:** City of Sultan Community Center is accessible. Accommodations for persons with disabilities will be provided upon request. Please make arrangements prior to the meeting by calling City Hall at 360-793-2231. For additional information please contact the City at [cityhall@ci.sultan.wa.us](mailto:cityhall@ci.sultan.wa.us) or visit our web site at [www.ci.sultan.wa.us](http://www.ci.sultan.wa.us)



**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

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ITEM NO:                    Presentation 2

DATE:                        October 24, 2013

SUBJECT:                    Sky Valley Chamber of Commerce Annual Report

CONTACT PERSON:        Laura Koenig, Clerk/Deputy Finance Director

**SUMMARY:**

In accordance with the agreement with the Sky Valley Chamber of Commerce, they are required to provide an annual report on the Visitor Information Center and Chamber activities.

Debbie Copple, Director for the Chamber, will present the report to the Council.

## **Sky Valley Chamber of Commerce Annual Report**

The Sky Valley Chamber of Commerce was officially formed in 1989 taking over the business support group known as the Sultan Merchants Association.

The Sky Valley Chamber of Commerce is as unique as the community we serve. Our Chamber is not tax supported. The money we have we earn through fund-raising, membership & donations. This isn't typical. Most Chambers/Visitor Centers are at least partially funded from tax dollars. For example, Monroe and Snohomish Chambers receive 40% to 45% of their operating costs from tax support.

### ***Economic Development and Business Retention***

The Chamber partners with many resources, including the City of Sultan, WorkSource & Grow Washington to provide classes that help our existing businesses and potential new businesses owners learn how to better manage their resources, market, promote, write a business plan, a finance plan, learn about taxes and other government reporting requirements.

The Roundtable events are meant to share information and training that can help strengthen existing businesses and are industry specific. We are planning to begin after hours networking events in an effort to increase informal relationship development within the business community.

### ***Public Relations***

The Sky Valley Chamber represents the community by serving on Snohomish County Parks board, the Cascade Loop board of directors and the Stevens Pass Greenway board.

As you know the Chamber has been instrumental in coordinating the Sky Valley Recreation Planning Team. This effort followed the shutdown of the Reiter Foothills ORV area and the Index Trap Grounds. The leaders in our area have recognized that tourism and outdoor recreation are going to play a huge role in the Sky Valley's economic future. The purpose of this group is to coordinate all agencies involved in outdoor recreation so that they can use their resources more effectively, communicate with each other, and understand the goals of the local communities. Some of the members of the planning team include: Snohomish County Parks, Washington State Parks, Department of Natural Resources, City of Sultan, City of Gold Bar, Town of Skykomish, City of Monroe, City of Snohomish, Cascade Land Conservancy, Washington Wildlife & Recreation Coalition, EarthCorps, Trout Unlimited & US Forest Service.

The Sky Valley Chamber has built a reputation of good service, professionalism, producing quality marketing pieces, and being ambassadors for the Sky Valley.

### ***Public Events***

Promotion takes many forms, but the goal is to create a positive image that will rekindle community pride and improve consumer and investor confidence in our area. Promotions communicate the area's unique characteristics, business establishments, and activities to shoppers, investors, potential business and property owners, and visitors. To that end the Chamber hosts the annual Sultan Shindig which highlights our area's logging history and has turned into a very successful promotion in partnership with the City of Sultan and Snohomish County Fire District #5. The Gold Dust Days festival in Gold Bar highlights the mining history and old fashioned spirit of the community. We also host a very successful Farm Festival that focuses on our largely ignored agricultural businesses. We have worked closely with Washington State Tourism and the Cascade Loop Association to ensure that our agricultural resources are included in the State's culinary tourism efforts. The Chamber manages the annual Winterfest celebration which provides many local fledgling businesses with an opportunity to test and sell their products. The Chamber hosts an annual Health Fair to highlight the strength and diversity of the local provider base. We've added a Return of the Salmon festival to our annual calendar. This year was very successful considering the amazing rainstorm we had to endure that day and the fact that it was a first time event. We estimate that at least 300 people attended. The Chamber absorbed the financial losses associated with this festival, many of the expenses were infrastructure investments that we will be able to use in the future. (signs, etc.) We feel this event has loads of potential and will bring another event to the Fall calendar.

### **Annual Report**

The Sky Valley Chamber of Commerce and Visitor Center is a largely self supporting organization. The Mission of the Sky Valley Chamber is to promote business / community growth and development by:

1. Supporting economic programs designed to strengthen and expand the income potential of the Sky Valley community.
2. Working for positive function and aesthetic characteristic of the Sky Valley.
3. Supporting community programs of civic, social and cultural importance.
4. Providing a better understanding and appreciation of the importance of business to our local communities.
5. Identifying and responding to factors that prevent the promotion of business expansion and community growth.
6. Representing the business community in areas related to business growth and development.

The funding for the purchase and renovation of the building the Visitor Center occupies was from the Department of Transportation with the expressed purpose of providing a transportation history museum and a facility for the Chamber/Visitor Center to work out of. This agreement officially cemented the long standing public/private partnership between the City of Sultan and the Sky Valley Chamber of Commerce. The City owns the building and covers the cost of the utilities. The Chamber provides staffing, all office expenses, programming and the general maintenance of the building. Brian Cople donates the parking lot used for the Visitor Center and the electric charging station.

The Chamber board feels that Grow Washington is a perfect partner to assist in our efforts to recruit and retain businesses in the Sky Valley. Together we provide free classes covering the most important topics faced by small businesses.

### ***Product Development***

We are very fortunate to have a dedicated and experienced person like Ms. Eslick who is willing to work to build the economic success of small businesses whose taxes will eventually contribute to the success of the Cities in the Sky Valley. Her efforts are not compensated by public funds of any kind and are another great example of using local resources to the fullest potential.

### **Innovative Partnership Zone**

The IP Zone didn't work out like we anticipated but in many ways I think the main benefit has been the relationships established between the Port of Everett, each city along the corridor, the Everett Community College and the Chamber. These relationships have the potential to benefit every one of the partners. The Chamber hasn't been waiting for the State to pass their opinion about the IPZ. We've begun working on creating a detailed database of all the industrial properties within the City limits. After the legal information was gathered (tax ID, parcel numbers, flood zone, etc) we sent letters to the owners asking them for additional information including: utilities on the site, what their plans for their property is (do they want to sell, lease, hold onto their property, etc.) best contact information. We are currently getting responses to those inquiries. When we complete that project we plan to begin the same process with the commercial properties.

### **A year in review.**

The Sky Valley Chamber had a very busy year. Our volunteers assisted 3399 walk in guests from January through September. Another 1171 phone requests were logged in. We have 122 current Chamber business members, 8 citizen members and our website is constantly being improved.

One of the goals on the website is to develop a really comprehensive interactive calendar for the entire Sky Valley. It will include all events, city meetings, etc.

When people are looking for more info they simply click on the event they are interested in and more information will be provided.

## **Projects, Events, Groups**

Community Awards Celebration  
Downtown Planting/Clean Up  
Safety Fair  
Annual Lip Sync Contest  
Easter Egg Hunt  
Chamber Dinner Auction  
The Spring Festival at the Fairgrounds  
Volunteer Dinner Party  
Sultan Summer Shindig  
Gold Dust Days  
Index Arts Festival  
Fronderosa Frolic  
Skykomish Show & Shine

Sultan Classmates Reunion  
Return of the Salmon Celebration  
Sky Valley Farm Festival  
Sultan Harvest  
Winterfest  
Community Christmas Caroling  
The Giving Tree

### **Ongoing Efforts**

Sky Valley Recreation Planning Group  
Stevens Pass Greenway  
Cascade Loop Association  
Industrial business attraction  
Snohomish County Parks Board  
Educational Classes  
Snohomish County Tourism

Sky Valley Visitor Center Stats

A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	<b>VIC Stats</b>	<b>Feb. 11</b>	<b>11-Mar</b>	<b>11-Apr</b>	<b>11-May</b>	<b>11-Jun</b>	<b>11-Jul</b>	<b>11-Aug</b>	<b>11-Sep</b>	<b>11-Oct</b>	<b>11-Nov</b>	<b>11-Dec</b>	
2	# of Volunteers	14	13	10	11	10	11	9	9	11	11	8	125
3	# Volunteer Hours	271.5	272	272	203	278	270	220	235	213	212	210	2876.5
4	Walk In Visitors	240	267	247	292	435	549	495	340	262	304	189	3841
5	Phone Inquiries	114	137	144	135	181	239	115	113	88	96	93	1549
6	Mail Inquiries	3	23	14	4	4	8	4	5	3	8	1	83
7	Email Inquiries	12	40	26	12	21	26	38	18	17	16	2	242
8													
9													
10	<b>VIC Stats</b>	<b>12-Jan</b>	<b>12-Mar</b>	<b>12-Apr</b>	<b>12-May</b>	<b>12-Jun</b>	<b>12-Jul</b>	<b>12-Aug</b>	<b>12-Sep</b>	<b>12-Oct</b>	<b>12-Nov</b>	<b>12-Dec</b>	
11	# of Volunteers	10	9	8	10	12	7	8	6	6	6	6	96
12	# Volunteer Hours	181.6	234	251	358	224.5	320	251.75	161	200.5	226.75	193	2871.11
13	Walk In Visitors	176	219	359	330	539	709	536	391	282	378	228	4374
14	Phone Inquiries	82	113	160	160	205	371	183	108	138	42	121	1838
15	Mail Inquiries	2	2	4	4	6	14	5	4	4	4	11	63
16	Email Inquiries	16	12	15	21	27	28	30	22	21	14	27	245
17													
18													
19	<b>VIC Stats</b>	<b>13-Jan</b>	<b>13-Mar</b>	<b>13-Apr</b>	<b>13-May</b>	<b>13-Jun</b>	<b>13-Jul</b>	<b>13-Aug</b>	<b>13-Sep</b>	<b>13-Oct</b>	<b>13-Nov</b>	<b>13-Dec</b>	
20	# of Volunteers	10	6	11	8	8	7	5	6				70
21	# Volunteer Hours	251.5	197.5	135.5	229.6	259	320	253.45	202.2				2114.25
22	Walk in Visitors	262	336	270	322	457	586	524	377				3399
23	Phone Inquiries	138	130	67	127	169	230	132	80				1171
24	Mail Inquiries	18	3	3	2	4	7	4	4				49
25	Email Inquiries	6	7	8	8	9	10	21	27				108



**SULTAN CITY COUNCIL  
AGENDA COVER SHEET**

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**ITEM NO:** SR-1

**DATE:** October 24, 2013

**SUBJECT:** Community Service Officer

**CONTACT PERSON:** Victoria Forte', Community Service Officer  
Robert Martin, Community Development Director

**STAFF RECOMMENDATION:**  
Receive Report, no action required.

**BACKGROUND:**  
Animal Control Report for October 2013.

	Sent to rescue	Euthanized	Dog at Large/leash law violation	Barking Dog/Crowing Rooster Complaints	Dead on arrival (DOA) Domestic and Wildlife	Animals Abandoned	Aggressive Animal Complaints	Bite Dogs/Cats	Cruelty/Neglect Investigation Complaints	Cat Complaints and/or Calls	Other
January	0	0	10	4	0	0	0	0	0	1	0
February	0	0	6	1	0	0	0	0	0	5	1
March	0	0	9	4	0	4	0	0	0	0	4
April	0	0	9	8	0	6	1	1	3	3	2
May	1	0	15	1	2	3	0	2	1	1	1
June	7	0	25	2	1	7	1	1	0	5	2
July	1	0	18	2	0	7	0	1	1	7	0
August	1	0	17	4	0	6	1	2	2	2	0
September	0	1	4	1	1	1	0	2	0	0	4
October (15th)	0	0	2	0	0	0	0	0	0	0	3
November											
December											
<b>Yearly Totals</b>											

Morning and Afternoon School and Park Patrols are performed every day the CSO is assigned to work.



**SULTAN CITY COUNCIL  
AGENDA COVER SHEET**

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**ITEM NO:** SR-2  
**DATE:** October 24 , 2013  
**SUBJECT:** Planning Board Minutes  
**CONTACT PERSON:** Robert Martin, Community Development Director



**ISSUE:**  
Transmitting Planning Board Minutes from October 1, 2013 meeting.

**STAFF RECOMMENDATION:**  
Receive Report, no action required.

**ATTACHMENT A:** Planning Board Minutes of October 1, 2013

# **ATTACHMENT A**

## **SULTAN PLANNING BOARD MINUTES October 1, 2013**

### **PLANNING BOARD MEMBERS PRESENT:**

Lucy Hitchcock  
Geoffrey Evans  
Gloria Reedy

### **STAFF PRESENT:**

Ken Walker, City Administrator

### **CALL TO ORDER:**

Call to Order at 7:13 p.m.

### **CHANGES TO THE AGENDA:**

### **PUBLIC COMMENTS:**

### **PLANNING BOARD MEMBER COMMENTS:**

Ms. Hitchcock: Welcome Ms. Reedy.

Mr. Evans: Welcome Ms. Reedy.

Ms. Reedy: Missed last meeting, health. Happy to be at first meeting as a member.

### **APPROVAL OF MINUTES:**

Mr. Evans moved approval of minutes from Sept. 10 meeting.

Ms. Hitchcock second.

All Ayes. (Ms. Reedy abstain due to absence)

### **PUBLIC HEARING AND ACTION ITEMS:**

### **DISCUSSION AND STUDY ITEMS:**

#### **D-1: Medical Marijuana Update**

Mr. Walker gave the Board an update on the Washington marijuana laws, and local efforts to respond. The City Council is taking up the Planning Board's recommendation regarding zoning for Collective Gardens at its October 24, 2013 meeting.

The Board and Mr. Walker discussed local options. No action was required.

#### **D-2: Zoning Code Development: Residential Density Ranges in Current and Proposed Code:**

Mr. Walker reviewed the staff report with the Board. Discussion proceeded concerning various approaches to density and minimum lot size.

Ms. Hitchcock provided the text of the Duvall R-4 residential zone which is based on a 6,000 sq.ft. minimum lot size. The Board is concerned that some development patterns of the early 2000's may be implemented again if the existing residential land use zones are essentially carried over into the new code.

Ms. Hitchcock appreciated Duvall's quantified approach and asked that staff look at this and similar other codes as the Board finalizes the draft for the new code. She also expressed interest in a mixed use zone.

Ms. Reedy was concerned that the residential zoning should not result in artificially high land prices.

**PUBLIC COMMENTS:**

**PLANNING BOARD MEMBER COMMENTS:**

Mr. Evans appreciated Ms. Reedy's interest and involvement on the Board. He asked that staff provide a disc with the Comprehensive Plan.

Ms. Hitchcock agreed.

Ms. Reedy thanked the Board for the opportunity. She would like a disc with the Comprehensive Plan also.

**ADJOURNMENT:**

Mr. Evans moved to adjourn

Ms. Reedy seconded.

All Ayes.

Adjourned at 8:20



## SULTAN CITY COUNCIL AGENDA ITEM COVER SHEET

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ITEM NO: SR – 3  
DATE: October 24, 2013  
SUBJECT: Public Works Monthly Report  
CONTACT PERSON: Mick Matheson, P.E., Public Works Director



**ISSUE:**

Provide monthly reports to Council regarding:

- City of Sultan Water Plant Production and Operation
- Everett Meter Readings
- 2013 Fire Hydrant Exercising Program
- 2013 Water Meter Replacement Program
- City of Sultan Wastewater Treatment Plant Operation
- Recycling and Garbage Reports
- Cemetery Report
- Field Supervisor Report

**SUMMARY:**

There are twelve total attachments. Seven attachments are designed to provide information regarding the City of Sultan's water production, a water supply comparison, fire hydrant exercising program, water meter replacement program and information on the Everett meter readings.

Lastly, there are five attachments designed to provide information with respect to the City of Sultan's Wastewater Treatment Plant operation, garbage collection, recycling, cemetery and current public works crew activities. The attachments are updated monthly.

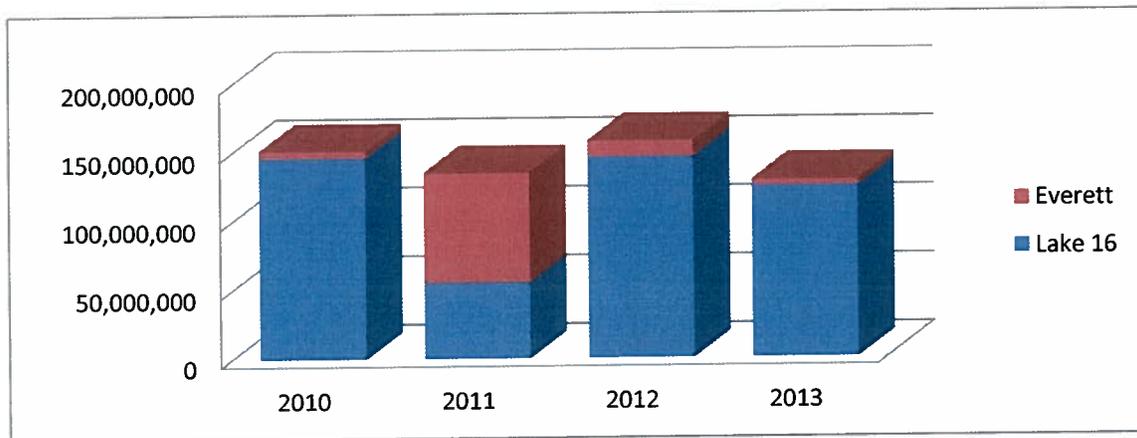
**ATTACHMENTS:**

Attachment A-1 Lake 16 vs. City of Everett Water Supply Comparison  
Attachment A-2 Lake 16 Production for 2013  
Attachment A-3 City of Sultan Water Plant Production Past 6 Years  
Attachment A-4 Yearly Totals to Distribution System  
Attachment A-5 2013 Fire Hydrant Exercising Program  
Attachment A-6 2013 Water Meter Replacement Schedule  
Attachment A-7 Everett Meter Readings for 2013  
Attachment A-8 City of Sultan Wastewater Treatment Plant Operational Report  
Attachment A-9 Garbage Report  
Attachment A-10 Recycling Report  
Attachment A-11 Cemetery Report  
Attachment A-12 Field Supervisor Report

# Lake 16 vs. City of Everett Water Supply Comparison

Yearly Totals for Lake 16 and Everett Productions

	2010	2011	2012	2013
Lake 16	146,834,350	55,707,050	146,762,070	124,928,000
Everett	5,542,680	80,360,632	11,943,316	4,905,384
Total Gallons	152,377,030	136,067,682	158,705,386	129,833,384
% Everett	4%	59%	8%	4%



NOTE: ALL NUMBERS ARE IN GALLONS

## LAKE 16 ANNUAL PRODUCTION

MONTH	RUN TIME HOURS	FLOW	FLUSHES	BACKWASH	FILTER TO WASTE	TOTAL TO TOWN	CHLORINE POUNDS	FILTER AID/POUNDS	COAGULANT LBS	CAUSTIC LBS	FLUORIDE LBS
Jan-13	285.7	12,695,000	855,000	1,200,500	368,000	10,271,500	122	1.4	1,392	1,341	93.0
Feb-13	240.0	10,821,000	540,000	939,900	562,500	8,778,600	98	1.2	1,207	1,095	70.0
Mar-13	277.0	12,453,000	621,000	1,131,200	405,000	10,295,800	113.3	1.4	1,394	1,334	73.0
Apr-13	274.0	12,330,000	612,000	1,571,000	371,250	9,775,750	113	1.5	1,492	1,023	85.0
May-13	310.9	14,516,000	748,800	1,290,010	768,000	11,709,190	128.7	1.7	1,761	1,153	96.0
Jun-13	290.0	13,654,000	700,800	1,138,800	708,000	11,106,400	129.8	1.8	1,554	1,087	83.0
Jul-13	380.8	18,270,000	855,000	1,486,900	720,000	15,208,100	157	2.8	1,088	1,253	111.0
Aug-13	342.8	16,369,000	769,000	1,364,000	648,000	15,005,000	154	2.4	1,162	1,660	103.0
Sep-13	308.4	13,820,000	739,200	1,203,800	641,250	11,235,750	146.2	2.3	1,776.00	2,145	79.0
Oct-13						0					
Nov-13						0					
Dec-13						0					
<b>TOTALS</b>	<b>2,709.6</b>	<b>124,928,000</b>	<b>6,440,800</b>	<b>11,326,110</b>	<b>5,192,000</b>	<b>103,386,090</b>	<b>1,162</b>	<b>16.5</b>	<b>12,826</b>	<b>12,091</b>	<b>793.0</b>
<b>AVERAGE</b>	<b>301.1</b>	<b>13,880,889</b>	<b>715,644</b>	<b>1,258,457</b>	<b>576,889</b>		<b>129</b>	<b>1.8</b>	<b>1,425</b>	<b>1,343</b>	<b>88.1</b>

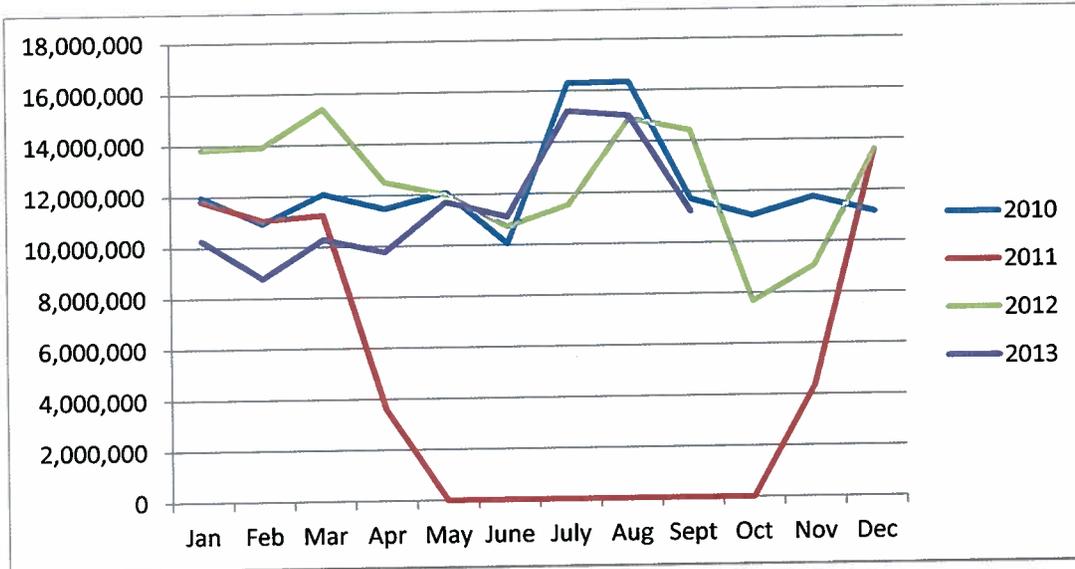
FLOW/FLUSHES/BACKWASH/FILTER TO WASTE/ TOTAL TO TOWN NUMBERS ARE ALL IN GALLONS



### YEARLY TOTALS TO DISTRIBUTION SYSTEM

	2010	2011	2012	2013
Jan	11,986,600	11,816,800	13,837,500	10,271,500
Feb	10,940,800	11,059,100	13,917,500	8,778,600
Mar	12,070,300	11,246,150	15,413,700	10,295,800
Apr	11,473,900	3,636,500	12,509,700	9,775,750
May	12,080,100	0	11,994,500	11,709,190
June	10,055,300	0	10,721,850	11,106,400
July	16,291,400	0	11,536,100	15,208,100
Aug	16,332,850	0	14,897,550	15,005,000
Sept	11,716,200	0	14,403,400	11,235,750
Oct	11,049,000	0	7,669,000	
Nov	11,755,700	4,359,500	9,048,000	
Dec	11,159,200	13,589,000	13,589,000	
<b>TOTAL</b>	<b>146,911,350</b>	<b>55,707,050</b>	<b>149,537,800</b>	<b>103,386,090</b>
<b>AVG</b>	<b>12,242,613</b>	<b>4,642,254</b>	<b>12,461,483</b>	<b>11,487,343</b>

ALL NUMBERS ARE IN GALLONS



## 2013 FIRE HYDRANT EXERCISING SCHEDULE

Month-Year	Actual # of FH's Exercised	Program Goal	Remaining FH's at Month End
			255
Mar-13	42	24	213
Apr-13	32	40	181
May-13	35	40	146
Jun-13	64	40	82
Jul-13	33	40	49
Aug-13	19	40	30
Sep-13	17	9	13
Oct-13		0	
Nov-13		0	
Dec-13		0	
TOTAL		233	

In addition to the 17 hydrants in Sultan, the crew also flushed 8 hydrants in the Startup system in September.

## 2013 WATER METER EXCHANGE SCHEDULE

Month-Year	Actual # Meters Changed	Program Goal	Remaining Meters at Month End
Jan-13	0		613
Feb-13	68	56	545
Mar-13	51	56	494
Apr-13	32	56	462
May-13	34	56	428
Jun-13	0	56	428
Jul-13	40	56	388
Aug-13	26	56	362
Sep-13	1	56	361
Oct-13		55	
Nov-13		55	
Dec-13		55	
TOTAL		613	



**CITY OF SULTAN**  
Wastewater Treatment Plant  
Operational Report  
2012 - 2013

MONTH	Influent Flow (Max High allowed 0.72 MGD)				Total Rainfall Inches	Effluent PH (Range allowed 6.0 - 9.0)		Biological Oxygen Demand (Range allowed 85% to 100%)	Avg Suspended Solids (Range allowed 85% to 100%)	Sludge Wasted Gallons	Hauled Wet Tons
	Total (MG)	Avg (MGD)	High (MGD)	Low (MGD)		PH Low	PH High				
Jan-12	10,965	0.353	0.650	0.262	5.28	6.5	6.9	97.2	96.0	96,723	24.72
Feb-12	11,468	0.395	1.511	0.249	6.22	6.3	6.8	97.2	95.2	122,915	48.16
Mar-12	11,161	0.36	0.586	0.251	7.12	6.5	6.8	96.5	95.2	119,228	35.87
Apr-12	9,143	0.305	0.413	0.238	4.58	6.2	6.7	97.5	96.4	104,348	21.98
May-12	10,191	0.329	0.510	0.275	5.03	6.5	6.5	98.3	97.6	106,900	33.02
Jun-12	9,818	0.327	0.393	0.281	4.7	6.3	6.8	98.2	97.4	87,077	22.48
Jul-12	8,118	0.262	0.326	0.22	1.54	6.3	6.8	98.7	98.0	107,479	28.47
Aug-12	6,615	0.213	0.233	0.189	0	6.3	6.8	98.5	96.6	80,222	18.68
Sep-12	6,235	0.208	0.235	0.168	0.40	6.2	6.9	98.8	97.6	62,517	20.98
Oct-12	8,461	0.273	0.497	0.203	7.82	6.4	6.8	98.3	97.3	68,736	20.88
Nov-12	11,936	0.398	0.861	0.297	6.96	6.3	6.5	98.4	97.2	105,762	23.18
Dec-12	13,499	0.435	0.778	0.290	7.74	6.1	6.4	96.1	91.5	67,761	23.03

Jan-13	12,675	0.409	1.093	0.237	10.3	6.1	6.6	95.0	92.4	83,787	34.82
Feb-13	8,804	0.314	0.395	0.260	5.25	6.3	6.7	96.0	93.1	72,960	35.17
Mar-13	10,701	0.345	0.485	0.27	7.09	6.2	6.5	96.6	95.5	64,315	23.23
Apr-13	11,602	0.387	0.628	0.217	11.28	6.3	6.4	97.6	97.7	58,980	23.98
May-13	9,415	0.304	0.377	0.259	4.27	6.2	6.5	98.2	98.0	79,250	35.77
Jun-13	7,892	0.263	0.341	0.234	4.61	6.2	6.5	98.5	98.4	82,452	23.23
Jul-13	6,815	0.220	0.245	0.195	0.14	6.3	6.7	98.9	98.9	99,922	18.08
Aug-13	6,484	0.209	0.278	0.189	3.13	6.4	6.7	98.8	98.5	88,730	35.58
Sep-13	7,342	0.245	0.415	0.204	10.79	6.5	6.8	98.7	99.1	72,494	24.48
Oct-13											
Nov-13											
Dec-13											

## 2013 GARBAGE REPORT

	2012 TONS	2012 COST	2013 TONS	2013 COST
January	130.73	\$13,732.00	141.21	\$14,830.00
February	132.41	\$13,911.00	130.45	\$13,702.00
March	160.53	\$16,861.00	140.42	\$14,750.00
April	146.87	\$15,431.00	148.68	\$15,613.00
May	144.69	\$15,202.00	153.33	\$16,103.00
June	146.97	\$15,441.00	124.58	\$13,083.00
July	144.48	\$15,181.00	126.67	\$13,301.00
August	150.09	\$15,770.00	152.30	\$15,537.00
September	167.22	\$17,567.00	147.71	\$15,512.00
October	146.92	\$15,429.00		
November	174.61	\$18,337.00		
December	145.76	\$15,308.00		
<b>TOTALS</b>	<b>1,791.28</b>	<b>\$188,170.00</b>	<b>1,265.35</b>	<b>132,431.00</b>



**City of Sultan  
Tonnage**

<u>Sector</u>	<u>Commodity</u>	<u>Jan-13</u>	<u>Feb-13</u>	<u>Mar-13</u>	<u>Apr-13</u>	<u>May-13</u>	<u>Jun-13</u>	<u>Jul-13</u>	<u>Aug-13</u>	<u>Sep-13</u>	<u>Oct-13</u>	<u>Nov-13</u>	<u>Dec-13</u>	<u>Total</u>
Commercial	Recycle	2.69	2.89	2.55	3.26	3.20	2.79	2.37	4.33	4.42	-	-	-	28.50
Multifamily	Recycle	2.68	2.30	2.56	3.26	2.43	2.64	2.87	2.48	2.37	-	-	-	23.59
Residential	Recycle	35.50	32.27	34.51	43.15	33.25	36.82	42.01	31.93	38.96	-	-	-	328.40
	<b>Total Recycle</b>	<b>40.87</b>	<b>37.46</b>	<b>39.62</b>	<b>49.67</b>	<b>38.88</b>	<b>42.25</b>	<b>47.25</b>	<b>38.74</b>	<b>45.75</b>	-	-	-	<b>380.49</b>
Commercial	Yardwaste	0.12	0.21	0.47	0.50	0.47	0.57	0.47	0.19	0.42	-	-	-	3.42
Multifamily	Yardwaste	1.74	3.01	6.82	5.95	11.58	12.19	6.35	2.76	5.96	-	-	-	56.36
Residential	Yardwaste	8.88	15.36	34.76	37.91	35.45	42.85	35.17	15.13	32.64	-	-	-	258.15
	<b>Total Yardwaste</b>	<b>10.74</b>	<b>18.58</b>	<b>42.05</b>	<b>44.36</b>	<b>47.50</b>	<b>55.61</b>	<b>41.99</b>	<b>18.08</b>	<b>39.02</b>	-	-	-	<b>317.93</b>

CEMETERY REPORT  
BURIALS

**103 Cemetery Operating Fund**

<b>Description</b>	<b>2013 BUDGET</b>	<b>2013 ACTUAL</b>
<b>Revenue</b>		
Beginning Balance	0	1,924
Cemetery Fees	25,000	21,011
Investment Interest	0	0
<b>Total Resources</b>	25,000	22,935
<b>Expenditures</b>		
Total Expenditures	738	24,199
Ending Fund Balance	266	-1,264

<b>Burials</b>	<b>YTD 2013</b>
Ash	5
Full	6

## Field Supervisor Report

### PARKS

The return of the Salmon Celebration was a success – Thank you Steve Martin, Jason Strauss, and Denny Johannsen for cleaning the park and the general maintenance to make our parks look good.

### STREETS

The City crew and Quiring Monuments set the two stone monuments on October 10<sup>th</sup> between 8:00pm and 10:30pm. The city rented the road closure equipment from National Barricade and the city crew set up the equipment using the traffic control plan provided by WH Pacific. At 8:00pm the public works crew closed US 2 to one-lane traffic, Quiring Monument staff set both monuments and the city crew filled the rock and soil back around the stones and US 2 was re-opened to full traffic by 9:20pm. City staff was completely finished and out of the shop by 10:30pm. The city crew and Quiring Monument crew did an outstanding job.

Sultan Basin Overlay Project will be complete, including the striping on Saturday, October 26<sup>th</sup>.

I attended the 51<sup>st</sup> Annual Road and Street Maintenance Supervisor's Conference, October 13<sup>th</sup> – 16<sup>th</sup> in Yakima.

The School District Emergency Evacuation Drill was successful thanks to the City of Sultan Public Works department, citizen volunteers, school district, fire and police departments and the Department of Emergency Management for Snohomish County.

### WATER SYSTEM

The lightning storm that passed through the area on Labor Day weekend 2013 damaged the main computer, two modules inside the Programmable Logic Control (PLC) panel and in the office the UBS port in the computer. We have been working with Gold Bar Geek and Technical Systems Instrumentation (TSI) to get the Water Treatment Plant back to normal operations; this included replacing the main computer.

Mike Williams returned to work September 23<sup>rd</sup> on light duty, after recuperating from an auto collision on August 26<sup>th</sup>.

### WATER CAPITAL IMPROVEMENTS

6<sup>th</sup> Street waterline Replacement Project started October 2<sup>nd</sup>. We are experiencing a small delay right now due to a conflict between the new waterline and PSE gas main in the intersection of 6<sup>th</sup> and Alder. The project is expected to be completed next week.

Thank you,  
Connie Dunn



## SULTAN CITY COUNCIL AGENDA ITEM COVER SHEET

ITEM NO: Staff Report SR 4

DATE: October 24, 2013

SUBJECT: Finance Report

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

**SUMMARY:**

Attached is the 2013 3<sup>rd</sup> Quarter Financial Report for the City.

Overall the revenues and expenditures for the funds are within the expected ranges. The charts below show the summary for the City's operating Funds.

Fund	Budgeted Revenues	Revenues YTD	% of Budget
General	1,711,900	1,221,166	71%
Street	210,310	120,099	57%
Cemetery	25,000	21,011	84%
Water Utility	945,103	758,426	80%
Sewer Utility	1,262,001	987,612	78%
Garbage Utility	796,552	596,827	75%
Stormwater Utility	201,694	123,242	61%
<b>Total Operating Funds</b>	<b>5,152,560</b>	<b>3,828,383</b>	<b>74%</b>

Fund	Budgeted Expenditures	Expenditures YTD	% of Budget
General	1,707,103	1,284,796	75%
Street	210,141	159,819	76%
Cemetery	24,734	22,731	92%
Water Utility	939,674	743,708	79%
Sewer Utility	1,262,001	858,083	68%
Garbage Utility	782,068	472,580	60%
Stormwater Utility	201,685	150,840	75%
<b>Total Operating Funds</b>	<b>5,127,406</b>	<b>3,692,557</b>	<b>72%</b>

Attachments: 3<sup>rd</sup> Quarter Financial Statements for Operating Funds

General Ledger

Revenue vs Expenses Summary

August 2013



Fund	Description	YTD Balance Before Period	Revenues for Period	Expenses for Period	Year to Date Amount	Liabilities	Total Fund Balance
001	GENERAL FUND	64,142.09	174,083.64	236,985.98	1,239.75	1023.75	216.00
100	GENERAL FUND CONTINGENCY	55,641.50	0.00	0.00	55,641.50	0.00	55,641.50
101	STREET FUND	33,025.88	12,133.90	31,982.97	13,176.81	979.84	12,196.97
103	CEMETERY FUND	5,048.51	0.00	4,806.90	241.61	171.04	70.57
104	CR EQUIPMENT FUND	475,879.26	0.00	0.00	475,879.26	0.00	475,879.26
107	DRUG ENFORCEMENT FUND	274.43	0.00	0.00	274.43	0.00	274.43
108	IMPACT FEE FUND	0.00	1,837.00	0.00	1,837.00	0.00	1,837.00
109	COMMUNITY IMPROVEMENT FUND	150,791.10	0.00	0.00	150,791.10	0.00	150,791.10
112	PARK IMPACT FEE FUND	75,690.85	0.00	0.00	75,690.85	0.00	75,690.85
113	BUILDING MAINTENANCE FUND	3,093.32	828.75	1,456.66	2,465.41	261.44	2,203.97
114	INFORMATION TECHNOLOGY FUND -	10,565.54	0.00	787.35	9,778.19	0	9,778.19
115	INSURANCE CLAIMS FUND	-68.33	0.00	0.00	-68.33	0	-68.33
117	TIMBER RIDGE SETTLEMENT FUND	322,560.74	0.00	0.00	322,560.74	0	322,560.74
203	LIMITED GO TAX BOND FUND	40,398.55	20,305.87	0.00	60,704.42	0	60,704.42
205	POLICE GO BOND FUND	32,405.99	88.90	0.00	32,494.89	0	32,494.89
207	LID GUARANTY AND BOND FUND	116,870.97	114,737.00	0.00	231,607.97	0	231,607.97
301	CAPITAL PROJECT FUND - REET 1	18,028.88	2,436.66	20,000.00	465.54	0	465.54
302	CAPITAL PROJECT FUND - REET 2	49,321.23	2,436.65	0.00	51,757.88	0	51,757.88
303	STREET IMPROVEMENT FUND	-108,047.18	3,205.87	56,857.05	-161,698.36	0	-161,698.36
305	PARK IMPROVEMENT FUND	280.56	0.00	0.00	280.56	0	280.56
307	LID PROJECT FUND	0.00	0.00	0.00	0.00	0	0.00
400	UTILITY WATER FUND	311,323.09	91,731.38	203,185.15	199,869.32	2189.09	197,680.23
401	UTILITY SEWER FUND	615,815.31	107,399.35	344,511.43	378,703.23	2,956.45	375,746.78
402	UTILITY GARBAGE FUND	343,361.31	66,887.37	84,280.91	325,967.77	1,013.94	324,953.83
403	WATER REVENUE BOND FUND	14,736.80	63,500.00	0.00	78,236.80	0.00	78,236.80
404	CR RESERVE SEWER FUND	67,209.20	0.00	0.00	67,209.20	0	67,209.20
405	CR WATER FUND	336,614.48	0.00	0.00	336,614.48	0	336,614.48
406	STORMWATER UTILITY FUND	49,433.37	13,282.16	20,727.93	41,987.60	725.02	41,262.58
407	SEWER SYSTEM IMPROVEMENT FUND	5,973.98	0.00	0.00	5,973.98	0	5,973.98
409	WATER SYSTEM IMPROVEMENT FUND	28,877.80	0.00	1,724.00	27,153.80	0	27,153.80
410	STORMWATER IMPROVEMENT FUND	-20,444.35	0.00	0.00	-20,444.35	0	-20,444.35
412	WATER SYSTEM DEBT FUND	35,236.82	68,500.00	70,862.44	32,874.38	0	32,874.38
413	SEWER SYSTEM DEBT FUND	-22,936.82	93,700.00	0.00	70,763.18	0	70,763.18
621	CEMETERY TRUST FUND	109,177.87	0.00	0.00	109,177.87	0	109,177.87
633	TREASURERS TRUST FUND	217,682.14	1,059.58	2,052.64	216,689.08	0	216,689.08
634	INVESTMENT FUND	4,506.12	143.99	0.00	4,650.11	0	4,650.11
	Report Totals:	3,442,471.01	838,298.07	1,080,221.41	3,200,547.67	9,320.57	3,191,227.10

Note: Negative fund balances are due to capital projects pending reimbursements from the granting agency.

