AGENDA CITY OF STEVENSON COUNCIL MEETING November 17, 2022 6:00 PM, City Hall and Remote

Call-in numbers 253-215-8782, 669-900-6833, 346-248-7799, 312-626-6799, 929-205-6099 or 301-715-8592, Meeting ID 889 7550 7011, Zoom link

https://us02web.zoom.us/j/88975507011 or via YouTube at https://www.youtube.com/channel/UC4k9bA0lEEvsF6PSoDwjJvA/

Information in parentheses after the agenda item reference the 2021-2022 council goal the item relates to. Items with an asterisk (*) have been added or modified after the initial draft publication of the Agenda.

- **1. CALL TO ORDER/PRESENTATION TO THE FLAG:** Mayor to call the meeting to order, lead the group in reciting the pledge of allegiance and conduct roll call.
- **2. PUBLIC COMMENTS:** [This is an opportunity for members of the audience to address the Council. If you wish to address the Council, please sign in to be recognized by the Mayor. Comments are limited to three minutes per speaker. The Mayor may extend or further limit these time periods at his discretion. The Mayor may allow citizens to comment on individual agenda items outside of the public comment period at his discretion. Please submit written comments to City Hall in person at 7121 E. Loop Rd, via mail to PO Box 371, Stevenson, WA 98648 or via email to leana@ci.stevenson.wa.us by noon the day of the meeting for inclusion in the council packet.]
- **3. CHANGES TO THE AGENDA:** [The Mayor may add agenda items or take agenda items out of order with the concurrence of the majority of the Council].
- a) * 11/16 changes include:
 - -Revision of Park Plaza Contract to Discussion (item 7d)
 - -Addition of Shell Engineering contract (item 7e)
 - -Addition of HHPR contract (item 7f)
 - -Addition contract report (item 8e)
- b) ** 11/17 changes include:
 - -Addition of Budget Document (item 5b)
 - -Addition of Bridge of the Gods letter (item 7c)
 - -Addition voucher report (item 10a)
- **4. CONSENT AGENDA:** The following items are presented for Council approval. [Consent agenda items are intended to be passed by a single motion to approve all listed actions. If discussion of an individual item is requested by a Council member, that item should be removed from the consent agenda and considered separately after approval of the remaining consent agenda items.]
- a) Liquor License Renewal Red Bluff Brewing, LLC

- **Water Adjustment** Ann Lueders (meter no. 203850) requests a water adjustment of \$301.37 for a water leak which they have since repaired.
- c) Water Adjustment James Woodford (meter no. 600420) requests a water adjustment of \$184.66 for a water leak which they have since repaired.
- **Minutes** of October 12th regular council meeting and November 1 special council meeting.

MOTION: To approve consent agenda items a-d.

5. PUBLIC HEARINGS:

a) Public Hearing 2023 Proposed Property Tax Levy - City Administrator Leana Kinley presents resolution 2022-403 and ordinance 2022-1188 proposing the maximum 1% property tax increase for public comment and council consideration. These are both time sensitive and must be approved by November 30th to take effect in 2023.

MOTION: To approve resolution 2022-403 authorizing an increase in property taxes for fiscal year 2023.

MOTION: To approve ordinance 2022-1188 fixing the amount to be raised by ad valorem taxes and levied for fiscal year 2023.

**Second Hearing 2023 Proposed Budget - City Administrator Leana Kinley presents the 2023 proposed budget and associated documents based on items discussed at the October 12, 2022 public hearing and the November 1, 2022 special meeting. It is also available online at https://city-stevenson-wa-budget-book.cleargov.com/7549.

6. SITUATION UPDATES:

Sewer Plant Update (1) - Staff will present an update on the Stevenson Wastewater System and Compliance Schedule.

7. COUNCIL BUSINESS:

a) Approve 2023 Tourism Funding Awards - City Administrator Leana Kinley presents the Tourism Advisory Committee's 2023 funding recommendations for council approval in the total amount of \$495,200. Council will also discuss revising reporting requirements for the Chamber of Commerce to quarterly.

MOTION: To approve the 2023 lodging tax requests as recommended by the Tourism Advisory Committee in the amount of \$495,200.

Approve Title VI Non-Discrimination Agreement - City Administrator Leana Kinley presents an updated Title VI Non-Discrimination Agreement, changing the responsible

party from Leana Kinley and Karl Russell to Leana Kinley and Carolyn Sourek, for council review and consideration. This agreement is required to receive funds from the Washington State Department of Transportation.

MOTION to approve the updated Title VI Non-Discrimination Agreement with the Washington State Department of Transportation.

- **Approve Bridge of the Gods Letter City Administrator Leana Kinley presents a draft letter of support for funding the Bridge of the Gods seismic strengthening needs to Washington State.
- *Discuss Park Plaza Contract Council will discuss the Park Plaza Interlocal Agreement with Skamania County ahead of a workshop with the commissioners on November 29th at 4pm. Council can determine if all, or less than a quorum of members wish to attend.
- *Approve Shell Engineering On-Call Contract City Administrator Leana Kinley presents the three-year contract with Shell Engineering for on-call development review and engineering standards update support services for a cost not to exceed \$64,030. This contract was selected through the city's recent RFQ process for on-call engineering services. There will be individual scopes of work for each project identified which falls under this contract, not to exceed the maximum amount as set forth in the contract unless amended according to our procurement policy.

MOTION: To approve the contract with Shell Engineering for on-call development review and engineering standards update support services for a cost not to exceed \$64,030.

*Approve Harper Houff Peterson Righellis Inc. (HHPR) Engineering On-Call Contract - City Administrator Leana Kinley presents the three-year contract with HHPR for on-call street engineering services for a cost not to exceed \$315,925. This contract was selected through the city's recent RFQ process for on-call engineering services. There will be individual scopes of work for each project identified which falls under this contract, not to exceed the maximum amount as set forth in the contract unless amended according to our procurement policy.

MOTION: To approve the contract with HHPR for on-call street engineering services for a cost not to exceed \$315,925.

8. INFORMATION ITEMS:

- **Sheriff's Report** The Skamania County Sheriff's report for activity within Stevenson city limits for the prior month is presented for council review.
- **Chamber of Commerce Report** The report presented describes some of the activities conducted by Skamania County Chamber of Commerce in the prior month.

- <u>c)</u> Housing Programs Report The report for the prior month on housing services provided by Washington Gorge Action Programs in Skamania County is enclosed for council information.
- **financial Report** The Treasurer's Report and year-to-date revenues and expenses through the prior month are presented for council review.
- *Contracts Awarded Administratively The report on contracts, purchases and change orders over \$10,000 approved administratively over the past month is attached.

9. CITY ADMINISTRATOR AND STAFF REPORTS:

- a) Ben Shumaker, Community Development Director
- b) Carolyn Sourek, Public Works Director
- c) Leana Kinley, City Administrator

10. VOUCHER APPROVAL:

**October 2022 payroll and November 2022 AP checks have been audited and are presented for approval. October payroll checks 16378 and 16402 thru 16406 total \$123,818.73 which includes EFT payments. November 2022 AP checks 16379 thru 16401 and 16407 thru 16466 total \$984,220.76, which includes EFT payments. The AP check register with fund transaction summary is attached for review.

MOTION: To approve the vouchers as presented.

11. MAYOR AND COUNCIL REPORTS:

12. ISSUES FOR THE NEXT MEETING: [This provides Council Members an opportunity to focus the Mayor and Staff's attention on issues they would like to have addressed at the next council meeting.]

13. ADJOURNMENT - Mayor will adjourn th	ne meeting.	
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UPCOMING MEETINGS AND EVENTS:

- -November 24th, Thanksgiving Holiday, City Closed
- -November 25th, City Closed
- -December 12, 2022 6pm Planning Commission Meeting
- -December 14, 2022 6pm, Special City Council Workshop
- -December 15, 2022 6pm Regular City Council Meeting -Sewer Rate Public Hearing

DRAFT MINUTES CITY OF STEVENSON COUNCIL MEETING October 12, 2022 6:00 PM, City Hall and Remote

1. CALL TO ORDER/PRESENTATION TO THE FLAG: Mayor Anderson called the meeting to order at 6:00 p.m., led the group in reciting the pledge of allegiance and conducted roll call.

Elected officials attending: Mayor Scott Anderson; Councilmembers Dave Cox, Michael Johnson, Kristy McCaskell, David Wyatt, Paul Hendricks.

Staff attending: City Administrator Leana Kinley, Public Works Director Carolyn Sourek, Community Development Director Ben Shumaker, City Attorney Ken Woodrich.

Guests attending: Port of Cascade Locks Government Affairs Director Mark Johnson; WAGAP Executive Director Leslie Naramore; City of Stevenson Planning Commissioner Davy Ray.

Public attending: Gary Marsh, Colleen Wahto, John Goodman, Hans Strauss, Victoria Stolie, Judy Willing, Margie Hidalgo, Michael Spencer Donn, James Landers.

2. PUBLIC COMMENTS: No comments were received.

3. CHANGES TO THE AGENDA:

a) 10/11 changes include: Addition of Bridge of the Gods graphic for Port of Cascade Locks presentation (item 5a), addition of initial budget documents (item 6b), addition of staff report for the sewer update (item 7a), addition of comments received to Downtown Plan adoption and revised resolution to include Planning Commission recommendation (item 8a), addition of Planning Commission recommendations on annexation proposal (item 8b), addition of Planning Commission minutes (item 10g), addition of vouchers (item 12a)

4. CONSENT AGENDA:

- a) Approve 2023 EDC Contract City Administrator Leana Kinley presented the contract with Skamania County Economic Development Council for 2023 services in the amount of \$26,485.
- b) Separation Agreement City Administrator Leana Kinley requested approval of the attached separation agreement with Mark Tittle which includes payment of all benefits due him according to city policy and a severance amount of three months salary.
- c) Minutes of September 15, 2022 Regular Council Meeting.

MOTION to approve consent agenda items a-c was made by **Councilmember Hendricks**, seconded by **Councilmember Cox**.

Voting aye: Councilmembers Cox, Johnson, McCaskell, Wyatt, Hendricks.

5. PRESENTATIONS FROM OUTSIDE AGENCIES:

a) Port of Cascade Locks - Port of Cascade Locks Government Affairs Director Mark Johnson presented an update on the Bridge of the Gods seismic retrofitting and strengthening improvements. He shared slides on the project and described efforts by the Port of Cascade Locks to attain funding from the Oregon and Washington State Legislatures for bridge needs. The City Council agreed to provide a letter of support, and will have one for review at the November 2022 Council meeting.

6. PUBLIC HEARINGS:

a) Second Reading Capital Improvement Program and Comprehensive Plan Update -Community Development Director Ben Shumaker presented the second reading and review of the Capital Improvement Program and Comprehensive Plan Update for public comment and council discussion.

The public hearing opened at 6:19 p.m.

Comments received by the Department of Fish & Wildlife via the SEPA were briefly discussed.

No public comments were received.

The public hearing closed at 6:22 p.m.

MOTION to approve ordinance 2022-1187 revising the Comprehensive Plan and adopting the Capital Improvement Program as presented was made by **Councilmember Cox**, seconded by **Councilmember Hendricks**.

Voting aye: Councilmembers Cox, Johnson, McCaskell, Wyatt, Hendricks.

b) Initial 2023 Budget - City Administrator Leana Kinley presented the preliminary 2023 budget for council review and discussion prior to the November 1, 2022 meeting.

The public hearing opened at 6:25 p.m.

City Administrator Leana Kinley highlighted several items of interest for the council. A brief discussion followed on possible changes to the fire department as the fire chief will be retiring at the end of the year. Additional budget details will be presented at the November 1^{st,} 2022 meeting.

No public comments were received.

The public hearing closed at 6:33 p.m.

7. SITUATION UPDATES:

a) Sewer Plant Update (1) - Carolyn Sourek, Public Works Director provided an update on the Stevenson Wastewater System and Compliance Schedule.

8. UNFINISHED BUSINESS:

a) Adopt the Stevenson Downtown Plan for SUCCESS! - Community Development Director Ben Shumaker presented the revised Stevenson Downtown Plan for SUCCESS! as discussed at the September 15th, 2022 meeting for council consideration.

MOTION to approve resolution 2022-401 adopting the Stevenson Downtown Plan for SUCCESS! as presented was made by **Councilmember Cox**, seconded by **Councilmember Hendricks**.

Voting aye: Councilmembers Cox, Johnson, McCaskell, Wyatt, Hendricks.

b) Annexation Request 2022-01 - City Administrator Leana Kinley presented the staff memos regarding annexation request 2022-01 and the result of outreach as directed at the August 29th, 2022 special meeting for council discussion. A recommendation from the Stevenson Planning Commission was also included.

Mayor Anderson and **City Administrator Kinley** provided background information on options available to the city regarding the annexation request.

Mayor Anderson invited audience members to speak on the issue. Gary Marsh, Colleen Wahto, John Goodman, Hans Strauss, Victoria Stolie, Judy Willing, Margie Hidalgo, Michael Spencer Donn and James Landers provided comments opposing annexation, citing costs associated with the proposal.

Planning Commissioner Davy Ray spoke on the recommendations from the Planning Commission regarding the request.

City Attorney Ken Woodrich clarified that costs to property owners cannot exceed the increase in value their property gains from improvements following annexation. Following further discussion, it was agreed an annexation policy was needed to help guide future city growth.

MOTION to reject annexation proposal was made by **Councilmember Hendricks**, seconded by **Councilmember Johnson**.

Voting aye: Councilmembers Cox, Johnson, McCaskell, Wyatt, Hendricks.

9. COUNCIL BUSINESS:

a) Approve Emergency Declaration - City Administrator Leana Kinley presented and explained resolution 2022-400 declaring a local emergency for construction due to supplier breach of contract for council consideration. Included in the resolution is approval of the contract with Environmental Dynamics International for Fine Bubble Diffusers in the amount of \$128,450. City Attorney Woodrich advised it may be worth submitting a claim against the performance

bond provided by the original contractor.

MOTION to approve resolution 2022-400 declaring a local emergency for construction due to supplier breach and approval of the contract with Environmental Dynamics International for Fine Bubble Diffusers in the amount of \$128,450 was made by **Councilmember Cox**, seconded by **Councilmember Johnson**.

Voting aye: Councilmembers Cox, Johnson, McCaskell, Wyatt, Hendricks.

b) Approve FCS Group Contract - City Administrator Leana Kinley presented and explained the attached contract with FCS Group for utility rate review and restructuring the amount of \$56,765. This is part of the city's strategic goal to analyze the financial health of the city and incorporate tools to impact housing affordability.

MOTION to approve the contract with FCS Group for utility rate review and restructuring for an amount not to exceed \$56,765 was made by **Councilmember Johnson**, seconded by **Councilmember Hendricks**.

Voting aye: Councilmembers Cox, Johnson, McCaskell, Wyatt, Hendricks.

c) Approve Warming Shelter Project - City Administrator Leana Kinley presented the request from Leslie Naramore, Executive Director for Washington Gorge Action Programs, for \$15,000 to help fund the 2022-2023 winter warming shelter project in Stevenson for council discussion and consideration. Naramore explained the work, and answered a number of questions from the Council.

MOTION to approve funding for the 2022-2023 winter warming shelter project in the amount of \$15,000 was made by **Councilmember Cox**, seconded by **Councilmember Johnson**.

Voting aye: Councilmembers Cox, Johnson, McCaskell, Wyatt, Hendricks.

d) Approve HRA VEBA Plan Amendment - City Administrator Leana Kinley presented and explained resolution 2022-399 amending the Health Reimbursement Arrangement/Voluntary Employee Beneficiary Association plans adjusting vacation buy-outs as agreed to by a majority of city staff.

MOTION to approve resolution 2022-399 amending the HRA VEBA plans as presented was made by **Councilmember Johnson**, seconded by **Councilmember Cox**.

Voting aye: Councilmembers Cox, Johnson, McCaskell, Wyatt, Hendricks.

e) Approve Geotechnical Resources, Inc. On-Call Contract - City Administrator Leana Kinley presented and explained the three-year contract with Geotechnical Resources, Inc. (GRI) for on-call design, permitting and construction support services for geotechnical-related projects

for a cost not to exceed \$20,000. This contract was selected through the city's recent RFQ process for on-call engineering services. There will be individual scopes of work for each project identified which falls under this contract, not to exceed the maximum amount as set forth in the contract unless amended according to the city's procurement policy.

MOTION to approve the contract with Geotechnical Resources, Inc. (GRI) for on-call design, permitting and construction support services for geotechnical-related projects for a cost not to exceed \$20,000 was made by **Councilmember Wyatt**, seconded by **Councilmember McCaskeell**

Voting aye: Councilmembers Cox, Johnson, McCaskell, Wyatt, Hendricks.

f) Approve Grayling Engineering On-Call Contract - City Administrator Leana Kinley presented and explained the three-year contract with Grayling Engineering for on-call water design and system planning services for a cost not to exceed \$100,000 per budget year. This contract was selected through the city's recent RFQ process for on-call engineering services. There will be individual scopes of work for each project identified which falls under this contract, not to exceed the maximum amount as set forth in the contract unless amended according to the city's procurement policy.

MOTION to approve the contract with Grayling Engineering for on-call water design and system planning services for a cost not to exceed \$100,000 per budget year was made by **Councilmember McCaskell**, seconded by **Councilmember Johnson**.

Voting aye: Councilmembers Cox, Johnson, McCaskell, Wyatt, Hendricks.

- g) Discuss HEALing SCARS Program City Administrator Leana Kinley presented and explained the draft program HEALing SCARS for discussion. A requirement of the stormwater outfall project was to have the city perform environmental mitigation or pay a percentage of the cost of the work to various agencies. HEALing SCARS is one such program. It offers people the ability to offset environmental impacts from projects by funding certain programs. Community Development Director Shumaker noted HEALing SCARS can help city property owners offset the cost of connecting to city sewers and decommissioning septic tanks. The program is still being finalized, with more details to be worked out.
- **10. INFORMATION ITEMS:** The following items were presented for Council review:
 - a) The Skamania County Sheriff's report for activity within Stevenson city limits for the prior month. Councilmember Cox requested information on contract costs and all law enforcement related complaints responded to by the Sheriff's Office within the City of Stevenson over the past year.
 - b) Washington State Tax Structure Work Group Update The Joint Executive Summary of Community Engagement and Survey Reports for the Washington State Tax Structure Work Group was enclosed for information. City Administrator Kinley highlighted where the information will be used to develop policy recommendations and possible changes in tax legislation for the 2023 Legislative Session.

- c) Mid-Columbia Economic Development District's 2022 Annual Report.
- d) Washington Gorge Action Programs 2021 Annual Report.
- **e) Financial Report** The Treasurer's Report, year-to-date revenues and expenses through the prior month, and third quarter report are presented for council review.
- f) Chamber of Commerce Report describing some of the activities conducted in the prior month.
- g) Planning Commission Meeting minutes from September 2022.

11. CITY ADMINISTRATOR AND STAFF REPORTS:

a) Ben Shumaker, Community Development Director

- i) He noted future projects include the Shoreline access and trail planning, as well as developing programs and regulations that address the downtown parking study.
- ii) The Planning Commission is prioritizing the development of an annexation policy in keeping with the City Council's strategic plan. He suggested having a Councilmember work with the PC as a liaison on annexation.
- iii) Finding solutions to the housing problem remains a focus.
- iv) Planning Commission members have expressed interest in amending the Comprehensive Plan to include some of the downtown plan aspects. It will take several years to finalize the process.
- v) He will be attending the Infrastructure Conference in Wenatchee next week to learn about potential grants for local projects.

b) Carolyn Sourek, Public Works Director

- i) Several recent water breaks on the main line have been repaired.
- ii) Public Works is replacing some failing WWTP equipment.
- iii) She met with the GIS consultant to facilitate the transfer CAD and other formats of maps.
- iv) Public Works is cleaning catch basins and mowing ditches in preparation for rain.
- v) Rock Creek and Columbia Avenue will be closed temporarily for work purposes.
- vi) Parking/loading zone ordinance changes will be presented at the November 2022 Council meeting.
- vii) A Vac Truck demo is planned for the 24th of October.
- viii) A Utilities/Maintenance Worker position is open in Public Works.

Community Development Director Shumaker (Continued)

i) He shared a brief explanation of a program found within the newly adopted Comprehensive Plan. Known as NICE (New Improvements for Community Enhancement), it can offer the city a way to create a policy that lays out methods for cost sharing associated with annexation or utility extension.

b) Leana Kinley, City Administrator

- i) The Recreation and Conservation Office is offering a planning grant, which if received will assist in developing the Park Plaza project in Stevenson.
- ii) An open house will be held November 3rd, 2022 from 4-6 p.m. for the public to learn more about the Columbia Ave. realignment project.

- iii) Scanning documents to laser fiche begins next week. Digitizing data will assist greatly when searching through it.
- iv) City Hall will now be open to the public Monday-Thursday from 7:30 a.m.-5 p.m. Staff will continue to work on Fridays.
- v) She is working on re-configuring the layout of City Hall, feedback would be appreciated.

2. VOUCHER APPROVAL:

a) *September 2022 payroll and October 2022 AP checks have been audited and are presented for approval. September payroll checks 16317 through 16322 total \$116,324.92 which includes EFT payments. October 2022 AP checks 16316 and 16323 through 16377 total \$380,053.81, which includes EFT payments. The AP check register with fund transaction summary was attached for review.

MOTION to approve the vouchers as presented was made by Councilmember Hendricks, seconded by Councilmember Johnson.

Voting aye: Councilmembers Cox, Johnson, McCaskell, Wyatt, Hendricks.

3. MAYOR AND COUNCIL REPORTS:

- a) Dates for a number of upcoming meetings, trainings and workshops were confirmed.

	Scott Anderson, Mayor	Date	
	g		
5.	ADJOURNMENT: Mayor Anderson adjourned the meeting at 8:40 p.m.		
4.	None provided.		

MINUTES CITY OF STEVENSON COUNCIL MEETING November 01, 2022 6:00 PM, City Hall and Remote

1. CALL TO ORDER/PRESENTATION TO THE FLAG: Councilmember Paul Hendricks called the meeting to order at 6:02pm.

PRESENT

Councilmembers Paul Hendricks, Dave Cox (arrived late), Michael D. Johnson, and David Wyatt, Mayor Scott Anderson (arrived late).

ABSENT

Councilmember Kristy McCaskell

Community Development Director Ben Shumaker, Public Works Director Carolyn Sourek and City Administrator Leana Kinley were also present. There were no members of the public present.

- 2. PUBLIC COMMENTS: None.
- 3. COUNCIL BUSINESS:
- **2023 Proposed Budget Discussion** City Administrator Leana Kinley presents the 2023 draft budget document for council review and discussion.

Additional information regarding the budget process, revenue resources and trends can be found in the enclosed 2023 budget suggestions published by MRSC.

City Administrator Leana Kinley highlighted the 2023 budget changes from the last meeting. A deep review of the overall budget and discussion of improvements to the budget presentation took place. No changes to budget figures were proposed.

4. ADJOURNMENT - The meeting was adjourned at 7:10pm.

Scott Anderson, Mayor	Date

CITY OF STEVENSON, WASHINGTON RESOLUTION NO. 2022-403

A RESOLUTION AUTHORIZING AN INCREASE IN PROPERTY TAXES FOR FISCAL YEAR 2023

WHEREAS, the City of Stevenson has given proper notice of a public hearing held Thursday, November 17, 2022 to consider the City's General Fund budget for the 2023 fiscal year pursuant to RCW 84.55; and

WHEREAS, the City of Stevenson, after said public hearing, and after duly considering all relevant evidence and testimony presented, has determined that the City of Stevenson requires an increase in property tax revenue from the previous year, in addition to any increase resulting from the addition of new construction and improvements to property, any increases in the value of state assessed property, and any increases resulting from the addition of newly annexed parcels, for meeting the expected expenses and obligations for the provision of ongoing services;

NOW, THEREFORE, the City Council of the City of Stevenson hereby resolves that an increase in the regular property tax levy is authorized for the 2023 levy for a levy amount of \$528,234.05 which is a 1% increase from the 2022 levy or an absolute increase of \$5,230.04, plus the value of new construction as provided by RCW 84.55.010 of \$18,167.85, newly annexed parcels as provided by RCW 84.55.030 (if any, amount TBD), and the increase in State assessments of \$1,669.38.

Passed by the City Council of the City of Stevenson this 17th day of November 2022.

	Scott Anderson, Mayor
ATTEST:	APPROVED AS TO FORM:
Leana Kinley, City Clerk	Kenneth B Woodrich, PC City Attorney

CITY OF STEVENSON, WASHINGTON ORDINANCE NO. 2022-1188

AN ORDINANCE FIXING THE AMOUNT TO BE RAISED BY AD VALOREM TAXES AND LEVIED FOR FISCAL YEAR 2023

WHEREAS, the City Council has given proper notice of a public hearing held Thursday, November 17, 2022, to consider the City's Budget for fiscal year 2023,

WHEREAS, the provisions of RCW 35A.33.135, RCW 84.55.010, and WAC 458-19-005 require the City of Stevenson's legislative body to consider the City's total anticipated financial requirements for the ensuing fiscal year and determine and fix by ordinance the amount to be raised by Ad Valorem taxes,

WHEREAS, the Washington State legislature determined that upon the finding of substantial need, the City may increase property taxes by no more than 1% of the amount of regular property taxes lawfully levied for the highest of the past three most recent years, plus any increases due to new construction, annexation, and increases in the assessed value of state-assessed property,

WHEREAS, the City Council has determined that the City needs an estimated one percent (1%) increase in regular property tax revenue over the current year in addition to the increases resulting from new construction, annexation, and any increase in the value of state assessed utilities, and is reserving its rights to all remaining reserves based on any remaining banked capacity.