# General Ledger

## Summary Trial Balance

User: laura.koenig  
 Printed: 10/17/2013 - 10:09AM  
 Period: 01 to 09, 2013



Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
Fund 001	GENERAL FUND					
ASSETS						
001-000-111-10-000	Cash	0.00	66,924.31	1,222,320.77	1,288,005.33	1,239.75
	ASSETS Totals:	0.00	66,924.31	1,222,320.77	1,288,005.33	1,239.75
LIABILITIES						
001-000-211-11-000	Accounts Payable	0.00	-4,281.45	1,141,541.58	1,140,327.54	-3,067.41
001-000-211-11-025	FICA Taxes Payable	0.00	41.60	23,008.10	23,008.10	41.60
001-000-211-11-050	Deferred Comp Payable	0.00	0.00	2,267.08	2,267.08	0.00
001-000-211-11-100	AFLAC Payable	0.00	0.00	20.64	20.64	0.00
001-000-211-11-150	Employment Security Payable	0.00	349.82	5,435.94	5,436.00	349.76
001-000-211-11-200	Federal Taxes Payable	0.00	1.66	18,782.14	18,782.14	1.66
001-000-211-11-260	Medicare Taxes Payable	0.00	11.60	5,381.18	5,381.18	11.60
001-000-211-11-300	Miscellaneous Payroll Ded	0.00	0.00	158.40	158.40	0.00
001-000-211-11-350	Med/Den/Vision/Life Payable	0.00	741.39	39,634.74	38,816.59	1,559.54
001-000-211-11-400	L&I Payable	0.00	9.30	2,188.47	2,188.47	9.30
001-000-211-11-550	Payroll Payable	0.00	0.00	0.00	0.00	0.00
001-000-211-11-600	Payroll Direct Deposit Payable	0.00	0.00	122,285.52	122,348.09	-62.57
001-000-211-11-650	PERS Payable	0.00	47.13	22,656.26	22,570.62	132.77
001-000-211-11-700	Union Duces Payable	0.00	0.00	1,138.13	1,138.13	0.00
	LIABILITIES Totals:	0.00	-3,078.95	1,384,498.18	1,382,442.98	-1,023.75
FUND BALANCE						
001-000-308-80-000	Beginning Fund Balance	0.00	0.00	0.00	0.00	0.00
	FUND BALANCE Totals:	0.00	0.00	0.00	0.00	0.00
REVENUE						

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
001-000-311-10-000	Real and Personal Property Tax	406,455.00	0.00	0.00	205,679.45	-205,679.45
001-000-313-11-000	Local and Retail Sales and Use	279,230.00	0.00	0.00	185,104.38	-185,104.38
001-000-313-71-000	Sales Tax - Criminal Justice	59,135.00	0.00	0.00	49,645.38	-49,645.38
001-000-316-41-000	B & O Electric	150,000.00	0.00	0.00	133,318.95	-133,318.95
001-000-316-42-000	Water Utility Tax	50,507.00	0.00	231.23	43,906.71	-43,675.48
001-000-316-43-000	B & O Gas	69,482.00	0.00	0.00	42,762.39	-42,762.39
001-000-316-44-000	Sewer Utility Tax	77,261.00	0.00	136.78	58,675.32	-58,538.54
001-000-316-46-000	B & O Cable	59,010.00	0.00	0.00	44,984.82	-44,984.82
001-000-316-47-000	B & O Telephone	160,000.00	0.00	0.00	84,014.65	-84,014.65
001-000-316-48-000	Garbage Utility Tax	33,336.00	0.00	155.16	26,790.35	-26,635.19
001-000-316-81-000	Gambling Tax	4,714.00	0.00	0.00	1,382.83	-1,382.83
001-000-321-91-000	Cable Franchise Fees	53,000.00	0.00	0.00	42,835.39	-42,835.39
001-000-321-99-000	Business Licencsc	18,500.00	0.00	0.00	11,675.00	-11,675.00
001-000-322-10-100	Buildings, Structures, Equipme	2,625.00	0.00	0.00	5,492.27	-5,492.27
001-000-322-10-200	Permits - Other	6,500.00	0.00	0.00	2,933.98	-2,933.98
001-000-322-30-000	Animal Licenses	1,050.00	0.00	0.00	1,583.00	-1,583.00
001-000-322-90-000	Non Business Permits	525.00	0.00	0.00	3,316.23	-3,316.23
001-000-335-03-910	PUD Privilege Tax	26,000.00	0.00	0.00	26,945.26	-26,945.26
001-000-336-00-980	City Assistance	40,000.00	0.00	0.00	16,970.26	-16,970.26
001-000-336-04-980	Local Government Assistance	0.00	0.00	0.00	0.00	0.00
001-000-336-06-210	Criminal Justice Funding	1,212.00	0.00	0.00	827.48	-827.48
001-000-336-06-260	CJ Special Programs	2,647.00	0.00	0.00	2,026.72	-2,026.72
001-000-336-06-510	DUI Cities	900.00	0.00	0.00	628.10	-628.10
001-000-336-06-950	Liquor Board Profits	52,391.00	0.00	0.00	31,416.69	-31,416.69
001-000-341-81-000	Copies and Certifications	300.00	0.00	0.00	95.60	-95.60
001-000-341-91-000	Candidate Filing Fees	0.00	0.00	0.00	144.00	-144.00
001-000-341-99-000	Passport Fees	7,000.00	0.00	0.00	5,330.00	-5,330.00
001-000-345-81-000	Zoning and Subdivision Fees	2,500.00	0.00	0.00	21,911.50	-21,911.50
001-000-345-83-000	Plan Check Fees	1,000.00	0.00	0.00	1,411.54	-1,411.54
001-000-345-85-010	Administrative Fees	0.00	0.00	0.00	70.00	-70.00
001-000-345-89-000	Other Environment Protection F	1,000.00	0.00	0.00	1,350.00	-1,350.00
001-000-345-89-010	Prof. - Hearing Examiner	0.00	0.00	0.00	0.00	0.00
001-000-345-89-020	Consultant Review Deposit	0.00	0.00	0.00	0.00	0.00
001-000-353-10-100	District Court	25,000.00	0.00	0.00	10,984.85	-10,984.85
001-000-353-10-300	Violations Bureau	1,500.00	0.00	0.00	602.12	-602.12
001-000-354-10-000	Parking Infractions	100.00	0.00	0.00	0.00	0.00
001-000-359-90-000	Animal Control Fines	200.00	0.00	0.00	537.00	-537.00
001-000-359-90-010	Animal Control Fees	300.00	0.00	0.00	98.00	-98.00

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
001-000-360-00-980	City Assistance	0.00	0.00	16,970.26	60,822.10	-43,851.84
001-000-361-11-000	Investment Interest	1,000.00	0.00	0.00	0.00	0.00
001-000-361-40-000	Sales Tax Interest	570.00	0.00	0.00	62.08	-62.08
001-000-362-40-000	Rents and Royalties	7,494.00	0.00	11,287.50	29,974.47	-18,686.97
001-000-362-50-000	Rental Income Post Office	45,150.00	0.00	0.00	18,812.50	-18,812.50
001-000-367-11-010	Contributions/Donations	7,500.00	0.00	0.00	7,737.57	-7,737.57
001-000-369-40-000	Judgements and Settlements	0.00	0.00	0.00	14,651.95	-14,651.95
001-000-369-81-000	Cash Overages and Shortages	0.00	0.00	0.00	0.00	0.00
001-000-369-90-000	Miscellaneous Income/NSF fees	5,700.00	0.00	105.00	1,435.47	-1,330.47
001-000-395-10-000	Sale of Fixed Assets	0.00	0.00	0.00	0.00	0.00
001-000-397-10-100	Operating Transfer In	51,106.00	0.00	0.00	51,106.00	-51,106.00
REVENUE Totals:		1,711,900.00	0.00	28,885.93	1,250,052.36	-1,221,166.43
EXPENSE						
Dept 005	Legislative	8,162.00	0.00	4,654.59	0.00	4,654.59
001-005-511-60-100	Salaries and Wages	1,195.00	0.00	641.56	0.00	641.56
001-005-511-60-200	Benefits	850.00	0.00	239.41	0.00	239.41
001-005-511-60-310	Office/Operating	0.00	0.00	50.57	0.00	50.57
001-005-511-60-311	Office/Operating - Mayor	0.00	0.00	0.00	0.00	0.00
001-005-511-60-410	Professional Services	100.00	0.00	0.00	0.00	0.00
001-005-511-60-420	Communication	2,500.00	0.00	4,070.95	0.00	4,070.95
001-005-511-60-430	Travel and Seminars	200.00	0.00	0.00	0.00	0.00
001-005-511-60-490	Miscellaneous	6,000.00	0.00	5,812.29	0.00	5,812.29
001-005-514-90-510	Voter Registration	19,007.00	0.00	15,469.37	0.00	15,469.37
001-005 EXPENSE Totals:		19,007.00	0.00	15,469.37	0.00	15,469.37
Dept 010						
001-010-513-10-100	Executive/Administrative	23,104.00	0.00	16,721.90	0.00	16,721.90
001-010-513-10-200	Salaries and Wages	6,522.00	0.00	4,404.36	0.00	4,404.36
001-010-513-10-320	Benefits	100.00	0.00	0.00	0.00	0.00
001-010-513-10-420	Office Supplies	500.00	0.00	0.00	0.00	0.00
001-010-513-10-430	Communication	1,500.00	0.00	2,016.79	0.00	2,016.79
001-010-513-10-490	Travel and Seminars	100.00	0.00	50.00	0.00	50.00
001-010 EXPENSE Totals:		31,826.00	0.00	23,193.05	0.00	23,193.05
Dept 015	Finance Administration					

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
001-015-514-23-100	Salaries and Wages	36,214.00	0.00	25,981.74	0.00	25,981.74
001-015-514-23-200	Benefits	16,248.00	0.00	11,483.57	0.00	11,483.57
001-015-514-23-310	Office Supplies	200.00	0.00	305.73	0.00	305.73
001-015-514-23-410	Audit Costs	7,500.00	0.00	6,720.76	0.00	6,720.76
001-015-514-23-430	Travel and Seminars	900.00	0.00	894.93	0.00	894.93
001-015-514-23-490	Bank Fees	1,150.00	0.00	741.11	0.00	741.11
001-015-514-23-491	Miscellaneous Expense	0.00	0.00	145.00	0.00	145.00
001-015-518-60-460	Payment of Judgements and Sett	0.00	0.00	0.00	0.00	0.00
<b>001-015 EXPENSE Totals:</b>						
		62,212.00	0.00	46,272.84	0.00	46,272.84
<b>Dept 020</b>						
001-020-514-60-100	Grants					
001-020-514-60-100	Salaries and Wages	24,726.00	0.00	17,945.17	0.00	17,945.17
001-020-514-60-200	Benefits	8,804.00	0.00	6,249.87	0.00	6,249.87
001-020-514-60-310	Economic Development	2,500.00	0.00	614.40	0.00	614.40
001-020-514-60-320	Office Supplies	200.00	0.00	7.54	0.00	7.54
001-020-514-60-350	Small Tools/Minor Equipment	100.00	0.00	0.00	0.00	0.00
001-020-514-60-410	Professional Services	350.00	0.00	0.00	0.00	0.00
001-020-514-60-420	Communication	50.00	0.00	0.00	0.00	0.00
001-020-514-60-430	Travel and Seminars	1,000.00	0.00	403.60	0.00	403.60
001-020-514-60-490	Volunteer Program	1,200.00	0.00	404.37	55.67	348.70
<b>001-020 EXPENSE Totals:</b>						
		38,930.00	0.00	25,624.95	55.67	25,569.28
<b>Dept 025</b>						
001-025-515-30-100	Legal Services					
001-025-515-30-100	Salaries and Wages	3,872.00	0.00	2,802.21	0.00	2,802.21
001-025-515-30-200	Benefits	1,600.00	0.00	1,132.71	0.00	1,132.71
001-025-515-30-410	Legal - Litigation Fees	87,500.00	0.00	23,890.82	0.00	23,890.82
001-025-515-70-510	Crime Victim Services	500.00	0.00	356.39	0.00	356.39
<b>001-025 EXPENSE Totals:</b>						
		93,472.00	0.00	28,182.13	0.00	28,182.13
<b>Dept 035</b>						
001-035-518-10-310	Other Governmental Services	7,500.00	0.00	7,996.32	9.77	7,986.55
001-035-518-20-490	Office/Operating Supplies	4,000.00	0.00	3,670.00	0.00	3,670.00
001-035-518-90-340	Organization Dues	750.00	0.00	5,527.91	0.00	5,527.91
001-035-518-90-350	Books and Periodicals	0.00	0.00	0.00	0.00	0.00
001-035-518-90-410	Small Tools/Minor Equipment	1,000.00	0.00	3,114.63	0.00	3,114.63
001-035-518-90-420	Professional Services	6,500.00	0.00	4,695.77	0.00	4,695.77
<b>001-035-518-90-420</b>						

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
001-035-518-90-440	Advertising and Legal Notices	2,500.00	0.00	675.10	0.00	675.10
001-035-518-90-450	Rentals	0.00	0.00	0.00	0.00	0.00
001-035-518-90-460	Insurance	18,000.00	0.00	35,035.12	0.00	35,035.12
001-035-518-90-470	Utilities	4,500.00	0.00	3,240.02	0.00	3,240.02
001-035-518-90-480	Repair and Maintenance	200.00	0.00	619.19	0.00	619.19
001-035-518-90-490	Miscellaneous	800.00	0.00	870.61	0.00	870.61
001-035 EXPENSE Totals:		45,750.00	0.00	65,444.67	9.77	65,434.90
Dept 040	Law Enforcement					
001-040-521-20-100	Salaries and Wages	2,108.00	0.00	1,435.14	0.00	1,435.14
001-040-521-20-200	Benefits	854.00	0.00	622.78	0.00	622.78
001-040-521-20-210	Benefits - Disability Insuranc	12,000.00	0.00	9,025.47	0.00	9,025.47
001-040-521-20-220	Uniforms	0.00	0.00	0.00	0.00	0.00
001-040-521-20-310	Operating Supplies	100.00	0.00	0.00	0.00	0.00
001-040-521-20-460	Insurance	750.00	0.00	0.00	0.00	0.00
001-040-521-20-490	Miscellaneous	0.00	0.00	0.00	0.00	0.00
001-040-521-20-510	Professional Service - SnoCity	912,194.00	0.00	73,802.08	0.00	73,802.08
001-040-528-10-500	Intergovernmental - SNOPAC	60,525.00	0.00	44,798.07	0.00	44,798.07
001-040-528-10-510	Intergovernmental - 800 MHZ	13,857.00	0.00	698,796.53	0.00	698,796.53
001-040 EXPENSE Totals:		1,002,388.00	0.00	828,480.07	0.00	828,480.07
Dept 045	Law Enforcement Agency Fees					
001-045-512-50-510	Miscellaneous - Court Filing F	12,000.00	0.00	4,142.23	0.00	4,142.23
001-045-515-30-410	Professional Services - Prosec	17,000.00	0.00	20,616.11	0.00	20,616.11
001-045-515-30-411	Public Defender Attorney	18,400.00	0.00	0.00	0.00	0.00
001-045-523-90-510	Miscellaneous - Jail Fees	58,000.00	0.00	28,218.93	0.00	28,218.93
001-045 EXPENSE Totals:		105,400.00	0.00	52,977.27	0.00	52,977.27
Dept 050	Emergency Services					
001-050-525-10-480	Repair and Maintenance	500.00	0.00	0.00	0.00	0.00
001-050-525-10-510	Department of Emergency Mgmt	5,100.00	0.00	2,588.50	0.00	2,588.50
001-050-525-50-310	Operating Supplies	0.00	0.00	0.00	0.00	0.00
001-050 EXPENSE Totals:		5,600.00	0.00	2,588.50	0.00	2,588.50
Dept 060	Code Enforcement					
001-060-554-30-100	Salaries and Wages	19,354.00	0.00	13,437.05	0.00	13,437.05

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
001-060-554-30-200	Benefits	5,614.00	0.00	3,633.57	0.00	3,633.57
001-060-554-30-310	Office/Operating Supplies	1,000.00	0.00	1,552.49	0.00	1,552.49
001-060-554-30-360	Vehicle Operation/Maintenance	500.00	0.00	272.95	0.00	272.95
001-060-554-30-370	Vehicle Repair	500.00	0.00	0.00	0.00	0.00
001-060-554-30-410	Professional Services	1,000.00	0.00	0.00	0.00	0.00
001-060-554-30-430	Travel and Seminars	375.00	0.00	250.00	225.00	25.00
001-060-554-30-460	Insurance	500.00	0.00	0.00	0.00	0.00
<b>001-060 EXPENSE Totals:</b>		<b>28,843.00</b>	<b>0.00</b>	<b>19,146.06</b>	<b>225.00</b>	<b>18,921.06</b>
Dept 065	Planning and Development					
001-065-558-60-100	Salaries and Wages	85,211.00	0.00	58,865.21	0.00	58,865.21
001-065-558-60-200	Benefits	36,637.00	0.00	23,752.32	0.00	23,752.32
001-065-558-60-310	Office/Operating Supplies	350.00	0.00	51.89	0.00	51.89
001-065-558-60-340	Books and Periodicals	200.00	0.00	0.00	0.00	0.00
001-065-558-60-350	Small Tools/Minor Equipment	200.00	0.00	0.00	0.00	0.00
001-065-558-60-410	Professional Services	2,500.00	0.00	0.00	0.00	0.00
001-065-558-60-420	Communication	1,000.00	0.00	210.51	0.00	210.51
001-065-558-60-430	Travel and Seminars	700.00	0.00	617.97	0.00	617.97
001-065-558-60-440	Advertising and Legal Notices	1,500.00	0.00	268.80	0.00	268.80
001-065-558-60-490	Miscellaneous	500.00	0.00	854.50	0.00	854.50
<b>001-065 EXPENSE Totals:</b>		<b>128,798.00</b>	<b>0.00</b>	<b>84,621.20</b>	<b>0.00</b>	<b>84,621.20</b>
Dept 070	Building and Community Dev.					
001-070-558-50-100	Salaries and Wages	30,466.00	0.00	19,829.81	0.00	19,829.81
001-070-558-50-200	Benefits	16,970.00	0.00	9,977.69	0.00	9,977.69
001-070-558-50-310	Operating Supplies	500.00	0.00	121.19	0.00	121.19
001-070-558-50-340	Books and Periodical	1,200.00	0.00	0.00	0.00	0.00
001-070-558-50-350	Small Tools/Minor Equipment	0.00	0.00	0.00	0.00	0.00
001-070-558-50-360	Vehicle Operation/Maintenance	250.00	0.00	0.00	0.00	0.00
001-070-558-50-410	Professional Services	1,000.00	0.00	0.00	0.00	0.00
001-070-558-50-420	Communication	500.00	0.00	421.95	0.00	421.95
001-070-558-50-430	Travel and Seminars	500.00	0.00	300.18	0.00	300.18
001-070-558-50-460	Insurance	0.00	0.00	0.00	0.00	0.00
001-070-558-50-480	Repair and Maintenance	300.00	0.00	0.00	0.00	0.00
001-070-558-50-490	Miscellaneous	0.00	0.00	160.00	0.00	160.00
001-070-558-50-510	SnoCity Plan/Building Service	9,000.00	0.00	2,905.00	0.00	2,905.00
001-070-559-60-500	Snohomish County inspections	0.00	0.00	1,336.50	0.00	1,336.50

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
	001-070 EXPENSE Totals:	60,686.00	0.00	35,052.32	0.00	35,052.32
Dept 075	Public Health					
001-075-562-50-510	Intergovernmental	1,000.00	0.00	791.58	0.00	791.58
	001-075 EXPENSE Totals:	1,000.00	0.00	791.58	0.00	791.58
Dept 080	Library					
001-080-572-20-460	Insurance	0.00	0.00	0.00	0.00	0.00
001-080-572-20-470	Utilities	7,000.00	0.00	4,708.99	0.00	4,708.99
	001-080 EXPENSE Totals:	7,000.00	0.00	4,708.99	0.00	4,708.99
Dept 085	Parks and Recreation					
001-085-576-80-100	Salaries and Wages	36,583.00	0.00	24,092.84	0.00	24,092.84
001-085-576-80-200	Benefits	16,200.00	0.00	9,163.75	0.00	9,163.75
001-085-576-80-220	Uniforms	500.00	0.00	292.82	0.00	292.82
001-085-576-80-310	Office/Operating Supplies	1,530.00	0.00	3,681.68	277.85	3,403.83
001-085-576-80-320	Office Supplies	0.00	0.00	29.75	0.00	29.75
001-085-576-80-350	Small Tools/Minor Equipment	810.00	0.00	517.63	0.00	517.63
001-085-576-80-360	Vehicle Maintenance	0.00	0.00	1,027.38	0.00	1,027.38
001-085-576-80-370	Vehicle Repair	1,050.00	0.00	488.20	0.00	488.20
001-085-576-80-410	Professional Services	0.00	0.00	0.00	0.00	0.00
001-085-576-80-420	Communication	600.00	0.00	208.33	0.00	208.33
001-085-576-80-430	Travel and Seminars	222.00	0.00	15.00	0.00	15.00
001-085-576-80-450	Rentals	2,226.00	0.00	1,865.75	0.00	1,865.75
001-085-576-80-460	Insurance	3,000.00	0.00	0.00	0.00	0.00
001-085-576-80-470	Utilities	3,000.00	0.00	2,034.45	0.00	2,034.45
001-085-576-80-480	Repair and Maintenance	500.00	0.00	116.74	0.00	116.74
001-085-576-80-490	Miscellaneous	0.00	0.00	138.44	29.84	108.60
001-085-594-80-620	Capital - Equipment	0.00	0.00	145.74	0.00	145.74
001-085-594-80-640	Capital - Improvements	0.00	0.00	0.00	0.00	0.00
001-085-597-30-000	Operating Transfer Out	1,000.00	0.00	0.00	0.00	0.00
	001-085 EXPENSE Totals:	67,221.00	0.00	43,818.50	307.69	43,510.81
Dept 090	Prior Year Adjustments					
001-090-588-80-000	Prior Year Adjustments	0.00	0.00	0.00	0.00	0.00
001-090-597-40-020	Operating Transfer Out	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
001-090-597-50-010	Operating Transfer Out - 114	9,000.00	0.00	9,000.00	0.00	9,000.00
	001-090 EXPENSE Totals:	9,000.00	0.00	9,000.00	0.00	9,000.00
Dept 900	Ending Fund Balance	0.00	0.00	22.42	0.00	22.42
001-900-508-80-000	Ending Fund Balance					
	001-900 EXPENSE Totals:	0.00	0.00	22.42	0.00	22.42
	EXPENSE Totals:	1,707,133.00	0.00	1,285,393.92	598.13	1,284,795.79
	Fund 001 Totals:	4,767.00	63,845.36	3,921,098.80	3,921,098.80	63,845.36

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
Fund 101	STREET FUND					
ASSETS						
101-000-111-10-000	Cash	0.00	52,996.59	120,128.70	159,968.48	13,156.81
	ASSETS Totals:	0.00	52,996.59	120,128.70	159,968.48	13,156.81
LIABILITIES						
101-000-211-11-000	Accounts Payable	0.00	-1,330.27	101,094.70	101,141.53	-1,377.10
101-000-211-11-025	FICAR	0.00	0.00	8,453.58	8,453.58	0.00
101-000-211-11-050	Deferred Comp Payable	0.00	0.00	925.52	925.52	0.00
101-000-211-11-100	AFLAC Payable	0.00	0.00	0.00	0.00	0.00
101-000-211-11-150	Employment Security Payable	0.00	114.03	1,986.95	1,986.69	114.29
101-000-211-11-200	Federal Taxes Payable	0.00	-0.41	8,701.13	8,701.13	-0.41
101-000-211-11-260	Medicare Taxes Payable	0.00	-2.90	1,976.98	1,976.98	-2.90
101-000-211-11-300	Miscellaneous Payroll Ded	0.00	0.00	0.00	0.00	0.00
101-000-211-11-350	Med/Den/Vision/Life Payable	0.00	117.17	11,011.10	10,779.88	348.39
101-000-211-11-400	L&I Payable	0.00	3.37	1,629.99	1,629.99	3.37
101-000-211-11-550	Payroll Payable	0.00	0.00	0.00	0.00	0.00
101-000-211-11-600	Payroll Direct Deposit Payable	0.00	0.00	37,228.95	37,297.23	-68.28
101-000-211-11-650	PERS Payable	0.00	0.00	8,162.39	8,159.59	2.80
101-000-211-11-700	Union Dues Payable	0.00	0.00	326.44	326.44	0.00
	LIABILITIES Totals:	0.00	-1,099.01	181,497.73	181,378.56	-979.84
FUND BALANCE						
101-000-308-80-000	Beginning Fund Balance	0.00	0.00	0.00	0.00	0.00
	FUND BALANCE Totals:	0.00	0.00	0.00	0.00	0.00
REVENUE						
101-000-311-10-000	Real and Personal Property Tax	20,010.00	0.00	0.00	10,148.77	-10,148.77
101-000-316-41-000	B & O Electric	66,000.00	0.00	0.00	27,330.39	-27,330.39
101-000-316-43-000	Utility Tax Gas	6,300.00	0.00	0.00	3,420.96	-3,420.96
101-000-316-47-000	Utility Tax Telephone	18,000.00	0.00	0.00	6,719.97	-6,719.97
101-000-322-40-000	Street/Curb Permits -ROW	2,500.00	0.00	0.00	1,271.90	-1,271.90
101-000-334-03-000	FEMA Payment	0.00	0.00	0.00	250.00	-250.00
101-000-336-00-870	Motor Vehicle Excise Tax	97,300.00	0.00	0.00	70,956.87	-70,956.87
101-000-361-11-000	Investment Interest	200.00	0.00	0.00	0.00	0.00
101-000-367-11-010	Contributions - Street Project	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
101-000-395-10-000	Salc of Fixcd Asscets	0.00	0.00	0.00	0.00	0.00
101-000-397-10-100	Operating Transfer In	0.00	0.00	0.00	0.00	0.00
	<b>REVENUE Totals:</b>	210,310.00	0.00	0.00	120,098.86	-120,098.86
<b>EXPENSE</b>						
Dept 150	Road and Street Maintenance					
101-150-542-30-100	Salaries and Wages	94,486.00	0.00	68,243.02	0.00	68,243.02
101-150-542-30-200	Employee Benefits	35,975.00	0.00	23,829.45	0.00	23,829.45
101-150-542-30-220	Uniforms	200.00	0.00	333.06	0.00	333.06
101-150-542-30-310	Office/Operating Supplies	4,210.00	0.00	5,333.71	0.00	5,333.71
101-150-542-30-320	Office Supplies	1,700.00	0.00	1,311.95	2.44	1,309.51
101-150-542-30-350	Small Tools/Minor Equipment	910.00	0.00	405.01	0.00	405.01
101-150-542-30-360	Vehicle Operation/Maintenance	1,300.00	0.00	1,250.27	0.00	1,250.27
101-150-542-30-370	Vehicle Repair	500.00	0.00	287.68	0.00	287.68
101-150-542-30-410	Professional Services	2,000.00	0.00	7,320.38	0.00	7,320.38
101-150-542-30-420	Communication	2,900.00	0.00	1,845.60	0.00	1,845.60
101-150-542-30-430	Travel and Seminars	195.00	0.00	448.35	0.00	448.35
101-150-542-30-450	Rentals	0.00	0.00	0.00	0.00	0.00
101-150-542-30-460	Insurance	10,000.00	0.00	12,227.67	0.00	12,227.67
101-150-542-30-490	Miscellaneous	611.00	0.00	433.42	29.84	403.58
101-150-594-30-620	Capital - Buildings	0.00	0.00	2,040.07	0.00	2,040.07
101-150-594-30-630	Capital - Improvements	0.00	0.00	0.00	0.00	0.00
101-150-594-30-640	Capital - Equipment and Signs	5,000.00	0.00	1,611.56	0.00	1,611.56
101-150-597-30-000	Operating Transfer Out - 104	9,000.00	0.00	0.00	0.00	0.00
101-150-597-50-010	Operating Transfer Out - 114	9,854.00	0.00	9,854.00	0.00	9,854.00
	<b>101-150 EXPENSE Totals:</b>	178,841.00	0.00	136,775.20	32.28	136,742.92
Dept 160	Traffic and Pedestrian Service					
101-160-542-30-480	Repair and Maintenance	1,300.00	0.00	0.00	0.00	0.00
101-160-542-63-470	Utilities	30,000.00	0.00	23,076.55	0.00	23,076.55
101-160-542-66-310	Snow and Ice Control	0.00	0.00	0.00	0.00	0.00
101-160-542-67-310	Street Cleaning	0.00	0.00	0.00	0.00	0.00
	<b>101-160 EXPENSE Totals:</b>	31,300.00	0.00	23,076.55	0.00	23,076.55
Dept 900	Ending Fund Balance					
101-900-508-80-000	Ending Fund Balance	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
	101-900 EXPENSE Totals:	0.00	0.00	0.00	0.00	0.00
	EXPENSE Totals:	210,141.00	0.00	159,851.75	32.28	159,819.47
	Fund 101 Totals:	169.00	51,897.58	461,478.18	461,478.18	51,897.58

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
Fund 103	CEMETERY FUND					
ASSETS						
103-000-111-10-000	Cash	0.00	1,924.02	21,010.99	22,693.40	241.61
	ASSETS Totals:	0.00	1,924.02	21,010.99	22,693.40	241.61
LIABILITIES						
103-000-211-11-000	Accounts Payable	0.00	-153.29	16,966.32	17,061.63	-248.60
103-000-211-11-025	FICA Tax	0.00	0.00	989.74	989.74	0.00
103-000-211-11-050	Deferred Comp Payable	0.00	0.00	67.51	67.51	0.00
103-000-211-11-100	AFLAC Payable	0.00	0.00	4.05	4.05	0.00
103-000-211-11-150	Employment Security Payable	0.00	12.58	233.70	233.70	12.58
103-000-211-11-200	Federal Taxes Payable	0.00	0.00	974.10	974.10	0.00
103-000-211-11-260	Medicare Taxes Payable	0.00	0.00	231.68	231.68	0.00
103-000-211-11-300	Miscellaneous Payroll Ded	0.00	0.00	0.00	0.00	0.00
103-000-211-11-350	Med/Den/Vision/Life Payable	0.00	6.64	1,640.03	1,640.36	6.31
103-000-211-11-400	L&I Payable	0.00	0.34	267.45	267.78	0.01
103-000-211-11-550	Payroll Payable	0.00	0.00	0.00	0.00	0.00
103-000-211-11-600	Payroll Direct Deposit Payable	0.00	0.00	4,165.43	4,188.18	-22.75
103-000-211-11-650	PERS Payable	0.00	0.00	1,007.71	926.30	81.41
103-000-211-11-700	Union Dues Payable	0.00	0.00	87.58	87.58	0.00
	LIABILITIES Totals:	0.00	-133.73	26,635.30	26,672.61	-171.04
FUND BALANCE						
103-000-308-80-000	Beginning Fund Balance	0.00	0.00	0.00	0.00	0.00
	FUND BALANCE Totals:	0.00	0.00	0.00	0.00	0.00
REVENUE						
103-000-343-60-000	Cemetery Fees	25,000.00	0.00	0.00	17,642.71	-17,642.71
103-000-361-11-000	Investment Interest	0.00	0.00	0.00	0.00	0.00
103-000-367-11-000	Contributions - Cemetery Impro	0.00	0.00	0.00	3,368.28	-3,368.28
	REVENUE Totals:	25,000.00	0.00	0.00	21,010.99	-21,010.99
EXPENSE						
Dept 103	Cemetery					
103-103-536-10-010	Salaries and Wages	11,625.00	0.00	8,002.10	0.00	8,002.10

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
103-103-536-10-200	Bcnfits	5,879.00	0.00	3,170.20	0.00	3,170.20
103-103-536-10-220	Uniforms	30.00	0.00	20.00	0.00	20.00
103-103-536-10-310	Operating Supplies	300.00	0.00	55.64	0.00	55.64
103-103-536-10-320	Office Supplies	0.00	0.00	0.00	0.00	0.00
103-103-536-10-340	Items for Resale	500.00	0.00	1,362.93	0.00	1,362.93
103-103-536-10-350	Small Tools/Minor Equipment	300.00	0.00	46.49	0.00	46.49
103-103-536-10-360	Vehicle Operation/Maintenance	500.00	0.00	310.58	0.00	310.58
103-103-536-10-370	Vehicle Repair	0.00	0.00	0.00	0.00	0.00
103-103-536-10-410	Professional Services	4,500.00	0.00	6,255.42	0.00	6,255.42
103-103-536-10-420	Communication	0.00	0.00	0.00	0.00	0.00
103-103-536-10-460	Insurance	1,000.00	0.00	3,507.35	0.00	3,507.35
103-103-536-10-480	Repair and Maintenance	100.00	0.00	0.00	0.00	0.00
103-103-594-10-620	Capital - Buildings	0.00	0.00	0.00	0.00	0.00
103-103-594-10-640	Capital - Equipment	0.00	0.00	0.00	0.00	0.00
103-103-597-40-000	Operating Transfers Out	0.00	0.00	0.00	0.00	0.00
103-103 EXPENSE Totals:		24,734.00	0.00	22,730.71	0.00	22,730.71
Dept 900	Ending Fund Balance					
103-900-508-80-000	Ending Fund Balance	0.00	0.00	0.00	0.00	0.00
103-900 EXPENSE Totals:		0.00	0.00	0.00	0.00	0.00
EXPENSE Totals:		24,734.00	0.00	22,730.71	0.00	22,730.71
Fund 103 Totals:		266.00	1,790.29	70,377.00	70,377.00	1,790.29
Report Totals:		5,202.00	173,174.73	4,452,953.98	4,452,953.98	173,174.73



# General Ledger

## Summary Trial Balance

User: laura.koenig  
 Printed: 10/17/2013 - 10:09AM  
 Period: 01 to 09, 2013

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
Fund 400	UTILITY WATER FUND					
ASSETS						
400-000-111-10-000	Cash	0.00	184,728.06	762,103.25	746,961.99	199,869.32
	ASSETS Totals:	0.00	184,728.06	762,103.25	746,961.99	199,869.32
LIABILITIES						
400-000-211-11-000	Accounts Payable	0.00	-3,420.10	391,354.57	392,178.25	-4,243.78
400-000-211-11-025	FICA Taxes Payable	0.00	0.00	23,455.62	23,455.62	0.00
400-000-211-11-050	Deferred Comp Payable	0.00	0.00	3,307.90	3,307.90	0.00
400-000-211-11-100	AFLAC Payable	0.00	0.00	414.41	414.41	0.00
400-000-211-11-150	Employment Security Payable	0.00	273.75	5,670.71	5,616.35	328.11
400-000-211-11-200	Federal Taxes Payable	0.00	0.00	26,032.91	26,032.91	0.00
400-000-211-11-260	Medicare Taxes Payable	0.00	-2.90	5,485.30	5,485.30	-2.90
400-000-211-11-300	Miscellaneous Payroll Ded	0.00	0.00	16.57	16.57	0.00
400-000-211-11-350	Med/Den/Vision/Life Payable	0.00	1,312.88	52,601.70	52,078.83	1,835.75
400-000-211-11-400	L&I Payable	0.00	70.00	5,147.34	5,040.35	176.99
400-000-211-11-550	Payroll Payable	0.00	0.00	0.00	0.00	0.00
400-000-211-11-600	Payroll Direct Deposit Payable	0.00	0.00	86,838.59	86,895.49	-56.90
400-000-211-11-650	PERS Payable	0.00	0.00	23,177.23	23,403.59	-226.36
400-000-211-11-700	Union Dues Payable	0.00	0.00	1,641.35	1,641.35	0.00
	LIABILITIES Totals:	0.00	-1,766.37	625,144.20	625,566.92	-2,189.09
FUND BALANCE						
400-000-308-80-000	Beginning Fund Balance	0.00	0.00	0.00	0.00	0.00
	FUND BALANCE Totals:	0.00	0.00	0.00	0.00	0.00
REVENUE						

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
400-000-341-82-100	Engineering Review Services	0.00	0.00	0.00	0.00	0.00
400-000-342-00-010	Inspection Fees	0.00	0.00	0.00	0.00	0.00
400-000-343-40-000	Water Service	906,103.00	0.00	3,063.82	732,781.64	-729,717.82
400-000-359-10-000	Turn On/Off Fees	17,000.00	0.00	920.28	10,800.00	-9,879.72
400-000-361-11-000	Investment Interest	200.00	0.00	0.00	0.00	0.00
400-000-369-40-000	Judgements and Settlements	0.00	0.00	0.00	0.00	0.00
400-000-369-90-000	Miscellaneous	21,000.00	0.00	370.51	17,680.66	-17,310.15
400-000-379-10-000	Water Connection Charges	800.00	0.00	0.00	1,000.00	-1,000.00
400-000-395-10-000	Sale of Fixed Assets	0.00	0.00	0.00	518.37	-518.37
400-000-397-10-100	Operating Transfer In	0.00	0.00	0.00	0.00	0.00
<b>REVENUE Totals:</b>		<b>945,103.00</b>	<b>0.00</b>	<b>4,354.61</b>	<b>762,780.67</b>	<b>-758,426.06</b>
<b>EXPENSE</b>						
Dept 400	Utility Water					
400-400-534-80-100	Salaries and Wages	256,156.00	0.00	189,330.02	0.00	189,330.02
400-400-534-80-200	Benefits	114,382.00	0.00	87,105.40	0.00	87,105.40
400-400-534-80-220	Uniforms	900.00	0.00	985.32	0.00	985.32
400-400-534-80-310	Operating Supply	59,240.00	0.00	44,514.95	94.72	44,420.23
400-400-534-80-320	Office Supplies	3,500.00	0.00	2,021.69	2.44	2,019.25
400-400-534-80-350	Small Tools/Minor Equipment	7,675.00	0.00	1,818.58	0.00	1,818.58
400-400-534-80-360	Vehicle Operation/Maintenance	9,650.00	0.00	6,021.58	0.00	6,021.58
400-400-534-80-370	Vehicle Repair	500.00	0.00	229.07	0.00	229.07
400-400-534-80-410	Professional Service - General	17,700.00	0.00	14,436.01	0.00	14,436.01
400-400-534-80-411	Professional Service - Other	0.00	0.00	0.00	0.00	0.00
400-400-534-80-420	Communication	9,500.00	0.00	5,939.30	0.00	5,939.30
400-400-534-80-430	Travel and Seminars	3,655.00	0.00	2,304.91	0.00	2,304.91
400-400-534-80-450	Rentals	2,000.00	0.00	3,388.93	0.00	3,388.93
400-400-534-80-460	Insurance	29,000.00	0.00	45,820.46	0.00	45,820.46
400-400-534-80-470	Utilities	34,000.00	0.00	21,765.33	0.00	21,765.33
400-400-534-80-471	Water Service - Everett	0.00	0.00	0.00	0.00	0.00
400-400-534-80-480	Repair and Maintenance	62,275.00	0.00	2,949.28	69.60	2,879.68
400-400-534-80-490	Miscellaneous	20,066.00	0.00	6,914.49	29.83	6,884.66
400-400-534-80-491	Water - Testing	0.00	0.00	0.00	0.00	0.00
400-400-534-80-510	Taxes - Excise	39,000.00	0.00	37,539.89	0.00	37,539.89
400-400-594-80-620	Capital - Buildings	6,000.00	0.00	4,153.00	0.00	4,153.00
400-400-594-80-640	Capital - Equipment	0.00	0.00	44,391.90	0.00	44,391.90
400-400-597-20-000	Operating Transfer Out - 412	136,701.00	0.00	137,000.00	0.00	137,000.00

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
400-400-597-20-050	Operating Transfer Out - 403	63,500.00	0.00	63,500.00	0.00	63,500.00
400-400-597-30-010	Operating Transfer Out - 104	42,500.00	0.00	0.00	0.00	0.00
400-400-597-30-030	Operating Transfer Out - 409	12,774.00	0.00	0.00	0.00	0.00
400-400-597-50-020	Operating Transfer Out - 114	9,000.00	0.00	21,774.00	0.00	21,774.00
	400-400 EXPENSE Totals:	939,674.00	0.00	743,904.11	196.59	743,707.52
Dept 900	Ending Fund Balance					
400-900-508-80-000	Ending Fund Balance	0.00	0.00	0.00	0.00	0.00
	400-900 EXPENSE Totals:	0.00	0.00	0.00	0.00	0.00
	EXPENSE Totals:	939,674.00	0.00	743,904.11	196.59	743,707.52
	Fund 400 Totals:	5,429.00	182,961.69	2,135,506.17	2,135,506.17	182,961.69

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
Fund 401	UTILITY SEWER FUND					
ASSETS						
401-000-111-10-000	Cash	0.00	250,012.22	990,163.26	861,472.25	378,703.23
	ASSETS Totals:	0.00	250,012.22	990,163.26	861,472.25	378,703.23
LIABILITIES						
401-000-211-11-000	Accounts Payable	0.00	-4,126.36	342,669.13	342,267.91	-3,725.14
401-000-211-11-025	FICA Taxes Payable	0.00	-10.40	22,495.44	22,495.44	-10.40
401-000-211-11-030	Miscellaneous Payroll Ded	0.00	0.00	0.00	0.00	0.00
401-000-211-11-050	Deferred Comp Payable	0.00	0.00	4,919.03	4,919.03	0.00
401-000-211-11-100	AFLAC Payable	0.00	0.00	624.89	624.89	0.00
401-000-211-11-150	Employment Security Payable	0.00	273.34	5,462.08	5,407.72	327.70
401-000-211-11-200	Federal Taxes Payable	0.00	0.00	25,190.34	25,190.34	0.00
401-000-211-11-260	Medicare Taxes Payable	0.00	0.00	5,260.64	5,260.64	0.00
401-000-211-11-300	Miscellaneous Payroll Ded	0.00	0.00	11.52	11.52	0.00
401-000-211-11-350	Med/Dental/Vis Payable	0.00	0.00	35,216.56	34,964.40	252.16
401-000-211-11-400	L&I Payable	0.00	69.83	4,480.48	4,373.49	176.82
401-000-211-11-550	Payroll Payable	0.00	0.00	0.00	0.00	0.00
401-000-211-11-600	Payroll Direct Deposit Payable	0.00	0.00	116,283.87	116,283.87	0.00
401-000-211-11-650	PERS Payable	0.00	0.00	22,691.09	22,668.68	22.41
401-000-211-11-700	Union Dues Payable	0.00	0.00	1,375.24	1,375.24	0.00
	LIABILITIES Totals:	0.00	-3,793.59	586,680.31	585,843.17	-2,956.45
FUND BALANCE						
401-000-308-80-000	Beginning Fund Balance	0.00	0.00	0.00	0.00	0.00
	FUND BALANCE Totals:	0.00	0.00	0.00	0.00	0.00
REVENUE						
401-000-342-00-200	Sewer Inspection Fee	500.00	0.00	0.00	0.00	0.00
401-000-343-50-000	Sewer Service	1,246,501.00	0.00	2,318.71	977,213.22	-974,894.51
401-000-361-11-000	Investment Interest	0.00	0.00	0.00	0.00	0.00
401-000-369-90-000	Miscellaneous	15,000.00	0.00	344.97	13,062.00	-12,717.03
401-000-395-10-000	Sale of Fixed Assets	0.00	0.00	0.00	0.00	0.00
401-000-397-10-100	Operating Transfer In	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
	REVENUE Totals:	1,262,001.00	0.00	2,663.68	990,275.22	-987,611.54
EXPENSE						
Dept 401	Utility Sewer					
401-401-535-80-100	Salaries and Wages	241,187.00	0.00	181,558.36	0.00	181,558.36
401-401-535-80-200	Benefits	110,310.00	0.00	69,699.62	0.00	69,699.62
401-401-535-80-220	Uniforms	900.00	0.00	1,474.37	0.00	1,474.37
401-401-535-80-310	Operating Supplies	41,040.00	0.00	21,652.32	97.61	21,554.71
401-401-535-80-320	Office Supplies	3,500.00	0.00	1,801.13	2.45	1,798.68
401-401-535-80-350	Small Tools/Minor Equipment	14,175.00	0.00	894.30	0.00	894.30
401-401-535-80-360	Vehicle Operation Maintenance	7,950.00	0.00	1,726.21	0.00	1,726.21
401-401-535-80-370	Vehicle Repair	3,000.00	0.00	229.07	0.00	229.07
401-401-535-80-410	Professional Service	57,700.00	0.00	37,510.00	0.00	37,510.00
401-401-535-80-411	Services - Sludge Hauling	0.00	0.00	6,053.12	0.00	6,053.12
401-401-535-80-420	Communication	12,000.00	0.00	7,193.11	0.00	7,193.11
401-401-535-80-430	Travel and Seminars	2,755.00	0.00	1,355.76	0.00	1,355.76
401-401-535-80-450	Rentals	16,000.00	0.00	8,158.89	15.00	8,143.89
401-401-535-80-460	Insurance	32,000.00	0.00	50,758.54	0.00	50,758.54
401-401-535-80-470	Utilities	38,000.00	0.00	26,352.02	0.00	26,352.02
401-401-535-80-480	Repair and Maintenance	88,475.00	0.00	15,698.21	0.00	15,698.21
401-401-535-80-490	Miscellaneous	6,301.00	0.00	6,411.59	29.83	6,381.76
401-401-535-80-491	Sewer - Testing	0.00	0.00	0.00	0.00	0.00
401-401-535-80-510	Taxes - Excise	29,000.00	0.00	23,077.66	0.00	23,077.66
401-401-594-80-620	Capital - Buildings	6,000.00	0.00	4,153.00	0.00	4,153.00
401-401-594-80-640	Capital - Equipment	50,000.00	0.00	0.00	0.00	0.00
401-401-597-20-000	Operating Transfer Out - 413	330,171.00	0.00	301,537.00	0.00	301,537.00
401-401-597-20-040	Operating Transfer Out - 403	63,500.00	0.00	63,500.00	0.00	63,500.00
401-401-597-30-010	Operating Transfer Out - 104	25,000.00	0.00	0.00	0.00	0.00
401-401-597-30-030	Operating Transfers Out - 407	50,000.00	0.00	0.00	0.00	0.00
401-401-597-50-020	Operating Transfers Out - 114	27,434.00	0.00	27,434.00	0.00	27,434.00
	401-401 EXPENSE Totals:	1,256,398.00	0.00	858,228.28	144.89	858,083.39
Dept 900	Ending Fund Balance					
401-900-508-80-000	Ending Fund Balance	0.00	0.00	0.00	0.00	0.00
	401-900 EXPENSE Totals:	0.00	0.00	0.00	0.00	0.00
	EXPENSE Totals:	1,256,398.00	0.00	858,228.28	144.89	858,083.39

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
	Fund 401 Totals:	5,603.00	246,218.63	2,437,735.53	2,437,735.53	246,218.63

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
Fund 402	UTILITY GARBAGE FUND					
ASSETS						
402-000-1111-10-000	Cash	0.00	202,852.97	600,539.46	477,424.66	325,967.77
	ASSETS Totals:	0.00	202,852.97	600,539.46	477,424.66	325,967.77
LIABILITIES						
402-000-2111-11-000	Accounts Payable	0.00	-2,495.49	380,524.48	380,563.28	-2,534.29
402-000-2111-11-025	FICA Taxes Payable	0.00	0.00	12,796.50	12,796.50	0.00
402-000-2111-11-050	Deferred Comp Payable	0.00	0.00	838.47	838.47	0.00
402-000-2111-11-100	AFLAC Payable	0.00	0.00	20.65	20.65	0.00
402-000-2111-11-150	Employment Security Payable	0.00	180.92	3,034.55	2,980.19	235.28
402-000-2111-11-200	Federal Taxes Payable	0.00	-0.42	11,124.28	11,124.28	-0.42
402-000-2111-11-260	Medicare Taxes Payable	0.00	-2.87	2,992.44	2,992.44	-2.87
402-000-2111-11-300	Miscellaneous Payroll Ded	0.00	0.00	14.39	14.39	0.00
402-000-2111-11-350	Med/Den/Vision/Life Payable	0.00	100.69	25,217.85	24,097.01	1,221.53
402-000-2111-11-400	L&I Payable	0.00	70.66	3,378.76	3,164.75	284.67
402-000-2111-11-550	Payroll Payable	0.00	0.00	0.00	0.00	0.00
402-000-2111-11-600	Payroll Direct Deposit Payable	0.00	0.00	58,268.62	58,609.96	-341.34
402-000-2111-11-650	PERS Payable	0.00	0.00	11,554.69	11,431.19	123.50
402-000-2111-11-700	Union Dues Payable	0.00	0.00	1,135.58	1,135.58	0.00
	LIABILITIES Totals:	0.00	-2,146.51	510,901.26	509,768.69	-1,013.94
FUND BALANCE						
402-000-308-80-000	Beginning Fund Balance	0.00	0.00	0.00	0.00	0.00
	FUND BALANCE Totals:	0.00	0.00	0.00	0.00	0.00
REVENUE						
402-000-316-48-000	Garbage State Tax	20,950.00	0.00	31.78	15,230.00	-15,198.22
402-000-321-91-000	Garbage Franchise Fees	3,000.00	0.00	0.00	3,041.47	-3,041.47
402-000-333-03-100	Coordinated Prevention Grant	2,500.00	0.00	0.00	1,789.09	-1,789.09
402-000-343-70-000	Garbage/Solid Waste	581,806.00	0.00	3,260.42	436,738.96	-433,478.54
402-000-343-70-100	Recycling Charges	166,988.00	0.00	393.28	127,478.18	-127,084.90
402-000-361-11-000	Investment Interest	200.00	0.00	0.00	0.00	0.00
402-000-362-20-000	Dumpster Delivery Charges	20,708.00	0.00	0.00	15,941.36	-15,941.36
402-000-369-90-000	Miscellaneous	400.00	0.00	0.00	180.00	-180.00
402-000-395-10-000	Sale of Fixed Assets	0.00	0.00	0.00	113.83	-113.83

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
402-000-397-10-100	Operating Transfer In	0.00	0.00	0.00	0.00	0.00
	REVENUE Totals:	796,552.00	0.00	3,685.48	600,512.89	-596,827.41
EXPENSE						
Dept 402	Garbage					
402-402-537-80-100	Salaries and Wages	132,004.00	0.00	103,600.36	0.00	103,600.36
402-402-537-80-200	Benefits	70,125.00	0.00	43,260.26	0.00	43,260.26
402-402-537-80-220	Uniforms	900.00	0.00	839.07	0.00	839.07
402-402-537-80-230	Contract Labor	0.00	0.00	1,782.72	0.00	1,782.72
402-402-537-80-310	Operating Supplies	3,540.00	0.00	985.44	0.00	985.44
402-402-537-80-320	Office Supplies	2,600.00	0.00	1,743.10	2.44	1,740.66
402-402-537-80-350	Small Tools/Minor Equipment	1,110.00	0.00	550.94	0.00	550.94
402-402-537-80-360	Vehicle Operation/Maintenance	22,000.00	0.00	13,377.69	11.32	13,366.37
402-402-537-80-370	Vehicle Repair	25,000.00	0.00	5,049.33	0.00	5,049.33
402-402-537-80-380	CPG Grant - Clean UP	2,500.00	0.00	968.74	0.00	968.74
402-402-537-80-410	Professional	8,500.00	0.00	7,320.39	0.00	7,320.39
402-402-537-80-420	Communication	7,500.00	0.00	5,376.06	0.00	5,376.06
402-402-537-80-430	Travel and Seminars	715.00	0.00	397.35	0.00	397.35
402-402-537-80-460	Insurance	14,000.00	0.00	12,937.53	0.00	12,937.53
402-402-537-80-470	Utilities	3,000.00	0.00	1,512.23	0.00	1,512.23
402-402-537-80-480	Repair and Maintenance	4,175.00	0.00	2,888.80	0.00	2,888.80
402-402-537-80-490	Miscellaneous	1,065.00	0.00	1,552.51	29.83	1,522.68
402-402-537-80-500	Intergovernmental - Recycle	140,900.00	0.00	140,249.64	0.00	140,249.64
402-402-537-80-510	Intergovernmental - Disposal F	187,000.00	0.00	85,769.00	0.00	85,769.00
402-402-537-80-520	Taxes - Excise	32,000.00	0.00	22,988.40	0.00	22,988.40
402-402-594-80-620	Capital Outlay - Buildings	6,000.00	0.00	2,040.07	0.00	2,040.07
402-402-594-80-640	Capital Outlay - Equipment	25,000.00	0.00	0.00	0.00	0.00
402-402-597-30-000	Operating Transfer Out - 104	75,000.00	0.00	0.00	0.00	0.00
402-402-597-50-010	Operating Transfer Out - 114	17,434.00	0.00	17,434.00	0.00	17,434.00
	402-402 EXPENSE Totals:	782,068.00	0.00	472,623.63	43.59	472,580.04
Dept 900	Ending Fund Balance					
402-900-508-80-000	Ending Fund Balance	0.00	0.00	0.00	0.00	0.00
	402-900 EXPENSE Totals:	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
	EXPENSE Totals:	782,068.00	0.00	472,623.63	43.59	472,580.04
	Fund 402 Totals:	14,484.00	200,706.46	1,587,749.83	1,587,749.83	200,706.46

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
Fund 406	STORMWATER UTILITY FUND					
ASSETS						
406-000-111-10-000	Cash	0.00	69,367.01	123,727.17	151,106.58	41,987.60
	ASSETS Totals:	0.00	69,367.01	123,727.17	151,106.58	41,987.60
LIABILITIES						
406-000-211-11-000	Accounts Payable	0.00	-530.95	68,830.95	69,306.52	-1,006.52
406-000-211-11-025	FICA Taxes Payable	0.00	0.00	7,530.14	7,530.14	0.00
406-000-211-11-050	Deferred Comp Payable	0.00	0.00	812.48	812.48	0.00
406-000-211-11-100	AFLAC Payable	0.00	0.00	25.66	25.66	0.00
406-000-211-11-150	Employment Security Payable	0.00	13.76	1,844.52	1,790.16	68.12
406-000-211-11-200	Federal Taxes Payable	0.00	0.00	7,957.46	7,957.46	0.00
406-000-211-11-260	Medicare Taxes Payable	0.00	0.00	1,761.66	1,761.66	0.00
406-000-211-11-300	Miscellaneous Payroll Ded	0.00	0.00	15.12	15.12	0.00
406-000-211-11-350	Med/Den/Vision/Life Payable	0.00	13.25	12,751.47	12,559.96	204.76
406-000-211-11-400	L&I Payable	0.00	0.85	896.12	896.05	0.92
406-000-211-11-550	Payroll Payable	0.00	0.00	0.00	0.00	0.00
406-000-211-11-600	Payroll Direct Deposit Payable	0.00	0.00	37,431.72	37,437.41	-5.69
406-000-211-11-650	PERS Payable	0.00	0.00	7,528.61	7,512.44	16.17
406-000-211-11-700	Union Dues Payable	0.00	-2.78	338.05	338.05	-2.78
	LIABILITIES Totals:	0.00	-505.87	147,723.96	147,943.11	-725.02
FUND BALANCE						
406-000-308-80-000	Beginning Fund Balance	37,469.00	0.00	0.00	0.00	0.00
	FUND BALANCE Totals:	37,469.00	0.00	0.00	0.00	0.00
REVENUE						
406-000-343-10-000	Stormwater Utility Fee	164,025.00	0.00	455.67	123,697.34	-123,241.67
406-000-361-11-000	Investment Interest	200.00	0.00	0.00	0.00	0.00
406-000-369-90-000	Miscellaneous	0.00	0.00	0.00	0.00	0.00
406-000-395-10-000	Sale of Fixed Assets	0.00	0.00	0.00	0.00	0.00
406-000-397-10-100	Operating Transfer In	0.00	0.00	0.00	0.00	0.00
	REVENUE Totals:	164,225.00	0.00	455.67	123,697.34	-123,241.67
EXPENSE						

Account Number	Description	Budget Amount	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
Dept 406						
406-406-531-10-100	Salaries and Wages	81,313.00	0.00	60,737.15	0.00	60,737.15
406-406-531-10-200	Benefits	32,562.00	0.00	23,587.37	0.00	23,587.37
406-406-531-10-220	Uniforms	235.00	0.00	345.51	0.00	345.51
406-406-531-10-310	Operating Supplies	1,560.00	0.00	1,059.25	0.00	1,059.25
406-406-531-10-320	Office Supplies	400.00	0.00	316.32	0.00	316.32
406-406-531-10-350	Small Tools/Minor Equipment	1,610.00	0.00	300.37	0.00	300.37
406-406-531-10-360	Vehicle Operation Maintenance	1,250.00	0.00	480.53	0.00	480.53
406-406-531-10-370	Vehicle Repair	0.00	0.00	229.07	0.00	229.07
406-406-531-10-410	Professional Service	13,500.00	0.00	495.00	0.00	495.00
406-406-531-10-420	Communication	800.00	0.00	960.20	0.00	960.20
406-406-531-10-430	Travel and Seminars	1,140.00	0.00	348.95	0.00	348.95
406-406-531-10-450	Rentals	15,500.00	0.00	8,705.46	0.00	8,705.46
406-406-531-10-460	Insurance	1,000.00	0.00	10,027.01	0.00	10,027.01
406-406-531-10-470	Utilities	800.00	0.00	0.00	0.00	0.00
406-406-531-10-480	Repair and Maintenance	1,020.00	0.00	301.36	0.00	301.36
406-406-531-10-490	Miscellaneous	5,559.00	0.00	80.26	29.83	50.43
406-406-531-10-510	State Excise Tax	2,700.00	0.00	2,120.18	0.00	2,120.18
406-406-594-80-640	Capital Outlay - Equipment	0.00	0.00	2,040.07	0.00	2,040.07
406-406-597-20-010	Operating Transfer - 413 Debt	28,632.00	0.00	28,632.00	0.00	28,632.00
406-406-597-50-020	Operating Transfers Out - 114	10,104.00	0.00	10,104.00	0.00	10,104.00
406-406-597-60-030	Operating Transfer Out - 104	2,000.00	0.00	0.00	0.00	0.00
	406-406 EXPENSE Totals:	201,685.00	0.00	150,870.06	29.83	150,840.23
	EXPENSE Totals:	201,685.00	0.00	150,870.06	29.83	150,840.23
	Fund 406 Totals:	9.00	68,861.14	422,776.86	422,776.86	68,861.14
	Report Totals:	26,020.00	1,177,338.40	6,834,298.39	6,834,298.39	1,177,338.40



# General Ledger

## Budget Status

User: laura.koenig  
 Printed: 10/17/2013 - 10:10 AM  
 Period: 1 to 9, 2013



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
<b>GENERAL FUND</b>								
Fund 001								
Dept 001-000								
R10	Taxes							
001-000-311-10-000	Real and Personal Property Tax	406,455.00	205,679.45	205,679.45	200,775.55	0.00	200,775.55	49.40
001-000-313-11-000	Local and Retail Sales and Use	279,230.00	185,104.38	185,104.38	94,125.62	0.00	94,125.62	33.71
001-000-313-71-000	Sales Tax - Criminal Justice	59,135.00	49,645.38	49,645.38	9,489.62	0.00	9,489.62	16.05
001-000-316-41-000	B & O Electric	150,000.00	133,318.95	133,318.95	16,681.05	0.00	16,681.05	11.12
001-000-316-42-000	Water Utility Tax	50,507.00	43,675.48	43,675.48	6,831.52	0.00	6,831.52	13.53
001-000-316-43-000	B & O Gas	69,482.00	42,762.39	42,762.39	26,719.61	0.00	26,719.61	38.46
001-000-316-44-000	Sewer Utility Tax	77,261.00	58,538.54	58,538.54	18,722.46	0.00	18,722.46	24.23
001-000-316-46-000	B & O Cable	59,010.00	44,984.82	44,984.82	14,025.18	0.00	14,025.18	23.77
001-000-316-47-000	B & O Telephone	160,000.00	84,014.65	84,014.65	75,985.35	0.00	75,985.35	47.49
001-000-316-48-000	Garbage Utility Tax	33,336.00	26,635.19	26,635.19	6,700.81	0.00	6,700.81	20.10
001-000-316-81-000	Gambling Tax	4,714.00	1,382.83	1,382.83	3,331.17	0.00	3,331.17	70.67
	<b>R10 Sub Totals:</b>	<b>1,349,130.00</b>	<b>875,742.06</b>	<b>875,742.06</b>	<b>473,387.94</b>	<b>0.00</b>	<b>473,387.94</b>	<b>35.09</b>
R20	Licenses and Permits							
001-000-321-91-000	Cable Franchise Fees	53,000.00	42,835.39	42,835.39	10,164.61	0.00	10,164.61	19.18
001-000-321-99-000	Business License	18,500.00	11,675.00	11,675.00	6,825.00	0.00	6,825.00	36.89
001-000-322-10-100	Buildings, Structures, Equipme	2,625.00	5,492.27	5,492.27	-2,867.27	0.00	-2,867.27	0.00
001-000-322-10-200	Permits - Other	6,500.00	2,933.98	2,933.98	3,566.02	0.00	3,566.02	54.86
001-000-322-30-000	Animal Licenses	1,050.00	1,583.00	1,583.00	-533.00	0.00	-533.00	0.00
001-000-322-90-000	Non Business Permits	525.00	3,316.23	3,316.23	-2,791.23	0.00	-2,791.23	0.00
	<b>R20 Sub Totals:</b>	<b>82,200.00</b>	<b>67,835.87</b>	<b>67,835.87</b>	<b>14,364.13</b>	<b>0.00</b>	<b>14,364.13</b>	<b>17.47</b>
R30	Intergovernmental Revenues							
001-000-335-03-910	PUD Privilege Tax	26,000.00	26,945.26	26,945.26	-945.26	0.00	-945.26	0.00
001-000-336-00-980	City Assistance	40,000.00	16,970.26	16,970.26	23,029.74	0.00	23,029.74	57.57
001-000-336-04-980	Local Government Assistance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-000-336-06-210	Criminal Justice Funding	1,212.00	827.48	827.48	384.52	0.00	384.52	31.73
001-000-336-06-260	CJ Special Programs	2,647.00	2,026.72	2,026.72	620.28	0.00	620.28	23.43
001-000-336-06-510	DUI Cities	900.00	628.10	628.10	271.90	0.00	271.90	30.21
001-000-336-06-950	Liquor Board Profits	52,391.00	31,416.69	31,416.69	20,974.31	0.00	20,974.31	40.03
001-000-360-00-980	City Assistance	0.00	43,851.84	43,851.84	-43,851.84	0.00	-43,851.84	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
R30	R30 Sub Totals:	123,150.00	122,666.35	122,666.35	483.65	0.00	483.65	0.39
R40	Charges for Services							
001-000-341-81-000	Copies and Certifications	300.00	95.60	95.60	204.40	0.00	204.40	68.13
001-000-341-91-000	Candidate Filing Fees	0.00	144.00	144.00	-144.00	0.00	-144.00	0.00
001-000-341-99-000	Passport Fees	7,000.00	5,330.00	5,330.00	1,670.00	0.00	1,670.00	23.86
001-000-345-81-000	Zoning and Subdivision Fees	2,500.00	21,911.50	21,911.50	-19,411.50	0.00	-19,411.50	0.00
001-000-345-83-000	Plan Check Fees	1,000.00	1,411.54	1,411.54	-411.54	0.00	-411.54	0.00
001-000-345-85-010	Administrative Fees	0.00	70.00	70.00	-70.00	0.00	-70.00	0.00
001-000-345-89-000	Other Environment Protection F	1,000.00	1,350.00	1,350.00	-350.00	0.00	-350.00	0.00
001-000-345-89-010	Prof. - Hearing Examiner	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-000-345-89-020	Consultant Review Deposit	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R40	R40 Sub Totals:	11,800.00	30,312.64	30,312.64	-18,512.64	0.00	-18,512.64	0.00
R50	Fines and Penalties							
001-000-353-10-100	District Court	25,000.00	10,984.85	10,984.85	14,015.15	0.00	14,015.15	56.06
001-000-353-10-300	Violations Bureau	1,500.00	602.12	602.12	897.88	0.00	897.88	59.86
001-000-354-10-000	Parking Infractions	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-000-359-90-000	Animal Control Fines	200.00	537.00	537.00	-337.00	0.00	-337.00	0.00
001-000-359-90-010	Animal Control Fees	300.00	98.00	98.00	202.00	0.00	202.00	67.33
R50	R50 Sub Totals:	27,100.00	12,221.97	12,221.97	14,878.03	0.00	14,878.03	54.90
R60	Miscellaneous Revenues							
001-000-361-11-000	Investment Interest	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
001-000-361-40-000	Sales Tax Interest	570.00	62.08	62.08	507.92	0.00	507.92	89.11
001-000-362-40-000	Rents and Royalties	7,494.00	18,686.97	18,686.97	-11,192.97	0.00	-11,192.97	0.00
001-000-362-50-000	Rental Income Post Office	45,150.00	18,812.50	18,812.50	26,337.50	0.00	26,337.50	58.33
001-000-367-11-010	Contributions/Donations	7,500.00	7,737.57	7,737.57	-237.57	0.00	-237.57	0.00
001-000-369-40-000	Judgements and Settlements	0.00	14,651.95	14,651.95	-14,651.95	0.00	-14,651.95	0.00
001-000-369-81-000	Cash Overages and Shortages	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-000-369-90-000	Miscellaneous Income/NSF fees	5,700.00	1,330.47	1,330.47	4,369.53	0.00	4,369.53	76.66
R60	R60 Sub Totals:	67,414.00	61,281.54	61,281.54	6,132.46	0.00	6,132.46	9.10
R90	Other Financing Sources							
001-000-395-10-000	Sale of Fixed Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-000-397-10-100	Operating Transfer In	51,106.00	51,106.00	51,106.00	0.00	0.00	0.00	0.00
R90	R90 Sub Totals:	51,106.00	51,106.00	51,106.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	1,711,900.00	1,221,166.43	1,221,166.43	490,733.57	0.00	490,733.57	28.67
	Dept 000 Sub Totals:	-1,711,900.00	-1,221,166.43	-1,221,166.43	-490,733.57	0.00	0.00	
Dept 001-005	Legislative							

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
E10	Salaries and Wages							
001-005-511-60-100	Salaries and Wages	8,162.00	4,654.59	4,654.59	3,507.41	0.00	3,507.41	42.97
E10 Sub Totals:		8,162.00	4,654.59	4,654.59	3,507.41	0.00	3,507.41	42.97
E20	Employee Benefits							
001-005-511-60-200	Benefits	1,195.00	641.56	641.56	553.44	0.00	553.44	46.31
E20 Sub Totals:		1,195.00	641.56	641.56	553.44	0.00	553.44	46.31
E30	Operating and Office Supply							
001-005-511-60-310	Office/Operating	850.00	239.41	239.41	610.59	0.00	610.59	71.83
001-005-511-60-311	Office/Operating - Mayor	0.00	50.57	50.57	-50.57	0.00	-50.57	0.00
E30 Sub Totals:		850.00	289.98	289.98	560.02	0.00	560.02	65.88
E40	Other Services and Charges							
001-005-511-60-410	Professional Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-005-511-60-420	Communication	100.00	0.00	0.00	100.00	0.00	100.00	100.00
001-005-511-60-430	Travel and Seminars	2,500.00	4,070.95	4,070.95	-1,570.95	0.00	-1,570.95	0.00
001-005-511-60-490	Miscellaneous	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-005-514-90-510	Voter Registration	6,000.00	5,812.29	5,812.29	187.71	0.00	187.71	3.13
E40 Sub Totals:		8,800.00	9,883.24	9,883.24	-1,083.24	0.00	-1,083.24	0.00
Expense Sub Totals:		19,007.00	15,469.37	15,469.37	3,537.63	0.00	3,537.63	18.61
Dept 005 Sub Totals:		19,007.00	15,469.37	15,469.37	3,537.63	0.00		
E10	Executive/Administrative							
001-010-513-10-100	Salaries and Wages	23,104.00	16,721.90	16,721.90	6,382.10	0.00	6,382.10	27.62
E10 Sub Totals:		23,104.00	16,721.90	16,721.90	6,382.10	0.00	6,382.10	27.62
E20	Employee Benefits							
001-010-513-10-200	Benefits	6,522.00	4,404.36	4,404.36	2,117.64	0.00	2,117.64	32.47
E20 Sub Totals:		6,522.00	4,404.36	4,404.36	2,117.64	0.00	2,117.64	32.47
E30	Operating and Office Supply							
001-010-513-10-320	Office Supplies	100.00	0.00	0.00	100.00	0.00	100.00	100.00
E30 Sub Totals:		100.00	0.00	0.00	100.00	0.00	100.00	100.00
E40	Other Services and Charges							
001-010-513-10-420	Communication	500.00	0.00	0.00	500.00	0.00	500.00	100.00
001-010-513-10-430	Travel and Seminars	1,500.00	2,016.79	2,016.79	-516.79	0.00	-516.79	0.00
001-010-513-10-490	Miscellaneous	100.00	50.00	50.00	50.00	0.00	50.00	50.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
E40	Sub Totals:	2,100.00	2,066.79	2,066.79	33.21	0.00	33.21	1.58
Expense Sub Totals:		31,826.00	23,193.05	23,193.05	8,632.95	0.00	8,632.95	27.13
Dept 010 Sub Totals:		31,826.00	23,193.05	23,193.05	8,632.95	0.00		
Finance Administration								
Salaries and Wages		36,214.00	25,981.74	25,981.74	10,232.26	0.00	10,232.26	28.25
Salaries and Wages		36,214.00	25,981.74	25,981.74	10,232.26	0.00	10,232.26	28.25
E10 Sub Totals:		16,248.00	11,483.57	11,483.57	4,764.43	0.00	4,764.43	29.32
Employee Benefits		16,248.00	11,483.57	11,483.57	4,764.43	0.00	4,764.43	29.32
Benefits								
E20 Sub Totals:		16,248.00	11,483.57	11,483.57	4,764.43	0.00	4,764.43	29.32
Operating and Office Supply		200.00	305.73	305.73	-105.73	0.00	-105.73	0.00
Office Supplies		200.00	305.73	305.73	-105.73	0.00	-105.73	0.00
E30 Sub Totals:		200.00	305.73	305.73	-105.73	0.00	-105.73	0.00
Other Services and Charges		7,500.00	6,720.76	6,720.76	779.24	0.00	779.24	10.39
Audit Costs		900.00	894.93	894.93	5.07	0.00	5.07	0.56
Travel and Seminars		1,150.00	741.11	741.11	408.89	0.00	408.89	35.56
Bank Fees		0.00	145.00	145.00	-145.00	0.00	-145.00	0.00
Miscellaneous Expense		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Payment of Judgements and Sett		0.00	0.00	0.00	0.00	0.00	0.00	0.00
E40 Sub Totals:		9,550.00	8,501.80	8,501.80	1,048.20	0.00	1,048.20	10.98
Expense Sub Totals:		62,212.00	46,272.84	46,272.84	15,939.16	0.00	15,939.16	25.62
Dept 015 Sub Totals:		62,212.00	46,272.84	46,272.84	15,939.16	0.00		
Grants		24,726.00	17,945.17	17,945.17	6,780.83	0.00	6,780.83	27.42
Salaries and Wages		24,726.00	17,945.17	17,945.17	6,780.83	0.00	6,780.83	27.42
Salaries and Wages		24,726.00	17,945.17	17,945.17	6,780.83	0.00	6,780.83	27.42
E10 Sub Totals:		8,804.00	6,249.87	6,249.87	2,554.13	0.00	2,554.13	29.01
Employee Benefits		8,804.00	6,249.87	6,249.87	2,554.13	0.00	2,554.13	29.01
Benefits								
E20 Sub Totals:		8,804.00	6,249.87	6,249.87	2,554.13	0.00	2,554.13	29.01
Operating and Office Supply		2,500.00	614.40	614.40	1,885.60	0.00	1,885.60	75.42
Economic Development		2,500.00	614.40	614.40	1,885.60	0.00	1,885.60	75.42

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
001-020-514-60-320	Office Supplies	200.00	7.54	7.54	192.46	0.00	192.46	96.23
001-020-514-60-350	Small Tools/Minor Equipment	100.00	0.00	0.00	100.00	0.00	100.00	100.00
	<b>E30 Sub Totals:</b>	<b>2,800.00</b>	<b>621.94</b>	<b>621.94</b>	<b>2,178.06</b>	<b>0.00</b>	<b>2,178.06</b>	<b>77.79</b>
E40	Other Services and Charges							
001-020-514-60-410	Professional Services	350.00	0.00	0.00	350.00	0.00	350.00	100.00
001-020-514-60-420	Communication	50.00	0.00	0.00	50.00	0.00	50.00	100.00
001-020-514-60-430	Travel and Seminars	1,000.00	403.60	403.60	596.40	0.00	596.40	59.64
001-020-514-60-490	Volunteer Program	1,200.00	348.70	348.70	851.30	0.00	851.30	70.94
	<b>E40 Sub Totals:</b>	<b>2,600.00</b>	<b>752.30</b>	<b>752.30</b>	<b>1,847.70</b>	<b>0.00</b>	<b>1,847.70</b>	<b>71.07</b>
	<b>Expense Sub Totals:</b>	<b>38,930.00</b>	<b>25,569.28</b>	<b>25,569.28</b>	<b>13,360.72</b>	<b>0.00</b>	<b>13,360.72</b>	<b>34.32</b>
	<b>Dept 020 Sub Totals:</b>	<b>38,930.00</b>	<b>25,569.28</b>	<b>25,569.28</b>	<b>13,360.72</b>	<b>0.00</b>		
Dept 001-025	Legal Services							
E10	Salaries and Wages							
001-025-515-30-100	Salaries and Wages	3,872.00	2,802.21	2,802.21	1,069.79	0.00	1,069.79	27.63
	<b>E10 Sub Totals:</b>	<b>3,872.00</b>	<b>2,802.21</b>	<b>2,802.21</b>	<b>1,069.79</b>	<b>0.00</b>	<b>1,069.79</b>	<b>27.63</b>
E20	Employee Benefits							
001-025-515-30-200	Benefits	1,600.00	1,132.71	1,132.71	467.29	0.00	467.29	29.21
	<b>E20 Sub Totals:</b>	<b>1,600.00</b>	<b>1,132.71</b>	<b>1,132.71</b>	<b>467.29</b>	<b>0.00</b>	<b>467.29</b>	<b>29.21</b>
E40	Other Services and Charges							
001-025-515-30-410	Legal - Litigation Fees	87,500.00	23,890.82	23,890.82	63,609.18	0.00	63,609.18	72.70
	<b>E40 Sub Totals:</b>	<b>87,500.00</b>	<b>23,890.82</b>	<b>23,890.82</b>	<b>63,609.18</b>	<b>0.00</b>	<b>63,609.18</b>	<b>72.70</b>
E50	Intergovernmental Services							
001-025-515-70-510	Crime Victim Services	500.00	356.39	356.39	143.61	0.00	143.61	28.72
	<b>E50 Sub Totals:</b>	<b>500.00</b>	<b>356.39</b>	<b>356.39</b>	<b>143.61</b>	<b>0.00</b>	<b>143.61</b>	<b>28.72</b>
	<b>Expense Sub Totals:</b>	<b>93,472.00</b>	<b>28,182.13</b>	<b>28,182.13</b>	<b>65,289.87</b>	<b>0.00</b>	<b>65,289.87</b>	<b>69.85</b>
	<b>Dept 025 Sub Totals:</b>	<b>93,472.00</b>	<b>28,182.13</b>	<b>28,182.13</b>	<b>65,289.87</b>	<b>0.00</b>		
Dept 001-035	Other Governmental Services							
E30	Operating and Office Supply							
001-035-518-10-310	Office/Operating Supplies	7,500.00	7,986.55	7,986.55	-486.55	0.00	-486.55	0.00
001-035-518-90-340	Books and Periodicals	750.00	5,527.91	5,527.91	-4,777.91	0.00	-4,777.91	0.00
001-035-518-90-350	Small Tools/Minor Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
E30	E30 Sub Totals:	8,250.00	13,514.46	13,514.46	-5,264.46	0.00	-5,264.46	0.00
E40	Other Services and Charges							
001-035-518-20-490	Organization Dues	4,000.00	3,670.00	3,670.00	330.00	0.00	330.00	8.25
001-035-518-90-410	Professional Services	1,000.00	3,114.63	3,114.63	-2,114.63	0.00	-2,114.63	0.00
001-035-518-90-420	Communication	6,500.00	4,695.77	4,695.77	1,804.23	0.00	1,804.23	27.76
001-035-518-90-440	Advertising and Legal Notices	2,500.00	675.10	675.10	1,824.90	0.00	1,824.90	73.00
001-035-518-90-450	Rentals	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-035-518-90-460	Insurance	18,000.00	35,035.12	35,035.12	-17,035.12	0.00	-17,035.12	0.00
001-035-518-90-470	Utilities	4,500.00	3,240.02	3,240.02	1,259.98	0.00	1,259.98	28.00
001-035-518-90-480	Repair and Maintenance	200.00	619.19	619.19	-419.19	0.00	-419.19	0.00
001-035-518-90-490	Miscellaneous	800.00	870.61	870.61	-70.61	0.00	-70.61	0.00
E40	E40 Sub Totals:	37,500.00	51,920.44	51,920.44	-14,420.44	0.00	-14,420.44	0.00
	Expense Sub Totals:	45,750.00	65,434.90	65,434.90	-19,684.90	0.00	-19,684.90	0.00
Dept 035	Dept 035 Sub Totals:	45,750.00	65,434.90	65,434.90	-19,684.90	0.00	-19,684.90	0.00
E10	Law Enforcement							
001-040-521-20-100	Salaries and Wages	2,108.00	1,435.14	1,435.14	672.86	0.00	672.86	31.92
	Salaries and Wages							
E10	E10 Sub Totals:	2,108.00	1,435.14	1,435.14	672.86	0.00	672.86	31.92
E20	Employee Benefits							
001-040-521-20-200	Benefits	854.00	622.78	622.78	231.22	0.00	231.22	27.07
001-040-521-20-210	Benefits - Disability Insuranc	12,000.00	9,025.47	9,025.47	2,974.53	0.00	2,974.53	24.79
001-040-521-20-220	Uniforms	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E20	E20 Sub Totals:	12,854.00	9,648.25	9,648.25	3,205.75	0.00	3,205.75	24.94
E30	Operating and Office Supply							
001-040-521-20-310	Operating Supplies	100.00	0.00	0.00	100.00	0.00	100.00	100.00
E30	E30 Sub Totals:	100.00	0.00	0.00	100.00	0.00	100.00	100.00
E40	Other Services and Charges							
001-040-521-20-460	Insurance	750.00	0.00	0.00	750.00	0.00	750.00	100.00
001-040-521-20-490	Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-040-521-20-510	Professional Service - SnoCty	912,194.00	73,802.08	73,802.08	838,391.92	0.00	838,391.92	91.91
E40	E40 Sub Totals:	912,944.00	73,802.08	73,802.08	839,141.92	0.00	839,141.92	91.92
E50	Intergovernmental Services							
001-040-528-10-500	Intergovernmental - SNOPAC	60,525.00	44,798.07	44,798.07	15,726.93	0.00	15,726.93	25.98
001-040-528-10-510	Intergovernmental - 800 MHZ	13,857.00	698,796.53	698,796.53	-684,939.53	0.00	-684,939.53	0.00

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
E50 Sub Totals:		74,382.00	743,594.60	743,594.60	-669,212.60	0.00	-669,212.60	0.00
Expense Sub Totals:		1,002,388.00	828,480.07	828,480.07	173,907.93	0.00	173,907.93	17.35
Dept 040 Sub Totals:		1,002,388.00	828,480.07	828,480.07	173,907.93	0.00		
Law Enforcement Agency Fees								
Other Services and Charges								
Miscellaneous - Court Filing F		12,000.00	4,142.23	4,142.23	7,857.77	0.00	7,857.77	65.48
Professional Services - Prosec		17,000.00	20,616.11	20,616.11	-3,616.11	0.00	-3,616.11	0.00
Public Defender Attorney		18,400.00	0.00	0.00	18,400.00	0.00	18,400.00	100.00
Miscellaneous - Jail Fees		58,000.00	28,218.93	28,218.93	29,781.07	0.00	29,781.07	51.35
E40 Sub Totals:		105,400.00	52,977.27	52,977.27	52,422.73	0.00	52,422.73	49.74
Expense Sub Totals:		105,400.00	52,977.27	52,977.27	52,422.73	0.00	52,422.73	49.74
Dept 045 Sub Totals:		105,400.00	52,977.27	52,977.27	52,422.73	0.00		
Emergency Services								
Operating and Office Supply		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Operating Supplies								
E30 Sub Totals:		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Other Services and Charges								
Repair and Maintenance		500.00	0.00	0.00	500.00	0.00	500.00	100.00
E40 Sub Totals:		500.00	0.00	0.00	500.00	0.00	500.00	100.00
Intergovernmental Services								
Department of Emergency Mgmt		5,100.00	2,588.50	2,588.50	2,511.50	0.00	2,511.50	49.25
E50 Sub Totals:		5,100.00	2,588.50	2,588.50	2,511.50	0.00	2,511.50	49.25
Expense Sub Totals:		5,600.00	2,588.50	2,588.50	3,011.50	0.00	3,011.50	53.78
Dept 050 Sub Totals:		5,600.00	2,588.50	2,588.50	3,011.50	0.00		
Code Enforcement								
Salaries and Wages		19,354.00	13,437.05	13,437.05	5,916.95	0.00	5,916.95	30.57
Salaries and Wages								
E10 Sub Totals:		19,354.00	13,437.05	13,437.05	5,916.95	0.00	5,916.95	30.57
Employee Benefits								
Benefits		5,614.00	3,633.57	3,633.57	1,980.43	0.00	1,980.43	35.28