WHEREAS, the estimated amount to be raised by Ad Valorem taxes to be levied by the City of Stevenson is \$528,234.05 which is a percentage increase of 1% over the preceding year (an absolute increase of \$5,230.04) plus the increases due to new construction, annexation, and increases in the amount of State Assessments (if any). Resolution 2022-403 specifically states the dollar increase and percentage change in the levy from the previous year as prescribed by RCW 84.55.120.

NOW, THEREFORE, the City Council of the City of Stevenson do ordain that the Clerk of the City of Stevenson is directed to certify to the Board of County Commissioners of Skamania County, pursuant to the provisions of RCW 84.52.020, that the amount of property taxes to be levied by the City of Stevenson for the fiscal year 2023 is **\$528,234.05**, plus the increases due to new construction, annexation, and increases in the amount of State Assessments (if any).

Passed by the City Council this 17th day of November 2022.

	Scott Anderson, Mayor
ATTEST:	APPROVED AS TO FORM:
Leana Kinley, City Clerk	Kenneth B Woodrich, PC City Attorney

City of Stevenson Digital Budget Book



Preliminary Version - 11/01/2022

Last updated 11/17/22

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INTRODUCTION

2023 Proposed Budget

Overview:

The budget development process is guided by Washington State Law and by the Budgeting, Accounting & Reporting System (BARS) manual published by the Washington State Auditor's Office. We prepare the annual budget for two main reasons:

- 1. It sets the legal limits on expenditures for the City.
- 2. It is our financial plan for next year. In its simplest form, it is an estimate of the revenues we expect to receive and how we plan to spend them.

When the budget is appropriated by ordinance, that ordinance provides the legal right to spend money as well as limit the amount we can spend.

Budget priorities are determined by reviewing the goals set at the strategic planning retreat in the summer of 2023. More specific budget priorities for 2023 are included in the proposed budget.

2023 Proposed Revenues

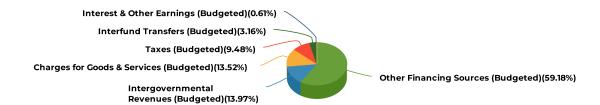
The 2023 proposed budget continues all existing programs and staff. Revenue projections have been conservative with the following assumptions:

- The historical population is estimated at 1,550.
- 1% increase in the property tax levy, plus new construction.
- A conservative sales tax estimate based on historical receipts
- Increase in water utility base rate of 5% for 2023.
- Increase in wastewater utility rates of 15% for 2023.
- Estimated amount of secured grants, loans and other revenue sources to fund capital improvement projects.

The chart below lists total revenues for the city, including capital projects. Revenue from grants, loans and interfund transfers for the wastewater upgrade projects total almost \$14M. The entirety of the Other Financing Sources is in the Sewer Fund.

Revenue sources include:

- Nonrevenues agency pass-through funds, unclaimed property
- Licenses and Permits business licenses, building permits, etc.
- Fines and Penalties mostly traffic infractions and criminal fines and penalties
- Interest & Other Earnings interest income from city investments
- Interfund Transfers internal transfer between funds
- Taxes property tax, sales tax, and taxes on utilities (natural gas, electricity, cable, garbage, telephone, etc).
- Charges for Services planning fees, building inspector reimbursements, utility rates, etc.
- Intergovernmental Grants:Transportation
 Improvement Board (TIB), etc. for capital projects and
 State Shared liquor revenues, fuel tax, criminal justice funds, etc.
- Other Financing Sources loan proceeds for capital projects



2023 Proposed Expenses

A highlight of the 2023 expenses include:

Current Expense:

- Paint City Hall \$50k
- Install Office Walls at City Hall \$10k

Streets:

- Engineering Standards Update \$25k (rolled from 2022)
- Preliminary Engineering for TIP Projects \$25k

Water/Sewer:

- Replace Loop Road Waterline \$162k
- Paint Water Treatment Plant Interior \$100k

Equipment Services:

• Replace service truck \$50k. The purchase was delayed for the past four years.

Capital Projects (Services):

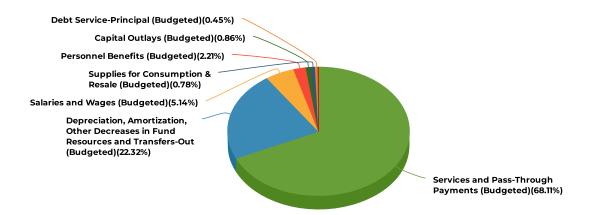
- Construct Phase 2 WW Collection System Upgrades
 \$2.7M
- Complete Wastewater Treatment Plant Upgrades \$11M

<u>Personnel:</u>

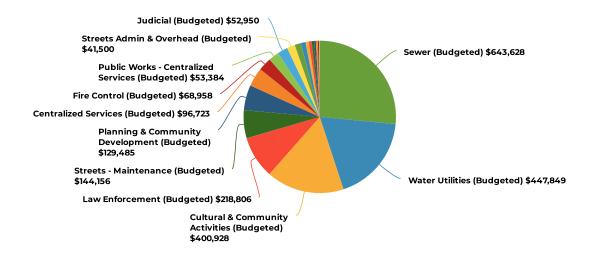
- Staff salaries in the proposed budget were increased by a Cost-of-Living Adjustment (COLA) of 5%, less than the June 2022 West B/C CPI-U of 8%, plus a salary adjustment ranging from 2%-13% based on industry averages and step increases for all employees not already at top-step.
- The cost of medical insurance will increase by 4.5% in 2023. There will be no increase in the dental or vision plan.

Services:

• Detailed chart below.



Services and Pass-Through Payments



History of City

Nestled between the Columbia River to the south, and the mountains and basalt cliffs of the Gorge to the north, the City of Stevenson offers a welcome respite from the noise and congestion of large cities. Take a stroll and explore the riverfront and downtown Stevenson. Visit our unique shops, restaurants, pub and delicatessens. You'll discover a friendlier, laid back lifestyle-reminiscent of earlier decades.

Strategically located just above the rapids known as the Upper Cascades, the Stevenson area has been home to Native American settlements for thousands of years. Their villages were focal points for commerce and social gatherings as they came to trade and fish along the riverbanks. Later, the first explorers and missionaries (Lewis & Clark, David Thompson, Dr. Spaulding) used the Columbia River to penetrate the Cascade Mountains on their way to the Pacific Ocean. In 1843 the Oregon Trail brought the first of a great wave of settlers past our shores. Pioneers portaged around the Cascade Rapids on their way to the Willamette Valley.

Some of these pioneers chose to stay. The Stevenson family, who settled in the Gorge in the 1800's from Missouri, founded the town of Stevenson on the old Shepard donation land claim. Under the auspices of the Stevenson Land Company, George Stevenson purchased the original town site for \$24,000 in 1893, building the town along the lower flat near the river. Settlers expanded the original dock to serve the daily arrivals of sternwheelers unloading passengers, cargo and loading logs.

By 1900, many merchants established businesses. Locals could wet their whistles at the Iman or the Charles Thayer saloons. Travelers stayed at the Valley Hotel and Stevenson Hotel, and dined at the Hickey and Key Restaurant. Settlers shopped for staples at Totton's General Store and Mitchell's Drug Store that also housed the post office, courthouse, print shop and local jail.

Late one night in 1893, in a dispute over rental fees, a suspect crew transported the county records from the town of Cascades to Stevenson. Stevenson became the county seat overnight. In 1908 the town was incorporated and the SP&S Railroad arrived, pushing the town up the hill away from the river. Streets were graded, wooden sidewalks constructed and the city asked residents to keep their cows from roaming the streets. Huge piles of logs were stacked along the waterfront to fuel the sternwheelers.

Mills and logging camps peppered the hillside, with flumes and skid roads to carry the logs to shipping points. Saloons flourished until prohibition went into effect. With the construction of the State Highway, and later construction of Bonneville Dam, the town moved further up the hill as portions of the original town site were flooded by the Bonneville Pool.

Today, you can stroll along Stevenson's riverfront parks where giant fish wheels once plied the Columbia River's waters for salmon. Witness the myriads of colorful kiteboarders' sails, as they jump and twist on the Columbia's swells. Watch the ducks, geese and other waterfowl nesting at Rock Creek Cove. Browse through gift shops, antique stores and art galleries. And visit the Columbia Gorge Interpretive Center to explore Native American legends, petroglyphs and artifacts telling the story of the Gorge. Return to a quieter time. Return to Stevenson.

Population Overview

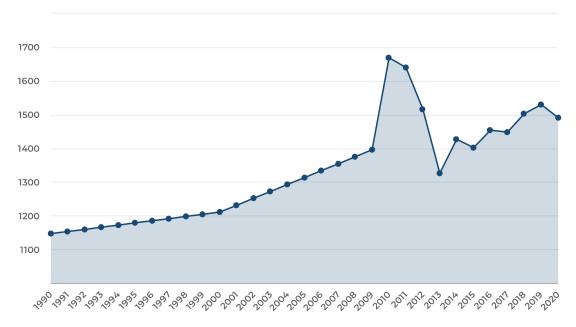


TOTAL POPULATION

1,491

▼ 2.5% vs. 2019 GROWTH RANK
214 out of 284

Municipalities in Washington



^{*} Data Source: U.S. Census Bureau American Community Survey 5-year Data and the 2020, 2010, 2000, and 1990 Decennial Censuses



DAYTIME POPULATION

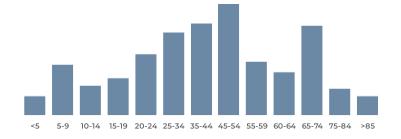
2,056

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

* Data Source: American Community Survey 5-year estimates

POPULATION BY AGE GROUP







Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

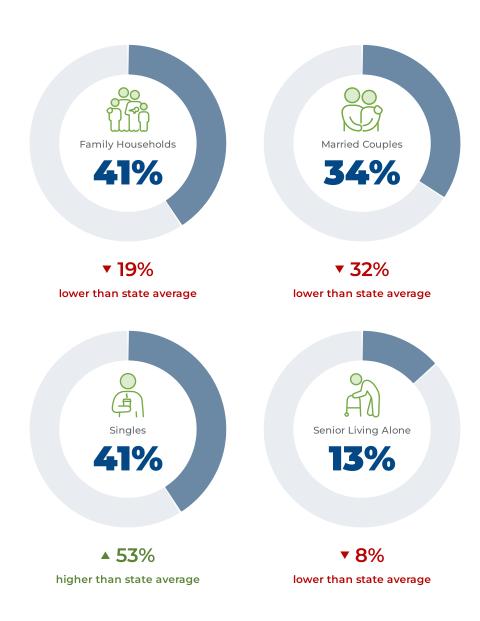
* Data Source: American Community Survey 5-year estimates

Household Analysis

TOTAL HOUSEHOLDS



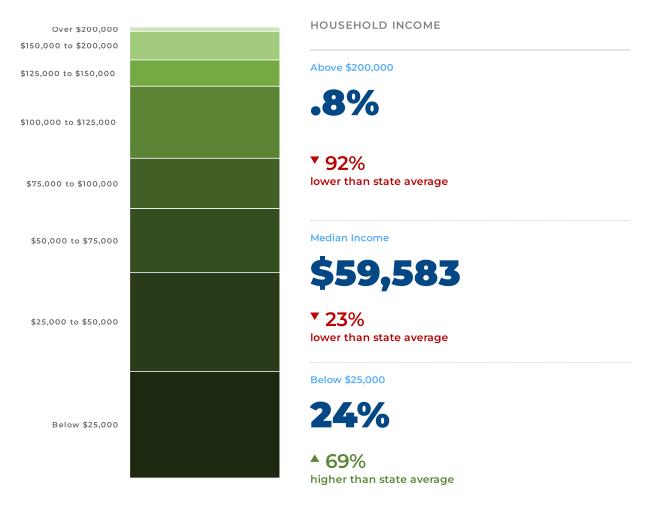
Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.



^{*} Data Source: American Community Survey 5-year estimates

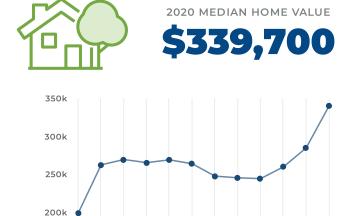
Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.



^{*}Data Source: American Community Survey 5-year estimates

Housing Overview

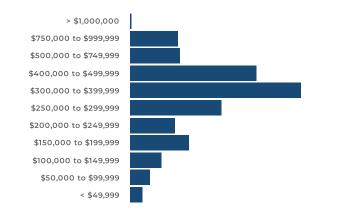


* Data Source: 2020 **US Census Bureau**(http://www.census.gov/data/developers/data-sets.html), American Community
Survey. Home value data includes all types of owner-occupied housing.

2012 2013 2014 2015 2016 2017 2018

HOME VALUE DISTRIBUTION

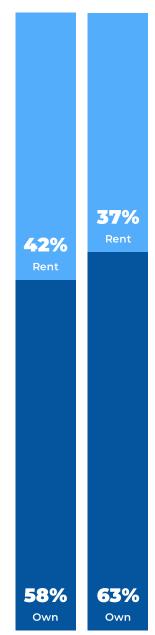
150k



* Data Source: 2020 US Census Bureau (http://www.census.gov/data/developers/data-sets.html), American Community Survey. Home value data includes all types of owner-occupied housing.

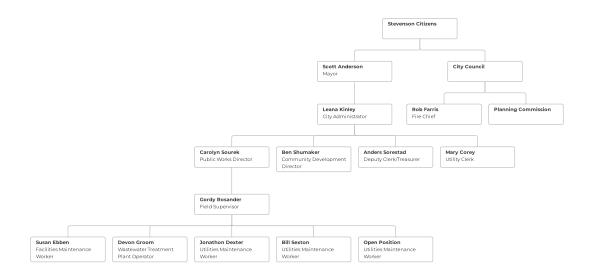
HOME OWNERS VS RENTERS





* Data Source: 2020 US Census Bureau (http://www.census.gov/data/developers/datasets.html), American Community Survey. Home value data includes all types of owner-occupied housing.

Organization Chart



Fund Structure

The city budgets by individual funds. Each fund uses a separate set of self-balancing accounts that comprises its cash and investments, revenues and expenses. The city's resources are allocated to individual funds depending on their intended purpose. Any fund which has 10% or more of the overall budgeted revenues or expenses (excluding other financing sources and uses) is a major fund. For 2023, the General Fund and the Water/Sewer Fund are major funds.

The following fund types are used with the associated city funds are further described below. A chart is also below.

GOVERNMENTAL FUND TYPES:

General Fund

This fund is the primary operating fund of the government. It accounts for all financial resources except those required or elected to be accounted for in another fund.

General Fund – The General Fund is the primary operating fund for the City. The General Fund accounts for all revenues and expenditures not required to be accounted for in a separate fund. General Fund expenditures include all general government functions such as legislative, legal, municipal court, law enforcement, fire protection, building inspector services, planning services, parks maintenance, finance and accounting, and general administrative services.

The Unemployment Reserve in the General Fund (formerly Fund 622) has a balance to cover estimated unemployment claims. The City is self-insured for unemployment.

Primary revenue sources for the General Fund are property taxes and sales taxes with smaller amounts generated from utility taxes, permits, fines & other user charges, and state shared revenues. The primary revenue source, property taxes, is limited by Washington State law to a 1% annual increase.

General Fund Reserve – This fund is restricted by SMC 3.30.010 for urgent or emergency purposes as determined and approved by the council. It may also be used as a source of short-term (less than three years) interfund loans.

Fire Reserve – This fund is for buildings, equipment and other capital items associated with and used in the fire department restricted by SMC 3.30.020.

ARPA Fund – This fund is for projects related to the American Rescue Plan Act and is restricted for use by guidance set by the Department of Commerce. The funds must be obligated by 2024 and spent by 2026.

Special Revenue Funds

These funds account for specific revenue sources that are restricted or committed to expenditures for specified purposes of the government.

Street Fund -The Street Fund is used to account for proceeds of specific taxes and other revenue sources dedicated to fund city streets, storm drains, sidewalks, and associated activities.

The primary state-dedicated revenue source is the state gas tax. The City Council has also dedicated the PUD Excise Tax, Liquor Profit Tax and a second half-percent sales tax (enacted by the City Council in 2012) as additional revenue sources to the Street Fund.

Street Fund revenues have been supplemented in the past by the Federal Surface Transportation Program (STP) and the State Transportation Improvement Board (TIB) which can be used only for transportation purposes. Major street projects are accounted for in separate project funds in the 300 series with State and Federal revenues and transfers from the Street Fund and/or the General Fund when needed.

Tourism Promotion – The Tourism Fund (Hotel / Motel tax fund) was established by City Council to fund activities designed to increase tourism. Lodging taxes were authorized by the State Legislature for tourism marketing, special events and festivals designed to attract tourists, and the support of tourism-related facilities.

The primary revenue source is a Lodging Tax of 4% charged on lodging within the City of Stevenson. Grants are awarded to applicants by the City Council following recommendations from the Tourism Advisory Committee (TAC) in November.

Affordable Housing Fund – This fund, established in late 2020, is for the collection and use of the sales tax credit for affordable housing authorized by SMC 3.10 and RCW 82.14. The rate inside the city limits is .73% and can be used for acquiring, rehabilitating or constructing affordable housing, providing the operations and maintenance costs of new units of affordable or supportive housing, and providing rental assistance to tenants.

Capital Projects Funds

These funds account for financial resources which are restricted, committed, or assigned for the acquisition or construction of capital facilities or other capital assets. The City uses one primary Capital Projects Fund with separate capital projects funds for each major project.

Capital Improvement Fund – The Capital Improvement Fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities. The primary dedicated revenue source is the real estate excise tax imposed on the sale of real estate. These funds are restricted by the State Legislature for capital purposes identified in a capital improvements plan and local capital improvements, including those listed in RCW 35.43.040.

Capital Improvement projects are normally accounted for in separate project funds in the 300 series with funding from various State and Federal sources and transfers from the Capital Improvement Fund and/or other City funds as applicable. In recent years, the Capital Improvement Fund has been used to help fund the Kanaka Creek and Gropper Sidewalk project, the Russell Avenue project, and the Joint Emergency Facilities project.

PROPRIETARY FUND TYPES:

Enterprise Funds

These funds account for operations that provide goods or services to the general public and are supported primarily through user charges.

Water & Sewer Fund – The Water & Sewer Fund is operated as an enterprise fund to account for the operations of the City's water and sewer systems on a self-supporting basis. In addition to generating enough revenue to meet current expenses, the fund must generate enough revenue to build a reserve for equipment repair and eventual capital replacements. An annual water rate increase of 5% beginning in 2020 was adopted by the council to ensure adequate funds for capital projects and debt repayment.

The sewer rates are proposed to increase 15% for 2022 and will allow the city to meet the needs of the department for 2023 and future loan repayments. Staff continues to pursue additional grant funding for the project to reduce the final rate impact. Rate increases for 2023 and beyond will be determined after the finance package for construction of the Wastewater Treatment Plant upgrades is concluded.

Wastewater Short Lived Asset Reserve Fund – This fund is required as part of the city's USDA loan. Annual deposits of at least \$21,779 are required for the 40-year life of the 2020 wastewater project loan. This fund operates like a line of credit for repairing and/or replacing major system assets with a life span of less than 15 years.

Wastewater Debt Reserve Fund – This fund is required as part of two loans the city has through USDA. The balance is equal to one annual loan installment. Prior written concurrence from USDA must be obtained before funds may be withdrawn from this fund during the life of the loan. When funds are withdrawn during the life of the loan, deposits will be made at the rate of 10% of one annual payment until the balance is equal to one annual loan payment.

Wastewater System Upgrades – This fund is for the planning, design, and construction of upgrades to the wastewater system as identified in the wastewater system plan and required as part of the Administrative Order. Most of the revenues are grants or loans with some internal match funding. The revenues and expenditures are updated when funding is received, project timelines determined, and contracts secured.

Internal Service Funds

These funds account for operations that provide goods or services to other departments or funds of the government on a cost reimbursement basis. The City uses one Internal Service Fund, the Equipment Service Fund.

Equipment Service Fund – The Equipment Service Fund is used to account for labor charges and equipment usage by other funds, and to save funds for eventual equipment replacement. Revenues are derived from charges made against other funds for using the equipment. Charges are based on the number of hours worked and miles driven by field staff in each fund and are intended to cover operating costs, equipment maintenance, staff salaries, insurance, and replacement costs.

The Public Works Director maintains an equipment replacement schedule and attempts to replace at least one major piece of equipment every year, as funding allows. A copy of the equipment replacement schedule is included with the budget for this fund.

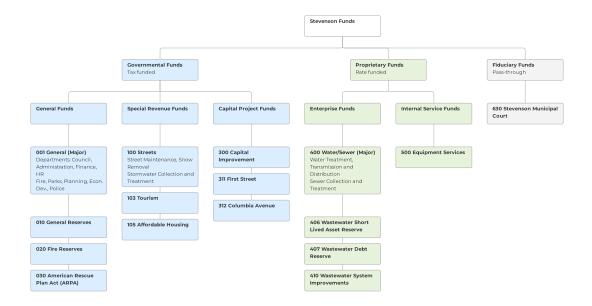
FIDUCIARY FUND TYPES:

Fiduciary funds account for assets held by the government in a trustee capacity or as a custodian on behalf of others.

Custodial Funds

These funds are used to account assets that the government holds on behalf of others in a custodial capacity.

Stevenson Municipal Court Fund - The Stevenson Municipal Court Fund is for Municipal Court Activities which are passed through to the state or other agencies.



Cash Basis of Budgeting

The City of Stevenson follows Washington State Law, RCW 43.09.200, using the accounting and reporting guidelines for local governments prescribed by the Washington State Auditor's Office. The Auditor's Office publishes the Budgetary, Accounting, and Reporting System (BARS) manual and financial reporting package for cash basis cities, like Stevenson. This is a departure from traditional reporting, GAAP (Generally Accepted Accounting Practices), which is used for full accrual accounting. The basis of budgeting is the same as the basis of accounting for the City. The City uses single-entry accounting cash basis budgeting and reporting procedures which do not conform to GAAP. This departure from GAAP accounting is an approved method of accounting. The difference between full accrual and cash basis is how revenues and expenditures are recognized. In cash basis reporting, expenditures and revenues are recognized as the cash is expended and received. In full accrual, expenditures and revenues are recognized as they are incurred and earned. Purchases of fixed assets are expensed during the year acquired rather than being capitalized and depreciated over future periods.

Financial Policies

Statement of Purpose

The financial integrity of our City government is of utmost importance. To discuss, write, and adopt a set of financial policies is a key element to maintaining this integrity. Our City has evolved with a variety of financial policies that can be found in many different sources including: City Council Resolutions and Ordinances; Budget documents; and Capital Improvement Programs. The set of policies within this document implements Comprehensive Plan Objective 8.2 and serves as a central reference point for the policies most critical to the continued financial health of our local government.

Written, adopted financial policies have many benefits, such as assisting the elected officials and staff in the financial management of the City, saving time and energy when discussing financial matters, engendering public confidence, and providing continuity over time as elected officials and staff members change. While these policies will be amended periodically, they will provide the basic foundation and framework for many of the issues and decisions facing the City. They will promote sound financial management and assist in the City's stability, efficiency, and effectiveness.

Financial Goals

The City of Stevenson's financial goals seek to:

- Ensure the financial integrity of the City
- Manage the financial assets in a sound and prudent manner
- Improve financial information for decision makers at all levels:
 - Policy makers as they contemplate decisions that affect the City on a long-term basis
 - Managers as they implement policy on a day-to-day basis
- Maintain and further develop programs to ensure the long-term ability to pay all costs necessary to provide the level and quality of service required by the citizens
- Maintain a spirit of openness and transparency while being fully accountable to the public for the City's fiscal activities.

Financial Policies

Stevenson's financial policies address the following major areas:

- General Policies
- Revenue Policies
- Expenditure Policies
- Operating Budget Policy
- Capital Management Policy
- Small and Attractive Item Policy
- Accounting Policy
- Debt Policy
- Cash Mgmt/Investment Policy
- Reserve Policy
- Cost Allocation Policy

General Policies

- 1. The City Council may adopt resolutions or ordinances to set financial policies to assure the financial strength and accountability of the City.
- 2. The Mayor and/or City Administrator shall develop administrative directives and general procedures for implementing the City Council's financial policies.
- 3. All City Departments will share in the responsibility of meeting policy goals and ensuring long-term financial health. Future service plans and programs will be developed to reflect current policy directives, projected resources, and future service requirements.
- 4. To attract and retain employees necessary for providing high quality services, the City shall establish and maintain a competitive compensation and benefit package with the public and private sectors.
- 5. Efforts will be coordinated with other governmental agencies to achieve common policy objectives, share the cost of providing governmental services on an equitable basis, and support favorable legislation at the state and federal level.
- 6. Initiate, encourage, and participate in economic development efforts to create job opportunities and strengthen the local economy.
- 7. The City will strive to maintain fair and equitable relationships with its contractors and suppliers.

Revenue Policies

Design, maintain, and administer a revenue system that will assure a reliable, equitable, diversified, and sufficient revenue stream to support desired City services.