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
E20	E20 Sub Totals:	5,614.00	3,633.57	3,633.57	1,980.43	0.00	1,980.43	35.28
	Operating and Office Supply							
001-060-554-30-310	Office/Operating Supplies	1,000.00	1,552.49	1,552.49	-552.49	0.00	-552.49	0.00
001-060-554-30-360	Vehicle Operation/Maintenance	500.00	272.95	272.95	227.05	0.00	227.05	45.41
001-060-554-30-370	Vehicle Repair	500.00	0.00	0.00	500.00	0.00	500.00	100.00
E30	E30 Sub Totals:	2,000.00	1,825.44	1,825.44	174.56	0.00	174.56	8.73
	Other Services and Charges							
001-060-554-30-410	Professional Services	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
001-060-554-30-430	Travel and Seminars	375.00	25.00	25.00	350.00	0.00	350.00	93.33
001-060-554-30-460	Insurance	500.00	0.00	0.00	500.00	0.00	500.00	100.00
E40	E40 Sub Totals:	1,875.00	25.00	25.00	1,850.00	0.00	1,850.00	98.67
	Expense Sub Totals:	28,843.00	18,921.06	18,921.06	9,921.94	0.00	9,921.94	34.40
Dept 060	Dept 060 Sub Totals:	28,843.00	18,921.06	18,921.06	9,921.94	0.00		
	Planning and Development							
E10	Salaries and Wages							
001-065-558-60-100	Salaries and Wages	85,211.00	58,865.21	58,865.21	26,345.79	0.00	26,345.79	30.92
E10	E10 Sub Totals:	85,211.00	58,865.21	58,865.21	26,345.79	0.00	26,345.79	30.92
	Employee Benefits							
001-065-558-60-200	Benefits	36,637.00	23,752.32	23,752.32	12,884.68	0.00	12,884.68	35.17
E20	E20 Sub Totals:	36,637.00	23,752.32	23,752.32	12,884.68	0.00	12,884.68	35.17
	Operating and Office Supply							
001-065-558-60-310	Office/Operating Supplies	350.00	51.89	51.89	298.11	0.00	298.11	85.17
001-065-558-60-340	Books and Periodicals	200.00	0.00	0.00	200.00	0.00	200.00	100.00
001-065-558-60-350	Small Tools/Minor Equipment	200.00	0.00	0.00	200.00	0.00	200.00	100.00
E30	E30 Sub Totals:	750.00	51.89	51.89	698.11	0.00	698.11	93.08
	Other Services and Charges							
001-065-558-60-410	Professional Services	2,500.00	0.00	0.00	2,500.00	0.00	2,500.00	100.00
001-065-558-60-420	Communication	1,000.00	210.51	210.51	789.49	0.00	789.49	78.95
001-065-558-60-430	Travel and Seminars	700.00	617.97	617.97	82.03	0.00	82.03	11.72
001-065-558-60-440	Advertising and Legal Notices	1,500.00	268.80	268.80	1,231.20	0.00	1,231.20	82.08
001-065-558-60-490	Miscellaneous	500.00	854.50	854.50	-354.50	0.00	-354.50	0.00
E40	E40 Sub Totals:	6,200.00	1,951.78	1,951.78	4,248.22	0.00	4,248.22	68.52

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Expense Sub Totals:	128,798.00	84,621.20	84,621.20	44,176.80	0.00	44,176.80	34.30
Dept 001-070	Dept 065 Sub Totals:	128,798.00	84,621.20	84,621.20	44,176.80			
E10	Building and Community Dev.							
	Salaries and Wages							
001-070-558-50-100	Salaries and Wages	30,466.00	19,829.81	19,829.81	10,636.19	0.00	10,636.19	34.91
	E10 Sub Totals:	30,466.00	19,829.81	19,829.81	10,636.19	0.00	10,636.19	34.91
E20	Employee Benefits							
001-070-558-50-200	Benefits	16,970.00	9,977.69	9,977.69	6,992.31	0.00	6,992.31	41.20
	E20 Sub Totals:	16,970.00	9,977.69	9,977.69	6,992.31	0.00	6,992.31	41.20
E30	Operating and Office Supply							
001-070-558-50-310	Operating Supplies	500.00	121.19	121.19	378.81	0.00	378.81	75.76
001-070-558-50-340	Books and Periodical	1,200.00	0.00	0.00	1,200.00	0.00	1,200.00	100.00
001-070-558-50-350	Small Tools/Minor Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-070-558-50-360	Vehicle Operation/Maintenance	250.00	0.00	0.00	250.00	0.00	250.00	100.00
	E30 Sub Totals:	1,950.00	121.19	121.19	1,828.81	0.00	1,828.81	93.79
E40	Other Services and Charges							
001-070-558-50-410	Professional Services	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
001-070-558-50-420	Communication	500.00	421.95	421.95	78.05	0.00	78.05	15.61
001-070-558-50-430	Travel and Seminars	500.00	300.18	300.18	199.82	0.00	199.82	39.96
001-070-558-50-460	Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-070-558-50-480	Repair and Maintenance	300.00	0.00	0.00	300.00	0.00	300.00	100.00
001-070-558-50-490	Miscellaneous	0.00	160.00	160.00	-160.00	0.00	-160.00	0.00
	E40 Sub Totals:	2,300.00	882.13	882.13	1,417.87	0.00	1,417.87	61.65
E50	Intergovernmental Services							
001-070-558-50-510	SnoCity Plan/Building Service	9,000.00	2,905.00	2,905.00	6,095.00	0.00	6,095.00	67.72
001-070-559-60-500	Snohomish County inspections	0.00	1,336.50	1,336.50	-1,336.50	0.00	-1,336.50	0.00
	E50 Sub Totals:	9,000.00	4,241.50	4,241.50	4,758.50	0.00	4,758.50	52.87
	Expense Sub Totals:	60,686.00	35,052.32	35,052.32	25,633.68	0.00	25,633.68	42.24
Dept 001-075	Dept 070 Sub Totals:	60,686.00	35,052.32	35,052.32	25,633.68	0.00		
E50	Public Health							
001-075-562-50-510	Intergovernmental Services	1,000.00	791.58	791.58	208.42	0.00	208.42	20.84
	E50 Sub Totals:	1,000.00	791.58	791.58	208.42	0.00	208.42	20.84

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Expense Sub Totals:	1,000.00	791.58	791.58	208.42	0.00	208.42	20.84
Dept 001-080	Library	1,000.00	791.58	791.58	208.42	0.00		
E40	Other Services and Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-080-572-20-460	Insurance	7,000.00	4,708.99	4,708.99	2,291.01	0.00	2,291.01	32.73
001-080-572-20-470	Utilities							
E40 Sub Totals:		7,000.00	4,708.99	4,708.99	2,291.01	0.00	2,291.01	32.73
	Expense Sub Totals:	7,000.00	4,708.99	4,708.99	2,291.01	0.00	2,291.01	32.73
Dept 080 Sub Totals:		7,000.00	4,708.99	4,708.99	2,291.01	0.00		
Dept 001-085	Parks and Recreation	7,000.00	4,708.99	4,708.99	2,291.01	0.00		
E10	Salaries and Wages							
001-085-576-80-100	Salaries and Wages	36,583.00	24,092.84	24,092.84	12,490.16	0.00	12,490.16	34.14
E10 Sub Totals:		36,583.00	24,092.84	24,092.84	12,490.16	0.00	12,490.16	34.14
E20	Employee Benefits							
001-085-576-80-200	Benefits	16,200.00	9,163.75	9,163.75	7,036.25	0.00	7,036.25	43.43
001-085-576-80-220	Uniforms	500.00	292.82	292.82	207.18	0.00	207.18	41.44
E20 Sub Totals:		16,700.00	9,456.57	9,456.57	7,243.43	0.00	7,243.43	43.37
E30	Operating and Office Supply							
001-085-576-80-310	Office/Operating Supplies	1,530.00	3,403.83	3,403.83	-1,873.83	0.00	-1,873.83	0.00
001-085-576-80-320	Office Supplies	0.00	29.75	29.75	-29.75	0.00	-29.75	0.00
001-085-576-80-350	Small Tools/Minor Equipment	810.00	517.63	517.63	292.37	0.00	292.37	36.10
001-085-576-80-360	Vehicle Maintenance	0.00	1,027.38	1,027.38	-1,027.38	0.00	-1,027.38	0.00
001-085-576-80-370	Vehicle Repair	1,050.00	488.20	488.20	561.80	0.00	561.80	53.50
E30 Sub Totals:		3,390.00	5,466.79	5,466.79	-2,076.79	0.00	-2,076.79	0.00
E40	Other Services and Charges							
001-085-576-80-410	Professional Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-085-576-80-420	Communication	600.00	208.33	208.33	391.67	0.00	391.67	65.28
001-085-576-80-430	Travel and Seminars	222.00	15.00	15.00	207.00	0.00	207.00	93.24
001-085-576-80-450	Rentals	2,226.00	1,865.75	1,865.75	360.25	0.00	360.25	16.18
001-085-576-80-460	Insurance	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	100.00
001-085-576-80-470	Utilities	3,000.00	2,034.45	2,034.45	965.55	0.00	965.55	32.19
001-085-576-80-480	Repair and Maintenance	500.00	116.74	116.74	383.26	0.00	383.26	76.65
001-085-576-80-490	Miscellaneous	0.00	108.60	108.60	-108.60	0.00	-108.60	0.00
E40 Sub Totals:		9,548.00	4,348.87	4,348.87	5,199.13	0.00	5,199.13	54.45

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
E60	Capital Outlays							
001-085-594-80-620	Capital - Equipment	0.00	145.74	145.74	-145.74	0.00	-145.74	0.00
001-085-594-80-640	Capital - Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E60 Sub Totals:	0.00	145.74	145.74	-145.74	0.00	-145.74	0.00
E90	Interfund Services							
001-085-597-30-000	Operating Transfer Out	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
	E90 Sub Totals:	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
	Expense Sub Totals:	67,221.00	43,510.81	43,510.81	23,710.19	0.00	23,710.19	35.27
	Dept 085 Sub Totals:	67,221.00	43,510.81	43,510.81	23,710.19	0.00		
Dept 001-090	Interfund Services							
E90	Prior Year Adjustments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-090-588-80-000	Operating Transfer Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00
001-090-597-40-020	Operating Transfer Out - 114	9,000.00	9,000.00	9,000.00	0.00	0.00	0.00	0.00
001-090-597-50-010								
	E90 Sub Totals:	9,000.00	9,000.00	9,000.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	9,000.00	9,000.00	9,000.00	0.00	0.00	0.00	0.00
	Dept 090 Sub Totals:	9,000.00	9,000.00	9,000.00	0.00	0.00		
Dept 001-900	Ending Fund Balance							
E95	Ending Fund Balance							
001-900-508-80-000	Ending Fund Balance	0.00	22.42	22.42	-22.42	0.00	-22.42	0.00
	E95 Sub Totals:	0.00	22.42	22.42	-22.42	0.00	-22.42	0.00
	Expense Sub Totals:	0.00	22.42	22.42	-22.42	0.00	-22.42	0.00
	Dept 900 Sub Totals:	0.00	22.42	22.42	-22.42	0.00		
	Fund Revenue Sub Totals:	1,711,900.00	1,221,166.43	1,221,166.43	490,733.57	0.00	490,733.57	28.67
	Fund Expense Sub Totals:	1,707,133.00	1,284,795.79	1,284,795.79	422,337.21	0.00	422,337.21	24.74
	Fund 001 Sub Totals:	-4,767.00	63,629.36	63,629.36	-68,396.36	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 101	STREET FUND							
Dept 101-000								
R10	Taxes							
101-000-311-10-000	Real and Personal Property Tax	20,010.00	10,148.77	10,148.77	9,861.23	0.00	9,861.23	49.28
101-000-316-41-000	B & O Electric	66,000.00	27,330.39	27,330.39	38,669.61	0.00	38,669.61	58.59
101-000-316-43-000	Utility Tax Gas	6,300.00	3,420.96	3,420.96	2,879.04	0.00	2,879.04	45.70
101-000-316-47-000	Utility Tax Telephone	18,000.00	6,719.97	6,719.97	11,280.03	0.00	11,280.03	62.67
	R10 Sub Totals:	110,310.00	47,620.09	47,620.09	62,689.91	0.00	62,689.91	56.83
R20	Licenses and Permits							
101-000-322-40-000	Street/Curb Permits -ROW	2,500.00	1,271.90	1,271.90	1,228.10	0.00	1,228.10	49.12
	R20 Sub Totals:	2,500.00	1,271.90	1,271.90	1,228.10	0.00	1,228.10	49.12
R30	Intergovernmental Revenues							
101-000-334-03-000	FEMA Payment	0.00	250.00	250.00	-250.00	0.00	-250.00	0.00
101-000-336-00-870	Motor Vehicle Excise Tax	97,300.00	70,956.87	70,956.87	26,343.13	0.00	26,343.13	27.07
	R30 Sub Totals:	97,300.00	71,206.87	71,206.87	26,093.13	0.00	26,093.13	26.82
R60	Miscellaneous Revenues							
101-000-361-11-000	Investment Interest	200.00	0.00	0.00	200.00	0.00	200.00	100.00
101-000-367-11-010	Contributions - Street Project	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R60 Sub Totals:	200.00	0.00	0.00	200.00	0.00	200.00	100.00
R90	Other Financing Sources							
101-000-395-10-000	Sale of Fixed Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-000-397-10-100	Operating Transfer In	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R90 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	210,310.00	120,098.86	120,098.86	90,211.14	0.00	90,211.14	42.89
	Dept 000 Sub Totals:	-210,310.00	-120,098.86	-120,098.86	-90,211.14	0.00		
Dept 101-150	Road and Street Maintenance							
E10	Salaries and Wages							
101-150-542-30-100	Salaries and Wages	94,486.00	68,243.02	68,243.02	26,242.98	0.00	26,242.98	27.77
	E10 Sub Totals:	94,486.00	68,243.02	68,243.02	26,242.98	0.00	26,242.98	27.77
E20	Employee Benefits							
101-150-542-30-200	Employee Benefits	35,975.00	23,829.45	23,829.45	12,145.55	0.00	12,145.55	33.76
101-150-542-30-220	Uniforms	200.00	333.06	333.06	-133.06	0.00	-133.06	0.00
	E20 Sub Totals:	36,175.00	24,162.51	24,162.51	12,012.49	0.00	12,012.49	33.21
E30	Operating and Office Supply							

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
101-150-542-30-310	Office/Operating Supplies	4,210.00	5,333.71	5,333.71	-1,123.71	0.00	-1,123.71	0.00
101-150-542-30-320	Office Supplies	1,700.00	1,309.51	1,309.51	390.49	0.00	390.49	22.97
101-150-542-30-350	Small Tools/Minor Equipment	910.00	405.01	405.01	504.99	0.00	504.99	55.49
101-150-542-30-360	Vehicle Operation/Maintenance	1,300.00	1,250.27	1,250.27	49.73	0.00	49.73	3.83
101-150-542-30-370	Vehicle Repair	500.00	287.68	287.68	212.32	0.00	212.32	42.46
	<b>E30 Sub Totals:</b>	<b>8,620.00</b>	<b>8,586.18</b>	<b>8,586.18</b>	<b>33.82</b>	<b>0.00</b>	<b>33.82</b>	<b>0.39</b>
E40	Other Services and Charges							
101-150-542-30-410	Professional Services	2,000.00	7,320.38	7,320.38	-5,320.38	0.00	-5,320.38	0.00
101-150-542-30-420	Communication	2,900.00	1,845.60	1,845.60	1,054.40	0.00	1,054.40	36.36
101-150-542-30-430	Travel and Seminars	195.00	448.35	448.35	-253.35	0.00	-253.35	0.00
101-150-542-30-450	Rentals	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-150-542-30-460	Insurance	10,000.00	12,227.67	12,227.67	-2,227.67	0.00	-2,227.67	0.00
101-150-542-30-490	Miscellaneous	611.00	403.58	403.58	207.42	0.00	207.42	33.95
	<b>E40 Sub Totals:</b>	<b>15,706.00</b>	<b>22,245.58</b>	<b>22,245.58</b>	<b>-6,539.58</b>	<b>0.00</b>	<b>-6,539.58</b>	<b>0.00</b>
E60	Capital Outlays							
101-150-594-30-620	Capital - Buildings	0.00	2,040.07	2,040.07	-2,040.07	0.00	-2,040.07	0.00
101-150-594-30-630	Capital - Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-150-594-30-640	Capital - Equipment and Signs	5,000.00	1,611.56	1,611.56	3,388.44	0.00	3,388.44	67.77
	<b>E60 Sub Totals:</b>	<b>5,000.00</b>	<b>3,651.63</b>	<b>3,651.63</b>	<b>1,348.37</b>	<b>0.00</b>	<b>1,348.37</b>	<b>26.97</b>
E90	Interfund Services							
101-150-597-30-000	Operating Transfer Out - 104	9,000.00	0.00	0.00	9,000.00	0.00	9,000.00	100.00
101-150-597-50-010	Operating Transfer Out - 114	9,854.00	9,854.00	9,854.00	0.00	0.00	0.00	0.00
	<b>E90 Sub Totals:</b>	<b>18,854.00</b>	<b>9,854.00</b>	<b>9,854.00</b>	<b>9,000.00</b>	<b>0.00</b>	<b>9,000.00</b>	<b>47.74</b>
	<b>Expense Sub Totals:</b>	<b>178,841.00</b>	<b>136,742.92</b>	<b>136,742.92</b>	<b>42,098.08</b>	<b>0.00</b>	<b>42,098.08</b>	<b>23.54</b>
Dept 101-160	<b>Dept 150 Sub Totals:</b>	<b>178,841.00</b>	<b>136,742.92</b>	<b>136,742.92</b>	<b>42,098.08</b>	<b>0.00</b>	<b>42,098.08</b>	<b>23.54</b>
E30	Traffic and Pedestrian Service							
101-160-542-66-310	Operating and Office Supply	0.00	0.00	0.00	0.00	0.00	0.00	0.00
101-160-542-67-310	Snow and Ice Control	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Street Cleaning							
	<b>E30 Sub Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
E40	Other Services and Charges							
101-160-542-30-480	Repair and Maintenance	1,300.00	0.00	0.00	1,300.00	0.00	1,300.00	100.00
101-160-542-63-470	Utilities	30,000.00	23,076.55	23,076.55	6,923.45	0.00	6,923.45	23.08
	<b>E40 Sub Totals:</b>	<b>31,300.00</b>	<b>23,076.55</b>	<b>23,076.55</b>	<b>8,223.45</b>	<b>0.00</b>	<b>8,223.45</b>	<b>26.27</b>

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Expense Sub Totals:	31,300.00	23,076.55	23,076.55	8,223.45	0.00	8,223.45	26.27
Dept 101-900	Dept 160 Sub Totals:	31,300.00	23,076.55	23,076.55	8,223.45	0.00		
E95	Ending Fund Balance							
101-900-508-80-000	Ending Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Ending Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E95 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 900 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
	Fund Revenue Sub Totals:	210,310.00	120,098.86	120,098.86	90,211.14	0.00	90,211.14	42.89
	Fund Expense Sub Totals:	210,141.00	159,819.47	159,819.47	50,321.53	0.00	50,321.53	23.95
	Fund 101 Sub Totals:	-169.00	39,720.61	39,720.61	-39,889.61	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 103	CEMETERY FUND							
Dept 103-000	Charges for Services	25,000.00	17,642.71	17,642.71	7,357.29	0.00	7,357.29	29.43
R40	Cemetery Fees							
103-000-343-60-000		25,000.00	17,642.71	17,642.71	7,357.29	0.00	7,357.29	29.43
R40 Sub Totals:								
	Miscellaneous Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R60	Investment Interest	0.00	3,368.28	3,368.28	-3,368.28	0.00	-3,368.28	0.00
103-000-361-11-000	Contributions - Cemetery Impro							
103-000-367-11-000		0.00	3,368.28	3,368.28	-3,368.28	0.00	-3,368.28	0.00
R60 Sub Totals:								
		25,000.00	21,010.99	21,010.99	3,989.01	0.00	3,989.01	15.96
Revenue Sub Totals:								
		-25,000.00	-21,010.99	-21,010.99	-3,989.01	0.00		
Dept 000 Sub Totals:								
Cemetery		11,625.00	8,002.10	8,002.10	3,622.90	0.00	3,622.90	31.16
E10	Salaries and Wages							
103-103-536-10-010	Salaries and Wages	11,625.00	8,002.10	8,002.10	3,622.90	0.00	3,622.90	31.16
E10 Sub Totals:								
		11,625.00	8,002.10	8,002.10	3,622.90	0.00	3,622.90	31.16
E20	Employee Benefits	5,879.00	3,170.20	3,170.20	2,708.80	0.00	2,708.80	46.08
103-103-536-10-200	Benefits							
103-103-536-10-220	Uniforms	30.00	20.00	20.00	10.00	0.00	10.00	33.33
E20 Sub Totals:								
		5,909.00	3,190.20	3,190.20	2,718.80	0.00	2,718.80	46.01
E30	Operating and Office Supply	300.00	55.64	55.64	244.36	0.00	244.36	81.45
103-103-536-10-310	Operating Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
103-103-536-10-320	Office Supplies	500.00	1,362.93	1,362.93	-862.93	0.00	-862.93	0.00
103-103-536-10-340	Items for Resale	300.00	46.49	46.49	253.51	0.00	253.51	84.50
103-103-536-10-350	Small Tools/Minor Equipment	500.00	310.58	310.58	189.42	0.00	189.42	37.88
103-103-536-10-360	Vehicle Operation/Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
103-103-536-10-370	Vehicle Repair							
E30 Sub Totals:		1,600.00	1,775.64	1,775.64	-175.64	0.00	-175.64	0.00
E40	Other Services and Charges	4,500.00	6,255.42	6,255.42	-1,755.42	0.00	-1,755.42	0.00
103-103-536-10-410	Professional Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
103-103-536-10-420	Communication	1,000.00	3,507.35	3,507.35	-2,507.35	0.00	-2,507.35	0.00
103-103-536-10-460	Insurance	100.00	0.00	0.00	100.00	0.00	100.00	100.00
103-103-536-10-480	Repair and Maintenance							
E40 Sub Totals:		5,600.00	9,762.77	9,762.77	-4,162.77	0.00	-4,162.77	0.00
E60	Capital Outlays	0.00	0.00	0.00	0.00	0.00	0.00	0.00
103-103-594-10-620	Capital - Buildings							

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
103-103-594-10-640	Capital - Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E60 Sub Totals:		0.00	0.00	0.00	0.00	0.00	0.00	0.00
103-103-597-40-000	Interfund Services							
	Operating Transfers Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E90 Sub Totals:		0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	24,734.00	22,730.71	22,730.71	2,003.29	0.00	2,003.29	8.10
Dept 103-900	Dept 103 Sub Totals:	24,734.00	22,730.71	22,730.71	2,003.29	0.00		
E95	Ending Fund Balance							
103-900-508-80-000	Ending Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E95 Sub Totals:		0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dept 900 Sub Totals:		0.00	0.00	0.00	0.00	0.00		
	Fund Revenue Sub Totals:	25,000.00	21,010.99	21,010.99	3,989.01	0.00	3,989.01	15.96
	Fund Expense Sub Totals:	24,734.00	22,730.71	22,730.71	2,003.29	0.00	2,003.29	8.10
	Fund 103 Sub Totals:	-266.00	1,719.72	1,719.72	-1,985.72	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Revenue Totals:	1,947,210.00	1,362,276.28	1,362,276.28	584,933.72	0.00	584,933.72	30.04
	Expense Totals:	1,942,008.00	1,467,345.97	1,467,345.97	474,662.03	0.00	474,662.03	24.44
	Report Totals:	-5,202.00	105,069.69	105,069.69	-110,271.69	0.00		

# General Ledger

## Budget Status

User: laura.koenig

Printed: 10/17/2013 - 10:10 AM

Period: 1 to 9, 2013



Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 400	UTILITY WATER FUND							
Dept 400-000								
R40								
400-000-341-82-100	Charges for Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
400-000-342-00-010	Engineering Review Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00
400-000-343-40-000	Inspection Fees	906,103.00	729,717.82	729,717.82	176,385.18	0.00	176,385.18	19.47
400-000-359-10-000	Water Service	17,000.00	9,879.72	9,879.72	7,120.28	0.00	7,120.28	41.88
	Turn On/Off Fees							
	R40 Sub Totals:	923,103.00	739,597.54	739,597.54	183,505.46	0.00	183,505.46	19.88
R60								
400-000-361-11-000	Miscellaneous Revenues	200.00	0.00	0.00	200.00	0.00	200.00	100.00
400-000-369-40-000	Investment Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00
400-000-369-90-000	Judgements and Settlements	21,000.00	17,310.15	17,310.15	3,689.85	0.00	3,689.85	17.57
400-000-379-10-000	Miscellaneous	800.00	1,000.00	1,000.00	-200.00	0.00	-200.00	0.00
	Water Connection Charges							
	R60 Sub Totals:	22,000.00	18,310.15	18,310.15	3,689.85	0.00	3,689.85	16.77
R90								
400-000-395-10-000	Other Financing Sources	0.00	518.37	518.37	-518.37	0.00	-518.37	0.00
400-000-397-10-100	Sale of Fixed Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Operating Transfer In							
	R90 Sub Totals:	0.00	518.37	518.37	-518.37	0.00	-518.37	0.00
	Revenue Sub Totals:	945,103.00	758,426.06	758,426.06	186,676.94	0.00	186,676.94	19.75
	Dept 000 Sub Totals:	-945,103.00	-758,426.06	-758,426.06	-186,676.94	0.00		
Dept 400-400	Utility Water							
E10								
400-400-534-80-100	Salaries and Wages	256,156.00	189,330.02	189,330.02	66,825.98	0.00	66,825.98	26.09
	Salaries and Wages							
	E10 Sub Totals:	256,156.00	189,330.02	189,330.02	66,825.98	0.00	66,825.98	26.09
E20								
400-400-534-80-200	Employee Benefits	114,382.00	87,105.40	87,105.40	27,276.60	0.00	27,276.60	23.85
400-400-534-80-220	Benefits	900.00	985.32	985.32	-85.32	0.00	-85.32	0.00
	Uniforms							

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
E20 Sub Totals:		115,282.00	88,090.72	88,090.72	27,191.28	0.00	27,191.28	23.59
E30	Operating and Officc Supply							
400-400-534-80-310	Operating Supply	59,240.00	44,420.23	44,420.23	14,819.77	0.00	14,819.77	25.02
400-400-534-80-320	Office Supplies	3,500.00	2,019.25	2,019.25	1,480.75	0.00	1,480.75	42.31
400-400-534-80-350	Small Tools/Minor Equipment	7,675.00	1,818.58	1,818.58	5,856.42	0.00	5,856.42	76.31
400-400-534-80-360	Vehicle Operation/Maintenance	9,650.00	6,021.58	6,021.58	3,628.42	0.00	3,628.42	37.60
400-400-534-80-370	Vehicle Repair	500.00	229.07	229.07	270.93	0.00	270.93	54.19
E30 Sub Totals:		80,565.00	54,508.71	54,508.71	26,056.29	0.00	26,056.29	32.34
E40	Other Services and Charges							
400-400-534-80-410	Professional Service - General	17,700.00	14,436.01	14,436.01	3,263.99	0.00	3,263.99	18.44
400-400-534-80-411	Professional Service - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00
400-400-534-80-420	Communication	9,500.00	5,939.30	5,939.30	3,560.70	0.00	3,560.70	37.48
400-400-534-80-430	Travel and Seminars	3,655.00	2,304.91	2,304.91	1,350.09	0.00	1,350.09	36.94
400-400-534-80-450	Rentals	2,000.00	3,388.93	3,388.93	-1,388.93	0.00	-1,388.93	0.00
400-400-534-80-460	Insurance	29,000.00	45,820.46	45,820.46	-16,820.46	0.00	-16,820.46	0.00
400-400-534-80-470	Utilities	34,000.00	21,765.33	21,765.33	12,234.67	0.00	12,234.67	35.98
400-400-534-80-471	Water Service - Everett	0.00	0.00	0.00	0.00	0.00	0.00	0.00
400-400-534-80-480	Repair and Maintenance	62,275.00	2,879.68	2,879.68	59,395.32	0.00	59,395.32	95.38
400-400-534-80-490	Miscellaneous	20,066.00	6,884.66	6,884.66	13,181.34	0.00	13,181.34	65.69
400-400-534-80-491	Water - Testing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
E40 Sub Totals:		178,196.00	103,419.28	103,419.28	74,776.72	0.00	74,776.72	41.96
E50	Intergovernmental Services							
400-400-534-80-510	Taxes - Excise	39,000.00	37,539.89	37,539.89	1,460.11	0.00	1,460.11	3.74
E50 Sub Totals:		39,000.00	37,539.89	37,539.89	1,460.11	0.00	1,460.11	3.74
E60	Capital Outlays							
400-400-594-80-620	Capital - Buildings	6,000.00	4,153.00	4,153.00	1,847.00	0.00	1,847.00	30.78
400-400-594-80-640	Capital - Equipment	0.00	44,391.90	44,391.90	-44,391.90	0.00	-44,391.90	0.00
E60 Sub Totals:		6,000.00	48,544.90	48,544.90	-42,544.90	0.00	-42,544.90	0.00
E90	Interfund Services							
400-400-597-20-000	Operating Transfer Out - 412	136,701.00	137,000.00	137,000.00	-299.00	0.00	-299.00	0.00
400-400-597-20-050	Operating Transfer Out - 403	63,500.00	63,500.00	63,500.00	0.00	0.00	0.00	0.00
400-400-597-30-010	Operating Transfer Out - 104	42,500.00	0.00	0.00	42,500.00	0.00	42,500.00	100.00
400-400-597-30-030	Operating Transfer Out - 409	12,774.00	0.00	0.00	12,774.00	0.00	12,774.00	100.00
400-400-597-50-020	Operating Transfer Out - 114	9,000.00	21,774.00	21,774.00	-12,774.00	0.00	-12,774.00	0.00
E90 Sub Totals:		264,475.00	222,274.00	222,274.00	42,201.00	0.00	42,201.00	15.96
Expense Sub Totals:		939,674.00	743,707.52	743,707.52	195,966.48	0.00	195,966.48	20.85

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Dept 400-900	Dept 400 Sub Totals:	939,674.00	743,707.52	743,707.52	195,966.48			
E95	Ending Fund Balance					0.00		
400-900-508-80-000	Ending Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Ending Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	E95 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 900 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
	Fund Revenue Sub Totals:	945,103.00	758,426.06	758,426.06	186,676.94	0.00	186,676.94	19.75
	Fund Expense Sub Totals:	939,674.00	743,707.52	743,707.52	195,966.48	0.00	195,966.48	20.85
	Fund 400 Sub Totals:	-5,429.00	-14,718.54	-14,718.54	9,289.54	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 401	UTILITY SEWER FUND							
Dept 401-000								
R40	Charges for Services	500.00	0.00	0.00	500.00	0.00	500.00	100.00
401-000-342-00-200	Sewer Inspection Fee	1,246,501.00	974,894.51	974,894.51	271,606.49	0.00	271,606.49	21.79
401-000-343-50-000	Sewer Service							
R40 Sub Totals:		1,247,001.00	974,894.51	974,894.51	272,106.49	0.00	272,106.49	21.82
R60	Miscellaneous Revenues							
401-000-361-11-000	Investment Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00
401-000-369-90-000	Miscellaneous	15,000.00	12,717.03	12,717.03	2,282.97	0.00	2,282.97	15.22
R60 Sub Totals:		15,000.00	12,717.03	12,717.03	2,282.97	0.00	2,282.97	15.22
R90	Other Financing Sources							
401-000-395-10-000	Sale of Fixed Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00
401-000-397-10-100	Operating Transfer In	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R90 Sub Totals:		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Revenue Sub Totals:		1,262,001.00	987,611.54	987,611.54	274,389.46	0.00	274,389.46	21.74
Dept 000 Sub Totals:		-1,262,001.00	-987,611.54	-987,611.54	-274,389.46	0.00		
Dept 401-401	Utility Sewer							
E10	Salaries and Wages	241,187.00	181,558.36	181,558.36	59,628.64	0.00	59,628.64	24.72
401-401-535-80-100	Salaries and Wages							
E10 Sub Totals:		241,187.00	181,558.36	181,558.36	59,628.64	0.00	59,628.64	24.72
E20	Employee Benefits	110,310.00	69,699.62	69,699.62	40,610.38	0.00	40,610.38	36.81
401-401-535-80-200	Benefits							
401-401-535-80-220	Uniforms	900.00	1,474.37	1,474.37	-574.37	0.00	-574.37	0.00
E20 Sub Totals:		111,210.00	71,173.99	71,173.99	40,036.01	0.00	40,036.01	36.00
E30	Operating and Office Supply	41,040.00	21,554.71	21,554.71	19,485.29	0.00	19,485.29	47.48
401-401-535-80-310	Operating Supplies							
401-401-535-80-320	Office Supplies	3,500.00	1,798.68	1,798.68	1,701.32	0.00	1,701.32	48.61
401-401-535-80-350	Small Tools/Minor Equipment	14,175.00	894.30	894.30	13,280.70	0.00	13,280.70	93.69
401-401-535-80-360	Vehicle Operation Maintenance	7,950.00	1,726.21	1,726.21	6,223.79	0.00	6,223.79	78.29
401-401-535-80-370	Vehicle Repair	3,000.00	229.07	229.07	2,770.93	0.00	2,770.93	92.36
E30 Sub Totals:		69,665.00	26,202.97	26,202.97	43,462.03	0.00	43,462.03	62.39
E40	Other Services and Charges	57,700.00	37,510.00	37,510.00	20,190.00	0.00	20,190.00	34.99
401-401-535-80-410	Professional Service							
401-401-535-80-411	Services - Sludge Hauling	0.00	6,053.12	6,053.12	-6,053.12	0.00	-6,053.12	0.00
401-401-535-80-420	Communication	12,000.00	7,193.11	7,193.11	4,806.89	0.00	4,806.89	40.06

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
401-401-535-80-430	Travel and Seminars	2,755.00	1,355.76	1,355.76	1,399.24	0.00	1,399.24	50.79
401-401-535-80-450	Rentals	16,000.00	8,143.89	8,143.89	7,856.11	0.00	7,856.11	49.10
401-401-535-80-460	Insurance	32,000.00	50,758.54	50,758.54	-18,758.54	0.00	-18,758.54	0.00
401-401-535-80-470	Utilities	38,000.00	26,352.02	26,352.02	11,647.98	0.00	11,647.98	30.65
401-401-535-80-480	Repair and Maintenance	88,475.00	15,698.21	15,698.21	72,776.79	0.00	72,776.79	82.26
401-401-535-80-490	Miscellaneous	6,301.00	6,381.76	6,381.76	-80.76	0.00	-80.76	0.00
401-401-535-80-491	Sewer - Testing	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>E40 Sub Totals:</b>		<b>253,231.00</b>	<b>159,446.41</b>	<b>159,446.41</b>	<b>93,784.59</b>	<b>0.00</b>	<b>93,784.59</b>	<b>37.04</b>
<b>E50</b>	<b>Intergovernmental Services</b>							
401-401-535-80-510	Taxes - Excise	29,000.00	23,077.66	23,077.66	5,922.34	0.00	5,922.34	20.42
<b>E50 Sub Totals:</b>		<b>29,000.00</b>	<b>23,077.66</b>	<b>23,077.66</b>	<b>5,922.34</b>	<b>0.00</b>	<b>5,922.34</b>	<b>20.42</b>
<b>E60</b>	<b>Capital Outlays</b>							
401-401-594-80-620	Capital - Buildings	6,000.00	4,153.00	4,153.00	1,847.00	0.00	1,847.00	30.78
401-401-594-80-640	Capital - Equipment	50,000.00	0.00	0.00	50,000.00	0.00	50,000.00	100.00
<b>E60 Sub Totals:</b>		<b>56,000.00</b>	<b>4,153.00</b>	<b>4,153.00</b>	<b>51,847.00</b>	<b>0.00</b>	<b>51,847.00</b>	<b>92.58</b>
<b>E90</b>	<b>Interfund Services</b>							
401-401-597-20-000	Operating Transfer Out - 413	330,171.00	301,537.00	301,537.00	28,634.00	0.00	28,634.00	8.67
401-401-597-20-040	Operating Transfer Out - 403	63,500.00	63,500.00	63,500.00	0.00	0.00	0.00	0.00
401-401-597-30-010	Operating Transfer Out - 104	25,000.00	0.00	0.00	25,000.00	0.00	25,000.00	100.00
401-401-597-30-030	Operating Transfers Out - 407	50,000.00	0.00	0.00	50,000.00	0.00	50,000.00	100.00
401-401-597-50-020	Operating Transfers Out - 114	27,434.00	27,434.00	27,434.00	0.00	0.00	0.00	0.00
<b>E90 Sub Totals:</b>		<b>496,105.00</b>	<b>392,471.00</b>	<b>392,471.00</b>	<b>103,634.00</b>	<b>0.00</b>	<b>103,634.00</b>	<b>20.89</b>
<b>Expense Sub Totals:</b>		<b>1,256,398.00</b>	<b>858,083.39</b>	<b>858,083.39</b>	<b>398,314.61</b>	<b>0.00</b>	<b>398,314.61</b>	<b>31.70</b>
<b>Dept 401-900</b>	<b>Dept 401 Sub Totals:</b>	<b>1,256,398.00</b>	<b>858,083.39</b>	<b>858,083.39</b>	<b>398,314.61</b>	<b>0.00</b>	<b>398,314.61</b>	<b>31.70</b>
<b>E95</b>	<b>Ending Fund Balance</b>							
401-900-508-80-000	Ending Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>E95 Sub Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Expense Sub Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Dept 900 Sub Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund Revenue Sub Totals:</b>		<b>1,262,001.00</b>	<b>987,611.54</b>	<b>987,611.54</b>	<b>274,389.46</b>	<b>0.00</b>	<b>274,389.46</b>	<b>21.74</b>

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Fund Expense Sub Totals:	1,256,398.00	858,083.39	858,083.39	398,314.61		398,314.61	31.70
	Fund 401 Sub Totals:	-5,603.00	-129,528.15	-129,528.15	123,925.15		0.00	

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 402	UTILITY GARBAGE FUND							
Dept 402-000								
R10	Taxes							
402-000-316-48-000	Garbage State Tax	20,950.00	15,198.22	15,198.22	5,751.78	0.00	5,751.78	27.45
402-000-321-91-000	Garbage Franchise Fees	3,000.00	3,041.47	3,041.47	-41.47	0.00	-41.47	0.00
	R10 Sub Totals:	23,950.00	18,239.69	18,239.69	5,710.31	0.00	5,710.31	23.84
R30	Intergovernmental Revenues							
402-000-333-03-100	Coordinated Prevention Grant	2,500.00	1,789.09	1,789.09	710.91	0.00	710.91	28.44
	R30 Sub Totals:	2,500.00	1,789.09	1,789.09	710.91	0.00	710.91	28.44
R40	Charges for Services							
402-000-343-70-000	Garbage/Solid Waste	581,806.00	433,478.54	433,478.54	148,327.46	0.00	148,327.46	25.49
402-000-343-70-100	Recycling Charges	166,988.00	127,084.90	127,084.90	39,903.10	0.00	39,903.10	23.90
	R40 Sub Totals:	748,794.00	560,563.44	560,563.44	188,230.56	0.00	188,230.56	25.14
R60	Miscellaneous Revenues							
402-000-361-11-000	Investment Interest	200.00	0.00	0.00	200.00	0.00	200.00	100.00
402-000-362-20-000	Dumpster Delivery Charges	20,708.00	15,941.36	15,941.36	4,766.64	0.00	4,766.64	23.02
402-000-369-90-000	Miscellaneous	400.00	180.00	180.00	220.00	0.00	220.00	55.00
402-000-395-10-000	Sale of Fixed Assets	0.00	113.83	113.83	-113.83	0.00	-113.83	0.00
	R60 Sub Totals:	21,308.00	16,235.19	16,235.19	5,072.81	0.00	5,072.81	23.81
R90	Other Financing Sources							
402-000-397-10-100	Operating Transfer In	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	R90 Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Revenue Sub Totals:	796,552.00	596,827.41	596,827.41	199,724.59	0.00	199,724.59	25.07
	Dept 000 Sub Totals:	-796,552.00	-596,827.41	-596,827.41	-199,724.59	0.00		
Dept 402-402	Garbage							
E10	Salaries and Wages							
402-402-537-80-100	Salaries and Wages	132,004.00	103,600.36	103,600.36	28,403.64	0.00	28,403.64	21.52
	E10 Sub Totals:	132,004.00	103,600.36	103,600.36	28,403.64	0.00	28,403.64	21.52
E20	Employee Benefits							
402-402-537-80-200	Benefits	70,125.00	43,260.26	43,260.26	26,864.74	0.00	26,864.74	38.31
402-402-537-80-220	Uniforms	900.00	839.07	839.07	60.93	0.00	60.93	6.77
402-402-537-80-230	Contract Labor	0.00	1,782.72	1,782.72	-1,782.72	0.00	-1,782.72	0.00
	E20 Sub Totals:	71,025.00	45,882.05	45,882.05	25,142.95	0.00	25,142.95	35.40
E30	Operating and Office Supply							