General Revenues

- 1. Current expenditures will be funded by current revenues. The City will try to maintain a diversified and stable revenue system to protect programs from short-term fluctuations in any single source.
- 2. Budgeted revenues will be estimated conservatively using accepted standards and estimates provided by the state, other governmental agencies or reliable economic forecasters when available.
- 3. General Fund and other unrestricted revenues will not be earmarked for specific purposes, activities or services unless otherwise authorized by City Council or required by law, or generally accepted accounting practices (GAAP). All nonrestricted revenues will be deposited into the General Fund and appropriated by the budget process.
- 4. If revenues from "one-time" or limited duration sources are used to balance the City's annual operating budget, it is to be fully disclosed and explained at the time the budget is presented. It is the City's goal to not rely on these types of revenues to balance the operating budget.
- 5. The City will not use deficit financing and borrowing to support on-going operations in the case of long-term (greater than one year) revenue downturns. Thereafter, revenue forecasts will be revised and expenses will be reduced to conform to the revised long-term revenue forecast or revenue increases will be considered.
- 6. The City will follow an aggressive and professional policy of collecting revenues. When necessary, discontinuing service, small claims court, collection agencies, foreclosure, liens and other methods of collection, such as imposing penalties, collection and late charges, may be used.

Fees and Charges

- 7. Enterprise and Internal Service operations will be self-supporting.
- 8. The City will maximize the use of service users' charges in lieu of ad valorem (property) taxes and subsidies from other City funds, for services that can be identified and where costs are directly related to the level of service provided.
 - a. Charges for providing utility services shall be sufficient to finance all operating, capital outlay, and debt service expenses of the City's enterprise funds, including operating contingency, planned capital improvements, and reserve requirements.
 - b. User charges shall fund 100% of the direct cost of development review and building activities. User charges include, but are not limited to, land use, engineering inspection, building permit and building inspection fees.
 - c. Park recreation programs shall be funded by a users' charge. User charges shall be comparable to other neighboring cities where practical.
 - d. Other reimbursable work performed by the City (labor, contracted services, equipment and other indirect expenses) shall be billed at actual or estimated actual cost.
 - e. Charges for services shall accurately reflect the actual or estimated cost of providing a specific service. The cost of providing specific services shall be recalculated periodically, and the fee adjusted accordingly. The City shall maintain a current schedule of fees and charges, showing when the fees were last reviewed and/or recalculated. Fees, charges, and utility rates will be reviewed every three years at a minimum.
 - f. The City will consider market rates and charges levied by other municipalities for like services in establishing rates, fees, and charges.
 - g. Certain fees, such as rental fees, will be based upon market conditions and are not subject to the limitations of cost recovery.

Grants and Gifts

- 9. Grant funding for programs or items which address the City's current priorities and policy objectives should be considered to leverage City funds. Inconsistent and/or fluctuating grants should not be used to fund on-going programs.
- 10. Before accepting any grant, the City shall thoroughly consider the implications in terms of ongoing obligations that will be required in connection with acceptance of said grant.

11. All grants and other federal and state funds shall be managed to comply with the laws, regulations, and guidance of the grantor, and all gifts and donations shall be managed and expended in accordance with the City's Donation Policy and the wishes and instructions of the donor.

Expenditure Policies

Identify priority services, establish appropriate service levels, and administer the expenditure of available resources to assure fiscal stability and the effective and efficient delivery of services.

- 1. The City will strive to adopt an annual General Fund budget in which current expenditures do not exceed current projected revenues. Capital expenditures may be funded from one-time revenues.
- 2. Department Directors are responsible for managing their budgets within the total appropriation for their department.
- 3. The City will take immediate corrective actions if at any time during the fiscal year expenditure and revenue re-estimates are such that an operating deficit is projected at year-end. Corrective actions can include a hiring freeze, expenditure reductions, fee increases, or use of contingencies. The City Council may approve a short-term interfund loan or use of one-time revenue sources to address temporary gaps in cash flow, although this will be avoided if possible.
- 4. Long-term debt or bond financing shall not be used to finance current operating expenditures.
- 5. The City will assess funds for services provided internally by other funds. Interfund service fees charged to recover these costs will be recognized as revenue to the providing fund.
- 6. Emphasis will be placed on improving individual and work group productivity rather than adding to the work force. The City will invest in technology and other efficiency tools to maximize productivity. The City will hire additional staff only after the need for such positions has been demonstrated and documented.
- 7. All compensation planning will focus on the total cost of compensation which includes direct salary, health care benefits, pension contributions, and other benefits which are a cost to the City.
- 8. Periodic comparisons of service delivery will be made to ensure that quality services are provided to our citizens at the most competitive and economical cost. Privatization and contracting with other governmental agencies will be evaluated as alternatives to service delivery where appropriate. Programs that are determined to be inefficient and/or ineffective shall be reduced in scope or eliminated.
- 9. Whenever feasible, government activities will be considered enterprises if doing so will increase efficiency of service delivery or recover the cost of providing the service from the benefiting entity by user fees.
- 10. The City will make every effort to maximize any discounts offered by creditors/vendors. Staff will also use competitive bidding per the Purchasing Policy to attain the best possible price on goods and services.

Operating Budget Policies

- 1. The City Council will adopt and maintain a balanced annual operating budget.
- 2. The City will strive to adopt a budget where current annual operating revenues will be equal to or greater than current operating expenditures.
- 3. Balanced revenue and expenditure forecasts will be prepared to examine the City's ability to absorb operating costs due to changes in the economy, service demands, contractual obligations, and capital improvements. The forecast will encompass five years and will be updated annually.
- 4. In the event a balanced budget is not attainable, and the cause of the imbalance is expected to last for no more than one year, the planned use of reserves to balance the budget is permitted. In the event that a budget shortfall is expected to continue beyond one year, the planned use of reserves must be developed as part of a corresponding strategic financial plan to close the gap through revenue increases or expenditure decreases.
- 5. Any year-end operating surpluses will revert to unappropriated balances for use in maintaining reserve levels set by policy and will be available for capital expenditures and/or "one-time" only General Fund expenditures.
- 6. The City will provide for adequate maintenance and the orderly replacement of capital assets and equipment. Fleet and equipment replacement will be accomplished through the use of a "rental" rate structure. The rates will be revised annually to ensure that charges to operating departments are sufficient for the replacement of the vehicles and equipment.
- 7. The operating budget shall serve as the annual financial plan for the City. It will serve as the policy document of the City Council for implementing Council goals and objectives. The budget will provide the staff the resources necessary to accomplish City Council determined service levels.
- 8. As mandated by RCW 35A.33.135, the Mayor shall annually present a proposed operating budget to the City Council on or before the first Monday in October. The City Council must adopt by ordinance a final balanced budget no later than December 31 of each year.
- 9. Funds may not be expended or encumbered for the following fiscal year until the budget has been adopted by the City Council.
- 10. Budget control and accountability is maintained at the departmental level.
- 11. The Mayor has the authority to approve appropriation transfers between programs or departments within a fund. In no case may total expenditures of a particular fund exceed that which is appropriated by the City Council without a budget amendment. Amendments to the budget are approved by the City Council.

Capital Management Policies

Review and monitor the state of the City's capital equipment and infrastructure, setting priorities for its replacement and renovation based on needs, funding alternatives, and availability of resources.

Capital Facilities Plan

- 1. The City will develop a Capital Facilities Plan (CFP) as defined and required by RCW 36.70A.070 which is consistent with the City Comprehensive Plan by the end of 2024. The plan shall be for a period of six years.
- 2. The CFP will include all projects to maintain public capital facilities required to maintain service levels at standards established by the City Council. It may also include for consideration such other projects as requested by the Mayor or City Council.
- 3. The CFP will provide details on each capital project plan including estimated costs, sources of financing and a full description of the project.
- 4. The City will finance only those capital improvements that are consistent with the adopted CFP and City priorities. All capital improvement operating and maintenance costs will be included in operating budget forecasts.
- 5. A status review of the CFP will be conducted annually and a report will be presented by the Community Development Director or their designee, to the City Council.

<u>Capital Asset Management</u>

- 6. The City will maintain its capital assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs. The budget will provide for adequate maintenance and orderly replacement of capital assets from current revenues where possible.
- 7. The capitalization threshold used in determining if a given asset qualifies for capitalization is \$5,000 per item with a useful life of over one year.
- 8. The City will conduct an annual physical count/inspection of all capital assets.
- 9. Adequate insurance will be maintained on all capital assets consistent with the results of the annual physical count/inspection.

Small and Attractive Item Policies

It is the policy of the city to maintain accountability over all tangible items that may have the likelihood of disappearing without being noticed. The departments shall review and update records to be verified by a physical inventory at least once a year and provide such list to the Treasurer's office for monitoring differences between years.

- 1. Small and attractive items are defined as easily moveable, desirable items with a unit cost of \$300.00 to \$4,999.99 and have a life expectancy of more than one year. Those items are either concealable or portable.
- 2. Concealable items are defined as small enough to fit into one's pocket, bag, briefcase or back pack (examples: electronic devices, radios, weapons; laptops, peripherals such as Personal Data Assistants (PDA) & software packages; etc.).
- 3. Portable items are defined as medium sized assets that can be easily carried. (examples: televisions, computers, printers, mobile hand or power equipment; rescue equipment; computer monitors, modems, cpu's, projectors, typewriters, lawn mowers, etc.).
- 4. Each department head or their designee will prepare a list at least annually of their small and attractive items. This list will be provided to the City Administrator by January 31st each year for monitoring.
- 5. Each department/fund will notify the City Administrator of any additions, deletions, interdepartmental transfers, modifications, or leases of property that is not reflected on the preliminary list. Deletions from the inventory should include items that were scrapped, cannibalized, disappeared mysteriously, or damaged beyond salvage. The City Administrator or their designee will ensure the appropriate changes are made to the departments/funds small and attractive list. After the adjustments are made, the final list will be given to the department head or the Mayor to sign that it is true and correct.
- 6. A physical inventory will be conducted annually by the department to verify the existence and condition of all items on the Small and Attractive list. Every two years the City Administrator or their designee will help with the physical inventory verification with each department during the summer or fall months.
- 7. The Small & Attractive list will contain the serial number, model number and other key-identifying characteristics. All inventoried property will be assigned a unique city identification number by the City Administrator's Office if it does not already have one of the identifiers listed above. If an item is assigned a city identification number, that assigned number will follow the asset throughout its life in the city's Small and Attractive system.
- 8. Whenever feasible, each piece of property will be engraved or marked with the city's name and/or identification number on the upper right-hand corner. Such markings will be removed or obliterated only when the item is sold, scrapped, cannibalized, or otherwise disposed of.
- 9. The city's property identification numbers are assigned by the City Administrator's Office for uniformity and must be unique to a single property item if there is not a serial number, model number or other key-identifying characteristic. Each department/fund should maintain a register of ID numbers that identify assets under their control if there is no serial or model number. The city will use a 10-character field that has the capability of using alpha or numeric characters for their ID number.
- 10. The city may acquire property via purchase, construction, donation, or lease. Regardless of how it is acquired, when the property is received, the department/fund purchasing the item will add it to their Small and Attractive data base listing and mark the item with the city's name. Quarterly the City Administrator's office will provide a list with documentation on all small and attractive items purchased. This list will include department, date, serial numbers, model numbers, order numbers, or any other means available for tracking purposes.
- 11. Items previously acquired will eventually be disposed of and need to be deleted from the departments list. Deletion may be required due to a sale of the asset, scrapping, mysterious disappearance (lost or stolen), or involuntary conversion (fire, flood, etc.).
- 12. The department head controlling the item is the only one in position to trigger removal from their list. An Asset Disposal Sheet must be submitted in the event of deletion for any reason. Items disappearing mysteriously may require additional reports to the police department, Mayor, and

- insurance company. Deletions brought about as a result of natural disasters would require reporting to the insurance provider for an eventual reimbursement claim.
- 13. Occasional transfers of property between departments, individuals within a department or funds will occur. The original controlling department/fund is accountable for all items and for initiating a notice of transfer.
- 14. Interdepartmental transfers involving a proprietary fund (i.e. Water/Sewer) need to have a transfer of money. The sale price will be fair market value, which may result in a gain or a loss on sale of fixed assets. Interdepartmental transfers or intergovernmental (i.e. city to County or State) do not require the city to declare the item surplus or to do a public notice.
- 15. Whenever an item has mysteriously disappeared and all efforts have failed to recover it, the controlling department/fund shall notify the City Administrator, who will give a copy to the Mayor and the Sheriff's Office. Ninety days after notification, if the item has not been found, the department head will send an Asset Missing Form to the City Administrator's office so they may remove the asset from the asset inventory. Copies of the report will be sent to the Mayor, City Council, and Department Head.

Accounting Policies

Comply with prevailing federal, state, and local statutes and regulations. Conform to a comprehensive basis of accounting in compliance with Washington State statutes and with generally accepted accounting principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB), and the Government Finance Officers Association (GFOA) where applicable.

- 1. The City uses the cash basis of accounting which is a departure from generally accepted accounting principles (GAAP).
- 2. The City will maintain expenditure categories according to state statute and administrative regulation. The City will use the "Budgeting, Accounting & Reporting System" (BARS) prescribed by the State Auditor for its revenue and expenditure classification.
- 3. Quarterly budget reports showing the current status of revenues and expenditures will be prepared and distributed to appropriate legislative, staff and management personnel in a timely manner and made available for public inspection.
- 4. Electronic financial systems will be maintained to monitor revenues, expenditures, and program performance on an ongoing basis.
- 5. The Annual Financial Report will be prepared and submitted to the State Auditor's Office no later than 150 days from the end of the preceding fiscal year.
- 6. The Annual Financial Report will be prepared on the basis of accounting that demonstrates compliance with Washington State statutes and the BARS manual prescribed by the State Auditor, which is a comprehensive basis of accounting other than generally accepted accounting principles. The report will provide full disclosure of all financial activities and related matters.
- 7. An annual audit shall be performed by the Washington State Auditor's Office, which will issue an official opinion on the annual financial statements, along with a report on accountability for public resources and compliance with state laws and regulations and its own policies and procedures.
- 8. The City's budget should satisfy criteria as a financial and programmatic policy document, as a comprehensive financial plan, as an operations guide for all organizational units, and as a communications device for all significant budgetary issues, trends and resources. It is the goal of the City Administrator to submit the budget document to the Washington Finance Officers Association (WFOA) or Government Finance Officers Association (GFOA) Distinguished Budget Presentation program.

Debt Policies

Establish guidelines for debt financing that will provide needed capital equipment and infrastructure improvements while minimizing the impact of debt payments on current revenues.

- 1. The City will not use debt to pay for current operations. The use of bonds or certificates of participation will only be considered for significant capital and infrastructure improvements.
- 2. The term of the debt shall never extend beyond the useful life of the improvements to be financed unless it is for a project funded by USDA Rural Development in which case the term of the loan may not exceed 40 years.
- 3. General obligation debt will not be used for self-supporting enterprise activity.
- 4. Every project proposed for financing through general obligation debt shall be accompanied by a full analysis of the future operating and maintenance costs associated with the project.
- 5. The general policy of the City is to establish debt repayment schedules that use level annual principal and interest payments.
- 6. Interest earnings on bond proceeds will be limited to 1) funding the improvements specified in the authorizing bond ordinance, or 2) payment of debt service on the bonds.
- 7. Proceeds from debt will be used in accordance with the purpose of the debt issue. Funds remaining after the project is completed will be used in accordance with the provisions stated in the bond ordinance that authorized the issuance of the debt.
- 8. The City will use the most prudent methods of acquiring capital outlay items, including the use of lease-purchase agreements. In no case will the City lease- purchase equipment whose useful life is less than the term of the lease.
- 9. The City may issue interfund loans as short-term debt, for a period of three years or less, rather than outside debt instruments to meet short-term cash flow needs, such as a delay in receipting tax revenues or issuing long-term debt. Interfund loans will be permitted only if an analysis of the affected funds indicates excess funds are available and the use of these funds will not impact the fund's current operations. All interfund short-term borrowing will be subject to Council approval by resolution as approved for interfund loans.
- 10. Lease purchase financing may be used when the cost of borrowing or other factors make it in the City's best interest.

Reserve Policies

Maintain the reserves, contingencies, and ending fund balances of the various operating funds at levels sufficient to protect the City's credit as well as its financial position from emergencies.

- 1. At each fiscal year end the remaining dollars left in each fund that are undesignated and unencumbered constitute available reserves of the City.
- 2. The City will include all fund balances in the annual budget.

Strategic Reserve

- 3. The City's goal shall be to establish and maintain a General Operating Strategic Reserve of at least 10 percent of the General Fund and General-Fund supported operating budgets.
- 4. The reserve is defined as an emergency or cash flow reserve to fund one-time, emergency, or unanticipated expenditure requirements or offset unanticipated revenues fluctuations occurring in the fiscal year or one-time revenue losses.
- 5. Annual contributions will be budgeted from the General Fund resources as available to establish and maintain the target reserve level.
- 6. All expenditures drawn from the reserve account shall require prior Council approval unless previously authorized by the City Council for expenditure in the annual budget.

General Fund

7. The City's goal shall be to maintain a General Fund ending fund balance of at least 10 percent of the budgeted General Fund operating revenues.

<u>Unemployment Reserve</u>

8. The City's goal shall be to maintain an unemployment reserve of at least the maximum weekly benefit allowed by state law times the maximum number of weeks allowed, excluding any extension of benefits during times of high unemployment.

Enterprise Funds

9. The City's Enterprise Funds will maintain reserves equal to at least 10 percent of their adopted operating expenditures.

Equipment Rental & Replacement Fund

- 10. Sufficient reserves will be maintained to provide for the scheduled replacement of City vehicles and capital equipment at the end of their useful lives.
- 11. Contributions will be made through assessments to the operating departments and maintained on a per asset basis.

Additional Reserves

12. Additional reserve accounts may be created by the City Council to be set aside for specific purposes or special projects, for known significant future expenditures, or as general operational reserves.

Cost Allocation Policies

Comply with all laws and recommendations in calculating and receiving full cost recovery for services rendered to other funds.

- 1. Under Washington State law and the State Auditor's Office *Budgeting, Accounting, and Reporting System* (BARS) manual, government officials may charge a portion of the costs for central overhead services to restricted funds, such as utility funds or special revenue funds, only to the extent that each fund benefits from those services. Governments may not allocate general government service costs such as public safety, parks, law enforcement, and community and economic development.
- 2. BARS manual section 3.9.5 discusses Overhead Cost Allocations. Exhibit 1 of that section lists "Sound practices and requirements for allocating overhead costs", including developing and maintaining a written plan, describing the allocation factors used, and explaining the rationale behind those decisions. Exhibit 2 of that section lists appropriate allocation factors for common types of overhead costs. The City must maintain appropriate documentation to support the overhead costs that were charged to each fund. (See the BARS manual for a complete discussion).

City Administrator Salary and Benefits

From review of the normal job duties of the City Administrator – Day to day tasks include many functions that benefit the public at large including working with the Planning Director, the Building Inspector, Court, and the Fire and Police departments. These functions must be charged to the General Fund only.

Day to day tasks that benefit all funds include budget, audit, financial oversight, Human Resources, liability insurance, City Council assistance, grant management & compliance, economic development, and the supervision of Accounts Payable, Purchasing, Payroll, and Bookkeeping.

To allocate City Administrator costs to the benefiting funds, while ensuring that all functions benefiting the public at large are charged solely to the General Fund, the City Administrator shall track their time in relation to the departments and benefiting funds. Salary and benefits will be distributed monthly based on approved timesheet reports for actual time distribution.

<u>Deputy Clerk Treasurer Salary and Benefits</u>

The normal job duties of the Deputy Clerk Treasurer I and II are routine in nature and may experience changes with implementation of new tools or changes to services provided, such as outsourcing court or building inspection services. The allocation of salary and benefit costs will be based on observations of day-to-day staff activities, interviews with staff, and their periodic tracking of time. When staff is working on project related tasks where an account code is created and their time may be reimbursable, they will track their time for that task and their salary and benefits will be distributed to that effort based on approved timesheet reports for actual time distribution.

Equipment Services Fund

The City's Equipment Services Fund was created in 1976 to account for and finance transportation and equipment expenses. Revenues are derived from charges made against the department using the equipment. Charges are allocated based on the number of hours worked and miles driven by field staff in each fund. The established rate is intended to cover general equipment maintenance, salaries, insurance, and replacement costs.

Allocated Costs

The City's General Fund provides a variety of central services including, but not limited to; legal support, human resources, administrative functions, personnel services, processing accounts payable, budget and cash management, payroll and information technology services. The city allocates these indirect costs as follows:

- 1. Legislative, executive, and legal costs will be distributed based on agenda items.
- 2. Finance and central services costs will be distributed based on number of financial transactions.

3. At year end, the budget allocation will be reconciled to actual costs and percent allocation.

Other allocated costs include:

- 1. Audit costs allocated based on areas of audit focus.
- 2. Insurance costs allocated based on property values insured.
- 3. Phone costs allocated based on phone lines and departments served.
- 4. Any other costs will be allocated based on the type of service/goods provided and a fair and equitable allocation to the benefiting departments.

Budget Timeline

The budget process begins early on in the year. The council holds a retreat in the spring to review the strategic plan and confirm priorities. Those priorities are taken into consideration in the development of the preliminary budget. There are a minimum of two public hearings and a special budget meeting to discuss and take public input on the budget. The council typically adopts the budget at their December meeting, ahead of the December 31st deadline.

Budget amendments are presented to the council for approval throughout the year when projected budgeted expenses change.



BUDGET OVERVIEW

Executive Overview

Strategic Plan

The Stevenson City Council met in May and July of 2022 to revise the Strategic Plan. The result was three focus areas with multiple strategies and tactics to achieve intended results.

1. Organizational Health and Sustainability

- Governance
 - Council Training
- Financial Health
 - Analyze Current Revenue Sources
- Internal Processes
 - Resources, Training and Tools for Staff
 - Emergency Planning
 - Staffing Structure

2. Infrastructure

- Equipment and Assets
 - Fire Hall
- Multi-modal Transportation
 - Parking
- Utilities (Maintenance of Current & new Growth)
 - Current Maintenance
- Parks and Outdoor Space
 - Parks Plan
 - Trails
- Developments with Utilities Partners (gas, electric, broadband, phone)
 - Broadband Plan
 - Undergrounding Plan

3. Intentional Development

- Partnerships
 - City/County Joint Plan
- Housing
 - Analyze and Develop Tools
- Planning and Zoning
 - Development Standards
 - Annexations
- Strategic Land Use Planning and Development
 - Investment Areas (Infrastructure)

Short-term Factors

Priorities & Issues

Personnel Changes

FUND SUMMARIES

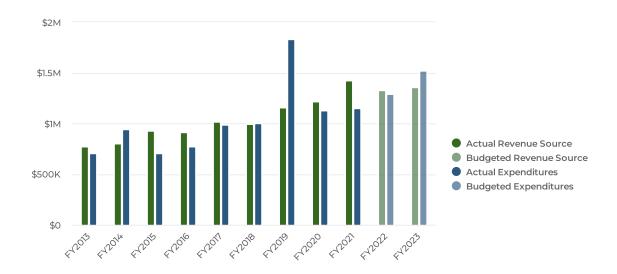
General Fund

The General Fund is the primary operating fund for the City. The General Fund accounts for all revenues and expenditures not required to be accounted for in a separate fund. It is a major fund, representing more than 10% of the city's budgeted revenues and expenditures.

Summary

The City of Stevenson is projecting \$1.36M of revenue in FY2023, which represents a 2.2% increase over the prior year.

Budgeted expenditures are projected to increase by 18.2% or \$235.03K to \$1.53M in FY2023.

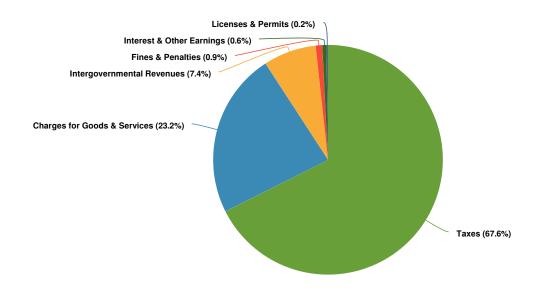


Revenues by Source

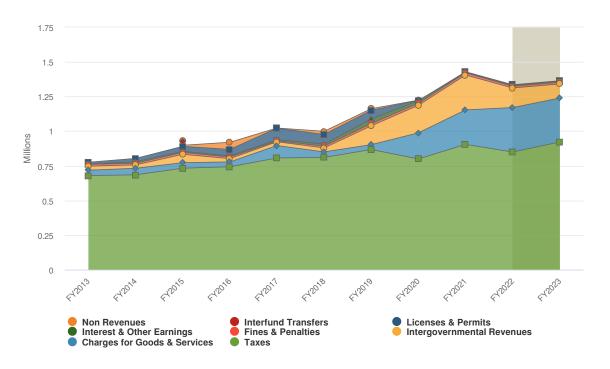
Primary revenue sources for the General Fund are property and sales taxes. Property taxes are levied on 100% of assessed valuation as determined by the Skamania County Assessor's Office and are limited by Washington State law to a 1% annual increase plus the addition of any new construction and annexations. Other sources of revenue include:

- Other taxes natural gas, electricity, cable, garbage, telephone, etc.
- **Interest Income** interest income from city investments
- **Licenses** business and vacation rental licenses
- **Planning fees** fees for short plats, critical areas permits, shorelines permits, etc.
- Grants and other sources grants, general administrative cost allocation, printing, and probation fees
- Fines and Penalties traffic infractions and criminal fines and penalties

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source



Grey background indicates budgeted figures.