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
402-402-537-80-310	Operating Supplies	3,540.00	985.44	985.44	2,554.56	0.00	2,554.56	72.16
402-402-537-80-320	Office Supplies	2,600.00	1,740.66	1,740.66	859.34	0.00	859.34	33.05
402-402-537-80-350	Small Tools/Minor Equipment	1,110.00	550.94	550.94	559.06	0.00	559.06	50.37
402-402-537-80-360	Vehicle Operation/Maintenance	22,000.00	13,366.37	13,366.37	8,633.63	0.00	8,633.63	39.24
402-402-537-80-370	Vehicle Repair	25,000.00	5,049.33	5,049.33	19,950.67	0.00	19,950.67	79.80
402-402-537-80-380	CPG Grant - Clean UP	2,500.00	968.74	968.74	1,531.26	0.00	1,531.26	61.25
	<b>E30 Sub Totals:</b>	<b>56,750.00</b>	<b>22,661.48</b>	<b>22,661.48</b>	<b>34,088.52</b>	<b>0.00</b>	<b>34,088.52</b>	<b>60.07</b>
E40	Other Services and Charges							
402-402-537-80-410	Professional	8,500.00	7,320.39	7,320.39	1,179.61	0.00	1,179.61	13.88
402-402-537-80-420	Communication	7,500.00	5,376.06	5,376.06	2,123.94	0.00	2,123.94	28.32
402-402-537-80-430	Travel and Seminars	715.00	397.35	397.35	317.65	0.00	317.65	44.43
402-402-537-80-460	Insurance	14,000.00	12,937.53	12,937.53	1,062.47	0.00	1,062.47	7.59
402-402-537-80-470	Utilities	3,000.00	1,512.23	1,512.23	1,487.77	0.00	1,487.77	49.59
402-402-537-80-480	Repair and Maintenance	4,175.00	2,888.80	2,888.80	1,286.20	0.00	1,286.20	30.81
402-402-537-80-490	Miscellaneous	1,065.00	1,522.68	1,522.68	-457.68	0.00	-457.68	0.00
	<b>E40 Sub Totals:</b>	<b>38,955.00</b>	<b>31,955.04</b>	<b>31,955.04</b>	<b>6,999.96</b>	<b>0.00</b>	<b>6,999.96</b>	<b>17.97</b>
E50	Intergovernmental Services							
402-402-537-80-500	Intergovernmental - Recycle	140,900.00	140,249.64	140,249.64	650.36	0.00	650.36	0.46
402-402-537-80-510	Intergovernmental - Disposal F	187,000.00	85,769.00	85,769.00	101,231.00	0.00	101,231.00	54.13
402-402-537-80-520	Taxes - Excise	32,000.00	22,988.40	22,988.40	9,011.60	0.00	9,011.60	28.16
	<b>E50 Sub Totals:</b>	<b>359,900.00</b>	<b>249,007.04</b>	<b>249,007.04</b>	<b>110,892.96</b>	<b>0.00</b>	<b>110,892.96</b>	<b>30.81</b>
E60	Capital Outlays							
402-402-594-80-620	Capital Outlay - Buildings	6,000.00	2,040.07	2,040.07	3,959.93	0.00	3,959.93	66.00
402-402-594-80-640	Capital Outlay - Equipment	25,000.00	0.00	0.00	25,000.00	0.00	25,000.00	100.00
	<b>E60 Sub Totals:</b>	<b>31,000.00</b>	<b>2,040.07</b>	<b>2,040.07</b>	<b>28,959.93</b>	<b>0.00</b>	<b>28,959.93</b>	<b>93.42</b>
E90	Interfund Services							
402-402-597-30-000	Operating Transfer Out - 104	75,000.00	0.00	0.00	75,000.00	0.00	75,000.00	100.00
402-402-597-50-010	Operating Transfer Out - 114	17,434.00	17,434.00	17,434.00	0.00	0.00	0.00	0.00
	<b>E90 Sub Totals:</b>	<b>92,434.00</b>	<b>17,434.00</b>	<b>17,434.00</b>	<b>75,000.00</b>	<b>0.00</b>	<b>75,000.00</b>	<b>81.14</b>
	<b>Expense Sub Totals:</b>	<b>782,068.00</b>	<b>472,580.04</b>	<b>472,580.04</b>	<b>309,487.96</b>	<b>0.00</b>	<b>309,487.96</b>	<b>39.57</b>
	<b>Dept 402 Sub Totals:</b>	<b>782,068.00</b>	<b>472,580.04</b>	<b>472,580.04</b>	<b>309,487.96</b>	<b>0.00</b>	<b>309,487.96</b>	<b>0.00</b>
Dept 402-900	Ending Fund Balance							
E95	Ending Fund Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
402-900-508-80-000	Ending Fund Balance							
	<b>E95 Sub Totals:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
	Expense Sub Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dept 900 Sub Totals:	0.00	0.00	0.00	0.00	0.00		
	Fund Revenue Sub Totals:	796,552.00	596,827.41	596,827.41	199,724.59	0.00	199,724.59	25.07
	Fund Expense Sub Totals:	782,068.00	472,580.04	472,580.04	309,487.96	0.00	309,487.96	39.57
	Fund 402 Sub Totals:	-14,484.00	-124,247.37	-124,247.37	109,763.37	0.00		

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
Fund 406	STORMWATER UTILITY FUND							
Dept 406-000	Charges for Services		123,241.67	123,241.67	40,783.33	0.00	40,783.33	24.86
R40	Stormwater Utility Fee	164,025.00						
406-000-343-10-000		164,025.00	123,241.67	123,241.67	40,783.33	0.00	40,783.33	24.86
R40 Sub Totals:								
R60	Miscellaneous Revenues							
406-000-361-11-000	Investment Interest	200.00	0.00	0.00	200.00	0.00	200.00	100.00
406-000-369-90-000	Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R60 Sub Totals:		200.00	0.00	0.00	200.00	0.00	200.00	100.00
R90	Other Financing Sources							
406-000-395-10-000	Sale of Fixed Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00
406-000-397-10-100	Operating Transfer In	0.00	0.00	0.00	0.00	0.00	0.00	0.00
R90 Sub Totals:		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Revenue Sub Totals:		164,225.00	123,241.67	123,241.67	40,983.33	0.00	40,983.33	24.96
Dept 000 Sub Totals:		-164,225.00	-123,241.67	-123,241.67	-40,983.33	0.00		
Dept 406-406	Salaries and Wages							
E10	Salaries and Wages	81,313.00	60,737.15	60,737.15	20,575.85	0.00	20,575.85	25.30
406-406-531-10-100		81,313.00	60,737.15	60,737.15	20,575.85	0.00	20,575.85	25.30
E20	Employee Benefits	32,562.00	23,587.37	23,587.37	8,974.63	0.00	8,974.63	27.56
406-406-531-10-200	Benefits	235.00	345.51	345.51	-110.51	0.00	-110.51	0.00
406-406-531-10-220	Uniforms							
E20 Sub Totals:		32,797.00	23,932.88	23,932.88	8,864.12	0.00	8,864.12	27.03
E30	Operating and Office Supply							
406-406-531-10-310	Operating Supplies	1,560.00	1,059.25	1,059.25	500.75	0.00	500.75	32.10
406-406-531-10-320	Office Supplies	400.00	316.32	316.32	83.68	0.00	83.68	20.92
406-406-531-10-350	Small Tools/Minor Equipment	1,610.00	300.37	300.37	1,309.63	0.00	1,309.63	81.34
406-406-531-10-360	Vehicle Operation Maintenance	1,250.00	480.53	480.53	769.47	0.00	769.47	61.56
406-406-531-10-370	Vehicle Repair	0.00	229.07	229.07	-229.07	0.00	-229.07	0.00
E30 Sub Totals:		4,820.00	2,385.54	2,385.54	2,434.46	0.00	2,434.46	50.51
E40	Other Services and Charges							
406-406-531-10-410	Professional Service	13,500.00	495.00	495.00	13,005.00	0.00	13,005.00	96.33
406-406-531-10-420	Communication	800.00	960.20	960.20	-160.20	0.00	-160.20	0.00
406-406-531-10-430	Travel and Seminars	1,140.00	348.95	348.95	791.05	0.00	791.05	69.39
406-406-531-10-450	Rentals	15,500.00	8,705.46	8,705.46	6,794.54	0.00	6,794.54	43.84

Account Number	Description	Budget Amount	Period Amount	YTD Amount	YTD Var	Encumbered Amount	Available	% Available
406-406-531-10-460	Insurance	1,000.00	10,027.01	10,027.01	-9,027.01	0.00	-9,027.01	0.00
406-406-531-10-470	Utilities	800.00	0.00	0.00	800.00	0.00	800.00	100.00
406-406-531-10-480	Repair and Maintenance	1,020.00	301.36	301.36	718.64	0.00	718.64	70.45
406-406-531-10-490	Miscellaneous	5,559.00	50.43	50.43	5,508.57	0.00	5,508.57	99.09
<b>E40 Sub Totals:</b>		<b>39,319.00</b>	<b>20,888.41</b>	<b>20,888.41</b>	<b>18,430.59</b>	<b>0.00</b>	<b>18,430.59</b>	<b>46.87</b>
<b>E50</b>	<b>Intergovernmental Services</b>							
406-406-531-10-510	State Excise Tax	2,700.00	2,120.18	2,120.18	579.82	0.00	579.82	21.47
<b>E50 Sub Totals:</b>		<b>2,700.00</b>	<b>2,120.18</b>	<b>2,120.18</b>	<b>579.82</b>	<b>0.00</b>	<b>579.82</b>	<b>21.47</b>
<b>E60</b>	<b>Capital Outlays</b>							
406-406-594-80-640	Capital Outlay - Equipment	0.00	2,040.07	2,040.07	-2,040.07	0.00	-2,040.07	0.00
<b>E60 Sub Totals:</b>		<b>0.00</b>	<b>2,040.07</b>	<b>2,040.07</b>	<b>-2,040.07</b>	<b>0.00</b>	<b>-2,040.07</b>	<b>0.00</b>
<b>E90</b>	<b>Interfund Services</b>							
406-406-597-20-010	Operating Transfer - 413 Debt	28,632.00	28,632.00	28,632.00	0.00	0.00	0.00	0.00
406-406-597-50-020	Operating Transfers Out - 114	10,104.00	10,104.00	10,104.00	0.00	0.00	0.00	0.00
406-406-597-60-030	Operating Transfer Out - 104	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	100.00
<b>E90 Sub Totals:</b>		<b>40,736.00</b>	<b>38,736.00</b>	<b>38,736.00</b>	<b>2,000.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>4.91</b>
<b>Expense Sub Totals:</b>		<b>201,685.00</b>	<b>150,840.23</b>	<b>150,840.23</b>	<b>50,844.77</b>	<b>0.00</b>	<b>50,844.77</b>	<b>25.21</b>
<b>Dept 406 Sub Totals:</b>		<b>201,685.00</b>	<b>150,840.23</b>	<b>150,840.23</b>	<b>50,844.77</b>	<b>0.00</b>	<b>50,844.77</b>	<b>25.21</b>
<b>Fund Revenuc Sub Totals:</b>		<b>164,225.00</b>	<b>123,241.67</b>	<b>123,241.67</b>	<b>40,983.33</b>	<b>0.00</b>	<b>40,983.33</b>	<b>24.96</b>
<b>Fund Expense Sub Totals:</b>		<b>201,685.00</b>	<b>150,840.23</b>	<b>150,840.23</b>	<b>50,844.77</b>	<b>0.00</b>	<b>50,844.77</b>	<b>25.21</b>
<b>Fund 406 Sub Totals:</b>		<b>37,460.00</b>	<b>27,598.56</b>	<b>27,598.56</b>	<b>9,861.44</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



# CITY COUNCIL AGENDA ITEM COVER SHEET

ITEM NO: Public Hearing PH 2

DATE: October 24, 2013

SUBJECT: Public Hearing Setting the tax levy for the 2014 Property Taxes

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director *jk*

**ISSUE:**

The issue before the Council is to hold a public hearing on the proposed use of 2014 property taxes and to have the first reading of Ordinance 1175-13 (Action A-1) which sets the property tax levy for the 2014.

**SUMMARY:**

In accordance with RCW 84.55.120, a taxing district with regular levies must hold a public hearing on the proposed increase and use of property tax funds. The ordinance must be adopted and filed with the County on or before November 30<sup>th</sup>.

Based on the City's estimated 2014 assessed value of \$302,611,142 the amount to be collected is \$1.81 per thousand of assessed property value which is above the statutory limit for the city. The maximum amount allowed under state law for the City is broken down as follows:

Statutory Levy Rate	\$3.60 per \$1000 of assessed value
Less Fire District	-\$1.50
Less Library District	<u>-\$ .50</u>
City maximum	\$1.60

Ordinance 1175-13 sets the regular property tax levy for 2014 with the amount to be assessed for collection at \$546,935. The actual amount the city will be able to collect in 2014 is \$484,178. The difference will be added to the city's banked capacity. Banked capacity can be used in those years that the levy rate drops below \$1.60 per thousand.

The average house worth \$200,000 will pay \$320 in taxes to the City in 2014. The Fire District will receive \$300 from the property owner.

The proposed distribution of taxes for 2014 will be:

PROPERTY TAX	GENERAL FUND 001	STREET FUND 101	GO COM. CENTER FUND 203	Total Regular Property Tax	GO POLICE BOND FUND 205
	0.710780	0.041320	0.247900	1.000000	100.00
484,178	344,144	20,006	120,028	484,178	32,523

The City has seen a decline in assessed property values for four years, however, for 2014, the City will see a 3.7% increase in value. The assessed value has dropped from a high in 2009 of \$477,161,966 to the current estimated value for 2014 of \$302,611,142. The following chart shows a history of the assessed values and tax collections:

Year	Levied	Assessed Value	Levy Rate	
2004	544,819	227,065,165	2.3994	
2005	565,779	283,484,499	1.9958	
2006	589,023	328,540,734	1.7928	
2007	630,850	401,869,602	1.5698	
2008	642,888	458,888,991	1.4010	
2009	659,624	477,161,966	1.3824	
2010	677,079	436,601,545	1.5508	
2011	634,666	385,279,747	1.6473	
2012	637,429	334,868,575	1.9035	
2013	684,251	290,655,964	2.3542	
2014	683,850	302,611,142	2.2598	Calculated levy
<b>2014</b>	<b>484,178</b>	<b>302,611,142</b>	<b>1.6000</b>	Maximum allowed

The financial impact of the declining assessed value is a decrease in the amount of property tax revenues that may be collected by the city.

State law allows the city to assess 101% of the prior year collection. Based on that formula the city would have been able to assess \$684,531 for 2014 if the assessed values had remained the same or increased. Based on the statutory limit (\$1.60/\$1,000 assessed value) the City will collect \$5484,178.

**STAFF RECOMMENDATION**

Introduce Ordinance 1175-13 setting the 2014 property tax levy for a first reading.

Attachments:           A. Ordinance 1175-13

CITY OF SULTAN  
SULTAN WASHINGTON  
ORDINANCE 1175-13

AN ORDINANCE OF THE CITY OF SULTAN FIXING THE AMOUNT  
OF TAXES TO BE LEVIED ON TAXABLE PROPERTY WITHIN THE  
CITY OF SULTAN FOR THE YEAR 2014

**WHEREAS**, the City of Sultan has met and considered its budget for the calendar year 2014;  
and

**WHEREAS**, the City Council of the City of Sultan after hearing and after duly considering all relevant evidence and testimony presented, determined that the City of Sultan requires a regular levy in the amount of \$546,935, which is a increase in property tax revenue from the previous year, based on amounts resulting from the increase in assessed values, 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 district and in its best interest; now therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SULTAN that the regular property tax levy is hereby authorized for the 2014 levy in amount of \$546,935 which is a percentage increase of 1% 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 any annexations that have occurred and refunds made.

Severability: If any provisions of this ordinance or its application to any person or circumstance are held invalid, the remainder of the ordinance or applications of the provisions of the ordinance to other person or circumstances is not affected.

Effective Date: This ordinance shall be in full force and effect five days after publication as required by law.

REGULARLY ADOPTED this day of day of November, 2013.

\_\_\_\_\_  
Carolyn Eslick, Mayor

Attest:

\_\_\_\_\_  
Laura J. Koenig, City Clerk

Approved as to form:

\_\_\_\_\_  
Ann Marie Soto, City Attorney

Published:



**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

Agenda Item #: Public Hearing PH 3.1  
 Date: October 24, 2013  
 SUBJECT: 2014 Budget - Debt Service Funds  
 CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director *LK*

**Issue:**

The issue before the Council is to hold a public hearing on 2014 budget for the Debt Service funds.

**Summary:**

The City has General Obligation debt bonds for construction of the Community Center issued in 1999 and for the 2004 bonds for Police Equipment. The City pledges the assets of the city (property taxes) to pay the general obligation bonds for the Community Center. The Police equipment bonds were a voted issue and additional property tax is assessed to make annual payments.

The Water and Sewer Funds have revenue bonds and Public Works Trust Fund (PWTF) loans for capital projects. The assets of the Water and Sewer Utility are pledged to make payments. The source of funding for payments can be user fees from rate payments, connection fees and reserve funds.

**203 Limited GO Tax Bond Fund:**

The General Obligation Tax bonds for the Community Center/Library are a General Fund obligation. In 1999 the City issued bonds for the construction of the Community Center/Library. This was a council approved bond issue, not a voted issue. The bonds will mature in 2018. The finance issue the city will face with this bond is the escalating principle payment for the remainder of the bond. (Table A-2)

The bond payments must be made from property taxes, real estate excise tax (REET 1) funds or other general fund sources. In 2014, property taxes will be used make the payments as revenues from Real Estate sales (REET 1) (\$20,000) will not to be sufficient to make the bond payments.

**Table A-1 203 LIMITED GO TAX BOND FUND**

<b>REVENUES</b>		<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
<b>Account</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Requested</b>
308-80-000	Beginning Fund Balance	0	0	0	0
311-10-000	Property Taxes	0	109,443	114,775	120,275
361-11-000	Investment Interest	0	229	305	302
397-10-100	Operating Transfer In	127,900	25,000	20,000	20,000
<b>REVENUES TOTALS:</b>		<b>127,900</b>	<b>134,672</b>	<b>135,080</b>	<b>140,577</b>
<b>EXPENDITURES</b>		<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
<b>Account</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Requested</b>
514-20-410	Professional Services	302	302	305	302
591-15-710	Bond Payment - Principal	85,000	95,000	100,000	110,000
592-15-800	Bond Payment - Interest	42,743	39,003	34,775	30,275
<b>EXPENDITURES TOTALS:</b>		<b>128,044</b>	<b>134,304</b>	<b>135,080</b>	<b>140,577</b>

**Table A - 2**

<b>Payment Schedule</b>		<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Due</b>
GO Bonds Community Center	Principle	110,000	120,000	130,000	140,000	150,000	<b>650,000</b>
Non Voted Issue	Interest	30,275	25,270	19,750	13,705	7,125	<b>96,125</b>
	<b>Total</b>	<b>140,275</b>	<b>145,270</b>	<b>149,750</b>	<b>153,705</b>	<b>157,125</b>	<b>746,125</b>
<b>Transfers In</b>		20,000	20,000	20,000	20,000	20,000	100,000
<b>Property Taxes</b>		120,275	125,270	129,750	133,705	137,125	646,125
<b>Annual Debt Payment</b>		140,275	145,270	149,750	153,705	157,125	746,125
<b>Anticipated fund Balance</b>		0	0	0	0	0	0

**205 Police GO Bond Fund:**

In 2004 the City issued bonds to pay for the 800 MHz communication system and for capital improvements to the Police Station. This was a voted issue and an additional levy on property located within the city limits. An ordinance will be adopted as part of the budget process to levy the required taxes to meet the annual payment. The bonds will mature in 2024.

Property owners in the city will pay \$10.75 per \$100,000 of assessed value for the bond (\$21.94 for a \$200,000 home).

**Table B - 1**

<b>203 POLICE GO BOND FUND</b>					
<b>REVENUES</b>		<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2,014</b>
<b>Account</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Requested</b>
308-80-000	Beginning Fund Balance	0	0	0	0
311-10-000	Property Tax	30,948	25,877	33,353	32,523
361-11-000	Investment Interest	37	107	305	305
<b>REVENUES TOTALS:</b>		<b>30,986</b>	<b>25,985</b>	<b>33,658</b>	<b>32,828</b>
<b>EXPENDITURES</b>		<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2,014</b>
<b>Account</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Requested</b>
514-20-410	Professional Services	302	302	305	305
591-21-700	Bond Payment - Principal	15,000	15,000	20,000	20,000
592-21-800	Bond Payment - Interest	14,538	13,960	13,353	12,523
<b>EXPENDITURES TOTALS:</b>		<b>29,839</b>	<b>29,262</b>	<b>33,658</b>	<b>32,828</b>

**Table B-2**

		<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018-24</b>	<b>Total</b>
<b>GO Bonds Police Equipment</b>	<b>Principle</b>	20,000	20,000	20,000	20,000	180,000	<b>260,000</b>
<b>Voted Issue</b>	<b>Interest</b>	12,523	11,673	10,803	9,913	38,495	<b>83,405</b>
	<b>Total</b>	<b>32,523</b>	<b>31,673</b>	<b>30,803</b>	<b>29,913</b>	<b>218,495</b>	<b>343,405</b>
<b>Current Fund Balance</b>		0	0	0	0	0	
<b>Annual Tax Levy</b>		32,523	31,673	30,803	29,913	218,495	
<b>Annual Debt Payment</b>		32,523	31,673	30,803	29,913	218,495	
<b>Anticipated fund Balance</b>		0	0	0	0	0	

## **207 LID Bond Fund**

The LID Bond payments are made by the benefited property owners who receive annually billing statements in December. The LID (Local Improvement District) project is a sewer line from the Sultan Basin Road to Rice Road that was constructed in 1997 that runs parallel to Wagley Creek. Payments on the bonds are from assessment against the benefitted properties. The LID payments are for 18 years and are considered a lien against the property. The bonds will mature in 2021.

In February 2012, the Council passed Resolution 12-03 setting a payment schedule for the city's obligation under LID 97-1. The City payment schedule on the obligations under LID 97-1 follows:

- 1) 2012 - \$69,000 (General/Street - \$1423; Garbage - \$31,865; Sewer - \$35,712) This paid two of the city properties in full.
- 2) 2013 - \$144,137 - Sewer operating fund. This will paid the Wold assessments in full.
- 3) 2014 - \$140,000 - Sewer operating fund. Pays all city assessments in full.

Table C - 1

<b>207 LID GUARANTY AND BOND FUND</b>					
<b>REVENUES</b>		<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
<b>Account</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Requested</b>
308-80-000	Beginning Fund Balance	546,238	422,149	40,000	0
359-90-100	Penalties	2,714	5,266	2,500	3,000
361-11-000	Investment Interest	513	895	300	900
361-40-000	Interest Payments	77,106	67,313	80,000	75,000
368-10-000	Special Assessments - LID 97-1	119,618	112,578	95,000	100,000
397-10-100	Operating Transfer In	0	69,000	114,137	140,000
<b>REVENUES TOTALS:</b>		<b>746,188</b>	<b>677,201</b>	<b>331,937</b>	<b>318,900</b>
<b>EXPENSE</b>		<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
<b>Account</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Requested</b>
514-20-410	Professional Services	241	1,565	305	0
591-35-790	Principal - Special Assessment	205,000	205,000	205,000	205,000
592-35-820	Interest - Special Assessment	118,798	109,368	98,500	89,278
<b>EXPENDITURES TOTALS:</b>		<b>324,038</b>	<b>315,933</b>	<b>303,805</b>	<b>294,278</b>

## **403 Water Revenue Bond Fund:**

Water/Sewer Revenue Bonds were issued in 1996 to fund system improvements. The assets of the Water and Sewer Utility Funds were pledged as security for the bonds. The funding source for the bond payment is transfer from the Water and Sewer Utility Funds. Each fund will contribute \$50,000 towards bond payments. Water and Sewer revenue bonds were used to fund Main Street and Eighth Street main line upgrades and replacement. The bonds will mature in 2016.

The City refinanced the bonds which lowered the interest payments in 2012-2016. The overall savings on the refinancing was \$41,783. Table D-2 shows the revised debt service schedule and the savings achieved.

Table D -1

		<b>403 WATER REVENUE BOND FUND</b>			
REVENUES		2011	2012	2013	2014
Account	Description	Actual	Actual	Adopted	Requested
308-80-000	Beginning Fund Balance	35,192	57,351	0	25,432
361-11-000	Investment Interest	2,618	188	50	100
397-30-300	Operating Transfer In (400/401)	130,000	130,000	127,000	100,000
<b>REVENUES TOTALS:</b>		<b>167,810</b>	<b>187,539</b>	<b>127,050</b>	<b>125,532</b>
EXPENSE		2011	2012	2013	2014
Account	Description	Actual	Actual	Adopted	Requested
514-20-410	Professional Services	310	0	305	302
591-80-720	Bond Payment - Principal	90,000	105,000	120,000	120,000
592-80-830	Bond Payment - Interest	20,149	7,454	6,250	5,230
<b>EXPENDITURES TOTALS:</b>		<b>110,459</b>	<b>112,454</b>	<b>126,555</b>	<b>125,532</b>

Table D-2

DEBT SERVICE SCHEDULE			2014	2015	2016	Outstanding Total
<b>W/S Revenue Bonds</b>	<b>Principle</b>		120,000.00	120,000.00	125,000.00	365,000.00
	<b>Interest</b>		5,230.00	3,490.00	1,250.00	9,970.00
<b>Total Revenue Bond Debt</b>			<b>125,230.00</b>	<b>123,490.00</b>	<b>126,250.00</b>	<b>374,970.00</b>
<b>Prior Debt Service</b>			128,262.50	126,315.00	128,875.00	383,452.50
<b>Savings Achieved</b>			<b>3,032.50</b>	<b>2,825.00</b>	<b>2,625.00</b>	<b>8,482.50</b>
Revenue Sources	400 Water		50,000.00	50,000.00	50,250.00	150,250.00
Annual transfer from Op funds	401 Sewer		50,000.00	50,000.00	50,250.00	150,250.00
			100,000.00	100,000.00	100,500.00	300,500.00
Current Fund Balance			74,500.00	49,270.00	25,780.00	74,440.00
Transfers In from Operating fund			100,000.00	100,000.00	100,500.00	300,500.00
Annual Debt Payment			125,230.00	123,490.00	126,250.00	374,970.00
Anticipated fund Balance			49,270.00	25,780.00	30.00	-30.00

**412 Water Debt Service Fund:**

The purpose of this fund is to provide for the payment of debt service incurred by the Water Utility System for capital projects. The fund has outstanding debt for the previous the connection to the Everett Waterline and for the second reservoir.

The funding for debt service has been from operating fund transfers. For 2014 the debt service payments will be made from the operating fund (Water Utility Fund – 400). The Public Works Trust Fund (PWTF) loan documents pledge the assets of the Water Utility for repayment of the loan

Table E-1

		<b>412 WATER SYSTEM DEBT FUND</b>			
<b>REVENUES</b>		<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
<b>Account</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Requested</b>
308-80-000	Beginning Fund Balance	75,089	35,810	0	0
361-11-000	Investment Interest	50	78	50	0
397-10-100	Operating Transfer In	91,500	137,000	137,000	133,090
<b>REVENUES TOTALS:</b>		<b>166,639</b>	<b>172,888</b>	<b>137,050</b>	<b>133,090</b>
<b>EXPENSE</b>		<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
<b>Account</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Requested</b>
591-34-780	State Revolving Fund Principal	57,147	114,706	57,147	0
591-34-781	PWTF Loan Principle	0	0	57,559	114,707
592-34-830	State Revolving Fund Interest	29,220	25,607	13,715	0
592-34-831	PWTF Loan Interest	0	0	8,279	18,383
<b>EXPENDITURES TOTALS:</b>		<b>86,367</b>	<b>140,313</b>	<b>136,701</b>	<b>133,090</b>

The following details the debt schedule for the water system. The loans for the water reservoir and water filtration plant will be paid in full in 2018.

Table E-2

<b>WATER DEBT SERVICE SCHEDULE</b>		<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018-22</b>	<b>Total</b>	
<b>Water</b>								
<b>PW 98-791-063 Water Reservoir</b>	<b>Principle</b>	41,550	41,550	41,550	41,550	41,550	207,751	
	<b>Interest</b>	6,233	4,986	3,740	2,493	1,247	18,698	
<b>Total Water Reservoir</b>		<b>47,783</b>	<b>46,536</b>	<b>45,290</b>	<b>44,043</b>	<b>42,797</b>	<b>226,449</b>	
<b>SRF 97-78-897-076 Water Filtration Plant</b>	<b>Principle</b>	57,147	57,147	57,147	57,147	57,147	285,736	
	<b>Interest</b>	11,429	9,144	6,858	4,572	2,286	34,288	
<b>Total SRF - Filtration Plant</b>		<b>68,577</b>	<b>66,291</b>	<b>64,005</b>	<b>61,719</b>	<b>59,433</b>	<b>320,024</b>	
<b>PW 02-691-PRE 119 Regional Water Supply line</b>	<b>Principle</b>	16,009	16,009	16,009	16,009	80,044	144,079	
	<b>Interest</b>	720	640	560	480	1,201	3,602	
<b>Total Regional Water</b>		<b>16,729</b>	<b>16,649</b>	<b>16,569</b>	<b>16,489</b>	<b>81,245</b>	<b>147,681</b>	
		<b>Principle</b>	114,706	114,706	114,706	114,706	178,741	637,566
		<b>Interest</b>	18,382	14,770	11,157	7,545	4,733	56,588
<b>Total Water Service Debt</b>		<b>133,088</b>	<b>129,476</b>	<b>125,864</b>	<b>122,251</b>	<b>183,475</b>	<b>694,154</b>	

### **413 Sewer Debt Service Fund:**

The purpose of this fund is to provide for the payment of debt service incurred by the Sewer Utility System for capital projects. The fund has outstanding debt for the previous expansion of the existing Wastewater Treatment Plant, the I & I Reduction program and for the Stormwater Report.

The funding for debt service is from current customers. For 2014, the debt service payments will all be made from the operating funds (Sewer Utility Fund – 401 and Stormwater Utility Fund – 406). The PWTF loan documents pledge the assets of the Sewer Utility for repayment of the loan.

The following details the debt schedule for the sewer and stormwater systems. The loan for the sewer plant upgrade will be paid in full in 2016 and stormwater report will be paid in full in 2014..

Table F-1

<b>413 SEWER SYSTEM DEBT FUND REVENUES</b>		<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
<b>Account</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Requested</b>
308-80-000	Beginning Fund Balance	53,005	68,995	0	0
361-11-000	Investment Interest	185	167	50	0
397-10-100	Operating Transfer In	798,700	425,700	214,665	214,744
<b>REVENUES TOTALS:</b>		<b>851,890</b>	<b>494,862</b>	<b>214,715</b>	<b>214,744</b>

<b>EXPENSE</b>		<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
<b>Account</b>	<b>Description</b>	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>Requested</b>
591-35-700	PWTF Principal Payment	385,868	385,868	177,535	177,535
591-35-780	State Revolving Fund Principal	26,976	27,483	27,796	29,690
592-35-830	State Revolving Fund Interest	15,090	12,114	836	446
592-35-831	PWTF Interest	0	0	8,499	7,073
<b>EXPENDITURES TOTALS:</b>		<b>427,934</b>	<b>425,466</b>	<b>214,665</b>	<b>214,744</b>

Table F-2

<b>SEWER DEBT SERVICE SCHEDULE</b>		<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017-2025</b>	<b>Total</b>
<b>Sewer</b>						
<b>PW 596-790-056 Sewer Plant Upgrade</b>						
Principle		107,676	107,676	107,676	0	323,027
Interest		3,230	2,154	1,077		6,461
<b>Total</b>		<b>110,906</b>	<b>109,829</b>	<b>108,752</b>	<b>0</b>	<b>329,488</b>
<b>PW 04-691-064 Sewer I &amp; I Project</b>						
Principle		69,859	69,859	69,859	558,875	768,453
Interest		3,842	3,493	3,144	12,575	23,054
<b>Total</b>		<b>73,702</b>	<b>73,352</b>	<b>73,003</b>	<b>571,450</b>	<b>791,507</b>
<b>LID 97-1 Debt Service Payment</b>						
Principle		140,000	0	0	0	140,000
Interest		0	0	0	0	0
<b>Total</b>		<b>140,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>140,000</b>
<b>Total Sewer Service Debt</b>		<b>324,608</b>	<b>183,182</b>	<b>181,756</b>	<b>571,450</b>	<b>1,260,994</b>

Table F-3

<b>STORMWATER DEBT SERVICE SCHEDULE</b>		<b>2013</b>	<b>2014</b>	<b>Outstanding Total</b>
DEOLO 10034	Sewer Stormwater Report	27,795.72	29,847.19	57,642.91
	Interest	835.52	718.14	1,553.66
	<b>Total</b>	<b>28,631.24</b>	<b>30,565.33</b>	<b>59,196.57</b>



# CITY COUNCIL AGENDA ITEM COVER SHEET

ITEM NO: Public Hearing PH 3.2  
 DATE: October 24, 2013  
 SUBJECT: Public Hearing – 2014 Budget  
 CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director 

**ISSUE:**

The issue before the Council is to hold a public hearing on the proposed 2014 Budget. There are several special revenue and reserve funds included in the budget. Some of the funds are “stand alone” funds and others are support funds for the operating budgets.

**100 General Fund Contingency**

In 2006 the City established a General Fund Contingency and General Fund Reserve Fund with the intent of providing an emergency fund. The intent of the funds is to provide reserves for unexpected events or emergencies.

RCW 35A.33.145 provides that “the total amount accumulated in such fund at any time shall not exceed the equivalent of thirty-seven and one-half cents per thousand dollars of assessed valuation of property within the city at such time”. The current assessed value of the property for 2014 is \$302,611,142 (estimate). This currently limits the amount allowed to be accumulated in the fund to \$113,479.

Transfers are completed as part of the annual closeout process provided excess funds are available for transfer from the General Fund. Excess funds for 2013 and 2014 are being used to fund payments on the GO bond for the Community Center.

Account	REVENUES Description	2011	2012	2013	2014
		Actual	Actual	Adopted	Requested
308-80-000	Beginning Fund Balance	42,455	55,508	55,642	55,642
361-11-000	Investment Interest	53	134	0	0
397-40-400	Operating Transfer In	13,000	0	0	0
<b>REVENUES TOTALS:</b>		<b>55,508</b>	<b>55,642</b>	<b>55,642</b>	<b>55,642</b>

Account	EXPENSE Description	2011	2012	2013	2014
		Actual	Actual	Adopted	Requested
597-60-000	Operating Transfer Out	0	0	0	0
<b>EXPENDITURES TOTALS:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>GENERAL FUND CONTINGENCY Totals:</b>	<b>55,508</b>	<b>55,642</b>	<b>55,642</b>	<b>55,642</b>
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### **107 Drug Enforcement Fund**

This fund could only be used for drug enforcement or educational purpose (restricted by state law). The City contracts with Snohomish County for law enforcement services and no longer has its own task force. The city used the remainder of the funds in to make the payments under the Interlocal agreement to Snohomish County Regional Drug Task Force.

**The fund was closed out in 2013.**

### **109 Community Improvement Fund**

The Community Improvement Fund is used to track revenues and expenditures for community oriented programs and improvements. The City partners with the School District and Volunteers of America to operate and fund the Safe Stop program. The City will contribute \$1,500 in 2014 from Criminal Justice Special programs funds.

The fund is used to track special projects. The city will use the fund to track expenditures for the Emergency Siren project in 2014. The city received \$250,000 from PUD to install three emergency sirens in the city for evacuation purposes.

<b>Account</b>	<b>REVENUES Description</b>	<b>2011 Actual</b>	<b>2012 Actual</b>	<b>2013 Adopted</b>	<b>2014 Requested</b>
308-80-000	Beginning Fund Balance	3,731	4,293	254,205	150,000
336-06-260	CJ Special Programs - Safe Sto	1,293	1,334	1,500	1,500
361-11-000	Investment Interest	5	612	0	0
397-10-100	Operating Transfer In	0	250,000	0	0
	<b>REVENUES TOTALS:</b>	<b>5,030</b>	<b>256,239</b>	<b>255,705</b>	<b>151,500</b>
<b>Account</b>	<b>EXPENSE Description</b>	<b>2011 Actual</b>	<b>2012 Actual</b>	<b>2013 Adopted</b>	<b>2014 Requested</b>
594-90-640	Capital Outlay - Sirens	0	790	250,000	145,810
571-10-310	Supply - Safe Stop	737	1,244	1,500	1,500
	<b>EXPENDITURES TOTALS:</b>	<b>737</b>	<b>2,034</b>	<b>251,500</b>	<b>147,310</b>
	<b>COMMUNITY IMPROVEMENT Totals:</b>	<b>4,293</b>	<b>254,205</b>	<b>4,205</b>	<b>4,190</b>

### **113 BUILDING MAINTENANCE AND REPAIR FUND**

The City of Sultan owns, operates and maintains a variety of buildings housing government and non-profit organizations. City facilities include city hall, public works field and food bank, public works shop, police station, post office, and visitor information center.

To provide funding for ordinary maintenance, the city council increased the utility tax allocated to the Building Maintenance Fund. The receives approximately \$14,000 in utility taxes.

It covers anticipated normal, routine maintenance expenditures of approximately \$14,000. The annual expenditures include fire protection inspections, HVAC inspections, elevator maintenance and inspection, labor and industries inspections, light bulb replacements, etc.

The Public Works funds will transfer \$18,000 to the fund in 2014 for future replacement of the roof on the city shop building.

The 2013 budget includes minimal staffing to maintain Sultan's buildings. There are 0.159 full-time equivalent employees (FTE) dedicated to building operation/maintenance.

REVENUES		2011	2012	2013	2014
Account	Description	Actual	Actual	Adopted	Requested
308-80-000	Beginning Fund Balance	63,217	26,914	9,500	4,000
316-41-000	Utility Tax - Electrical	3,325	7,719	8,100	8,000
316-43-000	Utility Tax - Gas	1,292	1,394	2,700	2,000
316-47-000	Utility Tax - Telephone	2,031	4,594	5,600	4,000
361-11-000	Investment Interest	58	42	0	100
397-40-400	Operating Transfer In	0	0	0	18,000
<b>REVENUES TOTALS:</b>		<b>69,923</b>	<b>40,663</b>	<b>25,900</b>	<b>36,100</b>

EXPENSE		2011	2012	2013	2014
Account	Description	Actual	Actual	Adopted	Requested
518-30-100	Salary and Wages	4,540	3,363	13,624	8,655
518-30-200	Benefits	2,045	1,094	4,804	3,512
518-30-310	Operating Supply	1,486	2,444	1,200	500
518-30-410	Professional Service	2,377	3,461	0	0
518-30-480	Repair and Maintenance	10,042	10,500	6,000	5,300
594-00-620	Capital - Buildings	22,519	2,347	0	0
<b>EXPENDITURES TOTALS:</b>		<b>43,009</b>	<b>23,209</b>	<b>25,628</b>	<b>17,967</b>

**BUILDING MAINTENANCE Totals:** 26,914 17,453 272 18,133

#### **114 Information Technology (IT) Fund**

In 2009, the city began the process of standardizing computers and servers in all city departments. The information technology fund was created to track the cost of information technology services. Revenues are provided from interfund transfers from the operating budget. Funds have been set aside in the 2014 budget to accumulate for future purchases.

REVENUES		2011	2012	2013	2014
Account	Description	Actual	Actual	Adopted	Requested
308-80-000	Beginning Fund Balance	20,277	18,769	0	0
361-11-000	Investment Interest	32	20	0	0
397-50-500	Operating Transfer In	41,552	44,118	47,844	47,844
<b>REVENUES TOTALS:</b>		<b>61,861</b>	<b>62,907</b>	<b>47,844</b>	<b>47,844</b>

EXPENSE		2011	2012	2013	2014
Account	Description	Actual	Actual	Adopted	Requested
518-80-310	Operating Supply	0	268	500	1,500
518-80-410	Professional Service	10,731	43,513	10,100	15,000
518-80-480	Repair and Maintenance	10,068	0	10,500	21,000
594-80-640	Capital - Equipment	22,293	10,648	20,000	5,000
<b>EXPENDITURES TOTALS:</b>		<b>43,092</b>	<b>54,429</b>	<b>41,100</b>	<b>42,500</b>
<b>INFORMATION TECHNOLOGY Totals:</b>		<b>18,769</b>	<b>8,479</b>	<b>6,744</b>	<b>5,344</b>



**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

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**ITEM NO:** H-1

**DATE:** October 24, 2013

**SUBJECT:** Conduct a Public Hearing on Ordinance 1177-13, an ordinance Establishing Location and Operating Restriction for Medical Marijuana Collective Garden

**CONTACT PERSON:** Robert Martin, Community Development Director 

**ISSUE:**

The issue before the Council is to conduct a public hearing to gather input concerning adoption of a proposed amendment to Sultan Municipal Code Chapter 16.56.070, Medical Marijuana Collective Garden Restrictions, establishing limitations on the zones and locations, and development standards applicable to placement of collective gardens.

**PLANNING BOARD RECOMMENDATION:**

The Planning Board recommends that the City Council adopt the attached Ordinance amending Sultan Municipal Code (SMC) 16.56 including such changes as the Council determines to be appropriate after considering the public's input at the public hearing.

**STAFF RECOMMENDATION:**

Staff recommends that the City Council hold a public hearing on the Planning Board's recommended ordinance amendments. Council hearing and a subsequent vote under Action Item A-4 on the proposal is needed to complete the City's action on this amendment proposal.

**DISCUSSION:**

State Statutory Provisions for Placement of Collective Gardens:

RCW 69.51A.085 authorizes creation of collective gardens, but places no restrictions on where collective gardens may be located. Thus, under statutory law a collective garden can be located anywhere in a city.

RCW 69.51A.085 is reproduced below. There are no locational restrictions in this section or in any other provision of 69.51A.

**69.51A.085**

**Collective gardens.**

(1) Qualifying patients may create and participate in collective gardens for the purpose of producing, processing, transporting and delivering cannabis for medical use subject to the following conditions:

- (a) No more than ten qualifying patients may participate in a single collective garden at any time;
- (b) A collective garden may contain no more than fifteen plants per patient up to a total of forty-five plants;
- (c) A collective garden may contain no more than twenty-four ounces of useable cannabis per patient up to a total of seventy-two ounces of useable cannabis;
- (d) A copy of each qualifying patient's valid documentation or proof of registration with the registry established in \*section 901 of this act, including a copy of the patient's proof of identity, must be available at

all times on the premises of the collective garden; and

(e) No useable cannabis from the collective garden is delivered to anyone other than one of the qualifying patients participating in the collective garden.

(2) For purposes of this section, the creation of a "collective garden" means qualifying patients sharing responsibility for acquiring and supplying the resources required to produce and process cannabis for medical use such as, for example, a location for a collective garden; equipment, supplies and labor necessary to plant, grow and harvest cannabis; cannabis plants, seeds and cuttings; and equipment, supplies and labor necessary for proper construction, plumbing, wiring and ventilation of a garden of cannabis plants.

(3) A person who knowingly violates a provision of subsection (1) of this section is not entitled to the protections of this chapter.

RCW 69.51A addresses the issue of where collective gardens may be located and operated by deferring to local jurisdictions the decision to establish standards that are more restrictive than the State Statute. Under 69.51A.140, (excerpted below) cities may restrict the location of collective gardens through adoption of land use restrictions in their zoning codes.

### **69.51A.140**

#### **Counties, cities, towns — Authority to adopt and enforce requirements.**

(1) Cities and towns may adopt and enforce any of the following pertaining to the production, processing, or dispensing of cannabis or cannabis products within their jurisdiction: Zoning requirements, business licensing requirements, health and safety requirements and business taxes. Nothing in chapter 181, Laws of 2011 is intended to limit the authority of cities and towns to impose zoning requirements or other conditions upon licensed dispensers, so long as such requirements do not preclude the possibility of siting licensed dispensers within the jurisdiction. If the jurisdiction has no commercial zones, the jurisdiction is not required to adopt zoning to accommodate licensed dispensers.

#### Local Ordinances Required for Local Restrictions:

Medical marijuana collective garden restrictions need to be adopted as zoning provisions, meaning that they need to be adopted by ordinance as an amendment to the Unified Development Code. The proposed amendments take the form of a text amendment to SMC 16.56.070 "Medical Marijuana (Cannabis) Collective Garden Restrictions".

If a local jurisdiction does not adopt provisions addressing restrictions specific to the community, as provided by RCW 69.51A.140(1) (See Attachment D), then collective gardens are allowed anywhere in the city under the general standards prescribed in RCW 69.51A.

A minor additional code amendment is needed to implement the policy established in the proposed 16.56.070. This is amendment of the Economic Development (Industrial) Zone, Section 16.12.060 providing for location of medical marijuana collective gardens in the ED zone as provided by the new Medical Marijuana Collective Garden Restrictions.

#### Zoning Code Amendment Process:

The Planning Board has developed a draft code, held a public hearing on that draft code as provided by SMC 16.134.050, and recommended adoption by the City Council. As the Board's hearing was in December of 2012, it is appropriate for the City Council to hold a hearing prior to taking action on the proposed code amendment.

## **OVERVIEW OF DRAFT CODE PROVISIONS:**

Based on nearly one year of detailed study and alternative analysis, the Planning Board has developed a draft code. The essential policy directions in this draft code are as follows (**See Attachment A for full text of proposed zone**):

- Collective gardens are allowed in the City only under restrictions provided by a Medical Marijuana Collective Garden Code amended into the Unified Development Code, Title 16.
- Collective gardens should not be allowed in any zone other than the “ED” Economic Development (Industrial Zone)
- Collective gardens should be subject to the following locational restrictions
  1. No collective gardens may be located the following zones as depicted on the City of Sultan Official Land Use Map:
    - a. Low/Moderate Density
    - b. Moderate Density
    - c. High Density
    - d. Highway Oriented Development
    - e. Urban Center
  2. No Collective Gardens shall be closer than 1,000 feet from any/all of the following land uses:
    - a. Public or private schools including pre-schools
    - b. Day care facilities
    - c. Churches
    - d. Nursing Homes
    - e. Park and recreation facilities
    - f. Residential treatment facilities, adult family homes
    - g. Alcohol and drug rehabilitation facilities
  3. No Collective Gardens shall be within 300 feet of the nearest frontage boundary with Highway US-2.
  4. No Collective Gardens shall be within 150 feet of any residentially developed property.
  5. No Collective Gardens shall be within 300 feet of any other Collective Garden.
- The City should not issue permits for, but should require registration of collective gardens.
- Collective Gardens should be fully enclosed within a building and provide security as required by the code.

## **ALTERNATIVES:**

Action alternatives will be provided in Item A-4 of this Agenda Packet.

## **ATTACHMENTS:**

Attachment A: Draft of Ordinance 1177-13

Attachment B: Depiction of Zoning Map areas available for location of Collective Gardens

Attachment C: History of Planning Board and Council Action on Collective Gardens

Attachment D: RCW 69.51A; Medical Cannabis

**ATTACHMENT A**

**DRAFT**

**ORDINANCE NO. 1177-13**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SULTAN, WASHINGTON, AMENDING SULTAN MUNICIPAL CODE CHAPTER 16.56, NONRESIDENTIAL PERFORMANCE STANDARDS, BY ADOPTING A NEW SECTION 16.56.070, MEDICAL MARIJUANA (CANNABIS) COLLECTIVE GARDEN RESTRICTIONS; AMENDING SMC SECTION 16.12.060, ECONOMIC DEVELOPMENT (ED) ZONE, TO ADD MEDICAL MARIJUANA COLLECTIVE GARDENS TO THE LIST OF USES ALLOWED IN THE ED ZONE, PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.**

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**WHEREAS**, Washington voters passed the Medical Use of Marijuana Act through approval of Washington State Initiative 692 in 1998, allowing qualifying patients suffering a terminal or debilitating illness to use medical cannabis (marijuana) if such use would benefit them; and

**WHEREAS**, in 2011, the State Legislature passed ESSB 5073, in part, to address issues related to the proliferation of medical marijuana dispensaries; and

**WHEREAS**, on April 29, 2011, Governor Chris Gregoire issued a partial veto of ESSB 5073; and

**WHEREAS**, the surviving portions of ESSB 5073 became law on July 22, 2011, through RCW 69.51A, which includes provisions that allow the establishment and operation of medical marijuana collective gardens; and

**WHEREAS**, medical marijuana collective gardens are allowed by RCW 69.51A to be located anywhere in a city; and

**WHEREAS**, RCW 69.51A.140 provides cities and counties the option of adopting restrictions on location and certain aspects of operation of medical marijuana collective gardens; and

**WHEREAS**, on July 28, 2011, the City Council passed Ordinance No. 1108-11 declaring an emergency and adopting a moratorium in Sultan on the establishment of medical cannabis collective gardens or dispensaries; and

**WHEREAS**, on August 11, 2011, the City Council held a public hearing, as required by RCW 35A.63.220 and RCW 36.70A.390, to gather public input on the emergency moratorium, and to be legally authorized to make the moratorium effective for six months; and

**WHEREAS**, the City has developed a work program to analyze potential changes to city zoning regulations related to medical marijuana collective gardens that may be necessary to address changes in State law, and bring any amendments to the Sultan Municipal Code before the City Council for its consideration; and

**WHEREAS**, the City Planning Board completed work on a draft medical marijuana collective garden code, held public hearings and made recommendations to the City Council regarding adoption of said code at its regular meeting of December 4, 2012; and

**WHEREAS**, the City Council received the Planning Board's recommendations at the regular Council meeting of December 13, 2012, and directed staff to bring the recommended code amendments to the Council for further consideration and public process; and

**WHEREAS**, on January 12, 2012, the Council adopted Ordinance 1132-12, a 6-month extension of the moratorium on Medical Cannabis Collective Gardens; and

**WHEREAS**, on July 26, 2012, the Council adopted Ordinance 1156-12, a 6-month extension of the moratorium on Medical Cannabis Collective Gardens; and

**WHEREAS**, on January 10, 2013, the Council adopted Ordinance 1166-12, a 6-month extension of the moratorium on Medical Cannabis Collective Gardens; and

**WHEREAS**, on May 23, 2013, the Council adopted Ordinance 1171-13, a 6-month extension of the moratorium on Medical Cannabis Collective Gardens; and

**WHEREAS**, the City Council recognizes the need to provide local restrictions on the location and operation of medical cannabis collective gardens beyond the minimal restrictions provided in RCW 69.51A and other state statutes; and

**WHEREAS**, on October 24, 2013, the City Council conducted a public hearing on the provisions recommended by the Planning Board, and considered the testimony offered at that hearing; and

**WHEREAS**, it is the City Council's intent to address the requirements of State law while providing the greatest level of public safety available within the provisions of the State law;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SULTAN, WASHINGTON, DOES HEREBY ORDAIN AS FOLLOWS:

**Section 1. SMC Section 16.56.070, "Medical Marijuana (Cannabis) Collective Garden Restrictions", Adopted.** A new section 16.56.070, "Medical Marijuana (Cannabis) Collective Garden Restrictions", of the Sultan Municipal Code Chapter 16.56, Nonresidential Performance Standards, is hereby adopted to read as follows:

**16.56.070 Medical marijuana (cannabis) collective garden restrictions.**  
A. Definitions. As used in this Section, the following terms shall have the meanings set forth below:

1. "Medical marijuana collective garden" or "collective garden" means a group of qualifying patients that share responsibility for acquiring and supplying the resources required to produce and process marijuana for medical use. Examples of collective garden resources include, without limitation, the following: property used for a collective garden; or equipment, supplies, and labor necessary to plant, grow and harvest marijuana; marijuana plants, seeds, and cuttings; and equipment, supplies, and labor necessary for proper construction, plumbing, wiring, and ventilation of a garden of marijuana plants. A medical marijuana

collective garden shall satisfy the above definition regardless of its formation, ownership, management, or operation as a business, agency, organization, cooperative, network, consultation operation, group, or person. One (1) individual person who is the designated provider for only one (1) qualified patient, as those terms are defined in RCW 69.51A.010, during any fifteen (15) day period and who complies with Chapter 69.51A RCW, or an individual person who is a qualified patient and who complies with 69.51A RCW, shall not be deemed a medical marijuana collective garden for the purposes of this Section.

2. "Medical marijuana dispensary" means any business, agency, organization, cooperative, network, consultation operation, or other group, or person, no matter how described or defined, including its associated premises and equipment, which has for its purpose or which is used to grow, select, measure, package, label, deliver, sell, or otherwise transfer (for consideration or otherwise) marijuana for medical use. One (1) individual person who is the designated provider for only one (1) qualified patient, as those terms are defined in RCW 69.51A.010, during any fifteen (15) day period and who complies with Chapter 69.51A RCW shall not be deemed a medical marijuana dispensary for the purposes of this Section.

B. Medical Marijuana Dispensaries Prohibited. Medical marijuana dispensaries are prohibited within the City of Sultan and shall not be located in any zone or on any property in the City of Sultan.

C. Collective Gardens, Compliance with State Law. Collective gardens must be established, operated, and maintained in conformance with all provisions of Chapter 69.51A RCW, ESSB 5073, Chapter 181, Laws of 2011, and any other laws of the State of Washington.

D. Collective Gardens, Compliance with Local Law. Collective gardens must be established, operated, and maintained in conformance with all provisions, restrictions, and limitations of this Section and all other applicable City ordinances, development standards, and policies.

E. Registration Required. The City of Sultan will not issue permits for establishment, operation, or maintenance of collective gardens. However, collective gardens shall be registered with the City as provided in Subsection H. below.

F. Responsibility for Compliance with Applicable Laws. Owners, operators, members, participants, and all other persons involved with the establishment, operation, and maintenance of collective gardens are responsible for compliance with all applicable State, County, and City laws and regulations.

G. Monitoring and Inspection. Collective gardens will be monitored by City staff including police, zoning, and code enforcement personnel for ongoing conformance with all applicable laws.

H. Registration Process. All person(s) intending to establish a collective garden shall register with the City of Sultan on forms provided for that purpose. The registration process consists of the following steps:

1. The person or persons intending to establish a collective garden shall obtain a Collective Garden Registration Packet from the City. This packet will include appropriate instructions and a checklist to assist in compliance this Section.

2. The responsible person or persons shall provide the City with a letter of intent and completed checklist notifying the City of the intent to establish a collective garden under the provisions of RCW 69.51A and this Section. The letter of intent shall include the following:

a. The intended location of the collective garden conforming to the locational restrictions of Subsection I below.

b. The contact information of the person or persons responsible for operation of the collective garden.

c. The names of the persons for whom the collective garden is established to supply medical marijuana.

d. A site plan of the property and the building within which the collective garden will operate.

e. A description of the safety restrictions and security measures that will be placed and maintained in conformance with Subsection J below.

3. The City will verify that the requirements of the collective garden registration have been met and shall notify the responsible party and law enforcement and other appropriate agencies that the City has received a completed notice of intent to establish a collective garden. This notification shall include the location and restrictions under which the collective garden is to operate.

I. Locational Restrictions. Collective gardens located in the City of Sultan may only be located on properties that meet all of the following locational restrictions:

1. Collective gardens shall not be located in the following zones as depicted on the City of Sultan Official Land Use Map:

- a. Low/Moderate Density
- b. Moderate Density
- c. High Density
- d. Highway Oriented Development
- e. Urban Center
- f. Public and Institutional Overlay

2. Collective gardens shall not be closer than one thousand (1,000) feet from the perimeter of any of the following land uses:

- a. Public or private schools including pre-schools
- b. Day care facilities
- c. Churches
- d. Nursing Homes
- e. Park and recreation facilities
- f. Residential treatment facilities or adult family homes
- g. Alcohol and/or drug rehabilitation facilities

3. Collective gardens shall not be located within three hundred (300) feet of the nearest frontage boundary with Highway US-2.

4. Collective gardens shall not be located within one hundred fifty (150) feet of the perimeter of any residentially developed property.

5. Collective gardens shall not be located within three hundred (300) feet of the perimeter of any other collective garden or other marijuana growing, processing, or distribution facility or retailer.

J. Safety Restrictions and Security Measures. Collective gardens shall comply with the following safety and security measures:

1. Collective gardens shall be fully enclosed within a structure secured with deadbolt lock(s) and shielded from public view.

2. Signs or symbols advertising the collective garden are prohibited.

3. Collective gardens and their structures shall be monitored by a security alarm system twenty-four (24) hours per day.

4. Collective gardens shall be monitored by an operational security camera system that provides inside and outside coverage of the structure and the premises that retains recordings from all installed cameras for a period of not less than sixty (60) days.

5. On-site sale of marijuana, marijuana products, or any marijuana-related paraphernalia at any collective garden is prohibited.

6. Persons under the age of eighteen (18) are prohibited inside of a collective garden structure or on a collective garden's premises for any purpose.

7. Medical marijuana collective gardens shall operate between the hours of 7:00 A.M. and 8:00 P.M. only.

K. Enforcement. Enforcement of provisions, restrictions, and limitations on collective gardens will be pursued as provided by all applicable State and local laws.

**Section 2. SMC Section 16.12.060, Amended.** A new subsection F is hereby added to SMC Section 16.12.060 to read as follows:

F. Medical marijuana collective gardens are allowed as provided for in SMC Section 16.56.070.

**Section 3. – Severability.** If any one or more section, subsection, or sentence of this ordinance is held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portion of this ordinance and the same shall remain in full force and effect.

**Section 4. – Corrections by City Clerk or Code Reviser.** Upon approval of the City Attorney, the City Clerk and the code reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors; references to other local, state or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering.

**Section 5. – Effective Date.** This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED BY THE CITY COUNCIL OF SULTAN, WASHINGTON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2013 and SIGNED INTO AUTHENTICATION THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2013.

**APPROVED:**

\_\_\_\_\_  
Carolyn Eslick, Mayor

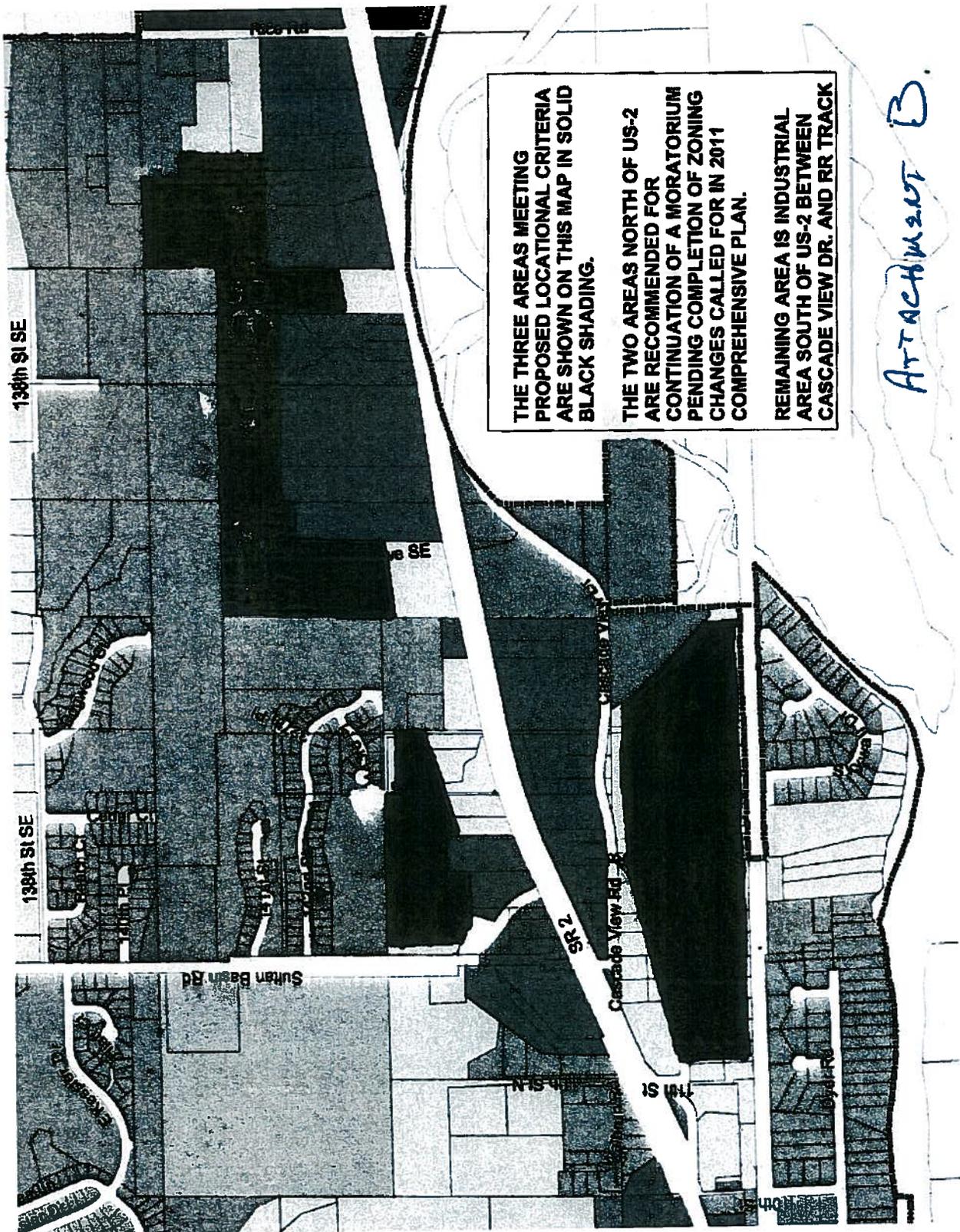
**ATTEST/AUTHENTICATED:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Ann Marie J. Soto, City Attorney

\_\_\_\_\_  
Laura Koenig, City Clerk

Introduction:  
Final Action:  
Posted:  
Published:



THE THREE AREAS MEETING PROPOSED LOCATIONAL CRITERIA ARE SHOWN ON THIS MAP IN SOLID BLACK SHADING.

THE TWO AREAS NORTH OF US-2 ARE RECOMMENDED FOR CONTINUATION OF A MORATORIUM PENDING COMPLETION OF ZONING CHANGES CALLED FOR IN 2011 COMPREHENSIVE PLAN.

REMAINING AREA IS INDUSTRIAL AREA SOUTH OF US-2 BETWEEN CASCADE VIEW DR. AND RR TRACK

Attachment B

## ATTACHMENT C

### History of Planning Board and Council Action on Collective Gardens

In 1998, Washington voters passed Washington State Initiative 692, the Medical Use of Marijuana Act, which allows qualifying patients suffering a terminal or debilitating illness to use medical cannabis (marijuana) if such use would benefit them. In 2011, the State Legislature passed ESSB 5073, in part, to address issues related to the proliferation of medical marijuana dispensaries in some communities. On April 29, 2011, Governor Chris Gregoire issued a partial veto of ESSB 5073.

The surviving portions of ESSB 5073 became law on July 22, 2011. Among them, is a provision allowing qualified patients to create and participate in a collective marijuana garden for the purpose of providing them with cannabis for medical use.

The larger issue, related to the use of cannabis for medical or other purposes, is beyond the scope of this public hearing which is being held merely to consider the Moratorium Ordinance as an interim measure.

The Council adopted Ordinance No. 1108-11, an emergency moratorium on establishment of medical cannabis collective gardens and dispensaries in the City of Sultan. The moratorium was affirmed after a public hearing, and became effective for six months. Based on the need for additional time to develop a workable set of local regulations to manage placement of collective gardens, the Council adopted Ordinances 1132-12, 1156-12, and 1166-13, extending the moratorium for additional six month increments.

Due to expiration date of the current moratorium, this moratorium is drafted as an emergency moratorium, providing that it will take effect immediately upon passage. There is no need for an additional public hearing beyond the hearing being conducted under this agenda item.

**On July 28, 2011**, the Council passed **Ordinance No. 1108-11** declaring an emergency and adopting a moratorium in Sultan on the establishment of medical cannabis collective gardens or dispensaries. The moratorium was adopted to allow time for the Legislature to address inconsistencies in the newly adopted state law during the 2012 legislative session, and to allow the City time to address zoning regulations to be adopted in response to the state law.

**On August 11, 2011**, the Council held a public hearing, as required by RCW 35A.63.220 and RCW 36.70A.390, to gather public input on the emergency moratorium, and to be legally authorized to make the moratorium effective for six months. Subsequent to the public hearing, the moratorium became effective for six months from the original date of adoption (July 28, 2011).

**On December 6, 2011**, the Planning Board held a public hearing on extension of the current moratorium for an additional six months as required by RCW 35A.63.220 and RCW 36.70A.390. No public testimony on the matter was offered at the public hearing.

Upon close of the public hearing the Planning Board considered the information in the staff report and adopted a motion to forward a recommendation to the Council that the existing

moratorium be continued for an additional six months from the original date of adoption. The purpose of this proposed extension is to allow the legislature to clarify contradictions in the law, address the Governor's partial veto, and allow the City time to construct appropriate land use codes in response to the revised state law.

**On January 12, 2012**, the Council adopted **Ordinance 1132-12**, a 6-month extension of the moratorium on Medical Cannabis Collective Gardens.

**On July 26, 2012**, the Council adopted **Ordinance 1156-12**, a 6-month extension of the moratorium on Medical Cannabis Collective Gardens.

**At its 2012 meetings on March 6, March 20, April 3, April 17, May 1, May 15, June 19, July 24, August 7, August 21, September 4, September 18, October 2, October 23, and November 20** meetings, the Planning Board has addressed the issues and options related to collective gardens. The Board has:

- Studied the statutes
- Reviewed the range of actions taken by other jurisdictions
- Studied the most up-to-date legal analysis available from law firms
- Reviewed maps of the community indicating options for location based on various criteria
- Visited communities where collective garden regulations have been adopted
- Attended seminars on legislative and legal aspects
- The Board Chairman has also met with the Police Chief to provide a law enforcement perspective to the discussion
- Discussed alternatives and possibilities for locations and standards under which Sultan could appropriately allow and regulate collective gardens
- Developed a draft code
- Contacted individual business owners
- Advertised all meetings and public hearings
- Conducted a public hearing on the draft code
- Forwarded recommendations to the Council

**On December 4, 2012**, the Planning Board held a public hearing and voted unanimously to forward its recommendation to the City Council for further action.

**On December 13, 2012**, the Council received the Planning Board's recommendation and directed staff to return with an extension of the moratorium to allow time for the Council to consider and complete action on the Board's recommendation.

**On January 10, 2013**, the Council adopted **Ordinance 1166-13**, a 6-month extension of the moratorium on Medical Cannabis Collective Gardens.

**On May 23, 2013**, the Council adopted Ordinance 1171-13, a 6-month extension of the moratorium on Medical Cannabis Collective Gardens, extending the moratorium until

## ATTACHMENT D RCW CHAPTER 69.51.A

### **Chapter 69.51A RCW**

#### **Medical cannabis(formerly medical marijuana)**

[Chapter Listing](#) | [RCW Dispositions](#)

#### **RCW Sections**

- [69.51A.005](#) Purpose and intent.
- [69.51A.010](#) Definitions.
- [69.51A.020](#) Construction of chapter.
- [69.51A.025](#) Construction of chapter -- Compliance with RCW [69.51A.040](#).
- [69.51A.030](#) Acts not constituting crimes or unprofessional conduct -- Health care professionals not subject to penalties or liabilities.
- [69.51A.040](#) Compliance with chapter -- Qualifying patients and designated providers not subject to penalties -- Law enforcement not subject to liability.
- [69.51A.043](#) Failure to register -- Affirmative defense.
- [69.51A.045](#) Possession of cannabis exceeding lawful amount -- Affirmative defense.
- [69.51A.047](#) Failure to register or present valid documentation -- Affirmative defense.
- [69.51A.050](#) Medical marijuana, lawful possession -- State not liable.
- [69.51A.055](#) Limitations of chapter -- Persons under supervision.
- [69.51A.060](#) Crimes -- Limitations of chapter.
- [69.51A.070](#) Addition of medical conditions.
- [69.51A.085](#) Collective gardens.
- [69.51A.090](#) Applicability of valid documentation definition.
- [69.51A.100](#) Qualifying patient's designation of provider -- Provider's service as designated provider -- Termination.
- [69.51A.110](#) Suitability for organ transplant.
- [69.51A.120](#) Parental rights or residential time -- Not to be restricted.
- [69.51A.130](#) State and municipalities -- Not subject to liability.
- [69.51A.140](#) Counties, cities, towns -- Authority to adopt and enforce requirements.
- [69.51A.200](#) Evaluation.
- [69.51A.900](#) Short title -- 1999 c 2.
- [69.51A.901](#) Severability -- 1999 c 2.
- [69.51A.902](#) Captions not law -- 1999 c 2.
- [69.51A.903](#) Severability -- 2011 c 181.

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## 69.51A.005

### Purpose and intent.

(1) The legislature finds that:

(a) There is medical evidence that some patients with terminal or debilitating medical conditions may, under their health care professional's care, benefit from the medical use of cannabis. Some of the conditions for which cannabis appears to be beneficial include, but are not limited to:

- (i) Nausea, vomiting and cachexia associated with cancer, HIV-positive status, AIDS, hepatitis C, anorexia and their treatments;
- (ii) Severe muscle spasms associated with multiple sclerosis, epilepsy and other seizure and spasticity disorders;
- (iii) Acute or chronic glaucoma;
- (iv) Crohn's disease; and
- (v) Some forms of intractable pain.

(b) Humanitarian compassion necessitates that the decision to use cannabis by patients with terminal or debilitating medical conditions is a personal, individual decision, based upon their health care professional's professional medical judgment and discretion.

(2) Therefore, the legislature intends that:

(a) Qualifying patients with terminal or debilitating medical conditions who, in the judgment of their health care professionals, may benefit from the medical use of cannabis, shall not be arrested, prosecuted, or subject to other criminal sanctions or civil consequences under state law based solely on their medical use of cannabis, notwithstanding any other provision of law;

(b) Persons who act as designated providers to such patients shall also not be arrested, prosecuted, or subject to other criminal sanctions or civil consequences under state law, notwithstanding any other provision of law, based solely on their assisting with the medical use of cannabis; and

(c) Health care professionals shall also not be arrested, prosecuted, or subject to other criminal sanctions or civil consequences under state law for the proper authorization of medical use of cannabis by qualifying patients for whom, in the health care professional's professional judgment, the medical use of cannabis may prove beneficial.

(3) Nothing in this chapter establishes the medical necessity or medical appropriateness of cannabis for treating terminal or debilitating medical conditions as defined in RCW [69.51A.010](#).

(4) Nothing in this chapter diminishes the authority of correctional agencies and departments, including local governments or jails, to establish a procedure for determining when the use of cannabis would impact community safety or the effective supervision of those on active supervision for a criminal conviction, nor does it create the right to any accommodation of any medical use of cannabis in any correctional facility or jail.

[2011 c 181 § 102; 2010 c 284 § 1; 2007 c 371 § 2; 1999 c 2 § 2 (Initiative Measure No. 692, approved November 3, 1998).]

#### Notes:

**Intent -- 2007 c 371:** "The legislature intends to clarify the law on medical marijuana so that the lawful use of this substance is not impaired and medical practitioners are able to exercise their best professional judgment in the delivery of medical treatment, qualifying patients may fully participate in the medical use of marijuana and designated providers may assist patients in the manner provided by this act without fear of state criminal prosecution. This act is also intended to provide clarification to law enforcement and to all participants in the judicial system." [2007 c 371 § 1.]

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## 69.51A.010

### Definitions.

The definitions in this section apply throughout this chapter unless the context clearly requires otherwise.

(1) "Designated provider" means a person who:

(a) Is eighteen years of age or older;

(b) Has been designated in writing by a patient to serve as a designated provider under this chapter;

(c) Is prohibited from consuming marijuana obtained for the personal, medical use of the patient for whom the individual is acting as designated provider; and

(d) Is the designated provider to only one patient at any one time.

(2) "Health care professional," for purposes of this chapter only, means a physician licensed under chapter [18.71](#) RCW, a physician assistant licensed under chapter [18.71A](#) RCW, an osteopathic physician licensed under chapter [18.57](#) RCW, an osteopathic physicians' assistant licensed under chapter [18.57A](#) RCW, a naturopath licensed under chapter [18.36A](#) RCW, or an advanced registered nurse practitioner licensed under chapter [18.79](#) RCW.

(3) "Medical use of marijuana" means the production, possession, or administration of marijuana, as defined in RCW [69.50.101](#)(q), for the exclusive benefit of a qualifying patient in the treatment of his or her terminal or debilitating illness.

(4) "Qualifying patient" means a person who:

(a) Is a patient of a health care professional;

(b) Has been diagnosed by that health care professional as having a terminal or debilitating medical condition;

(c) Is a resident of the state of Washington at the time of such diagnosis;

(d) Has been advised by that health care professional about the risks and benefits of the medical use of marijuana; and

(e) Has been advised by that health care professional that they may benefit from the medical use of marijuana.

(5) "Tamper-resistant paper" means paper that meets one or more of the following industry-recognized features:

(a) One or more features designed to prevent copying of the paper;

(b) One or more features designed to prevent the erasure or modification of information on the paper; or

(c) One or more features designed to prevent the use of counterfeit valid documentation.

(6) "Terminal or debilitating medical condition" means:

(a) Cancer, human immunodeficiency virus (HIV), multiple sclerosis, epilepsy or other seizure disorder, or spasticity disorders; or

(b) Intractable pain, limited for the purpose of this chapter to mean pain unrelieved by standard medical treatments and medications; or

(c) Glaucoma, either acute or chronic, limited for the purpose of this chapter to mean increased intraocular pressure unrelieved by standard treatments and medications; or

(d) Crohn's disease with debilitating symptoms unrelieved by standard treatments or medications; or

- (e) Hepatitis C with debilitating nausea or intractable pain unrelieved by standard treatments or medications; or
- (f) Diseases, including anorexia, which result in nausea, vomiting, wasting, appetite loss, cramping, seizures, muscle spasms, or spasticity, when these symptoms are unrelieved by standard treatments or medications; or
- (g) Any other medical condition duly approved by the Washington state medical quality assurance commission in consultation with the board of osteopathic medicine and surgery as directed in this chapter.

(7) "Valid documentation" means:

(a) A statement signed and dated by a qualifying patient's health care professional written on tamper-resistant paper, which states that, in the health care professional's professional opinion, the patient may benefit from the medical use of marijuana; and

(b) Proof of identity such as a Washington state driver's license or identicard, as defined in RCW [46.20.035](#).

[2010 c 284 § 2; 2007 c 371 § 3; 1999 c 2 § 6 (Initiative Measure No. 692, approved November 3, 1998).]

**Notes:**

**Intent -- 2007 c 371:** See note following RCW [69.51A.005](#).

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### **69.51A.020**

#### **Construction of chapter.**

Nothing in this chapter shall be construed to supersede Washington state law prohibiting the acquisition, possession, manufacture, sale, or use of cannabis for nonmedical purposes. Criminal penalties created under chapter 181, Laws of 2011 do not preclude the prosecution or punishment for other crimes, including other crimes involving the manufacture or delivery of cannabis for nonmedical purposes.

[2011 c 181 § 103; 1999 c 2 § 3 (Initiative Measure No. 692, approved November 3, 1998).]

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### **69.51A.025**

#### **Construction of chapter — Compliance with RCW 69.51A.040.**

Nothing in this chapter or in the rules adopted to implement it precludes a qualifying patient or designated provider from engaging in the private, unlicensed, noncommercial production, possession, transportation, delivery, or administration of cannabis for medical use as authorized under RCW [69.51A.040](#).

[2011 c 181 § 413.]

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### **69.51A.030**

#### **Acts not constituting crimes or unprofessional conduct — Health care professionals not subject to penalties or liabilities.**

(1) The following acts do not constitute crimes under state law or unprofessional conduct under chapter [18.130](#) RCW and a health care professional may not be arrested, searched, prosecuted, disciplined, or subject to other criminal sanctions or civil consequences or liability under state law, or have real or personal property searched, seized, or forfeited pursuant to state law, notwithstanding any other provision of law as long as the health care professional complies with subsection (2) of this section:

(a) Advising a patient about the risks and benefits of medical use of cannabis or that the patient may benefit from the medical use of cannabis; or

(b) Providing a patient meeting the criteria established under \*RCW [69.51A.010](#)(26) with valid documentation, based upon the health care professional's assessment of the patient's medical history and current medical condition, where such use is within a professional standard of care or in the individual health care professional's medical judgment.

(2)(a) A health care professional may only provide a patient with valid documentation authorizing the medical use of cannabis or register the patient with the registry established in \*\*section 901 of this act if he or she has a newly initiated or existing documented relationship with the patient, as a primary care provider or a specialist, relating to the diagnosis and ongoing treatment or monitoring of the patient's terminal or debilitating medical condition and only after:

(i) Completing a physical examination of the patient as appropriate, based on the patient's condition and age;

(ii) Documenting the terminal or debilitating medical condition of the patient in the patient's medical record and that the patient may benefit from treatment of this condition or its symptoms with medical use of cannabis;

(iii) Informing the patient of other options for treating the terminal or debilitating medical condition; and

(iv) Documenting other measures attempted to treat the terminal or debilitating medical condition that do not involve the medical use of cannabis.

(b) A health care professional shall not:

(i) Accept, solicit, or offer any form of pecuniary remuneration from or to a licensed dispenser, licensed producer, or licensed processor of cannabis products;

(ii) Offer a discount or any other thing of value to a qualifying patient who is a customer of, or agrees to be a customer of, a particular licensed dispenser, licensed producer, or licensed processor of cannabis products;

(iii) Examine or offer to examine a patient for purposes of diagnosing a terminal or debilitating medical condition at a location where cannabis is produced, processed, or dispensed;

(iv) Have a business or practice which consists solely of authorizing the medical use of cannabis;

(v) Include any statement or reference, visual or otherwise, on the medical use of cannabis in any advertisement for his or her business or practice; or

(vi) Hold an economic interest in an enterprise that produces, processes, or dispenses cannabis if the health care professional authorizes the medical use of cannabis.

(3) A violation of any provision of subsection (2) of this section constitutes unprofessional conduct under chapter [18.130](#) RCW.

[2011 c 181 § 301; 2010 c 284 § 3; 2007 c 371 § 4; 1999 c 2 § 4 (Initiative Measure No. 692, approved November 3, 1998).]

**Notes:**

**Reviser's note:** \*(1) RCW [69.51A.010](#)(26) is a reference to the definition of "qualifying patient" which was amended and renumbered by 2011 c 181 § 201, but the section was vetoed by the governor.

\*\* (2) The section creating a registry, 2011 c 181 § 901, was vetoed by the governor. **Intent -- 2007 c 371:** See note following RCW [69.51A.005](#).

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## 69.51A.040

### Compliance with chapter — Qualifying patients and designated providers not subject to penalties — Law enforcement not subject to liability.

The medical use of cannabis in accordance with the terms and conditions of this chapter does not constitute a crime and a qualifying patient or designated provider in compliance with the terms and conditions of this chapter may not be arrested, prosecuted, or subject to other criminal sanctions or civil consequences, for possession, manufacture, or delivery of, or for possession with intent to manufacture or deliver, cannabis under state law, or have real or personal property seized or forfeited for possession, manufacture, or delivery of, or for possession with intent to manufacture or deliver, cannabis under state law and investigating peace officers and law enforcement agencies may not be held civilly liable for failure to seize cannabis in this circumstance, if:

(1)(a) The qualifying patient or designated provider possesses no more than fifteen cannabis plants and:

(i) No more than twenty-four ounces of useable cannabis;

(ii) No more cannabis product than what could reasonably be produced with no more than twenty-four ounces of useable cannabis; or

(iii) A combination of useable cannabis and cannabis product that does not exceed a combined total representing possession and processing of no more than twenty-four ounces of useable cannabis.

(b) If a person is both a qualifying patient and a designated provider for another qualifying patient, the person may possess no more than twice the amounts described in (a) of this subsection, whether the plants, useable cannabis and cannabis product are possessed individually or in combination between the qualifying patient and his or her designated provider;

(2) The qualifying patient or designated provider presents his or her proof of registration with the department of health, to any peace officer who questions the patient or provider regarding his or her medical use of cannabis;

(3) The qualifying patient or designated provider keeps a copy of his or her proof of registration with the registry established in \*section 901 of this act and the qualifying patient or designated provider's contact information posted prominently next to any cannabis plants, cannabis products, or useable cannabis located at his or her residence;

(4) The investigating peace officer does not possess evidence that:

(a) The designated provider has converted cannabis produced or obtained for the qualifying patient for his or her own personal use or benefit; or

(b) The qualifying patient has converted cannabis produced or obtained for his or her own medical use to the qualifying patient's personal, nonmedical use or benefit;

(5) The investigating peace officer does not possess evidence that the designated provider has served as a designated provider to more than one qualifying patient within a fifteen-day period; and

(6) The investigating peace officer has not observed evidence of any of the circumstances identified in \*section 901(4) of this act.

[2011 c 181 § 401; 2007 c 371 § 5; 1999 c 2 § 5 (Initiative Measure No. 692, approved November 3, 1998).]

#### Notes:

**\*Reviser's note:** Section 901 of this act was vetoed by the governor. **Intent -- 2007 c 371:** See note following RCW 69.51A.005.

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## 69.51A.043

### Failure to register — Affirmative defense.

(1) A qualifying patient or designated provider who is not registered with the registry established in \*section 901 of this act may raise the affirmative defense set forth in subsection (2) of this section, if:

(a) The qualifying patient or designated provider presents his or her valid documentation to any peace officer who questions the patient or provider regarding his or her medical use of cannabis;

(b) The qualifying patient or designated provider possesses no more cannabis than the limits set forth in RCW [69.51A.040\(1\)](#);

(c) The qualifying patient or designated provider is in compliance with all other terms and conditions of this chapter;

(d) The investigating peace officer does not have probable cause to believe that the qualifying patient or designated provider has committed a felony, or is committing a misdemeanor in the officer's presence, that does not relate to the medical use of cannabis;

(e) No outstanding warrant for arrest exists for the qualifying patient or designated provider; and

(f) The investigating peace officer has not observed evidence of any of the circumstances identified in \*section 901(4) of this act.

(2) A qualifying patient or designated provider who is not registered with the registry established in \*section 901 of this act, but who presents his or her valid documentation to any peace officer who questions the patient or provider regarding his or her medical use of cannabis, may assert an affirmative defense to charges of violations of state law relating to cannabis through proof at trial, by a preponderance of the evidence, that he or she otherwise meets the requirements of RCW [69.51A.040](#). A qualifying patient or designated provider meeting the conditions of this subsection but possessing more cannabis than the limits set forth in RCW [69.51A.040\(1\)](#) may, in the investigating peace officer's discretion, be taken into custody and booked into jail in connection with the investigation of the incident.

[2011 c 181 § 402.]

#### Notes:

\*Reviser's note: Section 901 of this act was vetoed by the governor.