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Revenue Source						
Taxes						
Natural Gas Utility Tax	\$13,814	\$13,500	\$15,668	\$13,500	0%	
Garbage Utility Tax	\$10,092	\$7,500	\$4,966	\$7,500	0%	
Cable TV Utility Tax	\$3,136	\$3,000	\$2,227	\$3,000	0%	
Telephone Utility Tax	\$10,691	\$8,000	\$9,431	\$8,000	0%	
Sales Tax	\$300,416	\$280,000	\$308,702	\$308,000	10%	
Local Criminal Justice Tax	\$25,200	\$20,000	\$21,688	\$20,000	0%	
General Property Tax	\$512,528	\$501,569	\$351,254	\$546,402	8.9%	
Leasehold Tax	\$25,339	\$16,000	\$21,021	\$16,000	0%	
Rock Cove ALF In-Lieu Tax	\$3,504		\$263		0%	
Total Taxes:	\$904,721	\$849,569	\$735,219	\$922,402	8.6%	
Licenses & Permits						
Building Permits	\$80		\$143		0%	
Business Licenses	\$1,615	\$1,400	\$1,618	\$1,400	0%	
Vacation Rental Licenses	\$3,223	\$1,500	\$2,033	\$1,500	0%	
Total Licenses & Permits:	\$4,917	\$2,900	\$3,795	\$2,900	0%	
Intergovernmental Revenues						

ame	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted		Note
Criminal Justice - Low Population	\$1,000	\$1,000	\$750	\$1,000	0%	
Criminal Justice - Contracted Services	\$3,230	\$2,500	\$2,325	\$2,500	0%	
Criminal Justice - Special Programs	\$1,884	\$1,891	\$1,380	\$1,969	4.1%	
Marijuana Excise Tax	\$4,096	\$2,272	\$2,605	\$2,552	12.3%	
DUI/Other Crim Justice Assist	\$263		\$124		0%	
Liquor Excise Tax	\$11,244	\$9,836	\$7,891	\$10,633	8.1%	
Private Harvest Tax	\$7		\$3		0%	
DOE-Shoreline Access Grant		\$20,000			-100%	
CDBG Housing Rehab Grant	\$183,280	\$92,758	\$92,758		-100%	
DOE-Shoreline Master Plan Grant	\$1,981				N/A	
Dept. of Commerce GMA Grant	\$25,000				N/A	
PUD Privilege Tax (in Lieu)	\$13,215	\$11,000	\$15,574	\$11,000	0%	
LE & CJ Leg One-Time Cost	\$6,714				N/A	
DOE-Shoreline Access Grant				\$52,000	N/A	
Pool District Loan Repayment- Principal				\$19,800	N/A	
Total Intergovernmental Revenues:	\$251,914	\$141,258	\$123,411	\$101,453	-28.2%	
Charges for Goods & Services						
General Admin Services	\$203,997	\$276,935		\$273,015	-1.4%	
Printing/Photocopy Services	\$10		\$13		0%	
Active Probation Fee	\$7,606	\$7,000	\$4,671	\$7,000	0%	
Fire District II Fire Control	\$24,951	\$32,700	\$26,837	\$32,700	0%	
Planning Fees	\$12,635	\$4,500	\$15,861	\$4,500	0%	
Total Charges for Goods & Services:	\$249,200	\$321,135	\$47,383	\$317,215	-1.2%	
Fines & Penalties						
Traffic Infractions/Parking	\$5,182	\$5,000	\$1,360	\$5,000	0%	
Non-Traffic Infractions	\$110	\$100	\$500	\$100	0%	
DUI Fines	\$588	\$1,000	\$355	\$1,000	0%	
Criminal Traffic Fines	\$4,591	\$1,000	\$2,776	\$1,000	0%	
Criminal Non-Traffic Fines	\$1,083	\$600	\$4,122	\$600	0%	
Court Cost Recoupments	\$3,972	\$5,000	\$3,172	\$5,000	0%	
Total Fines & Penalties:	\$15,525	\$12,700	\$12,284	\$12,700	0%	
Interest & Other Earnings						
Park Rentals	\$3,500	\$2,500	\$2,500	\$2,500	0%	
Interest Income/General Fund	-\$1,426	\$5,000	\$5,979	\$5,000	0%	
Sales Tax Interest	\$326	\$200	\$362	\$200	0%	

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Miscellaneous Income	\$526	\$300	\$739	\$300	0%	
Total Interest & Other Earnings:	\$2,925	\$8,000	\$9,579	\$8,000	0%	
Total Revenue Source:	\$1,429,203	\$1,335,562	\$931,672	\$1,364,670	2.2%	

Expenditures by Function

General Fund expenditures include all general government functions such as legislative, legal, municipal court, law enforcement, fire protection, building inspector services, planning services, parks maintenance, finance and accounting, and general administrative services.

The City is self-insured for unemployment and has a current reserve balance of \$33,414, which is enough to cover estimated unemployment claims. The 2023 proposed budget does not include an increase to the unemployment reserve.

The Fire Department budget includes Fire District 2 reimbursable expenses and are listed under Other Sources for revenue.

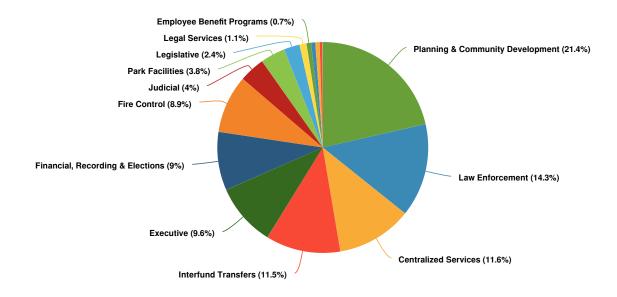
2023 projects include:

- \$50k for painting City hall
- \$10k for office cube walls and desks
- \$10k to remove the Fire Hall siren and repair roof
- \$52k for the Shoreline Access Grant (100% grant)

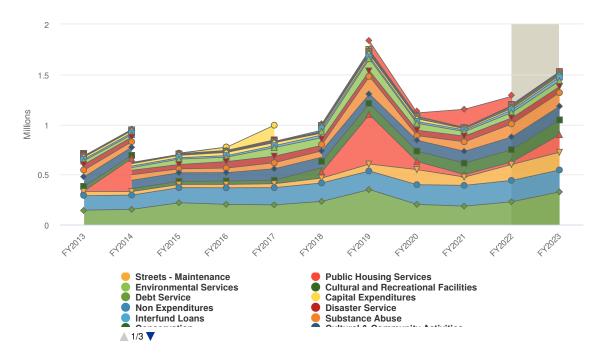
Additional changes in expenses are increased personnel costs for a portion of a new full-time staff member to work with the public works and planning department on records management and permitting.

Transfers in 2023 include \$25k to the Fire Reserve Fund and \$150k to the Street Fund. 2019 transfers included transferring reserve balances from General Fund to the newly created Fire Reserve Fund.

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function



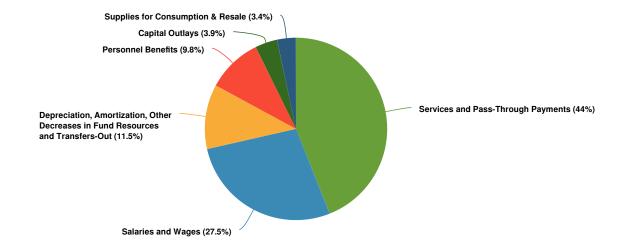
Grey background indicates budgeted figures.

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Expenditures						
Legislative	\$15,798	\$24,500	\$19,849	\$37,000	51%	
Judicial	\$56,728	\$59,950	\$41,342	\$60,510	0.9%	
Executive	\$115,119	\$123,095	\$103,326	\$147,077	19.5%	
Financial, Recording & Elections	\$116,802	\$126,387	\$84,747	\$137,201	8.6%	
Legal Services	\$15,040	\$16,500	\$14,650	\$16,500	0%	
Employee Benefit Programs	-\$9,669	\$10,525	\$4,741	\$10,525	0%	
Centralized Services	\$82,758	\$159,623	\$154,259	\$176,723	10.7%	
Law Enforcement	\$207,335	\$213,228	\$176,151	\$218,806	2.6%	
Fire Control	\$94,826	\$130,195	\$36,097	\$135,958	4.4%	
Dispatch Services	\$6,002	\$6,000	\$3,230	\$6,000	0%	
Public Housing Services	\$183,280	\$92,758	\$92,758		-100%	
Conservation	\$1,733	\$500	\$444	\$500	0%	
Planning & Community Development	\$185,258	\$229,086	\$135,502	\$327,540	43%	
Public Health		\$10,000		\$10,000	0%	
Welfare	\$10,000	\$10,000	\$6,667	\$10,000	0%	
Substance Abuse	\$225	\$150	\$158	\$150	0%	
Cultural & Community Activities	\$672	\$500	\$215	\$500	0%	
Park Facilities	\$45,294	\$54,660	\$41,651	\$57,700	5.6%	

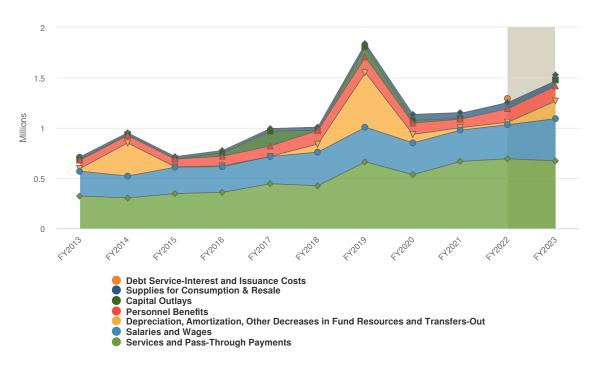
Name	FY2021 Actual	FY2022 Budgeted		FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	1 1
Non Expenditures			-\$2,378		0%	
Interfund Transfers	\$25,000	\$25,000		\$175,000	600%	
Total Expenditures:	\$1,152,202	\$1,292,657	\$913,406	\$1,527,689	18.2%	

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Expense Objects						
Depreciation, Amortization, Other Decreases in Fund Resources and Transfers-Out						
Non Expenditures			-\$2,378		0%	
Interfund Transfers	\$25,000	\$25,000		\$175,000	600%	
Total Depreciation, Amortization, Other Decreases in Fund Resources and Transfers-Out:	\$25,000	\$25,000	-\$2,378	\$175,000	600%	
Salaries and Wages						
Legislative	\$8,850	\$12,000	\$10,500	\$24,000	100%	
Judicial	\$4,018	\$5,000	\$3,604	\$5,400	8%	
Executive	\$96,567	\$88,950	\$86,392	\$115,490	29.8%	
Financial, Recording & Elections	\$70,450	\$74,393	\$58,791	\$80,344	8%	
Centralized Services	\$5,812	\$4,000	\$4,505	\$6,000	50%	
Fire Control	\$14,314	\$22,900	\$2,947	\$22,900	0%	
Planning & Community Development	\$99,656	\$106,300	\$67,642	\$138,800	30.6%	
Park Facilities	\$11,254	\$25,000	\$17,450	\$27,000	8%	
Total Salaries and Wages:	\$310,922	\$338,543	\$251,831	\$419,934	24%	

lame	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Personnel Benefits						
Legislative	\$662	\$1,000	\$803	\$1,500	50%	
Judicial	\$777	\$2,000	\$665	\$2,160	8%	
Executive	\$17,989	\$31,145	\$15,219	\$28,587	-8.2%	
Financial, Recording & Elections	\$17,252	\$23,108	\$13,962	\$24,957	8%	
Employee Benefit Programs	-\$9,669	\$10,525	\$4,741	\$10,525	0%	
Centralized Services	\$2,429	\$2,000	\$1,709	\$3,000	50%	
Fire Control	\$4,687	\$6,100	\$2,918	\$6,100	0%	
Planning & Community Development	\$44,736	\$45,680	\$30,403	\$59,055	29.3%	
Park Facilities	\$6,043	\$13,000	\$8,512	\$14,040	8%	
Total Personnel Benefits:	\$84,906	\$134,558	\$78,933	\$149,923	11.4%	
Supplies for Consumption & Resale						
Centralized Services	\$7,496	\$21,000	\$22,085	\$11,000	-47.6%	
Fire Control	\$48,720	\$38,000	\$6,379	\$38,000	0%	
Planning & Community Development	\$65	\$200	\$44	\$200	0%	
Park Facilities	\$926	\$2,000	\$4,587	\$2,000	0%	
Total Supplies for Consumption & Resale:	\$57,206	\$61,200	\$33,095	\$51,200	-16.3%	
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Services and Pass-Through Payments						
Legislative	\$6,286	\$11,500	\$8,545	\$11,500	0%	
Judicial	\$51,933	\$52,950	\$37,073	\$52,950	0%	
Executive	\$563	\$3,000	\$1,715	\$3,000	0%	
Financial, Recording & Elections	\$29,100	\$28,887	\$11,994	\$31,900	10.4%	
Legal Services	\$15,040	\$16,500	\$14,650	\$16,500	0%	
Centralized Services	\$59,069	\$92,623	\$84,098	\$96,723	4.4%	
Law Enforcement	\$207,335	\$213,228	\$176,151	\$218,806	2.6%	
Fire Control	\$27,107	\$63,195	\$23,853	\$68,958	9.1%	
Dispatch Services	\$6,002	\$6,000	\$3,230	\$6,000	0%	
Public Housing Services	\$183,280	\$92,758	\$92,758		-100%	
Conservation	\$1,733	\$500	\$444	\$500	0%	
Planning & Community Development	\$40,801	\$76,906	\$37,413	\$129,485	68.4%	
Public Health		\$10,000		\$10,000	0%	
Welfare	\$10,000	\$10,000	\$6,667	\$10,000	0%	
Substance Abuse	\$225	\$150	\$158	\$150	0%	
Cultural & Community Activities	\$672	\$500	\$215	\$500	0%	
Park Facilities	\$27,070	\$14,660	\$11,102	\$14,660	0%	
Total Services and Pass-Through Payments:	\$666,216	\$693,357	\$510,065	\$671,632	-3.1%	
Capital Outlays						
Centralized Services	\$7,952		\$1,861	\$60,000	N/A	
Total Capital Outlays:	\$7,952		\$1,861	\$60,000	N/A	

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Debt Service-Interest and Issuance Costs						
Centralized Services		\$40,000	\$40,000		-100%	
Total Debt Service-Interest and Issuance Costs:		\$40,000	\$40,000		-100%	
Total Expense Objects:	\$1,152,202	\$1,292,657	\$913,406	\$1,527,689	18.2%	

Other General Funds consist of:

General Reserve Fund - restricted by SMC 3.30.010 for urgent or emergency purposes as determined and approved by council. It may also be used as a source of short-term (less than three years) interfund loans.

Other General Funds

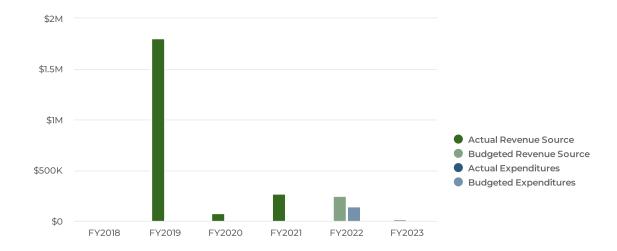
Fire Reserve Fund - for buildings, equipment and other capital items associated and used in the fire department restricted by SMC 3.30.020.

ARPA Fund - for projects and programs as obligated by the City Council and restricted for use in accordance with the American Rescue Plan Act and guidance set by the Department of Commerce. The council is in the process of determining how to use these funds, which will include community engagement. These funds have to be obligated by 2024 and spent by 2026.

Summary

The City of Stevenson is projecting \$25K of revenue in FY2023, which represents a 89.9% decrease over the prior year.

Budgeted expenditures are projected to increase by 0% or N/A to N/A in FY2023.

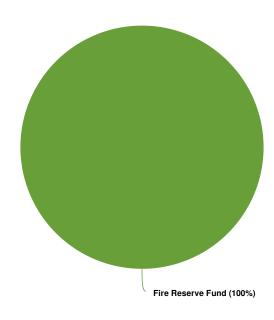


Revenue by Fund

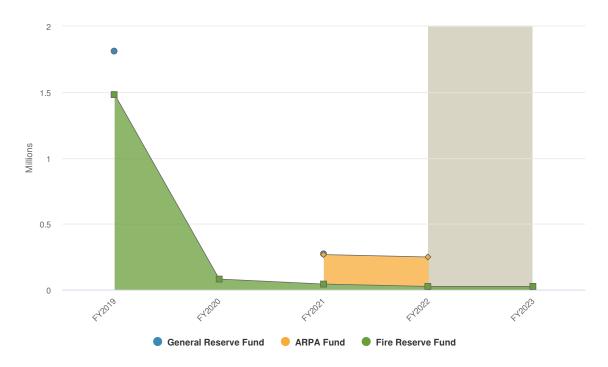
The ongoing revenues for the General Reserve and Fire Reserve funds consist of interest and transfers from the General Fund.

The ARPA fund was established from a one-time revenue over two-years allocated on a population basis.

2023 Revenue by Fund



Budgeted and Historical 2023 Revenue by Fund

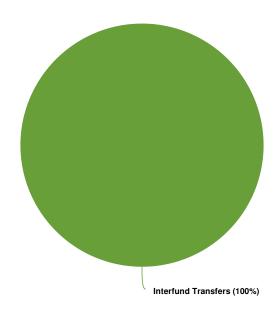


Grey background indicates budgeted figures.

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
General Reserve Fund	\$5,609		\$1,815		0%	
Fire Reserve Fund	\$43,149	\$25,000	\$9,104	\$25,000	0%	
ARPA Fund	\$223,677	\$223,676	\$223,676		-100%	
Total:	\$272,435	\$248,676	\$234,595	\$25,000	-89.9%	

Revenues by Source

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source



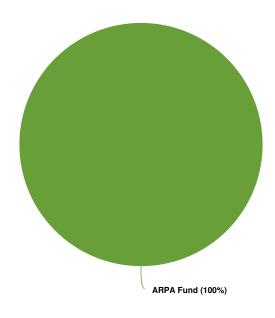
Grey background indicates budgeted figures.

Name	FY2021 Actual	FY2022 Budgeted	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Revenue Source					

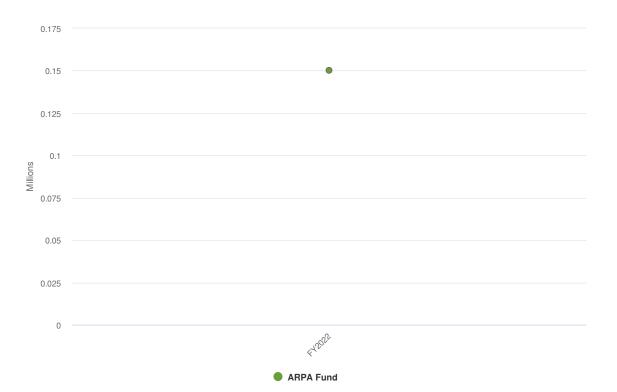
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Intergovernmental Revenues	\$223,677	\$223,676	\$223,676		-100%	
Interest & Other Earnings	\$23,758		\$10,919		0%	
Interfund Transfers	\$25,000	\$25,000		\$25,000	0%	
Total Revenue Source:	\$272,435	\$248,676	\$234,595	\$25,000	-89.9%	

Expenditures by Fund

2023 Expenditures by Fund



Budgeted and Historical 2023 Expenditures by Fund



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
ARPA Fund		\$150,000		-100%	
Total ARPA Fund:		\$150,000		-100%	

Expenditures by Expense Type

Budgeted Expenditures by Expense Type

Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Expense Objects					
Capital Outlays		\$150,000		-100%	
Total Expense Objects:		\$150,000		-100%	

The Tourism Fund (Hotel / Motel tax fund) was established by City Council to fund activities designed to increase tourism. Lodging taxes were authorized by the State Legislature for tourism marketing, special events and festivals designed to attract tourists, and the support of tourism-related facilities.

The primary revenue source is a Lodging Tax of 4% charged on lodging within the City of Stevenson. Most of the revenue goes to support ongoing tourism services and events listed below (from 2022). The Lodging Tax Committee will present a list of proposed contract by the November council meeting.

Tourism Services:

- Chamber of Commerce
- Stevenson Downtown Association
- Columbia Gorge Tourism Alliance
- Columbia River Gorge Interpretive Center

Tourism Fund

Events:

- Blues and Brews
- 4th of July Fireworks
- County Fair and Timber Carnival
- GorgeGrass
- Waterfront Festival
- X-Fest
- Gorge Outrigger Races
- Bridge of the Gods Kitefest
- Gorge Olympic Windsurfing Cup
- Gorge Downwind Championships

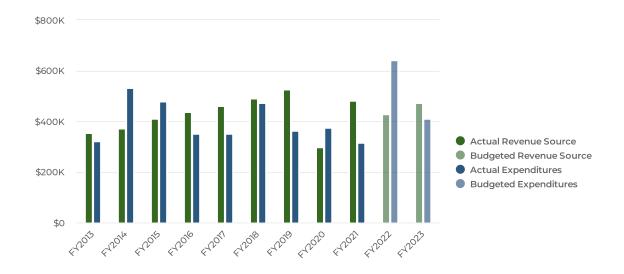
Tourism related Capital projects:

• Courthouse Park Plaza

Summary

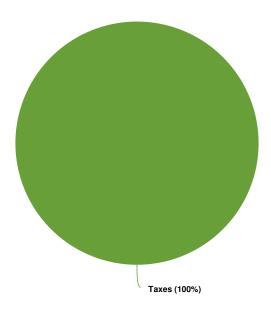
The City of Stevenson is projecting \$473K of revenue in FY2023, which represents a 10% increase over the prior year.

Budgeted expenditures are projected to decrease by 35.9% or \$230.34K to \$411.43K in FY2023.



Revenues by Source

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source



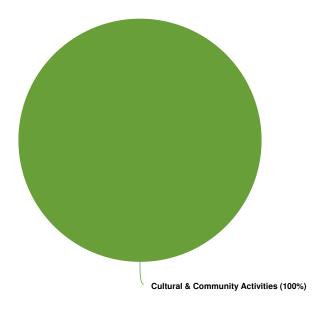
Grey background indicates budgeted figures.

Name	FY2021 Actual	FY2022 Budgeted		FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Revenue Source					

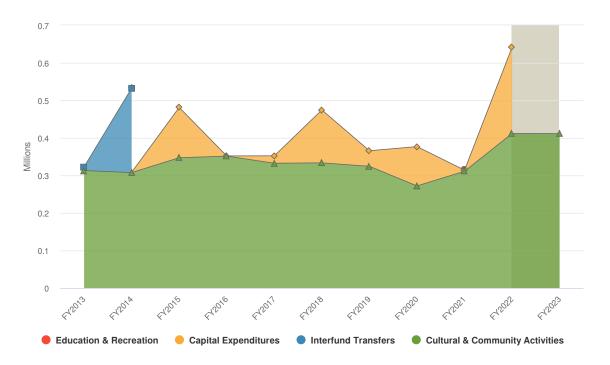
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	1
Taxes	\$483,909	\$430,000	\$449,619	\$473,000	10%	
Interest & Other Earnings	-\$1,219		\$4,754		0%	
Total Revenue Source:	\$482,691	\$430,000	\$454,373	\$473,000	10%	

Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function



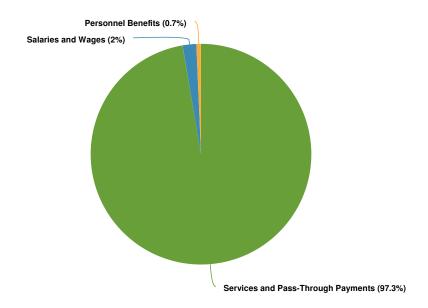
Grey background indicates budgeted figures.

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Expenditures						
Education & Recreation						
Services and Pass-Through Payments						
Community Garden/AgroTourism	\$2,417				N/A	
Total Services and Pass-Through Payments:	\$2,417				N/A	
Total Education & Recreation:	\$2,417				N/A	
Cultural & Community Activities						
Salaries and Wages						
Promotion Salaries	\$1,941	\$5,000	\$1,329	\$5,000	0%	
Promotion Field Salaries	\$3,528	\$3,300	\$259	\$3,300	0%	
Total Salaries and Wages:	\$5,468	\$8,300	\$1,587	\$8,300	0%	
Personnel Benefits						
Promotion Benefits	\$369	\$1,000	\$243	\$1,000	0%	
Promotion Field Benefits	\$1,681	\$1,700	\$92	\$1,700	0%	
Total Personnel Benefits:	\$2,050	\$2,700	\$334	\$2,700	0%	

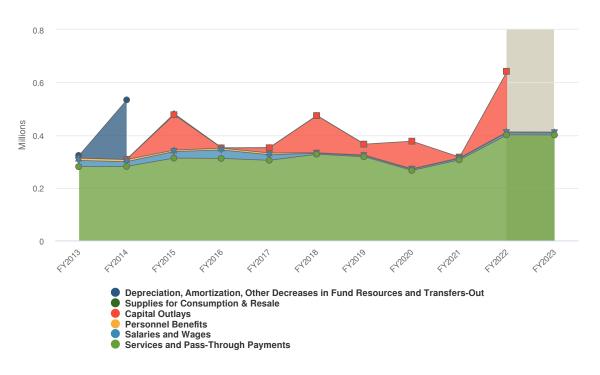
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Services and Pass-Through Payments						
Consultant Services, Chamber	\$90,000	\$110,000	\$82,494	\$110,000	0%	
SBA Consultant Services	\$65,014	\$85,000	\$40,364	\$85,000	0%	
Chamber Events		\$14,000	\$9,085	\$14,000	0%	
County - Fair & Timber Carnival		\$5,000		\$5,000	0%	
County - Bluegrass Festival		\$10,000		\$10,000	0%	
County-Fireworks	\$7,330	\$7,500		\$7,500	0%	
General Admin Fees	\$5,819	\$6,772		\$6,428	-5.1%	
Discover Your Northwest	-\$1,257				N/A	
CRGIC Consultant Services	\$49,139	\$60,000	\$43,393	\$60,000	0%	
X-Fest Event		\$1,000		\$1,000	0%	
Skamania Senior Services - Hiker Bus	\$1,999				N/A	
Gorge Outrigger Races		\$5,000		\$5,000	0%	
BOTG Kiteboarding Festival		\$3,000	\$2,892	\$3,000	0%	
Stevenson Farmers Market	\$3,000				N/A	
Main St Program Coordinator (SDA)	\$65,000	\$65,000	\$48,750	\$65,000	0%	
Stevenson Waterfront Music Festival	\$3,000	\$4,500	\$4,194	\$4,500	0%	
SC Fair Board-GorgeGrass	\$4,000	\$4,000	\$4,000	\$4,000	0%	
CGTA Services	\$5,000	\$5,000		\$5,000	0%	
Computer Services	\$281		\$510		0%	
Audit Fee	\$4,171	\$2,000		\$2,000	0%	
Gorge Olympic Windsurfing Cup		\$3,000	\$3,000	\$3,000	0%	
Gorge Downwind Champs		\$10,000	\$10,000	\$10,000	0%	
TAC - Professional Services	\$54				0%	
TAC-Publishing	\$119				0%	
Eq Rental - Promotion Field	\$885		\$92		0%	
Total Services and Pass-Through Payments:	\$303,554	\$400,772	\$248,775	\$400,428	-0.1%	
Total Cultural & Community Activities:	\$311,072	\$411,772	\$250,697	\$411,428	-0.1%	
Capital Expenditures						
Capital Outlays						
Courthouse Park Plaza (SDA)	\$3,021	\$230,000			-100%	
Total Capital Outlays:	\$3,021	\$230,000			-100%	
Total Capital Expenditures:	\$3,021	\$230,000			-100%	
Total Expenditures:	\$316,511	\$641,772	\$250,697	\$411,428	-35.9%	

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Expense Objects						
Salaries and Wages	\$5,468	\$8,300	\$1,587	\$8,300	0%	
Personnel Benefits	\$2,050	\$2,700	\$334	\$2,700	0%	
Services and Pass-Through Payments	\$305,971	\$400,772	\$248,775	\$400,428	-0.1%	
Capital Outlays	\$3,021	\$230,000			-100%	
Total Expense Objects:	\$316,511	\$641,772	\$250,697	\$411,428	-35.9%	

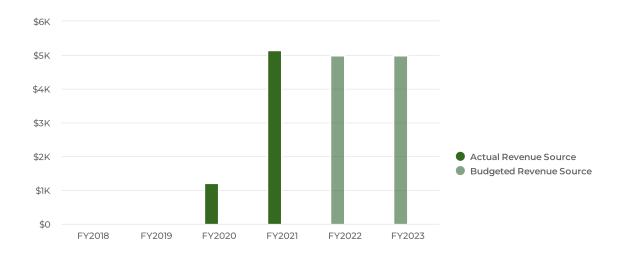
Affordable Housing Fund

The Affordable Housing Fund, established in late 2020, is for the collection and use of the sales tax credit for affordable housing authorized by SMC 3.10 and RCW 82.14.540(2)(C)(ii)(A)(I) The rate inside the city limits is .73% and can be used for acquiring, rehabilitating or constructing affordable housing, providing the operations and maintenance costs of new units of affordable or supportive housing, and providing rental assistance to tenants. This sales tax credit is only available for twenty years, and is currently set to expire in 2040.

There are no expenses for these funds at this time. The planning commission, council and staff are working on a plan for identifying tools to leverage for the use of these funds. The collection of about \$5k a year would add up to \$100k over the twenty-year period.

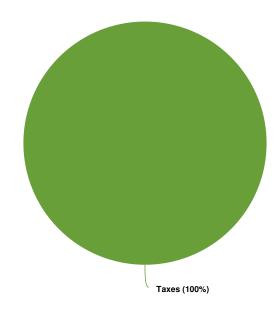
Summary

The City of Stevenson is projecting \$5K of revenue in FY2023, which represents a 0% increase over the prior year. Budgeted expenditures are projected to increase by 0% or N/A to N/A in FY2023.

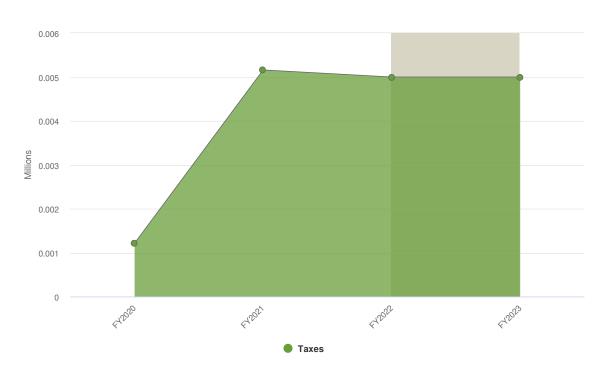


Revenues by Source

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source



Grey background indicates budgeted figures.

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual		FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
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Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Revenue Source						
Taxes						
Affordable And Supportive Housing Sales And Use Tax	\$5,161	\$5,000	\$3,758	\$5,000	0%	
Total Taxes:	\$5,161	\$5,000	\$3,758	\$5,000	0%	
Total Revenue Source:	\$5,161	\$5,000	\$3,758	\$5,000	0%	

Capital Improvement Fund - used to account for financial resources to be used for the acquisition or construction of major capital facilities. The primary dedicated revenue source is the real estate excise tax imposed on the sale of real estate. These funds are restricted by the state legislature for capital purposes identified in the Capital Improvement Plan and local capital improvements, including those listed in RCW 35.43.040.

Capital Project Funds

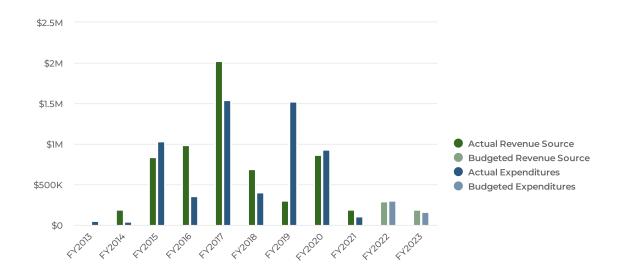
First Street Fund - tracks the revenues and expenses related to the First Street Overlook Project. Construction was delayed to work out a right of way issue with WSDOT, identified at 90% design. The city has 10 years to enter into the construction phase, which would be January 1, 2030, or the grant funds will need to be returned. The issue has been resolved and construction funding is being sought. Once secured, the budget will be amended to complete the project.

Columbia Ave Fund - tracks the revenues and expenses related to the Columbia Avenue Realignment Project. The city received a \$200k no match (100%) grant to analyze the feasibility and costs for the project. The final report will be completed by the end of June 2023.

Summary

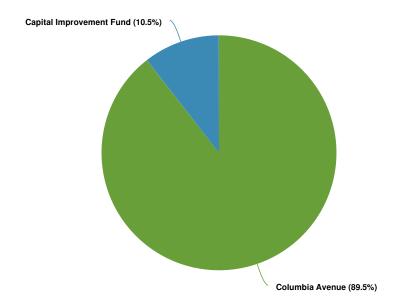
The City of Stevenson is projecting \$190K of revenue in FY2023, which represents a 35.6% decrease over the prior year.

Budgeted expenditures are projected to decrease by 44.2% or \$134.82K to \$170K in FY2023.

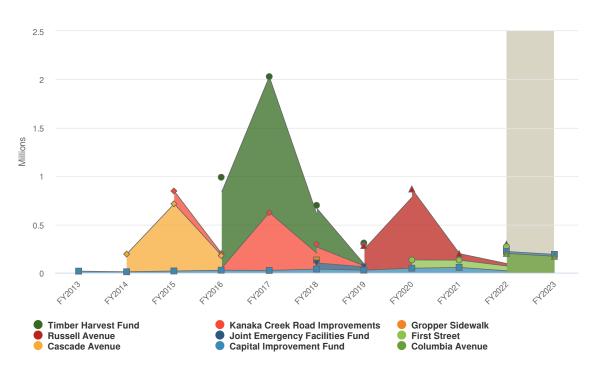


Revenue by Fund

2023 Revenue by Fund



Budgeted and Historical 2023 Revenue by Fund

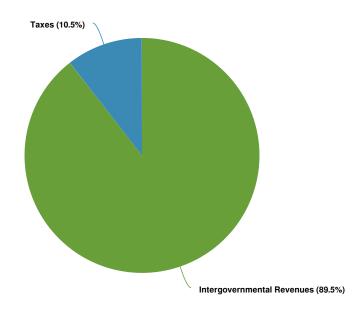


Name FY2021 FY2022 Actual Budgeted	FY2022 FY2023 Actual Budgeted		Notes
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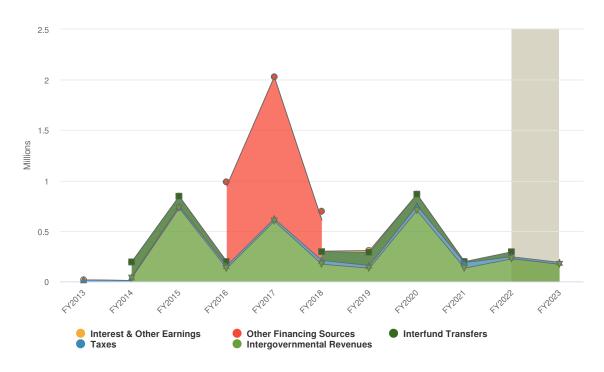
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	1 1
Capital Improvement Fund	\$55,121	\$20,000	\$51,989	\$20,000	0%	
Russell Avenue	\$67,115	\$24,820	\$24,820		-100%	
First Street	\$75,402	\$50,000	\$27,239		-100%	
Columbia Avenue		\$200,000	\$28,229	\$170,000	-15%	
Total:	\$197,638	\$294,820	\$132,278	\$190,000	-35.6%	

Revenues by Source

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source

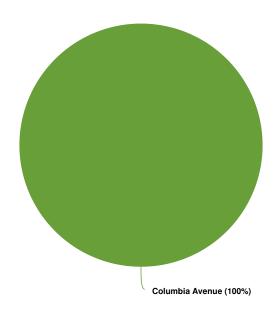


Grey background indicates budgeted figures.

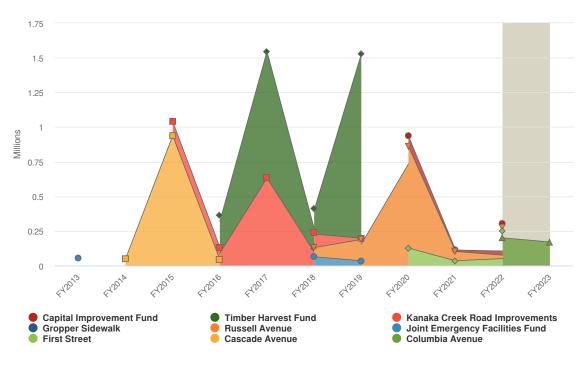
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Revenue Source						
Taxes	\$55,185	\$20,000	\$51,165	\$20,000	0%	
Intergovernmental Revenues	\$131,926	\$224,820	\$53,049	\$170,000	-24.4%	
Interest & Other Earnings	-\$64		\$824		0%	
Interfund Transfers	\$10,591	\$50,000	\$27,239		-100%	
Total Revenue Source:	\$197,638	\$294,820	\$132,278	\$190,000	-35.6%	

Expenditures by Fund

2023 Expenditures by Fund



Budgeted and Historical 2023 Expenditures by Fund

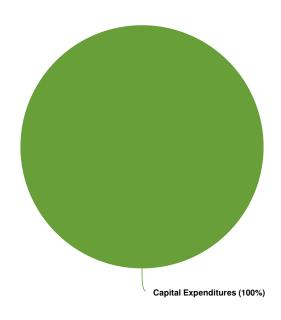


Name	FY2021 Actual				FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
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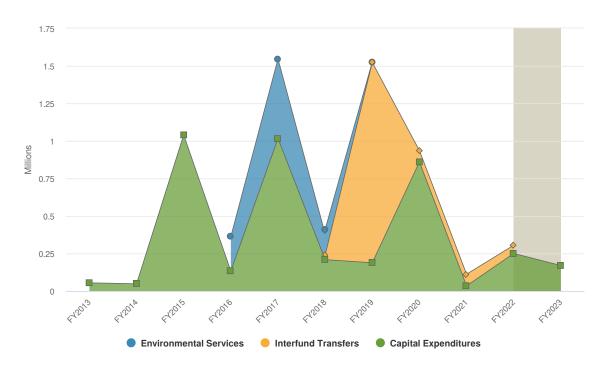
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	1 1
Capital Improvement Fund	\$10,591	\$30,000			-100%	
Russell Avenue	\$66,995	\$24,820	\$24,820		-100%	
First Street	\$34,436	\$50,000	\$27,239		-100%	
Columbia Avenue		\$200,000	\$34,816	\$170,000	-15%	
Total:	\$112,022	\$304,820	\$86,876	\$170,000	-44.2%	

Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function

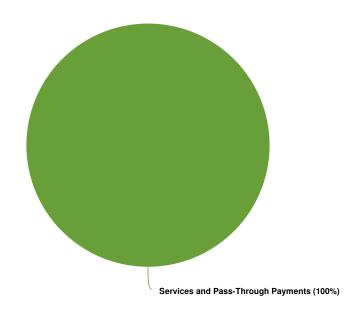


Grey background indicates budgeted figures.

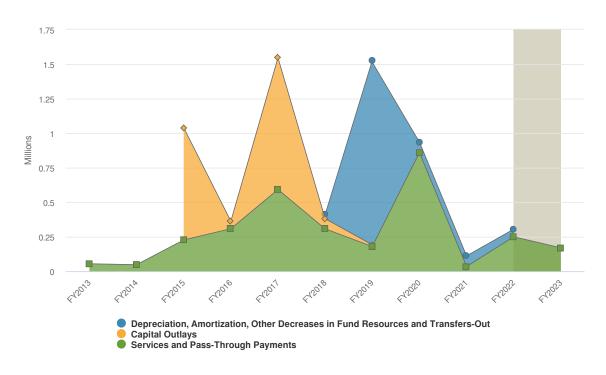
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Expenditures						
Capital Expenditures	\$34,436	\$250,000	\$62,055	\$170,000	-32%	
Interfund Transfers	\$77,586	\$54,820	\$24,820		-100%	
Total Expenditures:	\$112,022	\$304,820	\$86,876	\$170,000	-44.2%	

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Expense Objects						
Depreciation, Amortization, Other Decreases in Fund Resources and Transfers-Out	\$77,586	\$54,820	\$24,820		-100%	
Services and Pass-Through Payments	\$34,436	\$250,000	\$62,055	\$170,000	-32%	
Total Expense Objects:	\$112,022	\$304,820	\$86,876	\$170,000	-44.2%	

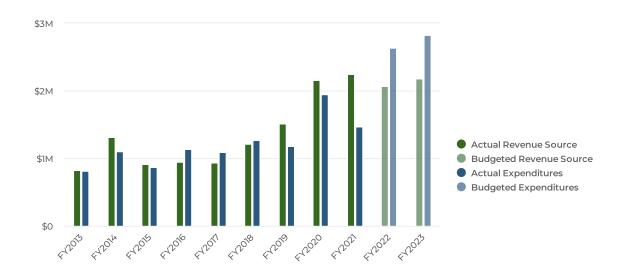
Water/Sewer Fund

The Water & Sewer Fund is operated as an enterprise fund to account for the operations of the City's water and sewer systems on a self-supporting basis. In addition to generating enough revenue to meet current expenses, the fund must generate enough revenue to build a reserve for equipment repair and eventual capital replacements. It is a major fund, representing more than 10% of the city's budgeted revenues and expenditures.

Summary

The City of Stevenson is projecting \$2.19M of revenue in FY2023, which represents a 5.4% increase over the prior year.

Budgeted expenditures are projected to increase by 7% or \$184.42K to \$2.83M in FY2023.



Revenues by Source

Water Department

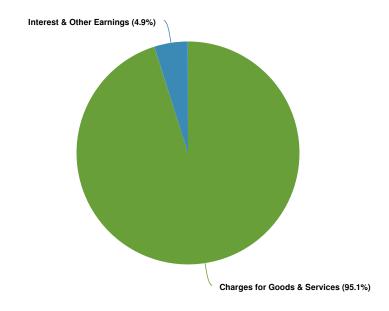
An annual water rate increase of 5% beginning in 2020 was adopted by council to ensure adequate funds for capital projects and debt repayment.

Sewer Department

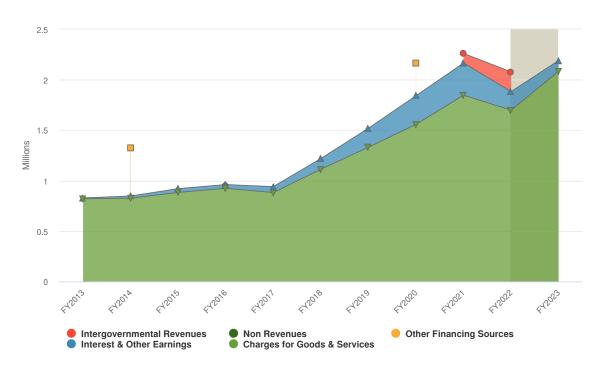
The sewer rates are proposed to increase 15% for 2023 and will allow the city to meet the needs of the department for 2023 and the projected loan repayments after the conclusion of the wastewater treatment plant upgrades. Staff continues to apply for grants to reduce the loan expense for the Wastewater Treatment Plant upgrades.

A rate restructure is currently underway to analyze the way in which monthly rates and System Development Charges are charged for water and sewer.

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source

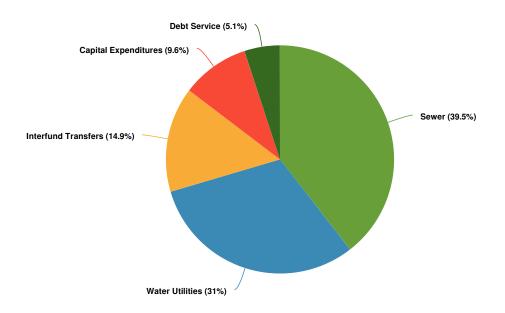


Grey background indicates budgeted figures.

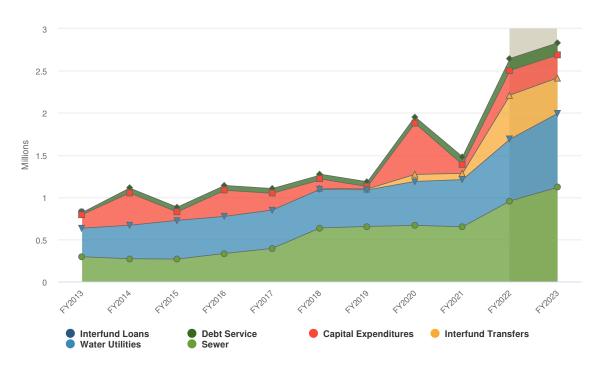
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Revenue Source						
Intergovernmental Revenues	\$94,923	\$194,979	\$196,823		-100%	
Total Intergovernmental Revenues:	\$94,923	\$194,979	\$196,823		-100%	
Charges for Goods & Services						
Water	\$793,275	\$678,600	\$724,527	\$761,675	12.2%	
Sewer	\$1,053,670	\$1,019,438	\$1,020,031	\$1,322,308	29.7%	
Total Charges for Goods & Services:	\$1,846,945	\$1,698,038	\$1,744,558	\$2,083,983	22.7%	
Interest & Other Earnings	\$319,096	\$185,235	\$220,048	\$107,206	-42.1%	
Total Interest & Other Earnings:	\$319,096	\$185,235	\$220,048	\$107,206	-42.1%	
Total Revenue Source:	\$2,260,964	\$2,078,252	\$2,161,429	\$2,191,189	5.4%	

Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Expenditures						
Water Utilities	\$559,364	\$734,005	\$487,033	\$876,313	19.4%	
Sewer	\$649,543	\$955,883	\$643,983	\$1,117,449	16.9%	
Debt Service	\$93,757	\$143,220	\$135,049	\$143,104	-0.1%	
Capital Expenditures	\$103,281	\$291,500	\$5,540	\$272,160	-6.6%	
Interfund Transfers	\$74,154	\$521,779	\$304,004	\$421,779	-19.2%	
Total Expenditures:	\$1,480,099	\$2,646,387	\$1,575,608	\$2,830,804	7%	

Expenditures by Expense Type

The water and sewer departments contain a percentage of a full-time employee to assist the public works department with records management and permitting.

Insurance costs have increased, and are distributed by departments based on asset valuations.

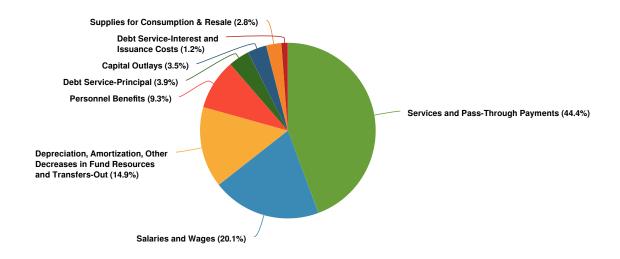
Water Projects:

- \$25k Rate Restructure Study
- \$25k Engineering Standards update (rolled from 2022)
- \$162k Loop Road Waterline
- \$100k Water Treatment Plant Painting

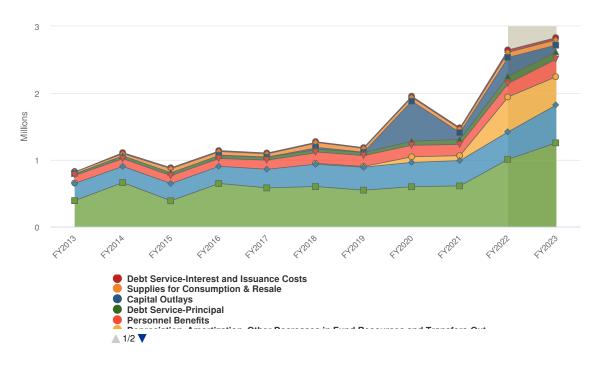
Sewer Projects:

- \$25k Rate Restructure Study
- \$25k Engineering Standards update (rolled from 2022)
- \$400k Transfer to WW Upgrades Fund