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## 69.51A.045

### Possession of cannabis exceeding lawful amount — Affirmative defense.

A qualifying patient or designated provider in possession of cannabis plants, useable cannabis, or cannabis product exceeding the limits set forth in RCW [69.51A.040\(1\)](#) but otherwise in compliance with all other terms and conditions of this chapter may establish an affirmative defense to charges of violations of state law relating to cannabis through proof at trial, by a preponderance of the evidence, that the qualifying patient's necessary medical use exceeds the amounts set forth in RCW [69.51A.040\(1\)](#). An investigating peace officer may seize cannabis plants, useable cannabis, or cannabis product exceeding the amounts set forth in [69.51A.040\(1\)](#): PROVIDED, That in the case of cannabis plants, the qualifying patient or designated provider shall be allowed to select the plants that will remain at the location. The officer and his or her law enforcement agency may not be held civilly liable for failure to seize cannabis in this circumstance.

[2011 c 181 § 405.]

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## 69.51A.047

### Failure to register or present valid documentation — Affirmative defense.

A qualifying patient or designated provider who is not registered with the registry established in \*section 901 of this act or does not present his or her valid documentation to a peace officer who questions the patient or provider regarding his or her medical use of cannabis but is in compliance with all other terms and conditions of this chapter may establish an affirmative defense to charges of violations of state law relating to cannabis through proof at trial, by a preponderance of the evidence, that he or she was a validly authorized qualifying patient or designated provider at the time of the officer's questioning. A qualifying patient or designated provider who establishes an affirmative defense under the terms of this section may also establish an affirmative defense under RCW [69.51A.045](#).

[2011 c 181 § 406.]

#### Notes:

**\*Reviser's note:** The section creating a registry, 2011 c 181 § 901, was vetoed by the governor.

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## 69.51A.050

### Medical marijuana, lawful possession — State not liable.

(1) The lawful possession or manufacture of medical marijuana as authorized by this chapter shall not result in the forfeiture or seizure of any property.

(2) No person shall be prosecuted for constructive possession, conspiracy, or any other criminal offense solely for being in the presence or vicinity of medical marijuana or its use as authorized by this chapter.

(3) The state shall not be held liable for any deleterious outcomes from the medical use of marijuana by any qualifying patient.

[1999 c 2 § 7 (Initiative Measure No. 692, approved November 3, 1998).]

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## 69.51A.055

### Limitations of chapter — Persons under supervision.

(1)(a) The arrest and prosecution protections established in RCW [69.51A.040](#) may not be asserted in a supervision revocation or violation hearing by a person who is supervised by a corrections agency or department, including local governments or jails, that has determined that the terms of this section are inconsistent with and contrary to his or her supervision.

(b) The affirmative defenses established in RCW [69.51A.043](#), [69.51A.045](#), [69.51A.047](#) and \*section 407 of this act may not be asserted in a supervision revocation or violation hearing by a person who is supervised by a corrections agency or department, including local governments or jails, that has determined that the terms of this section are inconsistent with and contrary to his or her supervision.

(2) The provisions of RCW [69.51A.040](#), [69.51A.085](#) and [69.51A.025](#) do not apply to a person who is supervised for a criminal conviction by a corrections agency or department, including local governments or jails, that has determined that the terms of this chapter are inconsistent with and contrary to his or her supervision.

(3) A person may not be licensed as a licensed producer, licensed processor of cannabis products, or a licensed dispenser under \*section 601, 602, or 701 of this act if he or she is supervised for a criminal conviction by a

corrections agency or department, including local governments or jails, that has determined that licensure is inconsistent with and contrary to his or her supervision.

[2011 c 181 § 1105.]

**Notes:**

**\*Reviser's note:** Sections 407, 601, 602 and 701 were vetoed by the governor.

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## **69.51A.060**

### **Crimes — Limitations of chapter.**

(1) It shall be a class 3 civil infraction to use or display medical cannabis in a manner or place which is open to the view of the general public.

(2) Nothing in this chapter establishes a right of care as a covered benefit or requires any state purchased health care as defined in RCW [41.05.011](#) or other health carrier or health plan as defined in Title [48](#) RCW to be liable for any claim for reimbursement for the medical use of cannabis. Such entities may enact coverage or noncoverage criteria or related policies for payment or nonpayment of medical cannabis in their sole discretion.

(3) Nothing in this chapter requires any health care professional to authorize the medical use of cannabis for a patient.

(4) Nothing in this chapter requires any accommodation of any on-site medical use of cannabis in any place of employment, in any school bus or on any school grounds, in any youth center, in any correctional facility, or smoking cannabis in any public place or hotel or motel.

(5) Nothing in this chapter authorizes the use of medical cannabis by any person who is subject to the Washington code of military justice in chapter [38.38](#) RCW.

(6) Employers may establish drug-free work policies. Nothing in this chapter requires an accommodation for the medical use of cannabis if an employer has a drug-free work place.

(7) It is a class C felony to fraudulently produce any record purporting to be, or tamper with the content of any record for the purpose of having it accepted as, valid documentation under \*RCW [69.51A.010](#)(32)(a), or to backdate such documentation to a time earlier than its actual date of execution.

(8) No person shall be entitled to claim the protection from arrest and prosecution under RCW [69.51A.040](#) or the affirmative defense under RCW [69.51A.043](#) for engaging in the medical use of cannabis in a way that endangers the health or well-being of any person through the use of a motorized vehicle on a street, road, or highway, including violations of RCW [46.61.502](#) or [46.61.504](#), or equivalent local ordinances.

[2011 c 181 § 501; 2010 c 284 § 4; 2007 c 371 § 6; 1999 c 2 § 8 (Initiative Measure No. 692, approved November 3, 1998).]

**Notes:**

**\*Reviser's note:** RCW [69.51A.010](#)(32) is a reference to the definition of "valid documentation" which was amended and renumbered by 2011 c 181 § 201, but the section was vetoed by the governor.

**Intent -- 2007 c 371:** See note following RCW [69.51A.005](#).

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## 69.51A.070

### Addition of medical conditions.

The Washington state medical quality assurance commission in consultation with the board of osteopathic medicine and surgery, or other appropriate agency as designated by the governor, shall accept for consideration petitions submitted to add terminal or debilitating conditions to those included in this chapter. In considering such petitions, the Washington state medical quality assurance commission in consultation with the board of osteopathic medicine and surgery shall include public notice of and an opportunity to comment in a public hearing upon, such petitions. The Washington state medical quality assurance commission in consultation with the board of osteopathic medicine and surgery shall, after hearing, approve or deny such petitions within one hundred eighty days of submission. The approval or denial of such a petition shall be considered a final agency action, subject to judicial review.

[2007 c 371 § 7; 1999 c 2 § 9 (Initiative Measure No. 692, approved November 3, 1998).]

#### Notes:

**Intent -- 2007 c 371:** See note following RCW 69.51A.005.

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## 69.51A.085

### Collective gardens.

(1) Qualifying patients may create and participate in collective gardens for the purpose of producing, processing, transporting and delivering cannabis for medical use subject to the following conditions:

(a) No more than ten qualifying patients may participate in a single collective garden at any time;

(b) A collective garden may contain no more than fifteen plants per patient up to a total of forty-five plants;

(c) A collective garden may contain no more than twenty-four ounces of useable cannabis per patient up to a total of seventy-two ounces of useable cannabis;

(d) A copy of each qualifying patient's valid documentation or proof of registration with the registry established in \*section 901 of this act, including a copy of the patient's proof of identity, must be available at all times on the premises of the collective garden; and

(e) No useable cannabis from the collective garden is delivered to anyone other than one of the qualifying patients participating in the collective garden.

(2) For purposes of this section, the creation of a "collective garden" means qualifying patients sharing responsibility for acquiring and supplying the resources required to produce and process cannabis for medical use such as, for example, a location for a collective garden; equipment, supplies and labor necessary to plant, grow and harvest cannabis; cannabis plants, seeds and cuttings; and equipment, supplies and labor necessary for proper construction, plumbing, wiring and ventilation of a garden of cannabis plants.

(3) A person who knowingly violates a provision of subsection (1) of this section is not entitled to the protections of this chapter.

[2011 c 181 § 403.]

#### Notes:

**\*Reviser's note:** The section creating a registry, 2011 c 181 § 901, was vetoed by the governor.

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## **69.51A.090**

### **Applicability of valid documentation definition.**

The provisions of RCW [69.51A.010](#), relating to the definition of "valid documentation," apply prospectively only, not retroactively and do not affect valid documentation obtained prior to June 10, 2010.

[2010 c 284 § 5.]

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## **69.51A.100**

### **Qualifying patient's designation of provider — Provider's service as designated provider — Termination.**

(1) A qualifying patient may revoke his or her designation of a specific provider and designate a different provider at any time. A revocation of designation must be in writing, signed and dated. The protections of this chapter cease to apply to a person who has served as a designated provider to a qualifying patient seventy-two hours after receipt of that patient's revocation of his or her designation.

(2) A person may stop serving as a designated provider to a given qualifying patient at any time. However, that person may not begin serving as a designated provider to a different qualifying patient until fifteen days have elapsed from the date the last qualifying patient designated him or her to serve as a provider.

[2011 c 181 § 404.]

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## **69.51A.110**

### **Suitability for organ transplant.**

A qualifying patient's medical use of cannabis as authorized by a health care professional may not be a sole disqualifying factor in determining the patient's suitability for an organ transplant, unless it is shown that this use poses a significant risk of rejection or organ failure. This section does not preclude a health care professional from requiring that a patient abstain from the medical use of cannabis, for a period of time determined by the health care professional, while waiting for a transplant organ or before the patient undergoes an organ transplant.

[2011 c 181 § 408.]

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## **69.51A.120**

### **Parental rights or residential time — Not to be restricted.**

A qualifying patient or designated provider may not have his or her parental rights or residential time with a child restricted solely due to his or her medical use of cannabis in compliance with the terms of this chapter absent written findings supported by evidence that such use has resulted in a long-term impairment that interferes with the performance of parenting functions as defined under RCW [26.09.004](#).

[2011 c 181 § 409.]

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### **69.51A.130**

#### **State and municipalities — Not subject to liability.**

(1) No civil or criminal liability may be imposed by any court on the state or its officers and employees for actions taken in good faith under this chapter and within the scope of their assigned duties.

(2) No civil or criminal liability may be imposed by any court on cities, towns and counties or other municipalities and their officers and employees for actions taken in good faith under this chapter and within the scope of their assigned duties.

[2011 c 181 § 1101.]

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### **69.51A.140**

#### **Counties, cities, towns — Authority to adopt and enforce requirements.**

(1) Cities and towns may adopt and enforce any of the following pertaining to the production, processing, or dispensing of cannabis or cannabis products within their jurisdiction: Zoning requirements, business licensing requirements, health and safety requirements and business taxes. Nothing in chapter 181, Laws of 2011 is intended to limit the authority of cities and towns to impose zoning requirements or other conditions upon licensed dispensers, so long as such requirements do not preclude the possibility of siting licensed dispensers within the jurisdiction. If the jurisdiction has no commercial zones, the jurisdiction is not required to adopt zoning to accommodate licensed dispensers.

(2) Counties may adopt and enforce any of the following pertaining to the production, processing, or dispensing of cannabis or cannabis products within their jurisdiction in locations outside of the corporate limits of any city or town: Zoning requirements, business licensing requirements and health and safety requirements. Nothing in chapter 181, Laws of 2011 is intended to limit the authority of counties to impose zoning requirements or other conditions upon licensed dispensers, so long as such requirements do not preclude the possibility of siting licensed dispensers within the jurisdiction. If the jurisdiction has no commercial zones, the jurisdiction is not required to adopt zoning to accommodate licensed dispensers.

[2011 c 181 § 1102.]

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### **69.51A.200**

#### **Evaluation.**

(1) By July 1, 2014, the Washington state institute for public policy shall, within available funds, conduct a cost-benefit evaluation of the implementation of chapter 181, Laws of 2011 and the rules adopted to carry out its purposes.

(2) The evaluation of the implementation of chapter 181, Laws of 2011 and the rules adopted to carry out its purposes shall include, but not necessarily be limited to, consideration of the following factors:

(a) Qualifying patients' access to an adequate source of cannabis for medical use;

(b) Qualifying patients' access to a safe source of cannabis for medical use;

(c) Qualifying patients' access to a consistent source of cannabis for medical use;

(d) Qualifying patients' access to a secure source of cannabis for medical use;

(e) Qualifying patients' and designated providers' contact with law enforcement and involvement in the criminal justice system;

(f) Diversion of cannabis intended for medical use to nonmedical uses;

(g) Incidents of home invasion burglaries, robberies and other violent and property crimes associated with qualifying patients accessing cannabis for medical use;

(h) Whether there are health care professionals who make a disproportionately high amount of authorizations in comparison to the health care professional community at large;

(i) Whether there are indications of health care professionals in violation of RCW 69.51A.030; and

(j) Whether the health care professionals making authorizations reside in this state or out of this state.

(3) For purposes of facilitating this evaluation, the departments of health and agriculture will make available to the Washington state institute for public policy requested data and any other data either department may consider relevant, from which all personally identifiable information has been redacted. [2011 c 181 § 1001.]

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## **69.51A.900**

### **Short title — 1999 c 2.**

This chapter may be known and cited as the Washington state medical use of cannabis act.

[2011 c 181 § 1106; 1999 c 2 § 1 (Initiative Measure No. 692, approved November 3, 1998).]

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## **69.51A.901**

### **Severability — 1999 c 2.**

If any provision of this act or its application to any person or circumstance is held invalid, the remainder of the act or the application of the provision to other persons or circumstances is not affected.

[1999 c 2 § 10 (Initiative Measure No. 692, approved November 3, 1998).]

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## **69.51A.902**

### **Captions not law — 1999 c 2.**

Captions used in this chapter are not any part of the law.

[1999 c 2 § 11 (Initiative Measure No. 692, approved November 3, 1998).]

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## **69.51A.903**

### **Severability — 2011 c 181.**

If any provision of this act or the application thereof to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of the act that can be given effect without the invalid provision or application and to this end the provisions of this act are severable.

[2011 c 181 § 1103.]



**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

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ITEM NO: Consent C 1  
DATE: October 24, 2013  
SUBJECT: Council Meeting Minutes

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director



**SUMMARY:**

Attached are the minutes of the October 10, 2013 regular Council meeting as on file in the office of the City Clerk.

**RECOMMENDED ACTION:**

Approve as submitted

**CITY OF SULTAN COUNCIL MEETING – October 10, 2013**

Mayor Eslick called the regular meeting of the Sultan City Council to order in the Sultan Community Center. Councilmembers present: Marshall, Slawson, George, Neigel, Davenport-Smith, and Blair. Absent: Beeler.

**PRESENTATIONS:****AWC Benefit Trust – Benefit Program Changes**

Carol Wilmes with AWC Employee Benefit Trust provided information to the Council on the change from a fully insured benefit program to a self-insured model. The City currently contracts with AWC Employee Benefit Trust for medical, dental and vision health insurance coverage.

AWC is moving from a fully insured benefit program to a self-insured model. As a self-insured program, they are required to comply with RCW 48.62 and WAC 200-110 which provide guidelines for insurance pools. AWC will be subject to the state law and rules administered by the Washington State Risk Manager. One of those requirements is that each member of the pool must approve, by resolution, an Interlocal Agreement authorizing the city to participate in the self-insured program. Members who do not return the signed Interlocal Agreement and Resolution by November 15, 2013 will not be eligible to purchase medical, dental and vision benefits from the Trust as of January 1, 2014 and will not be able to take advantage of the projected favorable rates.

The impacts to the employees and city will be minimal. Employees will received the same level of benefits they currently and the city will have no increase in rates for 2014.

**Friends of the Library Week Proclamation**

The issue before Council is to proclaim the week of October 20, 2013 as Friends of the Library Week. The Mayor received the following e-mail from Jackie Personeus, Sultan Library Branch Manager:

*Dear Mayor Eslick,*

*In recognition of the essential work done by our Friends of the Library groups, the week of October 20, 2013 has been declared Friends of the Library Week at Sno-Isle.*

*Our community has a very dedicated Friends group who promote, encourage, and enhance the work of our local library. They raise dollars to bring quality programming for children, teens and adults, purchase Summer Reading books, and supply endless hours as advocates of reading, life-long learning and the library.*

*We are requesting your assistance in helping us celebrate the Friends by signing a declaration proclaiming the week of October 20, 2013 as Friends of the Sultan Library Week in Sultan.*

The Mayor requests the Council join her in honoring and acknowledging the great work done by the Friends of the Library in Sultan.

**Distinguished Budget Award**

The City of Sultan received the Washington Finance Officers Association Distinguished Budget Award for the 2013 Budget and at the 2013 WFOA conference was presented with a plaque and certificates.

This award is patterned after the Government Finance Officers' Program and is the highest form of recognition in fiscal planning and budgeting within the State of Washington. The budget document is judged on meeting program criteria covering policies, operations, financial planning and communications. In order to earn this award, the budget documents are critiqued by no less than two reviewers who have rated the document as meeting or exceeding a proficiency level.

The annual budget is prepared with input from staff, the Mayor and the Council all working together to create a comprehensive document for the public.

**CITY OF SULTAN COUNCIL MEETING – October 10, 2013****Statement of Support for the Guard and Reserve**

The Washington Committee for Employer Support of the Guard and Reserve has requested the Mayor sign and display a Statement of Support certificate for the Guard and Reserve.

The first Statement of Support was signed on December 13, 1972 in the Office of the Secretary of Defense by the Chairman of the Board of General Motors. President Nixon was the first President to sign a Statement of Support, and in 2005 every federal Cabinet Secretary and all federal agencies signed a Statement of Support to signify their continuing efforts to be model employers.

Since its inception, hundreds of thousands of employers have signed Statements of Support, pledging their support to Guard and Reserve employees.

The Veterans Day Celebration will be held at Riverfront Park on November 11<sup>th</sup>.

**COMMENTS FROM THE PUBLIC:**

Ray George: Read RCW regarding political advertising. There were signs placed above Ken Marshall's signs and they were removed which is a criminal act. Someone has committed a criminal act. Mr. Marshall is saying he is running for re-election and he is not and that shows low character.

Liz Brown: Introduced herself as the new Union business agent representative for the City's Union employees. Looks forward to working with the employees and feels they will be great partners with the city.

**COUNCILMEMBER COMMENTS**

Davenport-Smith: The Sky Valley Coalition has found funding to send students to the Youth Summit in Yakima for drug and alcohol programs

George: There was a great crowd at the Candidates Forum put on by the League of Women's Voters. Nice to see a number of voters turn out.

Slawson: The gun range is moving forward with planning meetings and design with the consultant and they are looking for public input. There is a 14-year old archer from Monroe going to the international competition and her coach is Michael Wisher who is also working on the design for the archery range.

Mayor Eslick: Took a tour of the Reiter Trails and the improvements made will bring economic development to the valley. Working together with integrity is important; everyone needs to keep the game fair. Attended the Snohomish County Alliance meeting to talk with State and Local representatives. Senator Hobbs asked her to talk to the state representatives about improvements to US 2, specifically 4-lanes from Monroe to Skykomish. The application for the IPZ was turned down by the Department of Commerce. They are still moving forward with the committee and will work with the community college to develop a business plan.

**CITY ADMINISTRATOR COMMENTS**

The Council Budget Retreat will be held at the VOA on October 19<sup>th</sup> from 9 AM to 2 PM. The city crew is setting the Roundabout monument tonight.

**STAFF REPORTS** – Written Reports Submitted and are on file in the Office of the City Clerk.

1. Police Report
2. Code Enforcement

**HEARINGS:** I-502 Moratorium: Minutes from the hearing are under a separate report.

**CITY OF SULTAN COUNCIL MEETING – October 10, 2013**

**CONSENT AGENDA:** The following items are incorporated into the consent agenda and approved by a single motion of the Council. On a motion by Councilmember Blair, seconded by Councilmember Marshall, the consent agenda was approved as amended. Marshall – aye; Slawson – aye, nay on voucher #28512; George – aye, nay on the vouchers; Davenport-Smith – aye, Neigel – aye; Blair – aye.

- 1) Approval of the September 26, 2013 Council Meeting Minutes
- 2) Approval of Vouchers in the amount of \$55,758.03 and payroll through September 13, 2013, in the amount of \$87,363.03 to be drawn and paid on the proper accounts.
- 3) Friends of the Library Week Proclamation
- 4) Interlocal Agreement with Snohomish County for Municipal Road and Street Services

**ACTION ITEMS:****Resolution 13-04 AWC Employee Trust/Interlocal Agreement**

The City currently contracts with AWC Employee Benefit Trust for medical, dental and vision health insurance coverage. AWC is moving from a fully insured benefit program to a self-insured model. As a self-insured program, they are required to comply with RCW 48.62 and WAC 200-110 which provide guidelines for insurance pools. AWC will be subject to the state law and rules administered by the Washington State Risk Manager. One of those requirements is that each member of the pool must approve, by resolution, an Interlocal Agreement authorizing the city to participate in the self-insured program.

Members who do not return the signed Interlocal Agreement and Resolution by November 15, 2013 will not be eligible to purchase medical, dental and vision benefits from the Trust as of January 1, 2014 and will not be able to take advantage of the projected favorable rates.

The impacts to the employees and city will be minimal. Employees will receive the same level of benefits they currently and the city will have no increase in rates for 2014.

On a motion by Councilmember Slawson, seconded by Councilmember Marshall, Resolution 13-05 was adopted and the Mayor was authorized to sign the Interlocal Agreement with the AWC Employee Benefit Trust. All ayes.

**Appointment to Library Board**

The issue before the Council is the confirmation of the appointment of Frank Linth to the Sultan Library Board. Jackie Personeus, Sultan Library Branch Manager, submitted a letter of support for the appointment from the Sultan Library.

On a motion by Councilmember Slawson, seconded by Councilmember Davenport-Smith, the Council confirmed the appointments of Frank Linth to the Sultan Library Board. All ayes.

**DISCUSSION:****Code of Ethics**

The issue is to discuss and review a Code of Ethics ordinance. It is common for cities to adopt as a part of their municipal code a chapter establishing a Code of Ethics that applies to elected officials, employees and appointed members of boards and commissions. Ethical behavior has been a topic of discussion at the council meetings over the past year.

The codes all have a similar purpose:

*The purpose of this chapter to establish ethical standards of conduct for all officers and employees of the city, whether elected or appointed, paid or unpaid; to set forth those acts that are incompatible with such standards; to require disclosure by such officers and employees of private financial or other interests in matters affecting the city; and to provide effective means for enforcement thereof.*

**CITY OF SULTAN COUNCIL MEETING – October 10, 2013**

The council can elect to adopt codes similar to those found in RCW 42.23, Code of Ethics for Municipal Officers or modify the code and require higher minimum standards of conduct.

Staff has no recommendation on the adoption of an ethics code for the city. Staff seeks input and direction from the council as to their interest in the adoption of an ethics code.

Council Comments:

Marshall: Likes the idea of a third party to review complaints. The ones that don't want the code are usually the ones breaking the law. There needs to be something in place to insure nothing happens.

George: Does not support a code as they have laws and people can confront the council if there is a problem. This will create a witch-hunt and kangaroo court and will be abused. Public funds will be used to go after people and legal costs will occur. Any issues she has had have been settled by telling the truth. There are ways to make people follow the law and the RCW is available for people. There have statements that a candidate should be put in jail for their belief. Does not believe she has broken any laws and but still sees spending public funds to defend. She has received threats of jail and lawsuits.

Davenport-Smith: Asked how many cities have code of ethics (Ann Marie Soto advised most cities have an ethics code). Does not understand how this could be misused.

Slawson: Another city had a person walk out of executive session and disclosed everything. He works under a code of ethics at the county and there are not any witch-hunts. This is the way people should conduct themselves.

Neigel: Is neutral on the idea. The prohibited acts involve financial, conflict of interest, confidential information. They are living by these standards now.

Blair: Likes having a code of ethics in place because the elected officials may not read all the RCWs and rules to know what is right. This gives guidelines for new elected and employees for conducting themselves. The Attorney General's office recommended the city adopt to protect the city. There are not witch-hunts in other cities. They can sanction those who break the code. Monroe has had issue and the committee took care of them. Cities are not using the policy for a witch-hunt.

Ann Marie Soto: The RCW's will still apply even if you have a code of ethics. Cities use a code to guide people as the code is more readily available.

Staff was directed to bring back an ordinance for action.

**PUBLIC COMMENTS**

Ray George: Asked to be advised of any updates on the 4-lane improvement issue.

**Executive Session**: On a motion by Councilmember Slawson, seconded by Councilmember Davenport-Smith, the Council adjourned to executive session for 15 minutes to discuss pending litigation. All ayes.

**Adjournment**: On a motion by Councilmember Blair, seconded by Councilmember Davenport-Smith, the meeting adjourned at 9:05 PM. All ayes.

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Carolyn Eslick, Mayor

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Laura J. Koenig, City Clerk



**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

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ITEM NO: Consent C 2

DATE: October 24, 2013

SUBJECT: Council Meeting Minutes

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

**SUMMARY:**

Attached are the minutes of the October 10, 2013 Public Hearing on the I-502 Moratorium as on file in the office of the City Clerk.

**RECOMMENDED ACTION:**

Approve as submitted

**CITY OF SULTAN COUNCIL MEETING – October 10, 2013****PUBLIC HEARING:**

Mayor Eslick called the Public Hearing on the I-502 Moratorium to order.

Councilmembers present: Slawson, George, Marshall, Neigel, Davenport-Smith, and Blair.

**Staff:**

The issue before the Council is to have a hearing on Ordinance 1173-13, Moratorium on Initiative 502, adopted on August 22, 2013.

The City adopted Ordinance 1173-13 on August 22, 2013 to impose a moratorium for a period of 6 months to allow time to create and adopt zoning requirements as a result of Initiative 502 following the Liquor Control Board's (LCB) adoption of licensing regulations. The City needs to conduct a hearing to complete the adoption of Ordinance 1173-13 Moratorium on I-502.

On November 6, 2012, Initiative 502 was passed by the voters of the State of Washington, providing a framework under which marijuana producers, processors, and retailers can become licensed by the State of Washington. Initiative 502 directs the Washington State Liquor Control Board (LCB) to develop rules and regulations. The LCB recently issued initial draft rules. The adoption of the draft rules has been delayed until mid-October to allow the LCB to incorporate the results of public hearings conducted across the State of Washington. The issuance of marijuana producer, processor and retail licenses to qualified applicants is expected in December 2013.

Initiative-502 delegates authority to cities and towns to adopt and enforce zoning requirements, business licensing requirements, health and safety requirements, and business taxes related to the production, processing, or dispensing of cannabis or cannabis products. The Sultan Municipal Code does not currently have specific provisions addressing licensing, producing, processing or retailing of recreational marijuana, and the regulations that the City will need to address them are uncertain pending the LCB's adoption of its licensing regulations and procedures.

Commandor Pat Slack, Drug Task Force: They are trying to work with I-502 and the rules will be issued on October 12<sup>th</sup>, however, they have heard that after the rules come out they will be changed. The LCB has legislation pending requesting law enforcement authority. At the current time, they have no authority to arrest for stealing but can arrest for resale of alcohol or drugs. The Drug and Gang Task Force is federally funding and if they get involved the federal funding could be in danger. There will be 35 licensed agencies allotted to Snohomish County and there are people waiting to sell marijuana. Things are up in the air now and there is no consistency. The moratorium must evidently go away and the city will have to take a stand one way or the other. There are proposed laws to eliminate or tax medical marijuana which is legal to possess under the rules.

Medical and legal marijuana establishments can't be located next to each other. Things are very confusing and they don't want to see cities sued but must protect the citizens.

They are working with code enforcement on the collective gardens on buildings not designed for the grow. Creates mold and the electrical is not correct. Nuisance codes may be used also. The Health District does not get involved but smoke is going thru vents and impacting others. Smoking in the public now is a violation but labs are not set up to test for marijuana. Violators will not be arrested and right now it is not a law enforcement issue.

**CITY OF SULTAN COUNCIL MEETING – October 10, 2013**Council Comments:

Slawson: The city does not want to pay to fight the rules. The city will not be allocated a store but still must deal with collective gardens. He works for the County and works in building where marijuana is stored and the odor is very strong and it reeks. Must be way to protect neighbors.

Blair: Wished the state had not combined the issues as medical marijuana is beneficially.

**Public Input**

Ron Love: Lives in Arlington and manufactures candy. He packages candy, coffee and other items for hotels and casinos. A portion of the business includes packaging edibles with marijuana. He is active in the community and a member of the Rotary and does not want to break the law. He does not smoke, drink or use drugs and voted against I-502. The LCB will not give him a license in his current location due to the 1000 foot rule. Has looked at property in Sultan. There is a misconception about marijuana and the different elements in it. The taxes the state is proposing will keep the operations under ground. City should rethink the issue.

Frank Linth: The Planning Board studied marijuana to death. A community this side should not be required to go thru this and have to write review and enforce rules. It is a drain on the community. Supports the moratorium.

On a motion by Councilmember Slawson, seconded by Councilmember Neigel, the public hearing was closed. All ayes.

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Carolyn Eslick, Mayor

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Laura J. Koenig, City Clerk



**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

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**ITEM #:** Consent 3

**DATE:** October 24, 2013

**SUBJECT:** Voucher Approval

**CONTACT PERSON:** Laura Koenig, Clerk/Deputy Finance Director 

**SUMMARY:**

Attached are the vouchers for approval in the amount of \$197,171.21 and payroll through October 11, 2013, in the amount of \$50,771.67 to be drawn and paid on the proper accounts.

**FISCAL IMPACT:** \$247,942.88

**RECOMMENDATION:**

Approve the payment of vouchers as submitted.

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**City Of Sultan  
Voucher Approval  
October 24, 2013**

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered, or the labor performed as described hereon, and that the claim is just, due and an unpaid obligation against the City of Sultan, and that I am authorized to authenticate and certify to said claim.

\_\_\_\_\_  
Laura J. Koenig, Clerk/Deputy Finance Director

We, the undersigned City Council of Sultan Washington, do hereby certify that the merchandise or services hereinafter specified have been received and the claims are approved for payment in the following amounts:

Payroll Check #28558,62-64	\$ 5,322.22
Direct Deposit #21	\$ 26,089.04
Benefits Check #28560-61	\$ 6,987.39
Tax Deposit #PR 20	\$ 12,373.02
Accounts Payable Checks #28559,565-605, ACH Transactions - DOR	\$ 197,171.21
	\$
TOTAL	\$ 247,942.88

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Kenneth Marshall, Councilmember

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Steve Slawson, Councilmember

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Kay George, Councilmember

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Sarah Davenport-Smith, Councilmember

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Joseph Neigel, Councilmember

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Kristina Blair, Councilmember

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Jeffrey Beeler, Councilmember

# Accounts Payable

## Check Register Totals Only

User: laura.koenig  
Printed: 10/9/2013 - 12:43 PM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
28560	10/09/2013	Retire	Department of Retirement	5,887.39	0
28561	10/09/2013	Retire	Department of Retirement	1,100.00	0
				<hr/> <hr/>	
				Check Total:	
				6,987.39	
				<hr/> <hr/>	

PR21

# Payroll

## ACH Check Register

User: 'julie.addington'  
 Printed: 10/15/2013 - 9:05AM  
 Batch: 3-10-2013  
 Include Partial: FALSE



Check Date	Check Number	Employee No	Employee Name	Amount
10/18/2013	0	001	Laura Koenig	1,959.02
10/18/2013	0	004	Donna Murphy	1,413.22
10/18/2013	0	005	Robert Martin	2,482.03
10/18/2013	0	007	Julie Addington	1,385.81
10/18/2013	0	010	Cindy Donk	1,598.47
10/18/2013	0	011	Janice Mann	1,091.51
10/18/2013	0	013	Rosemary Murphy	1,165.16
10/18/2013	0	015	Kenneth Walker	2,337.88
10/18/2013	0	019	Michael Matheson	2,726.58
10/18/2013	0	020	Connie Dunn	1,953.11
10/18/2013	0	025	John Harris	1,818.77
10/18/2013	0	028	Todd Strom	1,589.07
10/18/2013	0	049	Victoria Forte	662.95
10/18/2013	0	120	Matthew Wood	1,419.30
10/18/2013	0	121	Jason Strauss	1,321.46
10/18/2013	0	122	Steven Martin	1,164.70
Total Employees:			16	Total: 26,089.04

# Payroll

## Computer Check Register

User: julie.addington  
 Printed: 10/15/2013 - 8:58AM  
 Batch: 00003-10-2013 Computer

PR21



Check No	Check Date	Employee Information	Amount
28562	10/18/2013	024 Michael Williams	
28563	10/18/2013	029 James Barns	2,275.74
28564	10/18/2013	046 Dennis Johannsen	1,351.12
Total Number of Employees: 3		Total for Payroll Check Run:	1,233.61
			4,860.47

Check No	Check Date	Employee Information	Amount
28558	10/08/2013	072 Carolyn Eslick	
Total Number of Employees: 1		Total for Payroll Check Run:	-461.75
			-461.75

# Accounts Payable

## Check Register Totals Only

User: laura.koemig  
 Printed: 10/16/2013 - 2:15 PM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
28565	10/24/2013	agsupply	AG Supply Co	301.64	0
28566	10/24/2013	amtest	AM Test	150.00	0
28567	10/24/2013	APP	Associated Petroleum Products Inc	1,675.42	0
28568	10/24/2013	SCCT	Association of Snohomish County Citi	35.00	0
28569	10/24/2013	Aramark	AUS Small Business Lockbox	357.86	0
28570	10/24/2013	Blueline	Blueline	1,005.40	0
28571	10/24/2013	cadman	Cadman, Inc.	855.67	0
28572	10/24/2013	chemsear	Chemsearch	141.18	0
28573	10/24/2013	CIAW	Cities Insurance Association of Washi	4,554.92	0
28574	10/24/2013	comcast	Comcast	941.33	0
28575	10/24/2013	Corin	Correctional Industries	84.54	0
28576	10/24/2013	DNR	Department of Natural Resources	119.41	0
28577	10/24/2013	ERW	Evergreen Rural Water	325.00	0
28578	10/24/2013	Frontier	Frontier	426.06	0
28579	10/24/2013	genpac	General Pacific	42,766.68	0
28580	10/24/2013	gbgeek	Gold Bar Geek	1,432.77	0
28581	10/24/2013	gray	Gray & Osborne Inc.	14,889.82	0
28582	10/24/2013	groco	Groco, Inc	1,566.72	0
28583	10/24/2013	GroenPac	Groeneveld Pacific West, Inc.	2,109.02	0
28584	10/24/2013	Kenyon	Kenyon Disend PLLC	2,674.00	0
28585	10/24/2013	napa	Monroe Parts House	236.26	0
28586	10/24/2013	NatBar	National Barricade Co, LLC	1,661.80	0
28587	10/24/2013	NWCas	Northwest Cascade Inc	113.45	0
28588	10/24/2013	ofcdcpot	Office Depot	130.05	0
28589	10/24/2013	Pitney	Pitney Bowes	525.44	0
28590	10/24/2013	PUD 1	PUD	2,936.25	0
28591	10/24/2013	PSE	Puget Sound Energy	149.84	0
28592	10/24/2013	Sherwin	Sherwin-Williams	691.77	0
28593	10/24/2013	skilling	Skillings Connolly	7,357.91	0
28594	10/24/2013	SCcorrec	Snohomish County Corrections	2,975.54	0
28595	10/24/2013	SCpubwor	Snohomish County Finance	15,512.00	0
28596	10/24/2013	SnoPlan	Snohomish County Planning and Deve	486.00	0
28597	10/24/2013	SRDTF	Snohomish County Sheriff	76,016.17	0
28598	10/24/2013	Snopac	Snopac	5,061.75	0
28599	10/24/2013	Auditor	State Auditor's Office	1,557.35	0
28600	10/24/2013	Summit	Summit Research Labs	2,244.90	0
28601	10/24/2013	Thyss	Thyssenkrupp Elevator Corporation	336.05	0
28602	10/24/2013	usbank	US Bank	30.00	0
28603	10/24/2013	UULC	Utilities Underground Location Center	9.24	0
28604	10/24/2013	weed	Weed, Graafstra & Benson, Inc	36.00	0
28605	10/24/2013	wlj	White Lightning Janitorial	291.00	0
Check Total:				194,771.21	

Check	Check	Fund Name	Account Name	Vendor Name	Amount
28559	10/09/2013	STREET IMPROVEMENT FUND	Street Construction - Basin Rd	Kevin Hanchett Resource Transition	2,400.00
28560	10/09/2013	GENERAL FUND	PERS Payable	Department of Retirement	94.07
28560	10/09/2013	GENERAL FUND	PERS Payable	Department of Retirement	51.07
28560	10/09/2013	GENERAL FUND	PERS Payable	Department of Retirement	386.16
28560	10/09/2013	STREET FUND	PERS Payable	Department of Retirement	173.16
28560	10/09/2013	CEMETERY FUND	PERS Payable	Department of Retirement	19.54
28560	10/09/2013	BUILDING MAINTENANCE FUND	PERS Payable	Department of Retirement	25.40
28560	10/09/2013	UTILITY WATER FUND	PERS Payable	Department of Retirement	478.30
28560	10/09/2013	UTILITY SEWER FUND	PERS Payable	Department of Retirement	495.52
28560	10/09/2013	UTILITY GARBAGE FUND	PERS Payable	Department of Retirement	250.39
28560	10/09/2013	STORMWATER UTILITY FUND	PERS Payable	Department of Retirement	170.93
28560	10/09/2013	GENERAL FUND	PERS Payable	Department of Retirement	722.83
28560	10/09/2013	STREET FUND	PERS Payable	Department of Retirement	324.26
28560	10/09/2013	CEMETERY FUND	PERS Payable	Department of Retirement	36.56
28560	10/09/2013	BUILDING MAINTENANCE FUND	PERS Payable	Department of Retirement	47.53
28560	10/09/2013	UTILITY WATER FUND	PERS Payable	Department of Retirement	895.36
28560	10/09/2013	UTILITY SEWER FUND	PERS Payable	Department of Retirement	927.59
28560	10/09/2013	UTILITY GARBAGE FUND	PERS Payable	Department of Retirement	468.74
28560	10/09/2013	STORMWATER UTILITY FUND	PERS Payable	Department of Retirement	319.98
28561	10/09/2013	GENERAL FUND	Deferred Comp Payable	Department of Retirement	225.26
28561	10/09/2013	STREET FUND	Deferred Comp Payable	Department of Retirement	78.50
28561	10/09/2013	CEMETERY FUND	Deferred Comp Payable	Department of Retirement	3.75
28561	10/09/2013	BUILDING MAINTENANCE FUND	Deferred Comp Payable	Department of Retirement	8.99
28561	10/09/2013	UTILITY WATER FUND	Deferred Comp Payable	Department of Retirement	256.00
28561	10/09/2013	UTILITY SEWER FUND	Deferred Comp Payable	Department of Retirement	345.50
28561	10/09/2013	UTILITY GARBAGE FUND	Deferred Comp Payable	Department of Retirement	100.75
28561	10/09/2013	STORMWATER UTILITY FUND	Deferred Comp Payable	Department of Retirement	81.25
28565	10/24/2013	UTILITY WATER FUND	Operating Supply	AG Supply Co	32.61
28565	10/24/2013	STREET FUND	Office/Operating Supplies	AG Supply Co	43.49
28565	10/24/2013	UTILITY SEWER FUND	Repair and Maintenance	AG Supply Co	4.33
28565	10/24/2013	UTILITY WATER FUND	Operating Supply	AG Supply Co	48.71
28565	10/24/2013	BUILDING MAINTENANCE FUND	Operating Supply	AG Supply Co	36.91
28565	10/24/2013	UTILITY WATER FUND	Operating Supply	AG Supply Co	37.96
28565	10/24/2013	GENERAL FUND	Office/Operating Supplies	AG Supply Co	42.32
28565	10/24/2013	GENERAL FUND	Volunteer Program	AG Supply Co	55.31
28566	10/24/2013	UTILITY SEWER FUND	Sewer - Testing	AM Test	30.00
28566	10/24/2013	UTILITY WATER FUND	Water - Testing	AM Test	120.00
28567	10/24/2013	UTILITY GARBAGE FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	1,001.90
28567	10/24/2013	UTILITY SEWER FUND	Vehicle Operation Maintenance	Associated Petroleum Products Inc	122.31
28567	10/24/2013	UTILITY WATER FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	460.74
28567	10/24/2013	CEMETERY FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	30.15
28567	10/24/2013	STREET FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	30.16
28567	10/24/2013	GENERAL FUND	Vehicle Maintenance	Associated Petroleum Products Inc	30.16
28568	10/24/2013	GENERAL FUND	Travel and Seminars	Snohomish County Cities & Towns	35.00