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Expense Objects						
Depreciation, Amortization, Other Decreases in Fund Resources and Transfers-Out						
Interfund Transfers						
Transfer Out to 410 WW Sys. Upgrades	\$52,375	\$500,000	\$304,004	\$400,000	-20%	
Transfer Out To 406 WW Short Lived Assets	\$21,779	\$21,779		\$21,779	0%	
Total Interfund Transfers:	\$74,154	\$521,779	\$304,004	\$421,779	-19.2%	
Total Depreciation, Amortization, Other Decreases in Fund Resources and Transfers-Out:	\$74,154	\$521,779	\$304,004	\$421,779	-19.2%	
Salaries and Wages						
Water Utilities						
WA-Administrative Salary	\$1,629	\$2,725	\$16,171	\$52,943	1,842.9%	
WA-Customer Services Salary	\$41,592	\$45,780	\$37,126	\$54,020	18%	
WA-Operations Plant Salary	\$68,991	\$76,300	\$49,739	\$82,404	8%	
WA-Operations T & D Salary	\$70,390	\$65,400	\$60,074	\$70,632	8%	
Total Water Utilities:	\$182,601	\$190,205	\$163,110	\$259,999	36.7%	

lame	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Note
Sewer						
WW-Administrative Salary	\$17,143	\$26,160	\$39,035	\$78,253	199.1%	
WW-Customer Service Salary	\$41,592	\$45,780	\$37,126	\$54,020	18%	
WW Sampling Salary	\$660	\$4,000	\$114	\$4,000	0%	
WW-Operations Plant Salary	\$107,063	\$115,000	\$81,849	\$124,200	8%	
WW-Operations Coll. Salary	\$28,466	\$25,300	\$29,169	\$42,324	67.3%	
Total Sewer:	\$194,924	\$216,240	\$187,292	\$302,797	40%	
Capital Expenditures						
Water Connections - Salary	\$1,320	\$5,000	\$2,450	\$5,400	8%	
Total Capital Expenditures:	\$1,320	\$5,000	\$2,450	\$5,400	8%	
Total Salaries and Wages:	\$378,846	\$411,445	\$352,852	\$568,197	38.1%	
Personnel Benefits						
Water Utilities						
WA-Administrative Benefits	\$330	\$1,090	\$7,388	\$21,177	1,842.9%	
WA-Customer Services Benefits	\$11,134	\$14,715	\$9,476	\$17,364	18%	
WA-Operations Plant Benefits	\$31,956	\$38,150	\$18,567	\$41,202	8%	
WA-Operations T & D Benefits	\$33,595	\$32,700	\$22,051	\$35,316	8%	
Total Water Utilities:	\$77,015	\$86,655	\$57,482	\$115,059	32.8%	
Sewer						
WW-Administrative Benefits	\$3,409	\$11,990	\$15,029	\$32,949	174.8%	
WW-Customer Service Benefits	\$11,138	\$14,715	\$9,476	\$17,364	18%	
WW Sampling Benefits	\$338	\$2,500	\$38	\$2,500	0%	
WW-Operations Plant Benefits	\$61,194	\$71,300	\$29,933	\$77,004	8%	
WW-Operations Coll. Benefits	\$13,471	\$12,650	\$10,570	\$15,662	23.8%	
Total Sewer:	\$89,550	\$113,155	\$65,046	\$145,479	28.6%	
Capital Expenditures						
Water Connections - Benefits	\$590	\$2,500	\$1,104	\$2,700	8%	
Total Capital Expenditures:	\$590	\$2,500	\$1,104	\$2,700	8%	
Total Personnel Benefits:	\$167,156	\$202,310	\$123,632	\$263,238	30.1%	
Supplies for Consumption & Resale						
Water Utilities						
WA-Office Supplies And Postage	\$1,486	\$4,050	\$903	\$4,172	3%	
WA-Operating Supplies	\$32,173	\$35,000	\$26,292	\$36,050	3%	
WA-Chemicals Plant	\$11,089	\$10,300	\$12,213	\$10,609	3%	
WA-Small Tools/Minor Equipment		\$2,500	\$2,264	\$2,575	3%	
Total Water Utilities:	\$44,748	\$51,850	\$41,672	\$53,406	3%	

ame	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Note
Sewer						
WW-Office Supplies & Postage	\$1,567	\$4,300	\$1,261	\$4,429	3%	
WW Sampling Supplies		\$500		\$515	3%	
WW-Operating Supplies	\$2,289	\$10,000	\$12,940	\$10,300	3%	
WW-Maintenance Supplies	\$5,699	\$10,000	\$1,484	\$10,300	3%	
Total Sewer:	\$9,556	\$24,800	\$15,685	\$25,544	3%	
Total Supplies for Consumption & Resale:	\$54,304	\$76,650	\$57,357	\$78,950	3%	
Services and Pass-Through Payments						
Water Utilities						
General Admin Fee	\$69,836	\$95,459		\$93,676	-1.9%	
WA-Audit Fee	\$5,561	\$6,000		\$6,180	3%	
WA-Op. Permit(DOH)/Other Fees	\$8,405	\$5,150	\$7,259	\$5,305	3%	
WA-Dues & Membership/Filing Fees	\$143	\$2,000	\$1,076	\$2,060	3%	
WA-Admin Planning Water - Consulting	\$634	\$27,000	\$52,613	\$52,000	92.6%	
WA-Travel		\$2,000	\$1,450	\$2,060	3%	
WA-Training	\$1,925	\$2,000	\$4,874	\$2,060	3%	
WA-Computer Services/Repair	\$7,778	\$6,000	\$6,218	\$6,180	3%	
WA-EBPP Fees	\$3,311	\$3,000	\$2,372	\$3,090	3%	
WA-Services		\$4,900	\$4,690	\$4,900	0%	
WA-Telephone	\$1,554	\$2,000	\$1,364	\$2,060	3%	
WA-Telemetry/Meter Services	\$3,851	\$4,000	\$4,851	\$4,120	3%	
WA-Insurance	\$14,076	\$21,000	\$23,641	\$32,630	55.4%	
WA-Electricity	\$26,276	\$24,000	\$21,032	\$24,720	3%	
WA-Prof Services - General	\$17,177	\$82,770	\$3,779	\$85,253	3%	
WA-Taxes	\$42,150	\$40,016	\$33,611	\$41,216	3%	
WA-Repair-Contracted Labor	\$7,255	\$20,000	\$17,276	\$20,600	3%	
WA-Testing	\$5,647	\$5,000	\$4,979	\$5,150	3%	
WA-Eq Rental - Water	\$39,420	\$53,000	\$33,682	\$54,590	3%	
Total Water Utilities:	\$254,999	\$405,295	\$224,769	\$447,849	10.5%	
Sewer						
WW-General Admin Fee	\$80,802	\$106,256		\$105,721	-0.5%	
WW-Audit Fee	\$5,561	\$8,000		\$8,240	3%	
WW-Permit Fees/DOE	\$3,371	\$2,500	\$3,481	\$2,575	3%	
WW-Advertising	\$918	+-,500	7-,101	+-,0,0	0%	
WW-Dues & Membership/filing Fees	\$973	\$1,000	\$668	\$1,030	3%	
WW-Admin Planning Sewer - Consulting	\$3,354	\$30,000	\$8,050	\$55,900	86.3%	
WW-Travel	45,551	\$1,500	+ 3,000	\$1,545	3%	

ame	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Note
WW-Training	\$977	\$3,000	\$1,706	\$3,090	3%	
WW-Computer Services/Repair	\$6,823	\$5,000	\$4,485	\$5,150	3%	
WW-EBPP Fees Sewer	\$3,311	\$3,000	\$2,372	\$3,090	3%	
Sewer Operations-Services		\$4,800	\$4,690	\$4,800	0%	
Sewer Telephone	\$4,519	\$4,600	\$3,756	\$4,738	3%	
Sewer Insurance	\$7,542	\$21,125	\$20,606	\$25,759	21.9%	
Sewer Taxes	\$27,115	\$41,458	\$23,477	\$41,458	0%	
WW Sampling Professional Services	\$1,869	\$7,000		\$7,210	3%	
WW Industrial Pretreatment Services		\$4,000		\$4,120	3%	
WW Sampling Equipment Rental	\$216		\$395		0%	
WW-Solids Hauling & Disposal	\$98,393	\$120,000	\$78,305	\$123,600	3%	
WW-Plant Services			\$3,593		0%	
Sewer Operations Testing	\$15,103	\$21,000	\$13,100	\$21,630	3%	
WW-Electricity	\$19,301	\$26,000	\$17,622	\$26,780	3%	
WW-Plant Water	\$19,141	\$21,000	\$17,060	\$21,630	3%	
WW-Repair (Contract Serv) T&D	\$12,829	\$120,000	\$123,518	\$123,600	3%	
Eg Rental - Sewer	\$39,865	\$45,000	\$44,982	\$46,350	3%	
WW-Coll Electricity	\$3,129	\$5,000	\$3,778	\$5,150	3%	
WW-Coll. Water	\$403	\$450	\$318	\$464	3%	
Total Sewer:	\$355,513	\$601,688	\$375,960	\$643,628	7%	
Capital Expenditures						
Eq Rental - Water Connections	\$432	\$2,000	\$769	\$2,060	3%	
Loop Rd Waterline-Cont. Labor				\$162,000	N/A	
Total Capital Expenditures:	\$432	\$2,000	\$769	\$164,060	8,103%	
Total Services and Pass-Through Payments:	\$610,944	\$1,008,983	\$601,498	\$1,255,538	24.4%	
Capital Outlays						
Capital Expenditures						
Water Plant Improvements-Contracted	\$736		\$61	\$100,000	N/A	
WA-Fixed Assets To Capitalize	\$100,202	\$282,000	\$1,156		-100%	
Total Capital Expenditures:	\$100,939	\$282,000	\$1,217	\$100,000	-64.5%	
Total Capital Outlays:	\$100,939	\$282,000	\$1,217	\$100,000	-64.5%	
Debt Service-Principal						
Debt Service						
WA-SMART Meter Lease-Pricipal	\$28,419	\$29,436	\$62,826	\$30,275	2.8%	
Base Res PWTF Loan Principal	\$23,273	\$23,273	\$23,273	\$23,273	0%	
Sewer Outfall - USDA RDA Principal	\$24,029	\$24,694	\$12,274	\$25,377	2.8%	
WWTP Design-DOE Principal		\$30,678	\$13,889	\$30,678	0%	

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Total Debt Service:	\$75,722	\$108,081	\$112,262	\$109,604	1.4%	
Total Debt Service-Principal:	\$75,722	\$108,081	\$112,262	\$109,604	1.4%	
Debt Service-Interest and Issuance Costs						
Debt Service						
WA-SMART Meter Lease-Interest	\$8,696	\$7,679	\$7,243	\$6,841	-10.9%	
Base Reservoir PWTF Loan Interest	\$698	\$582	\$582	\$465	-20%	
Sewer Outfall - USDA RDA Interest	\$8,641	\$7,976	\$4,061	\$7,293	-8.6%	
WWTP Design-DOE Interest		\$18,901	\$10,901	\$18,901	0%	
Total Debt Service:	\$18,035	\$35,139	\$22,787	\$33,500	-4.7%	
Total Debt Service-Interest and Issuance Costs:	\$18,035	\$35,139	\$22,787	\$33,500	-4.7%	
Total Expense Objects:	\$1,480,099	\$2,646,387	\$1,575,608	\$2,830,804	7%	

Other Wastewater Funds consist of:

Wastewater Short Lived Asset Reserve Fund - required as part of the city's USDA loan for the 2021 collection system project. Annual deposits of at least \$21,779 are required for the 40-year life of the loan. This fund operates like a line of credit for repairing and/or replacing major system assets with a life span of less than 15 years. No expenses are anticipated in 2023.

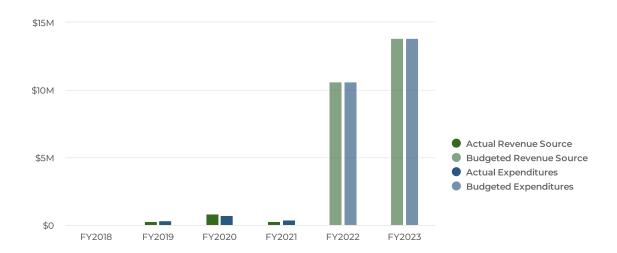
Additional Wastewater Funds

Wastewater Debt Reserve Fund - required as part of two USDA loans, one for the 2014 emergency sewer outfall and the second for the 2021 collection system project. The balance is equal to one annual loan installment. Prior written concurrence from USDA must be obtained before funds may be withdrawn from this fund during the life of the loan. When funds are withdrawn during the life of the loan, deposits will be made at the rate of 10% of one annual payment until the balance is equal to one annual loan payment.

Wastewater System Upgrades Fund - for the planning, design and construction of upgrades to the wastewater system as identified in the wastewater system plan and required as part of the Administrative Order. Most of the revenues are grants or loans with some internal match funding (transfers from the Water/Sewer Fund). The revenues and expenditures are updated through a budget amendment when funding is received, project timelines determined and contracts secured.

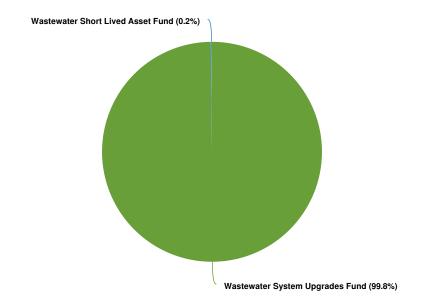
Summary

The City of Stevenson is projecting \$13.91M of revenue in FY2023, which represents a 30.1% increase over the prior year. Budgeted expenditures are projected to increase by 30.2% or \$3.22M to \$13.89M in FY2023.

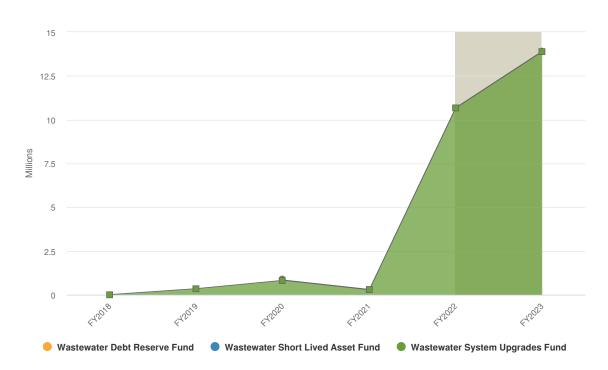


Revenue by Fund

2023 Revenue by Fund



Budgeted and Historical 2023 Revenue by Fund

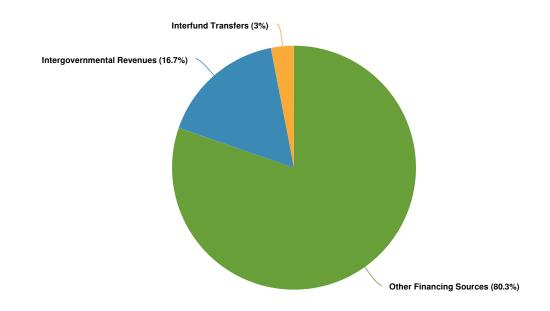


Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual		FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
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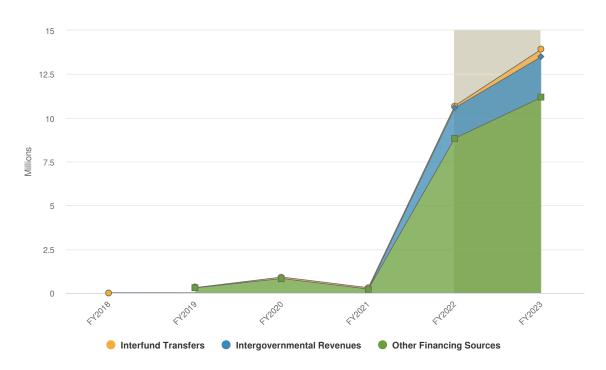
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Wastewater Short Lived Asset Fund	\$21,779	\$21,779		\$21,779	0%	
Wastewater System Upgrades Fund	\$286,202	\$10,667,070	\$2,886,837	\$13,886,930	30.2%	
Total:	\$307,981	\$10,688,849	\$2,886,837	\$13,908,709	30.1%	

Revenues by Source

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source

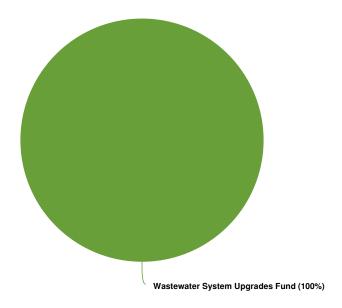


Grey background indicates budgeted figures.

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Revenue Source						
Intergovernmental Revenues	\$5,400	\$1,733,656	\$479,589	\$2,320,344	33.8%	
Other Financing Sources	\$228,427	\$8,833,414	\$2,103,244	\$11,166,586	26.4%	
Interfund Transfers	\$74,154	\$121,779	\$304,004	\$421,779	246.3%	
Total Revenue Source:	\$307,981	\$10,688,849	\$2,886,837	\$13,908,709	30.1%	

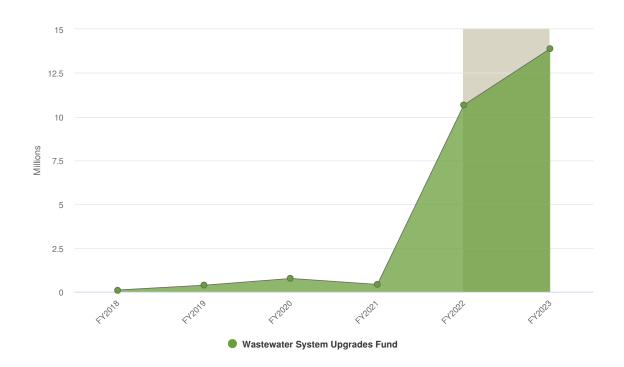
Expenditures by Fund

2023 Expenditures by Fund



Project costs for projects have increased due to inflation and a portion has been rolled from 2022 due to a more accurate schedule. Additional grant and loan funds will be applied for to cover the cost difference. Construction estimates for the remainder of the 2021 collection system project will be updated though a budget amendment upon contract award.

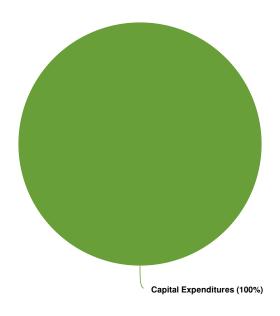
Budgeted and Historical 2023 Expenditures by Fund



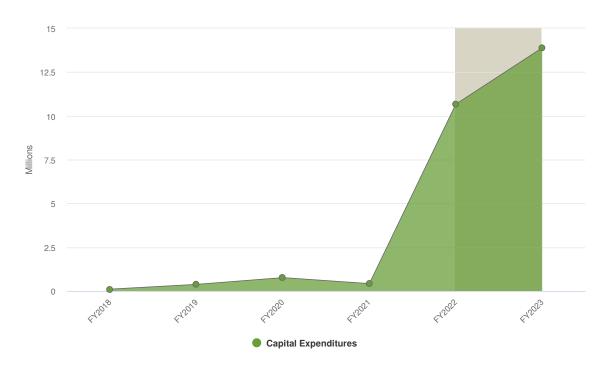
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual		FY2022 Budgeted vs. FY2023 Budgeted (% Change)	1 1
Wastewater System Upgrades Fund	\$423,312	\$10,667,070	\$4,019,850	\$13,886,930	30.2%	
Total Wastewater System Upgrades Fund:	\$423,312	\$10,667,070	\$4,019,850	\$13,886,930	30.2%	

Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function

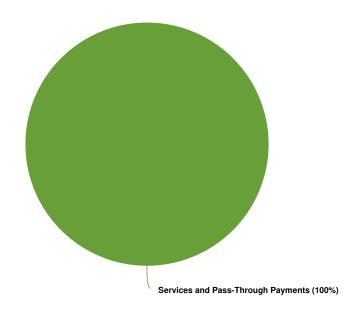


Grey background indicates budgeted figures.

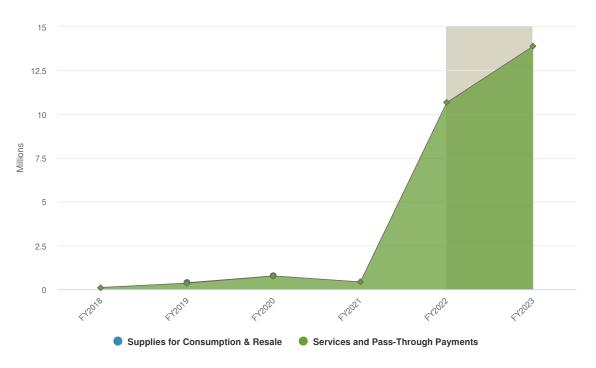
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	1 1
Expenditures						
Capital Expenditures	\$423,312	\$10,667,070	\$4,019,850	\$13,886,930	30.2%	
Total Expenditures:	\$423,312	\$10,667,070	\$4,019,850	\$13,886,930	30.2%	

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Expense Objects						
Supplies for Consumption & Resale			\$85,149		0%	
Services and Pass-Through Payments	\$423,312	\$10,667,070	\$3,934,701	\$13,886,930	30.2%	
Total Expense Objects:	\$423,312	\$10,667,070	\$4,019,850	\$13,886,930	30.2%	

Equipment Service Fund

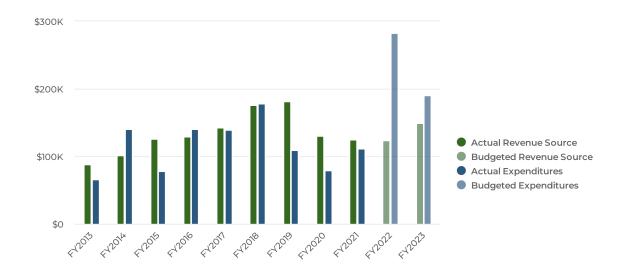
The Equipment Service Fund is used to account for labor charges and equipment usage by other funds, and to save funds for eventual equipment replacements.

Revenues are derived from charges made against other funds for using the equipment. Charges are based on the number of hours worked and miles driven by field staff in each fund and are intended to cover operating costs, equipment maintenance, staff salaries, insurance, and replacement costs.

Summary

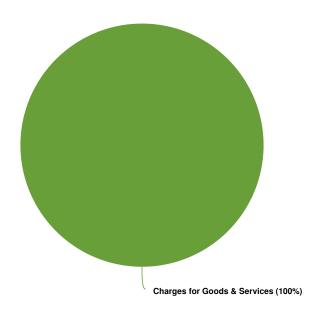
The City of Stevenson is projecting \$150K of revenue in FY2023, which represents a 20% increase over the prior year.

Budgeted expenditures are projected to decrease by 32.4% or \$91.86K to \$191.54K in FY2023.

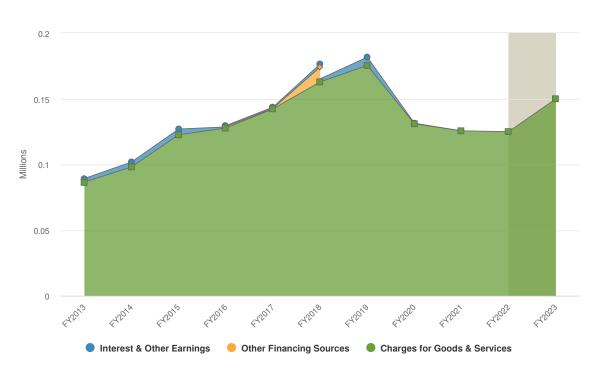


Revenues by Source

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source

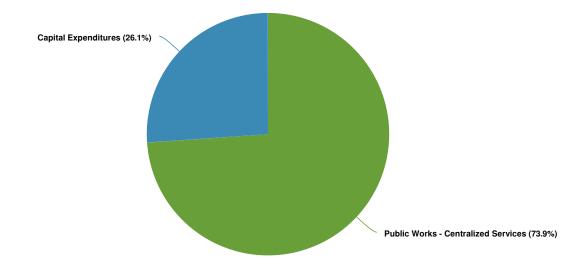


Grey background indicates budgeted figures.

Name	FY2021 Actual	FY2022 Budgeted		 1 1
Revenue Source				

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Charges for Goods & Services	\$125,602	\$125,000	\$127,726	\$150,000	20%	
Interest & Other Earnings	-\$40		\$1,101		0%	
Other Financing Sources			\$13,853		0%	
Total Revenue Source:	\$125,562	\$125,000	\$142,679	\$150,000	20%	

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function

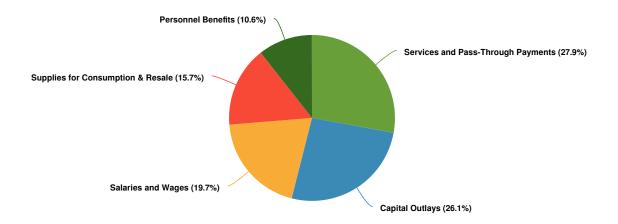


Grey background indicates budgeted figures.

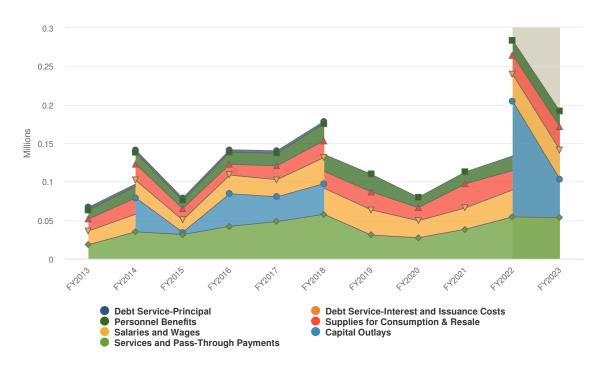
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Expenditures						
Public Works - Centralized Services	\$112,743	\$133,408	\$97,581	\$141,544	6.1%	
Capital Expenditures		\$150,000	\$108,372	\$50,000	-66.7%	
Total Expenditures:	\$112,743	\$283,408	\$205,953	\$191,544	-32.4%	

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Expense Objects						
Salaries and Wages	\$27,689	\$35,000	\$28,456	\$37,800	8%	
Personnel Benefits	\$15,409	\$19,000	\$12,024	\$20,360	7.2%	
Supplies for Consumption & Resale	\$31,222	\$25,000	\$30,546	\$30,000	20%	
Services and Pass-Through Payments	\$38,423	\$54,408	\$26,555	\$53,384	-1.9%	
Capital Outlays		\$150,000	\$108,372	\$50,000	-66.7%	
Total Expense Objects:	\$112,743	\$283,408	\$205,953	\$191,544	-32.4%	

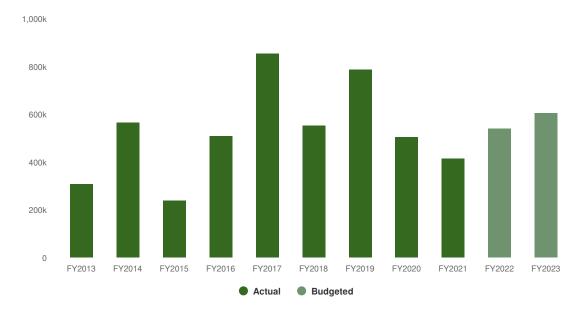
DEPARTMENTS

Administration

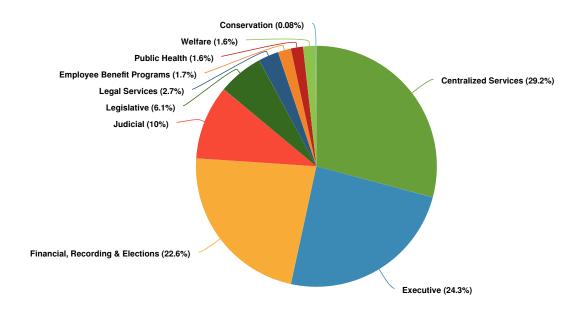
Expenditures Summary

\$606,185 \$64,955 (12.00% vs. prior year)

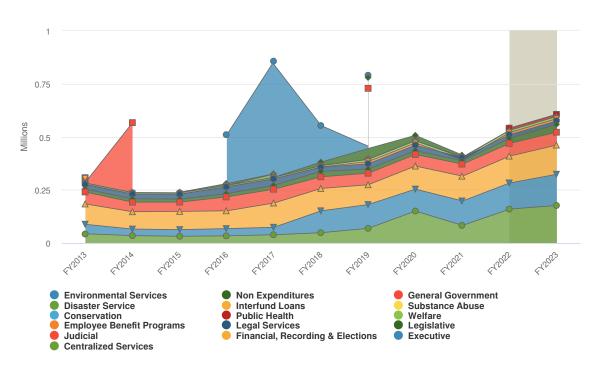
Administration Proposed and Historical Budget vs. Actual



Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function



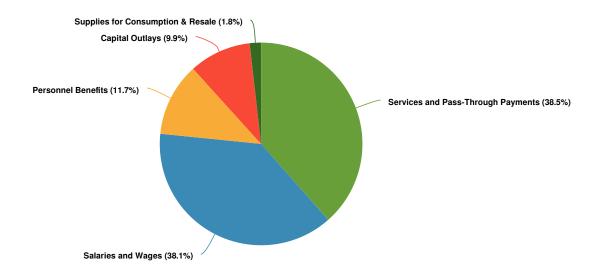
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Note
Expenditures						
Legislative						
Council Salary	\$8,850	\$12,000	\$10,500	\$24,000	100%	
Council Benefits	\$662	\$1,000	\$803	\$1,500	50%	
Ordinance Codification	\$1,043	\$2,500	\$2,248	\$2,500	0%	
Legislative Publishing	\$5,124	\$3,500	\$5,639	\$3,500	0%	
Travel/Lodging Council		\$500	\$659	\$500	0%	
Tuition Council	\$120	\$5,000		\$5,000	0%	
Total Legislative:	\$15,798	\$24,500	\$19,849	\$37,000	51%	
Judicial						
Court Clerk Salary	\$4,018	\$5,000	\$3,604	\$5,400	8%	
Court Clerk Benefits	\$777	\$2,000	\$665	\$2,160	8%	
Jury Management/Courtroom Use	\$419	\$1,200	\$725	\$1,200	0%	
Interpreter Fees		\$500		\$500	0%	
Municipal Court Contract	\$20,000	\$20,000	\$16,666	\$20,000	0%	
Sheriff Warrant Service Charge		\$250		\$250	0%	
Prosecuting Attorney County Contract	\$16,000	\$16,000	\$13,334	\$16,000	0%	
Indigent Defense	\$15,514	\$15,000	\$6,348	\$15,000	0%	
Total Judicial:	\$56,728	\$59,950	\$41,342	\$60,510	0.9%	
Executive						
Mayor Salary	\$7,200	\$7,200	\$6,000	\$7,200	0%	
City Administrator Salary	\$89,367	\$81,750	\$80,392	\$108,290	32.5%	
Mayor Benefits	\$540	\$625	\$459	\$625	0%	
City Administrator Benefits	\$17,449	\$30,520	\$14,760	\$27,962	-8.4%	
Travel/Lodging Mayor/Administrator	\$20	\$2,000	\$50	\$2,000	0%	
Tuition Mayor/Administrator	\$543	\$1,000	\$1,665	\$1,000	0%	
Total Executive:	\$115,119	\$123,095	\$103,326	\$147,077	19.5%	
Financial, Recording & Elections						
Budgeting/Accounting Salary	\$68,601	\$71,940	\$57,128	\$77,695	8%	
Minutes - Recording Fee Sal	\$1,849	\$2,453	\$1,663	\$2,649	8%	
Budgeting/Accounting Benefits	\$17,096	\$22,890	\$13,822	\$24,721	8%	
Minutes - Recording Fee Ben	\$156	\$218	\$141	\$235	8%	
EBPP Fees General Fund	\$288	\$600	\$241	\$600	0%	
Finance-Contractual Services		\$4,387	\$4,724	\$7,400	68.7%	
Audit Fee	\$5,705	\$7,000		\$7,000	0%	
Travel Financial/Records	\$349	\$1,000	\$1,210	\$1,000	0%	
Clerk Bond Premiums	\$102	\$200	\$104	\$200	0%	

ame	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Note
Training/Tuition - Financial/Records	\$1,510	\$3,000	\$1,567	\$3,000	0%	
Dues & Membership - Financial	\$1,169	\$1,200	\$880	\$1,200	0%	
Fiduciary Fees/VISA	\$4,334	\$4,000	\$3,267	\$4,000	0%	
Miscellaneous Charges	\$150	\$500		\$500	0%	
Elections	\$15,493	\$1,000		\$1,000	0%	
Voter Registration Services		\$6,000		\$6,000	0%	
Total Financial, Recording & Elections:	\$116,802	\$126,387	\$84,747	\$137,201	8.6%	
Legal Services						
Advisory Board Services	\$15,040	\$15,000	\$14,650	\$15,000	0%	
Travel - Legal		\$750		\$750	0%	
Training & Tuition - Legal		\$750		\$750	0%	
Total Legal Services:	\$15,040	\$16,500	\$14,650	\$16,500	0%	
Employee Benefit Programs						
Unemployment Claims	-\$9,694	\$10,000	\$4,716	\$10,000	0%	
Old Age Survivor Insurance	\$25	\$25	\$25	\$25	0%	
Staff Wellness		\$500		\$500	0%	
Total Employee Benefit Programs:	-\$9,669	\$10,525	\$4,741	\$10,525	0%	
Centralized Services						
Building Repair Salary	\$3,307	\$4,000	\$3,313	\$6,000	50%	
COVID-19 - Salaries	\$2,506		\$1,193		N/A	
Building Repair Benefits	\$1,484	\$2,000	\$1,315	\$3,000	50%	
COVID-19 - Benefits	\$945		\$394		N/A	
Household Supplies/Repairs	\$873	\$1,000	\$831	\$1,000	0%	
Office Supplies	\$6,623	\$20,000	\$21,255	\$10,000	-50%	
DNR Fire Control Assessment	\$18		\$18		0%	
Custodial Services	\$1,213	\$1,000	\$820	\$1,000	0%	
Contractual Services	\$2,740	\$26,700	\$23,608	\$25,500	-4.5%	
HR-Advertisement	\$2,091	\$1,000	\$831	\$1,000	0%	
Eq Rental-Bldg Repair	\$832	\$1,000	\$622	\$1,000	0%	
Insurance - Liability	\$11,734	\$15,260	\$12,393	\$20,560	34.7%	
Heat & Lights	\$2,978	\$3,500	\$2,985	\$3,500	0%	
City Hall Water/Sewer	\$1,446	\$1,463	\$1,180	\$1,463	0%	
Building Repair Supplies	\$1,833	\$3,000	\$2,706	\$3,000	0%	
Office Equip Repair& Maintenance	\$29,346	\$29,000	\$33,587	\$29,000	0%	
Central Services Telephone	\$3,173	\$4,000	\$3,029	\$4,000	0%	
Miscellaneous - Postage	\$63	\$500	\$550	\$500	0%	
Website - General Fund	\$240	\$3,200	\$20	\$3,200	0%	

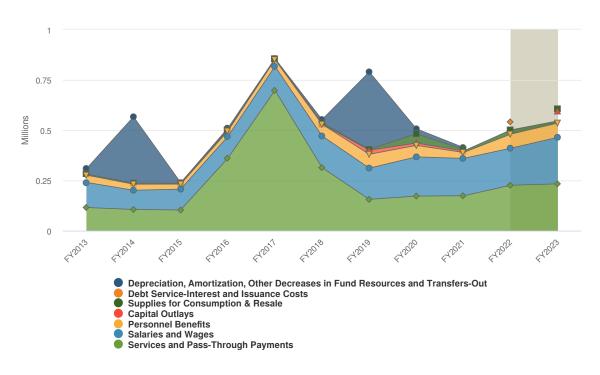
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Dues And Membership - General Govt	\$1,361	\$3,000	\$1,749	\$3,000	0%	
City Hall Improvements	\$736		\$1,861	\$50,000	N/A	
Office Furniture/Equipment	\$7,215			\$10,000	N/A	
Pool District Loan		\$40,000	\$40,000		-100%	
Total Centralized Services:	\$82,758	\$159,623	\$154,259	\$176,723	10.7%	
Conservation						
Air Pollution Authority	\$459	\$500	\$444	\$500	0%	
Water Runoff Testing	\$1,275				N/A	
Total Conservation:	\$1,733	\$500	\$444	\$500	0%	
Public Health						
Farmers Market Support		\$10,000		\$10,000	0%	
Total Public Health:		\$10,000		\$10,000	0%	
Welfare						
Food Bank Support	\$10,000	\$10,000	\$6,667	\$10,000	0%	
Total Welfare:	\$10,000	\$10,000	\$6,667	\$10,000	0%	
Substance Abuse						
Substance Abuse/Liquor Excise	\$225	\$150	\$158	\$150	0%	
Total Substance Abuse:	\$225	\$150	\$158	\$150	0%	
Non Expenditures						
Payroll Clearing			-\$2,378		0%	
Agency Disbursement - Court Remit	\$8,958		\$7,621		0%	
Agency Disbursement - CVC	\$182		\$157		0%	
Total Non Expenditures:	\$9,140		\$5,400		0%	
Total Expenditures:	\$413,675	\$541,230	\$435,581	\$606,185	12%	

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Note
Expense Objects						
Depreciation, Amortization, Other Decreases in Fund Resources and Transfers-Out						
Payroll Clearing			-\$2,378		0%	
Agency Disbursement - Court Remit	\$8,958		\$7,621		0%	
Agency Disbursement - CVC	\$182		\$157		0%	
Total Depreciation, Amortization, Other Decreases in Fund Resources and Transfers-Out:	\$9,140		\$5,400		0%	
Salaries and Wages						
Council Salary	\$8,850	\$12,000	\$10,500	\$24,000	100%	
Court Clerk Salary	\$4,018	\$5,000	\$3,604	\$5,400	8%	
Mayor Salary	\$7,200	\$7,200	\$6,000	\$7,200	0%	
City Administrator Salary	\$89,367	\$81,750	\$80,392	\$108,290	32.5%	
Budgeting/Accounting Salary	\$68,601	\$71,940	\$57,128	\$77,695	8%	
Minutes - Recording Fee Sal	\$1,849	\$2,453	\$1,663	\$2,649	8%	
Building Repair Salary	\$3,307	\$4,000	\$3,313	\$6,000	50%	
COVID-19 - Salaries	\$2,506		\$1,193		N/A	
Total Salaries and Wages:	\$185,698	\$184,343	\$163,792	\$231,234	25.4%	
Personnel Benefits						
Council Benefits	\$662	\$1,000	\$803	\$1,500	50%	
Court Clerk Benefits	\$777	\$2,000	\$665	\$2,160	8%	
Mayor Benefits	\$540	\$625	\$459	\$625	0%	
City Administrator Benefits	\$17,449	\$30,520	\$14,760	\$27,962	-8.4%	
Budgeting/Accounting Benefits	\$17,096	\$22,890	\$13,822	\$24,721	8%	
Minutes - Recording Fee Ben	\$156	\$218	\$141	\$235	8%	
Unemployment Claims	-\$9,694	\$10,000	\$4,716	\$10,000	0%	
Old Age Survivor Insurance	\$25	\$25	\$25	\$25	0%	
Staff Wellness		\$500		\$500	0%	
Building Repair Benefits	\$1,484	\$2,000	\$1,315	\$3,000	50%	
COVID-19 - Benefits	\$945		\$394		N/A	
Total Personnel Benefits:	\$29,440	\$69,778	\$37,100	\$70,728	1.4%	
Supplies for Consumption & Resale						
Household Supplies/Repairs	\$873	\$1,000	\$831	\$1,000	0%	
Office Supplies	\$6,623	\$20,000	\$21,255	\$10,000	-50%	
Total Supplies for Consumption & Resale:	\$7,496	\$21,000	\$22,085	\$11,000	-47.6%	
Services and Pass-Through Payments						
Ordinance Codification	\$1,043	\$2,500	\$2,248	\$2,500	0%	
Legislative Publishing	\$5,124	\$3,500	\$5,639	\$3,500	0%	
Travel/Lodging Council	ΨΟ,1ΖΤ	\$5,500	\$659	\$500	0%	

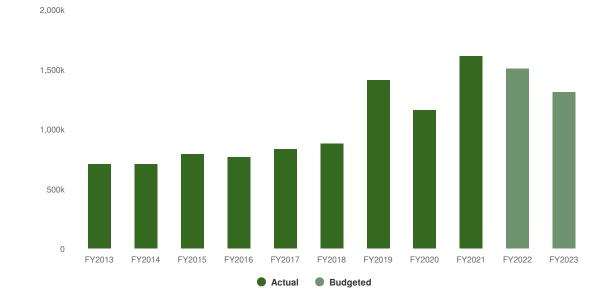
ame	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Tuition Council	\$120	\$5,000		\$5,000	0%	
Jury Management/Courtroom Use	\$419	\$1,200	\$725	\$1,200	0%	
Interpreter Fees		\$500		\$500	0%	
Municipal Court Contract	\$20,000	\$20,000	\$16,666	\$20,000	0%	
Sheriff Warrant Service Charge		\$250		\$250	0%	
Prosecuting Attorney County Contract	\$16,000	\$16,000	\$13,334	\$16,000	0%	
Indigent Defense	\$15,514	\$15,000	\$6,348	\$15,000	0%	
Travel/Lodging Mayor/Administrator	\$20	\$2,000	\$50	\$2,000	0%	
Tuition Mayor/Administrator	\$543	\$1,000	\$1,665	\$1,000	0%	
EBPP Fees General Fund	\$288	\$600	\$241	\$600	0%	
Finance-Contractual Services		\$4,387	\$4,724	\$7,400	68.7%	
Audit Fee	\$5,705	\$7,000		\$7,000	0%	
Travel Financial/Records	\$349	\$1,000	\$1,210	\$1,000	0%	
Clerk Bond Premiums	\$102	\$200	\$104	\$200	0%	
Training/Tuition - Financial/Records	\$1,510	\$3,000	\$1,567	\$3,000	0%	
Dues & Membership - Financial	\$1,169	\$1,200	\$880	\$1,200	0%	
Fiduciary Fees/VISA	\$4,334	\$4,000	\$3,267	\$4,000	0%	
Miscellaneous Charges	\$150	\$500		\$500	0%	
Elections	\$15,493	\$1,000		\$1,000	0%	
Voter Registration Services		\$6,000		\$6,000	0%	
Advisory Board Services	\$15,040	\$15,000	\$14,650	\$15,000	0%	
Travel - Legal		\$750		\$750	0%	
Training & Tuition - Legal		\$750		\$750	0%	
DNR Fire Control Assessment	\$18		\$18		0%	
Custodial Services	\$1,213	\$1,000	\$820	\$1,000	0%	
Contractual Services	\$2,740	\$26,700	\$23,608	\$25,500	-4.5%	
HR-Advertisement	\$2,091	\$1,000	\$831	\$1,000	0%	
Eq Rental-Bldg Repair	\$832	\$1,000	\$622	\$1,000	0%	
Insurance - Liability	\$11,734	\$15,260	\$12,393	\$20,560	34.7%	
Heat & Lights	\$2,978	\$3,500	\$2,985	\$3,500	0%	
City Hall Water/Sewer	\$1,446	\$1,463	\$1,180	\$1,463	0%	
Building Repair Supplies	\$1,833	\$3,000	\$2,706	\$3,000	0%	
Office Equip Repair& Maintenance	\$29,346	\$29,000	\$33,587	\$29,000	0%	
Central Services Telephone	\$3,173	\$4,000	\$3,029	\$4,000	0%	
Miscellaneous - Postage	\$63	\$500	\$550	\$500	0%	
Website - General Fund	\$240	\$3,200	\$20	\$3,200	0%	
Dues And Membership - General Govt	\$1,361	\$3,000	\$1,749	\$3,000	0%	
Air Pollution Authority	\$459	\$500	\$444	\$500	0%	
Water Runoff Testing	\$1,275				N/A	
Farmers Market Support		\$10,000		\$10,000	0%	
Food Bank Support	\$10,000	\$10,000	\$6,667	\$10,000	0%	
Substance Abuse/Liquor Excise	\$225	\$150	\$158	\$150	0%	

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Total Services and Pass-Through Payments:	\$173,950	\$226,110	\$165,343	\$233,223	3.1%	
Capital Outlays						
City Hall Improvements	\$736		\$1,861	\$50,000	N/A	
Office Furniture/Equipment	\$7,215			\$10,000	N/A	
Total Capital Outlays:	\$7,952		\$1,861	\$60,000	N/A	
Debt Service-Interest and Issuance Costs						
Pool District Loan		\$40,000	\$40,000		-100%	
Total Debt Service-Interest and Issuance Costs:		\$40,000	\$40,000		-100%	
Total Expense Objects:	\$413,675	\$541,230	\$435,581	\$606,185	12%	

Revenues Summary

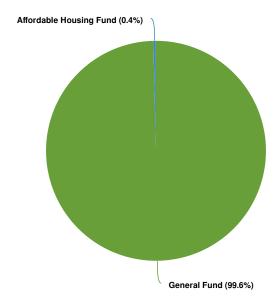
\$1,317,270 -\$194,568 (-12.87% vs. prior year

Administration Proposed and Historical Budget vs. Actual

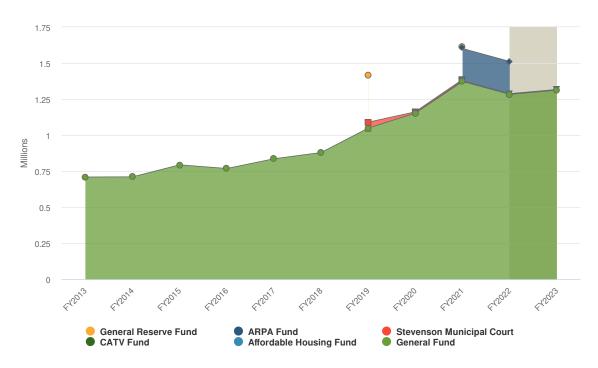


Revenue by Fund

2023 Revenue by Fund



Budgeted and Historical 2023 Revenue by Fund



Grey background indicates budgeted figures.

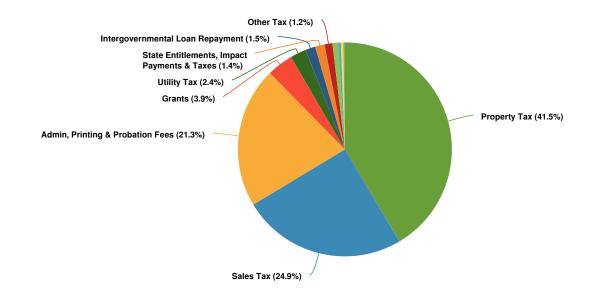
Name	FY2021 Actual	FY2022 Budgeted			FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
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Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
General Fund						
Natural Gas Utility Tax	\$13,814	\$13,500	\$15,668	\$13,500	0%	
Garbage Utility Tax	\$10,092	\$7,500	\$4,966	\$7,500	0%	
Cable TV Utility Tax	\$3,136	\$3,000	\$2,227	\$3,000	0%	
Telephone Utility Tax	\$10,691	\$8,000	\$9,431	\$8,000	0%	
Sales Tax	\$300,416	\$280,000	\$308,702	\$308,000	10%	
Local Criminal Justice Tax	\$25,200	\$20,000	\$21,688	\$20,000	0%	
General Property Tax	\$512,528	\$501,569	\$351,254	\$546,402	8.9%	
Leasehold Tax	\$25,339	\$16,000	\$21,021	\$16,000	0%	
Rock Cove ALF In-Lieu Tax	\$3,504		\$263		0%	
Business Licenses	\$1,615	\$1,400	\$1,618	\$1,400	0%	
Vacation Rental Licenses	\$3,223	\$1,500	\$2,033	\$1,500	0%	
Criminal Justice - Low Population	\$1,000	\$1,000	\$750	\$1,000	0%	
Criminal Justice - Contracted Services	\$3,230	\$2,500	\$2,325	\$2,500	0%	
Criminal Justice - Special Programs	\$1,884	\$1,891	\$1,380	\$1,969	4.1%	
Marijuana Excise Tax	\$4,096	\$2,272	\$2,605	\$2,552	12.3%	
DUI/Other Crim Justice Assist	\$263		\$124		0%	
Liquor Excise Tax	\$11,244	\$9,836	\$7,891	\$10,633	8.1%	
Private Harvest Tax	\$7		\$3		0%	
DOE-Shoreline Access Grant		\$20,000			-100%	
CDBG Housing Rehab Grant	\$183,280	\$92,758	\$92,758		-100%	
DOE-Shoreline Master Plan Grant	\$1,981				N/A	
Dept. of Commerce GMA Grant	\$25,000				N/A	
PUD Privilege Tax (in Lieu)	\$13,215	\$11,000	\$15,574	\$11,000	0%	
LE & CJ Leg One-Time Cost	\$6,714				N/A	
DOE-Shoreline Access Grant				\$52,000	N/A	
Pool District Loan Repayment-Principal				\$19,800	N/A	
General Admin Services	\$203,997	\$276,935		\$273,015	-1.4%	
Printing/Photocopy Services	\$10		\$13		0%	
Active Probation Fee	\$7,606	\$7,000	\$4,671	\$7,000	0%	
Interest Income/General Fund	-\$1,426	\$5,000	\$5,979	\$5,000	0%	
Sales Tax Interest	\$326	\$200	\$362	\$200	0%	
Miscellaneous Income	\$526	\$300	\$739	\$300	0%	
Total General Fund:	\$1,372,512	\$1,283,162	\$874,045	\$1,312,270	2.3%	
General Reserve Fund						
General Res-Interest	\$5,609		\$1,815		0%	
Total General Reserve Fund:	\$5,609		\$1,815		0%	
ARPA Fund						
DOC-ARPA Distribution	\$223,677	\$223,676	\$223,676		-100%	
Total ARPA Fund:	\$223,677	\$223,676	\$223,676		-100%	

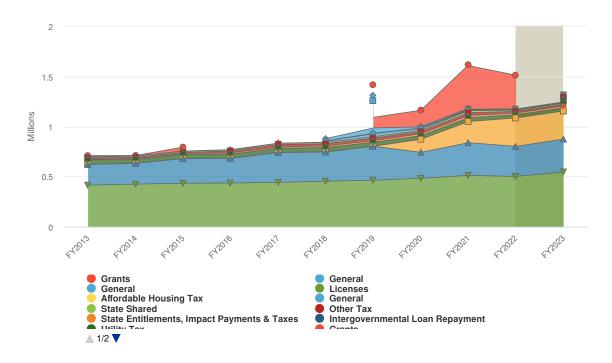
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Affordable Housing Fund						
Affordable And Supportive Housing Sales And Use Tax	\$5,161	\$5,000	\$3,758	\$5,000	0%	
Total Affordable Housing Fund:	\$5,161	\$5,000	\$3,758	\$5,000	0%	
Stevenson Municipal Court						
Agency Deposit - Court Remittances	\$8,958		\$7,621		0%	
Agency Deposit - CVC	\$182		\$157		0%	
Total Stevenson Municipal Court:	\$9,140		\$7,778		0%	
Total:	\$1,616,098	\$1,511,838	\$1,111,073	\$1,317,270	-12.9%	

Revenues by Source

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source



Grey background indicates budgeted figures.