28569	10/24/2013	STREET FUND	Uniforms	AUS Small Business Lockbox	1.07
28569	10/24/2013	GENERAL FUND	Uniforms	AUS Small Business Lockbox	1.06
28569	10/24/2013	UTILITY WATER FUND	Operating Supply	AUS Small Business Lockbox	10.69
28569	10/24/2013	UTILITY SEWER FUND	Operating Supplies	AUS Small Business Lockbox	10.68
28569	10/24/2013	UTILITY GARBAGE FUND	Operating Supplies	AUS Small Business Lockbox	10.69
28569	10/24/2013	GENERAL FUND	Office/Operating Supplies	AUS Small Business Lockbox	10.68
28569	10/24/2013	STREET FUND	Office/Operating Supplies	AUS Small Business Lockbox	10.69
28570	10/24/2013	WATER SYSTEM IMPROVEMENT FUND	Construction - Water	Blueline	1,005.40
28571	10/24/2013	STREET FUND	Snow and Ice Control	Cadman, Inc.	855.67
28572	10/24/2013	UTILITY SEWER FUND	Operating Supplies	Chemsearch	141.18
28573	10/24/2013	GENERAL FUND	Insurance	Cities Insurance Association of Washington	1,138.73
28573	10/24/2013	STREET FUND	Insurance	Cities Insurance Association of Washington	455.49
28573	10/24/2013	UTILITY WATER FUND	Insurance	Cities Insurance Association of Washington	1,002.08
28573	10/24/2013	UTILITY SEWER FUND	Insurance	Cities Insurance Association of Washington	1,320.93
28573	10/24/2013	UTILITY GARBAGE FUND	Insurance	Cities Insurance Association of Washington	455.49
28573	10/24/2013	STORMWATER UTILITY FUND	Insurance	Cities Insurance Association of Washington	182.20
28574	10/24/2013	UTILITY SEWER FUND	Communication	Comcast	17.86
28574	10/24/2013	GENERAL FUND	Communication	Comcast	26.79
28574	10/24/2013	UTILITY WATER FUND	Communication	Comcast	17.87
28574	10/24/2013	UTILITY GARBAGE FUND	Communication	Comcast	17.86
28574	10/24/2013	STREET FUND	Communication	Comcast	8.93
28574	10/24/2013	STREET FUND	Communication	Comcast	51.71
28574	10/24/2013	UTILITY WATER FUND	Communication	Comcast	51.70
28574	10/24/2013	UTILITY SEWER FUND	Communication	Comcast	51.71
28574	10/24/2013	UTILITY GARBAGE FUND	Communication	Comcast	51.70
28574	10/24/2013	STORMWATER UTILITY FUND	Communication	Comcast	51.71
28574	10/24/2013	GENERAL FUND	Communication	Comcast	237.40
28574	10/24/2013	UTILITY WATER FUND	Communication	Comcast	118.69
28574	10/24/2013	UTILITY SEWER FUND	Communication	Comcast	118.70
28574	10/24/2013	UTILITY GARBAGE FUND	Communication	Comcast	118.70
28575	10/24/2013	UTILITY SEWER FUND	Office Supplies	Correctional Industries	10.57
28575	10/24/2013	UTILITY GARBAGE FUND	Office Supplies	Correctional Industries	10.57
28575	10/24/2013	UTILITY WATER FUND	Office Supplies	Correctional Industries	10.57
28575	10/24/2013	STREET FUND	Office Supplies	Correctional Industries	10.57
28575	10/24/2013	GENERAL FUND	Office/Operating Supplies	Correctional Industries	42.26
28576	10/24/2013	UTILITY WATER FUND	Miscellaneous	Department of Natural Resources	119.41
28577	10/24/2013	UTILITY WATER FUND	Travel and Seminars	Evergreen Rural Water	325.00
28578	10/24/2013	GENERAL FUND	Communication	Frontier	39.65
28578	10/24/2013	STREET FUND	Communication	Frontier	39.65
28578	10/24/2013	UTILITY WATER FUND	Communication	Frontier	39.64
28578	10/24/2013	UTILITY SEWER FUND	Communication	Frontier	39.65
28578	10/24/2013	UTILITY GARBAGE FUND	Communication	Frontier	39.65
28578	10/24/2013	UTILITY SEWER FUND	Communication	Frontier	227.82
28579	10/24/2013	UTILITY WATER FUND	Capital - Equipment	General Pacific	42,766.68
28580	10/24/2013	INFORMATION TECHNOLOGY FUND -	Professional Service	Gold Bar Geek	1,432.77
28581	10/24/2013	STREET IMPROVEMENT FUND	Alder Avenue Project	Gray & Osborne Inc.	14,889.82

28582	10/24/2013	UTILITY SEWER FUND	Services - Sludge Hauling	Groco, Inc	1,566.72
28583	10/24/2013	UTILITY SEWER FUND	Capital - Equipment	Greeneveld Pacific West, Inc.	2,109.02
28584	10/24/2013	GENERAL FUND	Legal - Litigation Fees	Kenyon Disend PLLC	2,674.00
28585	10/24/2013	UTILITY SEWER FUND	Vehicle Operation Maintenance	Monroe Parts House	26.26
28585	10/24/2013	UTILITY WATER FUND	Vehicle Operation/Maintenance	Monroe Parts House	70.00
28585	10/24/2013	STREET FUND	Vehicle Operation/Maintenance	Monroe Parts House	70.00
28585	10/24/2013	STORMWATER UTILITY FUND	Vehicle Operation Maintenance	Monroe Parts House	70.00
28586	10/24/2013	STREET IMPROVEMENT FUND	Hwy 2 Roundabout Project	National Barricade Co, LLC	1,661.80
28587	10/24/2013	UTILITY SEWER FUND	Rentals	Northwest Cascade Inc	113.45
28588	10/24/2013	GENERAL FUND	Operating Supplies	Office Depot	74.35
28588	10/24/2013	UTILITY WATER FUND	Office Supplies	Office Depot	2.00
28588	10/24/2013	UTILITY SEWER FUND	Office Supplies	Office Depot	2.01
28588	10/24/2013	UTILITY GARBAGE FUND	Office Supplies	Office Depot	2.00
28588	10/24/2013	STREET FUND	Office Supplies	Office Depot	2.00
28588	10/24/2013	GENERAL FUND	Office/Operating Supplies	Office Depot	8.01
28588	10/24/2013	GENERAL FUND	Office Supplies	Office Depot	39.68
28589	10/24/2013	GENERAL FUND	Communication	Pitney Bowes	183.90
28589	10/24/2013	GENERAL FUND	Communication	Pitney Bowes	78.82
28589	10/24/2013	STREET FUND	Communication	Pitney Bowes	65.68
28589	10/24/2013	UTILITY WATER FUND	Communication	Pitney Bowes	65.68
28589	10/24/2013	UTILITY SEWER FUND	Communication	Pitney Bowes	65.68
28589	10/24/2013	UTILITY GARBAGE FUND	Communication	Pitney Bowes	65.68
28590	10/24/2013	UTILITY SEWER FUND	Utilities	Pitney Bowes	65.68
28590	10/24/2013	STREET FUND	Utilities	PUD	2,771.83
28590	10/24/2013	GENERAL FUND	Utilities	PUD	47.45
28590	10/24/2013	GENERAL FUND	Utilities	PUD	116.97
28591	10/24/2013	GENERAL FUND	Utilities	Puget Sound Energy	42.83
28591	10/24/2013	GENERAL FUND	Utilities	Puget Sound Energy	46.89
28591	10/24/2013	STREET FUND	Utilities	Puget Sound Energy	15.03
28591	10/24/2013	UTILITY WATER FUND	Utilities	Puget Sound Energy	15.03
28591	10/24/2013	UTILITY SEWER FUND	Utilities	Puget Sound Energy	15.03
28591	10/24/2013	UTILITY GARBAGE FUND	Utilities	Puget Sound Energy	15.03
28592	10/24/2013	UTILITY SEWER FUND	Repair and Maintenance	Sherwin-Williams	691.77
28593	10/24/2013	STREET IMPROVEMENT FUND	Street Construction - Basin Rd	Skillsongs Connolly	7,357.91
28594	10/24/2013	GENERAL FUND	Miscellaneous - Jail Fees	Snohomish County Corrections	2,975.54
28595	10/24/2013	UTILITY GARBAGE FUND	Intergovernmental - Recycle	Snohomish County Finance	15,512.00
28596	10/24/2013	GENERAL FUND	SnoCity Plan/Building Service	Snohomish County Planning	243.00
28596	10/24/2013	GENERAL FUND	SnoCity Plan/Building Service	Snohomish County Planning	243.00
28597	10/24/2013	GENERAL FUND	Intergovernmental - 800 MHZ	Snohomish County Sheriff	76,016.17
28598	10/24/2013	GENERAL FUND	Intergovernmental - SNOPAC	Snopac	4,935.47
28598	10/24/2013	GENERAL FUND	Intergovernmental - SNOPAC	Snopac	126.28
28599	10/24/2013	GENERAL FUND	Audit Costs	State Auditor's Office	311.47
28599	10/24/2013	STREET FUND	Professional Services	State Auditor's Office	311.47
28599	10/24/2013	UTILITY WATER FUND	Professional Service - General	State Auditor's Office	311.47
28599	10/24/2013	UTILITY SEWER FUND	Professional Service	State Auditor's Office	311.47
28599	10/24/2013	UTILITY GARBAGE FUND	Professional	State Auditor's Office	311.47
28600	10/24/2013	UTILITY WATER FUND	Operating Supply	Summit Research Labs	2,244.90

28601	10/24/2013	BUILDING MAINTENANCE FUND	Repair and Maintenance	Thyssenkrupp Elevator Corporation	336.05
28602	10/24/2013	GENERAL FUND	Bank Fees	US Bank	30.00
28603	10/24/2013	UTILITY WATER FUND	Miscellaneous	Utilities Underground Location Center	4.62
28603	10/24/2013	UTILITY SEWER FUND	Miscellaneous	Utilities Underground Location Center	4.62
28604	10/24/2013	GENERAL FUND	Legal - Litigation Fees	Weed, Graafstra & Benson, Inc	36.00
28605	10/24/2013	GENERAL FUND	Professional Services	White Lightning Janitorial	291.00
					204,158.60



**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

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ITEM #: Consent C 4  
DATE: October 24, 2013  
SUBJECT: Excused Absence – Councilmember Davenport-Smith  
CONTACT PERSON: Laura J. Koenig, Clerk/Deputy Finance Director 

**ISSUE:**

Councilmember Davenport-Smith requested an excused absence from the October 24, 2013 as she will be out of town for attending the IACC conference.

**RECOMMENDATION:**

Approve the excused absence of Councilmember Davenport-Smith from the October 24, 2013 Council meeting.



**CITY COUNCIL  
AGENDA ITEM COVER SHEET**

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ITEM NO: Action A 1

DATE: October 24, 2013

SUBJECT: First Reading of Ordinance 1175-13 Setting the tax levy for the 2014 Property Taxes

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director *jk*

**ISSUE:**

The issue before the Council is to have the first reading of Ordinance 1175-13 (Attachment A) which sets the property tax levy for the 2014.

A public hearing was held during the Council meeting. Refer to Public Hearing 2 – 2014 Property Tax Levy for additional details.

**STAFF RECOMMENDATION**

Introduce Ordinance 1175-13 setting the 2014 property tax levy for a first reading.

Attachments: A. Ordinance 1175-13

**CITY OF SULTAN  
SULTAN WASHINGTON  
ORDINANCE 1175-13**

AN ORDINANCE OF THE CITY OF SULTAN FIXING THE AMOUNT OF TAXES TO BE LEVIED ON TAXABLE PROPERTY WITHIN THE CITY OF SULTAN FOR THE YEAR 2014

**WHEREAS**, the City of Sultan has met and considered its budget for the calendar year 2014; and

**WHEREAS**, the City Council of the City of Sultan after hearing and after duly considering all relevant evidence and testimony presented, determined that the City of Sultan requires a regular levy in the amount of \$546,935, which is a increase in property tax revenue from the previous year, based on amounts resulting from the increase in assessed values, 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 district and in its best interest; now therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SULTAN that the regular property tax levy is hereby authorized for the 2014 levy in amount of \$546,935 which is a percentage increase of 1% 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 any annexations that have occurred and refunds made.

Severability: If any provisions of this ordinance or its application to any person or circumstance are held invalid, the remainder of the ordinance or applications of the provisions of the ordinance to other person or circumstances is not affected.

Effective Date: This ordinance shall be in full force and effect five days after publication as required by law.

REGULARLY ADOPTED this day of day of November, 2013.

\_\_\_\_\_  
Carolyn Eslick, Mayor

Attest:

\_\_\_\_\_  
Laura J. Koenig, City Clerk

Approved as to form:

\_\_\_\_\_  
Ann Marie Soto, City Attorney

Published:



**CITY COUNCIL  
AGENDA ITEM COVER SHEET**

ITEM NO: Action A 2

DATE: October 24, 2013

SUBJECT: Adoption of Ordinance 1176-12 setting the tax levy for 2014 for the 2004 GO Police Bond

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

**ISSUE:**

The issue before the Council is the introduction of Ordinance 1176-12 (Attachment A) which sets the 2014 tax levy for the 2004 General Obligation Police Bond. The amount of the levy for 2013 is \$32,523.

**SUMMARY:**

In 2004, the City issued bonds to pay for the 800 MHz communication system and for capital improvements to the Police Station. The ordinance setting the annual levy amount to make the bond payments is adopted as part of the budget process.

This was a 20 year bond issue with average payments of \$31,000 per year. Additional property taxes are levied annually to cover the cost of the bonds. The average cost per household is \$19.25 per year.

Revenues: \$32,523 - tax levy on real property  
Expenses: \$32,523 - bond principal and interest

**203 POLICE GO BOND FUND**

REVENUES		2011	2012	2013	2,014
Account	Description	Actual	Actual	Adopted	Requested
308-80-000	Beginning Fund Balance	24,763	25,909	0	0
311-10-000	Property Tax	30,948	25,877	33,353	32,523
361-11-000	Investment Interest	37	107	305	305
<b>REVENUES TOTALS:</b>		<b>55,749</b>	<b>51,894</b>	<b>33,658</b>	<b>32,828</b>

EXPENDITURES		2011	2012	2013	2,014
Account	Description	Actual	Actual	Adopted	Requested
514-20-410	Professional Services	302	302	305	305
591-21-700	Bond Payment - Principal	15,000	15,000	20,000	20,000
592-21-800	Bond Payment - Interest	14,538	13,960	13,353	12,523
<b>EXPENDITURES TOTALS:</b>		<b>29,839</b>	<b>29,262</b>	<b>33,658</b>	<b>32,828</b>

508-80-000	Ending Fund Balance	25,909	22,632	0	0
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**STAFF RECOMMENDATION**

Move to introduce Ordinance 1176-13, setting the 2014 Tax Levy for the General Obligation Police bond for a first reading and pass it on for a second reading.

**Attachments:** A. Ordinance 1176-13

CITY OF SULTAN  
SULTAN WASHINGTON

ORDINANCE 1176-13

AN ORDINANCE OF THE CITY OF SULTAN FIXING THE AMOUNT  
OF TAXES TO BE LEVIED FOR THE GENERAL OBLIGATION BONDS  
AS APPROVED BY THE VOTERS ON TAXABLE PROPERTY WITHIN  
THE CITY OF SULTAN FOR THE YEAR 2014

WHEREAS, Proposition No. 1 Emergency Radio System and Health and Safety Bonds was approved by the voters on September 14, 2004, and

WHEREAS, that election allowed bonds to be issued and a regular property tax to be levied each year for a maximum term of 20 years, and

WHEREAS, the bonds have been issued and taxes need to be collected, now therefore

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SULTAN that Snohomish County tax the City's taxpayers for the year 2014 for a total of Thirty two thousand five hundred twenty three dollars and 00/100 (\$32,523) so as to cause collection of these funds to cover the cost of the required bond debt service payments.

Effective Date: This ordinance shall be in full force and effect five days after publication as required by law.

REGULARLY ADOPTED this            day of November 2013.

\_\_\_\_\_  
Carolyn Eslick, Mayor

Attest:

\_\_\_\_\_  
Laura J. Koenig, City Clerk

Approved as to form:

\_\_\_\_\_  
Ann Marie Soto, City Attorney

Published:



**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

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**ITEM NO:** A-3

**DATE:** October 24, 2013

**SUBJECT:** Adoption of Ordinance 1177-13, establishing restrictions concerning location and operation of medical marijuana collective gardens

**CONTACT PERSON:** Robert Martin, Community Development Director



**ISSUE:**

The issue before the City Council is adoption of Ordinance 1177-13, an Ordinance establishing restrictions on the location and operation of medical marijuana collective gardens and dispensaries more restrictive than those established by state statute.

**STAFF RECOMMENDATION:**

Staff recommends adoption of Ordinance 1177-13.

**SUMMARY:**

The Summary and Background material on this topic is provided in this Agenda Packet at Item H-1.

Under item H-1, the Council conducted a public hearing on adoption of the Planning Board's recommendation for an amendment to the SMC to regulate Medical Marijuana Collective Gardens and Dispensaries.

The Council may proceed with discussion and a vote on adoption of the proposed ordinance 1177-13 which is provided as **Attachment A**.

**ALTERNATIVES:**

1. Adopt Ordinance 1177-13, adopting amendments to control Medical Marijuana Collective Gardens.
2. Do not adopt Ordinance 1177-13, provide staff direction on desired alternative course of action.

**ATTACHMENTS:**

Attachment A: Draft Ordinance 1177-13

**ATTACHMENT A**

**DRAFT**

**ORDINANCE NO. 1177-13**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SULTAN, WASHINGTON, AMENDING SULTAN MUNICIPAL CODE CHAPTER 16.56, NONRESIDENTIAL PERFORMANCE STANDARDS, BY ADOPTING A NEW SECTION 16.56.070, MEDICAL MARIJUANA (CANNABIS) COLLECTIVE GARDEN RESTRICTIONS; AMENDING SMC SECTION 16.12.060, ECONOMIC DEVELOPMENT (ED) ZONE, TO ADD MEDICAL MARIJUANA COLLECTIVE GARDENS TO THE LIST OF USES ALLOWED IN THE ED ZONE, PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.**

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**WHEREAS**, Washington voters passed the Medical Use of Marijuana Act through approval of Washington State Initiative 692 in 1998, allowing qualifying patients suffering a terminal or debilitating illness to use medical cannabis (marijuana) if such use would benefit them; and

**WHEREAS**, in 2011, the State Legislature passed ESSB 5073, in part, to address issues related to the proliferation of medical marijuana dispensaries; and

**WHEREAS**, on April 29, 2011, Governor Chris Gregoire issued a partial veto of ESSB 5073; and

**WHEREAS**, the surviving portions of ESSB 5073 became law on July 22, 2011, through RCW 69.51A, which includes provisions that allow the establishment and operation of medical marijuana collective gardens; and

**WHEREAS**, medical marijuana collective gardens are allowed by RCW 69.51A to be located anywhere in a city; and

**WHEREAS**, RCW 69.51A.140 provides cities and counties the option of adopting restrictions on location and certain aspects of operation of medical marijuana collective gardens; and

**WHEREAS**, on July 28, 2011, the City Council passed Ordinance No. 1108-11 declaring an emergency and adopting a moratorium in Sultan on the establishment of medical cannabis collective gardens or dispensaries; and

**WHEREAS**, on August 11, 2011, the City Council held a public hearing, as required by RCW 35A.63.220 and RCW 36.70A.390, to gather public input on the emergency moratorium, and to be legally authorized to make the moratorium effective for six months; and

**WHEREAS**, the City has developed a work program to analyze potential changes to city zoning regulations related to medical marijuana collective gardens that may be necessary to address changes in State law, and bring any amendments to the Sultan Municipal Code before the City Council for its consideration; and

**WHEREAS**, the City Planning Board completed work on a draft medical marijuana collective garden code, held public hearings and made recommendations to the City Council regarding adoption of said code at its regular meeting of December 4, 2012; and

**WHEREAS**, the City Council received the Planning Board's recommendations at the regular Council meeting of December 13, 2012, and directed staff to bring the recommended code amendments to the Council for further consideration and public process; and

**WHEREAS**, on January 12, 2012, the Council adopted Ordinance 1132-12, a 6-month extension of the moratorium on Medical Cannabis Collective Gardens; and

**WHEREAS**, on July 26, 2012, the Council adopted Ordinance 1156-12, a 6-month extension of the moratorium on Medical Cannabis Collective Gardens; and

**WHEREAS**, on January 10, 2013, the Council adopted Ordinance 1166-12, a 6-month extension of the moratorium on Medical Cannabis Collective Gardens; and

**WHEREAS**, on May 23, 2013, the Council adopted Ordinance 1171-13, a 6-month extension of the moratorium on Medical Cannabis Collective Gardens; and

**WHEREAS**, the City Council recognizes the need to provide local restrictions on the location and operation of medical cannabis collective gardens beyond the minimal restrictions provided in RCW 69.51A and other state statutes; and

**WHEREAS**, on October 24, 2013, the City Council conducted a public hearing on the provisions recommended by the Planning Board, and considered the testimony offered at that hearing; and

**WHEREAS**, it is the City Council's intent to address the requirements of State law while providing the greatest level of public safety available within the provisions of the State law;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SULTAN, WASHINGTON, DOES HEREBY ORDAIN AS FOLLOWS:

**Section 1. SMC Section 16.56.070, "Medical Marijuana (Cannabis) Collective Garden Restrictions", Adopted.** A new section 16.56.070, "Medical Marijuana (Cannabis) Collective Garden Restrictions", of the Sultan Municipal Code Chapter 16.56, Nonresidential Performance Standards, is hereby adopted to read as follows:

**16.56.070 Medical marijuana (cannabis) collective garden restrictions.**

A. Definitions. As used in this Section, the following terms shall have the meanings set forth below:

1. "Medical marijuana collective garden" or "collective garden" means a group of qualifying patients that share responsibility for acquiring and supplying the resources required to produce and process marijuana for medical use. Examples of collective garden resources include, without limitation, the following: property used for a collective garden; or equipment, supplies, and labor necessary to plant, grow and harvest marijuana; marijuana plants, seeds, and cuttings; and equipment, supplies, and labor necessary for proper construction, plumbing, wiring, and ventilation of a garden of marijuana plants. A medical marijuana collective garden shall satisfy the above definition regardless of its formation, ownership, management, or operation as a business, agency, organization, cooperative, network, consultation operation, group, or

person. One (1) individual person who is the designated provider for only one (1) qualified patient, as those terms are defined in RCW 69.51A.010, during any fifteen (15) day period and who complies with Chapter 69.51A RCW, or an individual person who is a qualified patient and who complies with 69.51A RCW, shall not be deemed a medical marijuana collective garden for the purposes of this Section.

2. "Medical marijuana dispensary" means any business, agency, organization, cooperative, network, consultation operation, or other group, or person, no matter how described or defined, including its associated premises and equipment, which has for its purpose or which is used to grow, select, measure, package, label, deliver, sell, or otherwise transfer (for consideration or otherwise) marijuana for medical use. One (1) individual person who is the designated provider for only one (1) qualified patient, as those terms are defined in RCW 69.51A.010, during any fifteen (15) day period and who complies with Chapter 69.51A RCW shall not be deemed a medical marijuana dispensary for the purposes of this Section.

**B. Medical Marijuana Dispensaries Prohibited.** Medical marijuana dispensaries are prohibited within the City of Sultan and shall not be located in any zone or on any property in the City of Sultan.

**C. Collective Gardens, Compliance with State Law.** Collective gardens must be established, operated, and maintained in conformance with all provisions of Chapter 69.51A RCW, ESSB 5073, Chapter 181, Laws of 2011, and any other laws of the State of Washington.

**D. Collective Gardens, Compliance with Local Law.** Collective gardens must be established, operated, and maintained in conformance with all provisions, restrictions, and limitations of this Section and all other applicable City ordinances, development standards, and policies.

**E. Registration Required.** The City of Sultan will not issue permits for establishment, operation, or maintenance of collective gardens. However, collective gardens shall be registered with the City as provided in Subsection H. below.

**F. Responsibility for Compliance with Applicable Laws.** Owners, operators, members, participants, and all other persons involved with the establishment, operation, and maintenance of collective gardens are responsible for compliance with all applicable State, County, and City laws and regulations.

**G. Monitoring and Inspection.** Collective gardens will be monitored by City staff including police, zoning, and code enforcement personnel for ongoing conformance with all applicable laws.

**H. Registration Process.** All person(s) intending to establish a collective garden shall register with the City of Sultan on forms provided for that purpose. The registration process consists of the following steps:

1. The person or persons intending to establish a collective garden shall obtain a Collective Garden Registration Packet from the City. This packet will include appropriate instructions and a checklist to assist in compliance this Section.

2. The responsible person or persons shall provide the City with a letter of intent and completed checklist notifying the City of the intent to establish a collective garden under the provisions of RCW 69.51A and this Section. The letter of intent shall include the following:

The intended location of the collective garden conforming to the locational restrictions of Subsection I below.

b. The contact information of the person or persons responsible for operation of the collective garden.

c. The names of the persons for whom the collective garden is established to supply medical marijuana.

d. A site plan of the property and the building within which the collective garden will operate.

e. A description of the safety restrictions and security measures that will be placed and maintained in conformance with Subsection J below.

3. The City will verify that the requirements of the collective garden registration have been met and shall notify the responsible party and law enforcement and other appropriate agencies that the City has received a completed notice of intent to establish a collective garden. This notification shall include the location and restrictions under which the collective garden is to operate.

I. Locational Restrictions. Collective gardens located in the City of Sultan may only be located on properties that meet all of the following locational restrictions:

1. Collective gardens shall not be located in the following zones as depicted on the City of Sultan Official Land Use Map:

a. Low/Moderate Density

b. Moderate Density

c. High Density

d. Highway Oriented Development

e. Urban Center

f. Public and Institutional Overlay

2. Collective gardens shall not be closer than one thousand (1,000) feet from the perimeter of any of the following land uses:

a. Public or private schools including pre-schools

b. Day care facilities

c. Churches

- d. Nursing Homes
- e. Park and recreation facilities
- f. Residential treatment facilities or adult family homes
- g. Alcohol and/or drug rehabilitation facilities

3. Collective gardens shall not be located within three hundred (300) feet of the nearest frontage boundary with Highway US-2.

4. Collective gardens shall not be located within one hundred fifty (150) feet of the perimeter of any residentially developed property.

5. Collective gardens shall not be located within three hundred (300) feet of the perimeter of any other collective garden or other marijuana growing, processing, or distribution facility or retailer.

J. Safety Restrictions and Security Measures. Collective gardens shall comply with the following safety and security measures:

1. Collective gardens shall be fully enclosed within a structure secured with deadbolt lock(s) and shielded from public view.

2. Signs or symbols advertising the collective garden are prohibited.

3. Collective gardens and their structures shall be monitored by a security alarm system twenty-four (24) hours per day.

4. Collective gardens shall be monitored by an operational security camera system that provides inside and outside coverage of the structure and the premises that retains recordings from all installed cameras for a period of not less than sixty (60) days.

5. On-site sale of marijuana, marijuana products, or any marijuana-related paraphernalia at any collective garden is prohibited.

6. Persons under the age of eighteen (18) are prohibited inside of a collective garden structure or on a collective garden's premises for any purpose.

7. Medical marijuana collective gardens shall operate between the hours of 7:00 A.M. and 8:00 P.M. only.

K. Enforcement. Enforcement of provisions, restrictions, and limitations on collective gardens will be pursued as provided by all applicable State and local laws.

**Section 2. SMC Section 16.12.060, Amended.** A new subsection F is hereby added to SMC Section 16.12.060 to read as follows:

F. Medical marijuana collective gardens are allowed as provided for in SMC Section 16.56.070.

**Section 3. – Severability.** If any one or more section, subsection, or sentence of this ordinance is held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portion of this ordinance and the same shall remain in full force and effect.

**Section 4. – Corrections by City Clerk or Code Reviser.** Upon approval of the City Attorney, the City Clerk and the code reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors; references to other local, state or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering.

**Section 5. – Effective Date.** This Ordinance shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

ADOPTED BY THE CITY COUNCIL OF SULTAN, WASHINGTON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2013 and SIGNED INTO AUTHENTICATION THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2013.

**APPROVED:**

\_\_\_\_\_  
Carolyn Eslick, Mayor

**ATTEST/AUTHENTICATED:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Ann Marie J. Soto, City Attorney

\_\_\_\_\_  
Laura Koenig, City Clerk

Introduction:

Final Action:

Posted:

Published:

## SULTAN CITY COUNCIL AGENDA COVER SHEET

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**ITEM NO:** D-1  
**DATE:** October 24, 2013  
**SUBJECT:** MRV/WATV City Ordinance  
**CONTACT PERSON:** Ken Walker

**ISSUE:**

Development of a Motorized Recreation Vehicle Ordinance is an option for the city after the passage of ESH 1632 by the Washington State Legislature in 2013.

**STAFF RECOMMENDATION:**

Provide input and comments to the draft Motorized Recreation Vehicles ordinance. Determine whether to use inclusion or exclusion to identify the roads in code section 10.30.050 Roads Listing and to identify the specific roads.

**BACK GROUND:**

City Council may now consider the development of a Motorized Recreation Vehicle Ordinance to implement the new Washington State 2013 Session Law ESH 1632 (Attachment B on P2 in Council Meeting 8/22/13).

ESH 1632 is the byproduct of four years of legislative advocacy and public hearings with regards to advancing "Motorized Recreation Vehicles" (MRV) to aid in recreation tourism and public lands access. Particularly for Washington's aging and mobility challenged "baby boomers", Wounded Warriors, ADA and mature licensed citizens. The City of Sultan's Mayor Carolyn Eslick, former Chief of Police Jeff Brand, intern Ted Jackson, and Representative Dan Kristiansen and Senator Kirk Pearson all had a hand in its passage. The bill passed by the House June 28, 2013 with 81 Yeas, 11 Nays; in the Senate June 29, 2013 with 39 Yeas, 5 Nays; and signed into law July 3, 2013 by Governor Jay Inslee with an effective date of July 28, 2013 (Attachment C).

The key to understanding the contents of this bill lies in the two similar yet very different recreational uses referred to in the bill.

1. The first is the "new language"; which refers to "Motorized Recreation Vehicles" (MRV/WATV) [*Wheeled All-Terrain Vehicles; actual legislative term*] operated by licensed drivers and having modified vehicles for road use. This road provision requires a dual registration MRV/WATV tab for road travel with speeds of 35 miles or less and a Off Road Vehicle (ORV) tab for trail use.
2. The second is the "existing language"; which describes "Family Friendly Routes" as authorized in chapter 213, laws of 2005 or often referred to as the "Hinkle Bill". These routes allow for parental supervision from point "A" to an ORV recreation sight or trail system. This road provision only requires an ORV registration and tab.

A condition of this bill requires a county and city to "opt-in" through ordinances which the legislature referred to as "local control".

The vehicles that are eligible to be retrofitted for reclassification as MRV/WATV are All-Terrain Vehicles (ATV) and Utility Terrain Vehicles (UTV) which must pass a dealer or service shop inspection and given an "inspection declaration" to be presented to a DMV Licensing Agent in order to receive a registration and metal tag or plate for ordinance approved roads. Proceeds from the registrations and annual tabbing go to a "mixed use account" for purposes of deferring the costs of signage, enforcement and education.

It may also be noted that the DOL will soon release tempory plates and the inspection declarations with the plates to follow sometime in March 2014. Handicap and vanity plates should also be available at this time.

**ATTACHMENTS:**

ATTACHMENT A: Ordinance 10.30.000 Motorized Recreation Vehicles draft.

## City of Sultan, Washington

### Title 10 VEHICLES AND TRAFFIC

#### **10.30.000 Motorized Recreation Vehicles (MRV's)- Wheeled All-Terrain Vehicles and Golf Carts**

##### **10.30.010 Definitions.**

For the purposes of this chapter Motorized Recreation Vehicles "MRV's" shall refer to any of the following, except where singled out:

A. Wheeled All-Terrain Vehicle (WATV) - Washington Chapter 23, 2013 Laws 2nd Special Session)

"Wheeled all-terrain vehicle" means: (ESH 1632 Session Law)

- a. any motorized nonhighway vehicle (all-terrain vehicle "ATV") with handlebars, that is fifty inches or less in width, has a seat height of at least twenty inches, weighs less than one thousand five hundred pounds, and has four tires having a diameter of thirty inches or less, or
- b. a utility-type vehicle ("UTV", "side-by-side") designed for and capable of travel over designated roads that travels on four or more low-pressure tires of twenty psi or less, has a maximum width less than seventy-four inches, has a maximum weight less than two thousand pounds, has a wheelbase of one hundred ten inches or less, and satisfies at least one of the following:
  - (i) Has a minimum width of fifty inches;
  - (ii) has a minimum weight of at least nine hundred pounds; or
  - (iii) has a wheelbase of over sixty-one inches.

**Note:** WATV's must be street licensed and are limited to 35 mph or less on public roadways by state Statute.

B. Golf Carts - RCW 46.04.1945 – Golf Cart Zones RCW 46.08.175

"Golf cart" means a gas-powered or electric-powered four-wheeled vehicle originally designed and manufactured for operation on a golf course for sporting purposes and has a speed attainable in one mile of not more than twenty miles per hour. A golf cart is not a nonhighway vehicle or off-road vehicle as defined in RCW 46.04.365.

**Note:** Golf Carts are limited to "zones" and are limited to 25 mph or less public roadways by state Statute.

##### **10.30.020 Responsible Operation**

MRV's shall operate on roadways approved by state statute and where approved by Sultan City Ordinance: <http://www.dol.wa.gov/vehicleregistration/watv.html>

A. MRV General Rules

- a. A person may not operate a motorized recreation vehicle (MRV) upon a public roadway of this state, not including nonhighway roads and trails, without (a) first obtaining a valid driver's license issued to Washington residents in compliance with chapter 46.20 RCW or (b) possessing a valid driver's license issued by the state of the person's residence if the person is a nonresident.

- b. A person who operates a MRV vehicle under this section is granted all rights and is subject to all duties applicable to the operator of a motorcycle under RCW 46.37.530 and chapters 46.08.175, 46.61 RCW, unless otherwise stated in this act, except that MRV's may not be operated side-by-side in a single lane of traffic.
- c. Wheeled all-terrain vehicles are subject to chapter 46.55 RCW. Any person who violates this section commits a traffic infraction.
- d. The **crossing** of any one of these streets or avenues shall be permitted by an MRV if:
  - ii. The crossing is made at an angle of approximately ninety degrees (90°) to the direction of the street or avenue and at a place where no obstruction prevents a quick and safe crossing;
  - iii. The vehicle is brought to a complete stop before crossing the shoulder or roadway of the street or avenue;
  - iv. The operator yields the right-of-way to all oncoming traffic that constitutes an immediate potential hazard;
  - v. The crossing is made only at an intersection of such street or avenue with another street or avenue; and
  - vi. Both the headlight and taillight of the vehicle are on when the crossing is made.
- g. **Report accidents** that involve WATV and golf carts operated upon streets and highways as authorized under this section must be recorded and tracked in compliance with chapter 46.52 RCW.

B. WATV's must:

- a. Be street licensed, display valid tabs and have registrations readily accessible
- b. Maintain in working order all DOL declaration requirements for roadway access
  - i. A **head lamp** meeting the requirements of RCW 46.37.030 and RCW 46.37.040, to be used whenever the vehicle is in motion on a road.
  - ii. One **tail lamp** meeting the requirements of RCW 4.37.535. If it is a UTV you'll need **2 tail lamps** meeting the requirements of RCW 46.37.070.
  - iii. A **stop lamp** meeting the requirements of RCW 46.37.200.
  - iv. **Reflectors** meeting the requirements of RCW 46.37.260.
  - v. For night travel **turn signals** required meeting the requirements of RCW 46.37.200
  - vi. A **brake** system maintained in good operating condition.
  - vii. A **mirror** on the left or right handlebar. If it is a UTV you'll need **2 mirrors** meeting the requirements of RCW 46.37.400.
  - viii. A **horn or warning device** meeting the requirements of RCW 46.37.380.
  - ix. A **spark arrester** as approved by Department of Natural Resources RCW 46.37.470. that meets a United States Forest Service Qualified Spark Arrester.
  - x. An adequate manufactures **muffler system** in good working condition (a muffler that meets or exceeds the manufacture's specifications); and not exceed state statute of 86 decibels meeting the requirements of RCW 46.37.470.
  - xi. **Eye protection** i.e. a pair of glasses, goggles, windshield, or a face shield of a type conforming to rules adopted by the state patrol meeting the requirements of RCW 46.37.430 & WAC 204-10-026.
  - xii. **Seatbelts** on UTV's meeting the requirements of RCW 46.37.510.
  - xiii. **Helmets** required on ATV operators
  - xiv. Shall be equipped with a bicycle **safety flag** which extends not less than six feet (6') above ground attached to the rear of the vehicle. The safety flag shall be triangular in shape and shall be day-glow in color.
- d. The operator must have **valid driver's license** and able to present it on enforcement request

- e. Have participated in a state **WATV certification** course once DOL has implemented it
- f. **Report accidents** that involve WATV's operated upon streets and highways as authorized under this section must be recorded and tracked in compliance with chapter 46.52 RCW.
- g. **Insurance** is not required by state statute but is **available** and highly **recommended** especially in case of bodily injury
- h. Can only travel at a **maximum speed** of thirty-five miles per hour (35 mph) and shall observe posted speed limits if lower than thirty-five miles per hour
- i. Must travel in **single file** no parallel group riding
- q. Yield to pedestrian and livestock **crossings**
- r. Must stay on public roadways
- s. Must be **securely attached all cargo** to the vehicle in such a **manner** that the cargo remains secured without any assistance of the operator

C. Golf Carts must: RCW 46.08.175

- a. Every person operating a golf cart as authorized under this section (RCW 46.08.175) is granted all rights and is subject to all duties applicable to the driver of a vehicle under chapter 46.61 RCW.
- b. Every person operating a golf cart as authorized under this section must be at least sixteen years of age and must have completed a driver education course or have previous experience driving as a licensed driver.
- c. Travel within Zone
- d. Travel on roads of twenty-five miles per hour (25 mph) and shall observe posted **speed limits** if lower than twenty-five miles per hour
- e. Golf carts must be equipped with **reflectors, seat belts, and rearview mirrors** when operated upon streets and highways as authorized under this section (RCW 46.08.175)
- f. For night travel, **turn signals** are required meeting the requirements of RCW 46.37.200 or 46.61.310. **Headlights** to be used whenever the vehicle is in motion on a road.
- g. **Report accidents** that involve golf carts operated upon streets and highways as authorized under this section must be recorded and tracked in compliance with chapter 46.52 RCW. The accident report must indicate that a golf cart operating within a golf cart zone is involved in the accident.
- h. **Eye protection** i.e. a pair of glasses, goggles, windshield, or a face shield of a type conforming to rules adopted by the state patrol meeting the requirements of RCW 46.37.430 & WAC 204-10-026.
- i. Shall be equipped with a **safety flag** which extends not less than six feet (6') above ground attached to the rear of the vehicle. The safety flag shall be triangular in shape and shall be day-glow in color.

**10.30.030 Unlawful activities.**

MRV operational unlawful activities shall include the following and any other violation of federal, state, county statutes or ordinances.

- A. Furthermore no person shall operate a MRV within City limits so as to:
  - a. operate machines that have been equipped with an exhaust system which has a cutout, bypass or similar device
  - b. operate with the spark arrester removed or modified, except for use in a closed-course competition event
  - c. not travel paralleled as a group on roadways

- d. trespassing on private roadways and property
  - e. cause environmental damage public and private landscapes
  - f. driving on posted "local access only" public roadways
  - g. driving under the influence of intoxicating liquor or a controlled substance RCW 46.09.470
  - h. non-parental transport of minor passenger under 18 years of age
- B. WATV's are prohibited from:
- a. picking up school children using ATV's or ATV's modified for WATV roadways
- C. Golf Carts are:
- a. prohibit from operating a golf cart as authorized under this section at any time from a half hour after sunset to a half hour before sunrise
  - b. prohibited from operating a golf cart with a revoked license under RCW 46.20.285 and may not operate a golf cart as authorized under this section.

#### 10.30.040 Exemptions

- A. Appropriate agency that engages in emergency management, as defined in RCW 37 46.09.310, or search and rescue, as defined in RCW 38.52.010, or a law enforcement agency, as defined in RCW 16.52.011, within the scope of the agency's official duties.
- B. Some applicable segments of this ordinance may be suspended while in parades which have been authorized by the State of Washington, any department, board, commission or political subdivision of the State of Washington.

#### 10.30.050 Violations – Penalty

- A. Causing environmental damage public and private landscapes (equal to 3 x's damages by state statute)
- B. Any person who violates any provision of this Ordinance shall be fined \$100 for each offense. The fact that a vehicle which violates this ordinance is registered in the name of a person shall be considered prima facie proof that such person was in control of the vehicle at the time of such violation. In addition to any penalties for violation hereof, the City of Sultan Police Department may impound any All-Terrain Vehicle, Utility-Type Vehicle or Golf Cart when operated in violation of state law, county or city ordinance, in the same situation as any violation in connection with a motor vehicle.

#### 10.30.050 Roads Listing *(work in progress)*

- A. WATV - All roads open unless closed and identified in a & b below. (Map Link)
  - a. Roads Closed List
  - b. Local Access Roads Only List
- B. Golf Carts – Zone is same as city limits unless closed and identified in a & b below. (Map Link)
  - a. Roads Closed List
  - b. Local Access Roads Only List