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Revenue Source						
Taxes						
Affordable Housing Tax						
Affordable And Supportive Housing Sales And Use Tax	\$5,161	\$5,000	\$3,758	\$5,000	0%	
Total Affordable Housing Tax:	\$5,161	\$5,000	\$3,758	\$5,000	0%	
Utility Tax						
Natural Gas Utility Tax	\$13,814	\$13,500	\$15,668	\$13,500	0%	
Garbage Utility Tax	\$10,092	\$7,500	\$4,966	\$7,500	0%	
Cable TV Utility Tax	\$3,136	\$3,000	\$2,227	\$3,000	0%	
Telephone Utility Tax	\$10,691	\$8,000	\$9,431	\$8,000	0%	
Total Utility Tax:	\$37,734	\$32,000	\$32,291	\$32,000	0%	
Sales Tax						
Sales Tax	\$300,416	\$280,000	\$308,702	\$308,000	10%	
Local Criminal Justice Tax	\$25,200	\$20,000	\$21,688	\$20,000	0%	
Total Sales Tax:	\$325,617	\$300,000	\$330,390	\$328,000	9.3%	
Property Tax						
General Property Tax	\$512,528	\$501,569	\$351,254	\$546,402	8.9%	

lame	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Note
Total Property Tax:	\$512,528	\$501,569	\$351,254	\$546,402	8.9%	
Other Tax						
Leasehold Tax	\$25,339	\$16,000	\$21,021	\$16,000	0%	
Rock Cove ALF In-Lieu Tax	\$3,504	Ψ.0,000	\$263	Ψ.ο,οοο	0%	
Total Other Tax:	\$28,843	\$16,000	\$21,284	\$16,000	0%	
Total Taxes:	\$909,882	\$854,569	\$738,978	\$927,402	8.5%	
Licenses & Permits						
Licenses						
Business Licenses	\$1,615	\$1,400	\$1,618	\$1,400	0%	
Vacation Rental Licenses	\$3,223	\$1,500	\$2,033	\$1,500	0%	
Total Licenses:	\$4,837	\$2,900	\$3,652	\$2,900	0%	
Total Licenses & Permits:	\$4,837	\$2,900	\$3,652	\$2,900	0%	
Intergovernmental Revenues						
State Entitlements, Impact Payments & Taxes						
Criminal Justice - Low Population	\$1,000	\$1,000	\$750	\$1,000	0%	
Criminal Justice - Contracted Services	\$3,230	\$2,500	\$2,325	\$2,500	0%	
Criminal Justice - Special Programs	\$1,884	\$1,891	\$1,380	\$1,969	4.1%	
Marijuana Excise Tax	\$4,096	\$2,272	\$2,605	\$2,552	12.3%	
DUI/Other Crim Justice Assist	\$263		\$124		0%	
Liquor Excise Tax	\$11,244	\$9,836	\$7,891	\$10,633	8.1%	
Private Harvest Tax	\$7		\$3		0%	
Total State Entitlements, Impact Payments & Taxes:	\$21,724	\$17,500	\$15,078	\$18,653	6.6%	
Grants						
DOE-Shoreline Access Grant		\$20,000			-100%	
CDBG Housing Rehab Grant	\$183,280	\$92,758	\$92,758		-100%	
DOE-Shoreline Master Plan Grant	\$1,981	,,, -3	, , ,,		N/A	
Dept. of Commerce GMA Grant	\$25,000				N/A	
DOC-ARPA Distribution	\$223,677	\$223,676	\$223,676		-100%	
Total Grants:	\$433,938	\$336,434	\$316,434		-100%	
State Shared						
PUD Privilege Tax (in Lieu)	\$13,215	\$11,000	\$15,574	\$11,000	0%	
LE & CJ Leg One-Time Cost	\$6,714				N/A	
Total State Shared:	\$19,929	\$11,000	\$15,574	\$11,000	0%	
Grants						
DOE-Shoreline Access Grant				\$52,000	N/A	

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Total Grants:				\$52,000	N/A	
Intergovernmental Loan Repayment						
Pool District Loan Repayment- Principal				\$19,800	N/A	
Total Intergovernmental Loan Repayment:				\$19,800	N/A	
Total Intergovernmental Revenues:	\$475,591	\$364,934	\$347,087	\$101,453	-72.2%	
Charges for Goods & Services						
Admin, Printing & Probation Fees						
General Admin Services	\$203,997	\$276,935		\$273,015	-1.4%	
Printing/Photocopy Services	\$10		\$13		0%	
Active Probation Fee	\$7,606	\$7,000	\$4,671	\$7,000	0%	
Total Admin, Printing & Probation Fees:	\$211,614	\$283,935	\$4,684	\$280,015	-1.4%	
Total Charges for Goods & Services:	\$211,614	\$283,935	\$4,684	\$280,015	-1.4%	
Interest & Other Earnings						
General						
Interest Income/General Fund	-\$1,426	\$5,000	\$5,979	\$5,000	0%	
Sales Tax Interest	\$326	\$200	\$362	\$200	0%	
Miscellaneous Income	\$526	\$300	\$739	\$300	0%	
General Res-Interest	\$5,609		\$1,815		0%	
Total General:	\$5,034	\$5,500	\$8,894	\$5,500	0%	
Total Interest & Other Earnings:	\$5,034	\$5,500	\$8,894	\$5,500	0%	
Non Revenues						
General						
Agency Deposit - Court Remittances	\$8,958		\$7,621		0%	
Agency Deposit - CVC	\$182		\$157		0%	
Total General:	\$9,140		\$7,778		0%	
Total Non Revenues:	\$9,140		\$7,778		0%	
Total Revenue Source:	\$1,616,098	\$1,511,838	\$1,111,073	\$1,317,270	-12.9%	

Organizational Chart

Goal #1

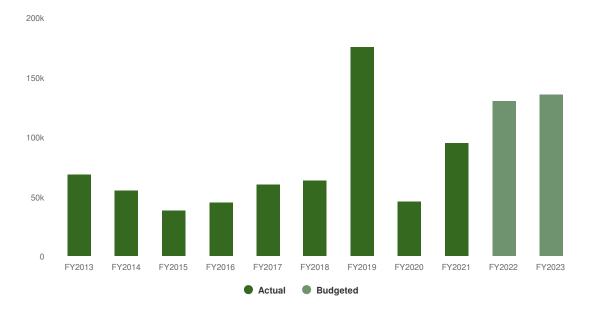
Goal #2

Fire Control

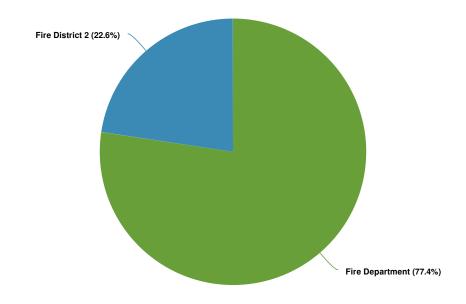
Expenditures Summary

\$135,958 \$5,763 (4.43% vs. prior year)

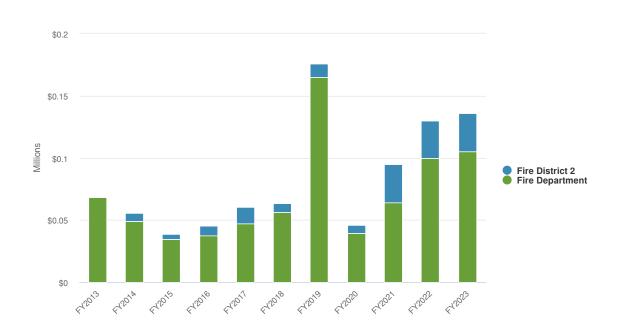
Fire Control Proposed and Historical Budget vs. Actual



Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function

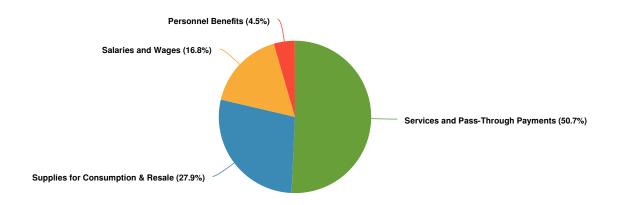


Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Expenditures						
Fire Control						

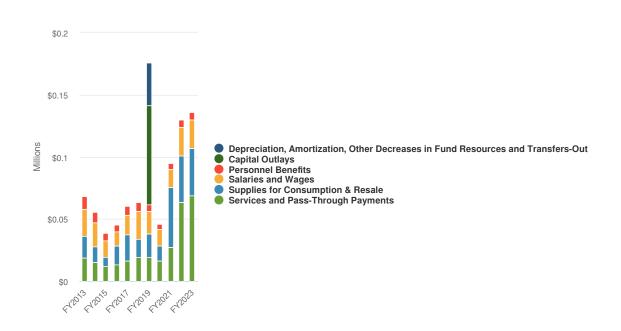
me	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Note
Fire District 2						
Fire Supplies FD II	\$29,188	\$20,000	\$1,704	\$20,000	0%	
Fire Supplies FD II-COVID-19	\$52				N/A	
Fire Truck Fuel FDII	\$914	\$1,000	\$1,255	\$1,000	0%	
Fire Prevention Supplies FDII		\$500		\$500	0%	
Dues & Membership/Subscriptions FD II	\$203	\$250		\$250	0%	
Fire Training FD II	\$123	\$3,000		\$3,000	0%	
Fire Dist II-Fire Hall Repair			\$4,523		0%	
Fire Equipment Repair FDII	\$430	\$6,000	\$1,343	\$6,000	0%	
Total Fire District 2:	\$30,909	\$30,750	\$8,825	\$30,750	0%	
Fire Department						
Fire Chief/Administration - Salaries	\$1,537	\$1,900	\$1,000	\$1,900	0%	
Fire Contract Volunteer Reimb	\$8,666	\$16,000		\$16,000	0%	
Fire Support Salary	\$4,111	\$5,000	\$1,947	\$5,000	0%	
Fire Chief/Administration - Benefits	\$90	\$100	\$77	\$100	0%	
Firefighter Benefits	\$663	\$1,000		\$1,000	0%	
Firefighter Pension/Disability	\$2,160	\$2,500	\$2,160	\$2,500	0%	
Fire Support Benefits	\$1,774	\$2,500	\$681	\$2,500	0%	
Fire Supplies	\$17,984	\$15,000	\$3,079	\$15,000	0%	
Fire Supplies-COVID-19	\$52				N/A	
Fire Truck Fuel	\$530	\$1,000	\$341	\$1,000	0%	
Fire Prevention Supplies City		\$500		\$500	0%	
Fire-Contractual Services	\$1,523	\$20,000	\$3,270	\$20,000	0%	
Fire Telephone	\$1,429	\$1,400	\$1,310	\$1,400	0%	
Fire Truck Insurance	\$1,861	\$1,545	\$1,269	\$1,545	0%	
Fire Hydrant Repair/Supplies		\$1,000		\$1,000	0%	
Dues & Memb./Sub. City Fire	\$203	\$250	\$915	\$250	0%	
Fire Investigations		\$1,000		\$1,000	0%	
Eq Rental - Fire Support	\$1,191	\$5,500	\$672	\$2,500	-54.5%	
Travel - Fire Department		\$1,000		\$500	-50%	
Fire Department Training	\$123	\$3,000		\$3,000	0%	
Fire Hall Heat And Lights	\$3,062	\$3,000	\$3,065	\$3,000	0%	
Fire Hall Water-Sewer	\$3,467	\$5,250	\$2,966	\$5,513	5%	
Water on Demand For Hydrants	\$8,000	\$4,000		\$4,000	0%	
Fire Hall Repair	\$1,092	\$1,000		\$10,000	900%	
Fire Equipment Repair	\$4,399	\$6,000	\$4,520	\$6,000	0%	
Total Fire Department:	\$63,917	\$99,445	\$27,272	\$105,208	5.8%	
Total Fire Control:	\$94,826	\$130,195	\$36,097	\$135,958	4.4%	

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Expense Objects						
Salaries and Wages						

ame	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Note
Fire Chief/Administration - Salaries	\$1,537	\$1,900	\$1,000	\$1,900	0%	
Fire Contract Volunteer Reimb	\$8,666	\$16,000		\$16,000	0%	
Fire Support Salary	\$4,111	\$5,000	\$1,947	\$5,000	0%	
Total Salaries and Wages:	\$14,314	\$22,900	\$2,947	\$22,900	0%	
Personnel Benefits						
Fire Chief/Administration - Benefits	\$90	\$100	\$77	\$100	0%	
Firefighter Benefits	\$663	\$1,000	·	\$1,000	0%	
Firefighter Pension/Disability	\$2,160	\$2,500	\$2,160	\$2,500	0%	
Fire Support Benefits	\$1,774	\$2,500	\$681	\$2,500	0%	
Total Personnel Benefits:	\$4,687	\$6,100	\$2,918	\$6,100	0%	
Supplies for Consumption & Resale						
Fire Supplies FD II	\$29,188	\$20.000	\$1,704	\$20,000	0%	
Fire Supplies FD II-COVID-19	\$52	\$20,000	\$1,704	\$20,000	N/A	
Fire Truck Fuel FDII	\$914	\$1,000	\$1,255	\$1,000	0%	
Fire Prevention Supplies FDII	Ψ51-	\$500	Ψ1,255	\$500	0%	
Fire Supplies	\$17,984	\$15,000	\$3,079	\$15,000	0%	
Fire Supplies-COVID-19	\$52	\$13,000	\$5,075	\$15,000	N/A	
Fire Truck Fuel	\$530	\$1,000	\$341	\$1,000	0%	
Fire Prevention Supplies City	Ψ330	\$500	Ψ511	\$500	0%	
Total Supplies for Consumption & Resale:	\$48,720	\$38,000	\$6,379	\$38,000	0%	
Result.						
Services and Pass-Through Payments						
Dues & Membership/Subscriptions FD II	\$203	\$250		\$250	0%	
Fire Training FD II	\$123	\$3,000		\$3,000	0%	
Fire Dist II-Fire Hall Repair			\$4,523		0%	
Fire Equipment Repair FDII	\$430	\$6,000	\$1,343	\$6,000	0%	
Fire-Contractual Services	\$1,523	\$20,000	\$3,270	\$20,000	0%	
Fire Telephone	\$1,429	\$1,400	\$1,310	\$1,400	0%	
Fire Truck Insurance	\$1,861	\$1,545	\$1,269	\$1,545	0%	
Fire Hydrant Repair/Supplies		\$1,000		\$1,000	0%	
Dues & Memb./Sub. City Fire	\$203	\$250	\$915	\$250	0%	
Fire Investigations		\$1,000		\$1,000	0%	
Eq Rental - Fire Support	\$1,191	\$5,500	\$672	\$2,500	-54.5%	
Travel - Fire Department		\$1,000		\$500	-50%	
Fire Department Training	\$123	\$3,000		\$3,000	0%	
Fire Hall Heat And Lights	\$3,062	\$3,000	\$3,065	\$3,000	0%	
Fire Hall Water-Sewer	\$3,467	\$5,250	\$2,966	\$5,513	5%	
Water on Demand For Hydrants	\$8,000	\$4,000		\$4,000	0%	

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	
Fire Hall Repair	\$1,092	\$1,000		\$10,000	900%	
Fire Equipment Repair	\$4,399	\$6,000	\$4,520	\$6,000	0%	
Total Services and Pass-Through Payments:	\$27,107	\$63,195	\$23,853	\$68,958	9.1%	
Total Expense Objects:	\$94,826	\$130,195	\$36,097	\$135,958	4.4%	

Organizational Chart

Goal #1

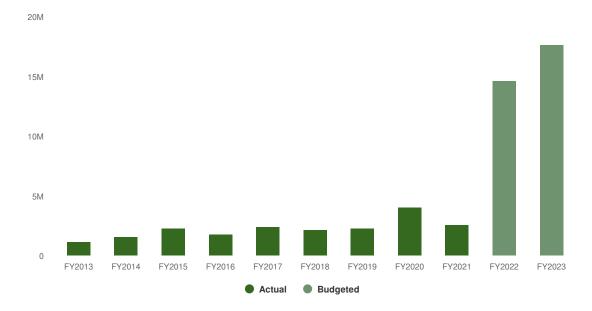
Goal #2

Public Works

Expenditures Summary

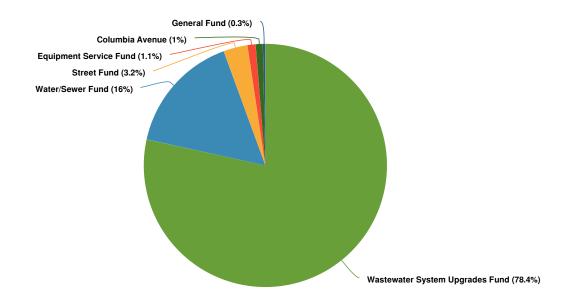
\$17,703,093 \$3,030,213 (20.65% vs. prior year)

Public Works Proposed and Historical Budget vs. Actual

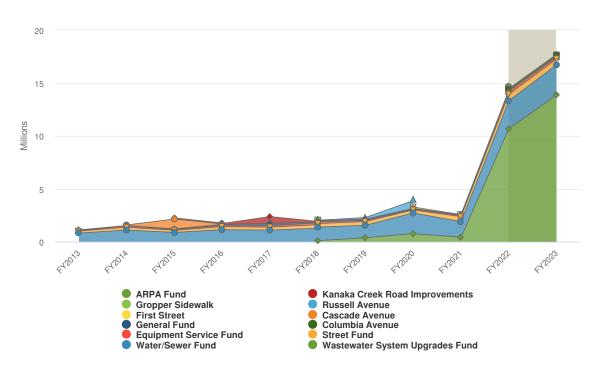


Expenditures by Fund

2023 Expenditures by Fund



Budgeted and Historical 2023 Expenditures by Fund



Grey background indicates budgeted figures.

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual			
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Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
General Fund						
Park Maintenance Salary	\$11,254	\$25,000	\$17,450	\$27,000	8%	
Park Maintenance Benefits	\$6,043	\$13,000	\$8,512	\$14,040	8%	
Parks Supplies	\$926	\$2,000	\$4,587	\$2,000	0%	
Community Pool Support	\$20,000				N/A	
Eq Rental - Parks	\$4,347	\$12,360	\$7,894	\$12,360	0%	
Parks Electricity	\$729	\$500	\$670	\$500	0%	
Parks Water	\$1,993	\$1,800	\$1,563	\$1,800	0%	
Parks - Contracted			\$975		0%	
Total General Fund:	\$45,294	\$54,660	\$41,651	\$57,700	5.6%	
ARPA Fund						
WW Equipment Purchase		\$150,000			-100%	
Total ARPA Fund:		\$150,000			-100%	
Street Fund						
Road Maintenance - Salaries	\$99,175	\$79,570	\$99,212	\$133,441	67.7%	
Storm Drain Maint - Salaries	\$14,468	\$12,000	\$7,136	\$12,000	0%	
Snow Removal - Salary	\$12,247	\$19,620	\$7,130	\$19,620	0%	
General Administration Salaries	\$4,532	\$2,180	\$27,461	\$52,180	2,293.6%	
General Services Salaries	\$3,078	\$5,450	\$2,733	\$5,450	2,233.0%	
Russell Avenue (Restor/Rehab) - Sal	\$146	\$3,430	\$2,755	\$3,430	0%	
Road Maintenance - Benefits	\$50,607	\$38,150	\$48,842	\$64,595	69.3%	
Storm Drain Maint - Benefits	\$7,170	\$7,000	\$2,619	\$7.000	0%	
Snow Removal - Benefits	\$5,528	\$8,720	\$2,436	\$8.720	0%	
General Administration Benefits	\$902	\$818	\$11,641	\$20,818	2,446.5%	
General Services Benefits	\$753	\$1,635	\$640	\$1,635	0%	
Russell Avenue (Restor/Rehab) - Ben	\$58	Ψ1,000	ФО-ТО	\$1,000	0%	
Supplies	\$6,849	\$15,000	\$45,186	\$15,000	0%	
Storm Drain Maint - Supplies	\$96	\$2,000	\$2,040	\$2,000	0%	
Traffic Devices	\$11,456	\$12,000	\$11,080	\$12,000	0%	
Snow Removal - Supplies	\$393	\$1,000		\$1,000	0%	
General Admin Fees	\$37,709	\$54,290		\$54,056	-0.4%	
Street Services		\$4,400	\$4,020	\$4,400	0%	
Telephone	\$141	\$200	\$73	\$200	0%	
Eq Rental - Road Maintenance	\$30,868	\$25,000	\$36,180	\$25,000	0%	
Contracted Labor	\$8,793	\$65,000	\$21,772	\$20,000	-69.2%	
Eq Rental - Storm Drain Maint	\$3,577	\$3,000	\$1,915	\$3,000	0%	
Dewatering Electricity Chesser	\$1,513	\$1,300	\$1,215	\$1,300	0%	
Storm Drain Maint - Contrlabor	\$182	\$700		\$700	0%	
Electricty - Street Lights	\$15,836	\$16,000	\$14,725	\$16,000	0%	
Street Water	\$3,166	\$3,000	\$1,917	\$3,000	0%	

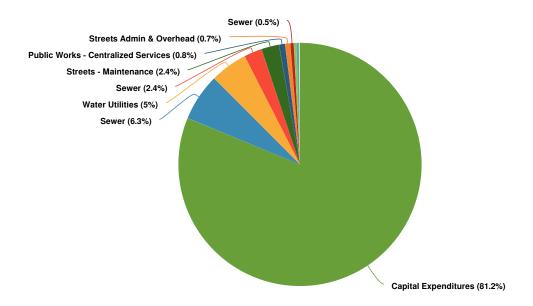
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Repair/maintenance - ST Lights	\$976	\$3,000	\$604	\$3,000	0%	
Road Striping	\$6,109	\$6,000	\$6,321	\$6,000	0%	
Snow Removal-Services			\$1,310		0%	
Eq Rental - Snow Removal	\$3,848	\$4,000	\$2,516	\$4,000	0%	
Litter Clean-Up	\$2,801	\$3,500	\$3,012	\$3,500	0%	
Computer Services	\$337	\$600	\$612	\$600	0%	
Contracted Servcies	\$31,465	\$25,000	\$26,174	\$25,000	0%	
Audit Fee	\$4,171	\$3,000		\$3,000	0%	
Travel - Streets		\$500		\$500	0%	
Insurance	\$6,421	\$7,150	\$6,665	\$10,900	52.4%	
Training - Streets	\$430	\$500	\$299	\$500	0%	
Misc/Recording Fees/Dues	\$832	\$1,000	\$2,349	\$1,000	0%	
#14 ST Planning Professional Services	\$34,763		\$3,950	\$25,000	N/A	
Eq Rental - Restor/Rehab (Russell Ave)	\$33				0%	
Rock Creek Stormwater and Outfall	\$50,098	\$134,000	\$110,301		-100%	
Loop Rd Stormwater		\$55,072	\$48,130		-100%	
Kanaka Bridge Rebuild	\$9,040				0%	
Total Street Fund:	\$470,567	\$621,355	\$562,307	\$566,115	-8.9%	
First Street						
First St-Engineering Svc	\$34,436	\$50,000	\$27,239		-100%	
Total First Street:	\$34,436	\$50,000	\$27,239		-100%	
Columbia Avenue						
Columbia Ave-Consultant Services		\$200,000	\$34,816	\$170,000	-15%	
Total Columbia Avenue:		\$200,000	\$34,816	\$170,000	-15%	
Water/Sewer Fund						
Transfer Out to 410 WW Sys. Upgrades	\$52,375	\$500,000	\$304,004	\$400,000	-20%	
Transfer Out To 406 WW Short Lived Assets	\$21,779	\$21,779		\$21,779	0%	
WA-Administrative Salary	\$1,629	\$2,725	\$16,171	\$52,943	1,842.9%	
WA-Customer Services Salary	\$41,592	\$45,780	\$37,126	\$54,020	18%	
WA-Operations Plant Salary	\$68,991	\$76,300	\$49,739	\$82,404	8%	
WA-Operations T & D Salary	\$70,390	\$65,400	\$60,074	\$70,632	8%	
WW-Administrative Salary	\$17,143	\$26,160	\$39,035	\$78,253	199.1%	
WW-Customer Service Salary	\$41,592	\$45,780	\$37,126	\$54,020	18%	
WW-Operations Coll. Salary	\$28,466	\$25,300	\$29,169	\$42,324	67.3%	
WW-Operations Plant Salary	\$107,063	\$115,000	\$81,849	\$124,200	8%	
WW Sampling Salary	\$660	\$4,000	\$114	\$4,000	0%	
Water Connections - Salary	\$1,320	\$5,000	\$2,450	\$5,400	8%	

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
WA-Administrative Benefits	\$330	\$1,090	\$7,388	\$21,177	1,842.9%	
WA-Customer Services Benefits	\$11,134	\$14,715	\$9,476	\$17,364	18%	
WA-Operations Plant Benefits	\$31,956	\$38,150	\$18,567	\$41,202	8%	
WA-Operations T & D Benefits	\$33,595	\$32,700	\$22,051	\$35,316	8%	
WW-Administrative Benefits	\$3,409	\$11,990	\$15,029	\$32,949	174.8%	
WW-Customer Service Benefits	\$11,138	\$14,715	\$9,476	\$17,364	18%	
WW-Operations Coll. Benefits	\$13,471	\$12,650	\$10,570	\$15,662	23.8%	
WW-Operations Plant Benefits	\$61,194	\$71,300	\$29,933	\$77,004	8%	
WW Sampling Benefits	\$338	\$2,500	\$38	\$2,500	0%	
Water Connections - Benefits	\$590	\$2,500	\$1,104	\$2,700	8%	
WA-Small Tools/Minor Equipment		\$2,500	\$2,264	\$2,575	3%	
WA-Office Supplies And Postage	\$1,486	\$4,050	\$903	\$4,172	3%	
WA-Operating Supplies	\$32,173	\$35,000	\$26,292	\$36,050	3%	
WA-Chemicals Plant	\$11,089	\$10,300	\$12,213	\$10,609	3%	
WW-Maintenance Supplies	\$5,699	\$10,000	\$1,484	\$10,300	3%	
WW-Office Supplies & Postage	\$1,567	\$4,300	\$1,261	\$4,429	3%	
WW-Operating Supplies	\$2,289	\$10,000	\$12,940	\$10,300	3%	
WW Sampling Supplies		\$500		\$515	3%	
General Admin Fee	\$69,836	\$95,459		\$93,676	-1.9%	
WA-Audit Fee	\$5,561	\$6,000		\$6,180	3%	
WA-Op. Permit(DOH)/Other Fees	\$8,405	\$5,150	\$7,259	\$5,305	3%	
WA-Dues & Membership/Filing Fees	\$143	\$2,000	\$1,076	\$2,060	3%	
WA-Admin Planning Water - Consulting	\$634	\$27,000	\$52,613	\$52,000	92.6%	
WA-Travel		\$2,000	\$1,450	\$2,060	3%	
WA-Training	\$1,925	\$2,000	\$4,874	\$2,060	3%	
WA-Repair-Contracted Labor	\$7,255	\$20,000	\$17,276	\$20,600	3%	
WA-Computer Services/Repair	\$7,778	\$6,000	\$6,218	\$6,180	3%	
WA-EBPP Fees	\$3,311	\$3,000	\$2,372	\$3,090	3%	
WA-Testing	\$5,647	\$5,000	\$4,979	\$5,150	3%	
WA-Services		\$4,900	\$4,690	\$4,900	0%	
WA-Telephone	\$1,554	\$2,000	\$1,364	\$2,060	3%	
WA-Telemetry/Meter Services	\$3,851	\$4,000	\$4,851	\$4,120	3%	
WA-Eq Rental - Water	\$39,420	\$53,000	\$33,682	\$54,590	3%	
WA-Insurance	\$14,076	\$21,000	\$23,641	\$32,630	55.4%	
WA-Electricity	\$26,276	\$24,000	\$21,032	\$24,720	3%	
WA-Prof Services - General	\$17,177	\$82,770	\$3,779	\$85,253	3%	
WA-Taxes	\$42,150	\$40,016	\$33,611	\$41,216	3%	
WW-General Admin Fee	\$80,802	\$106,256		\$105,721	-0.5%	
WW-Audit Fee	\$5,561	\$8,000		\$8,240	3%	
WW-Permit Fees/DOE	\$3,371	\$2,500	\$3,481	\$2,575	3%	
WW-Advertising	\$918				0%	

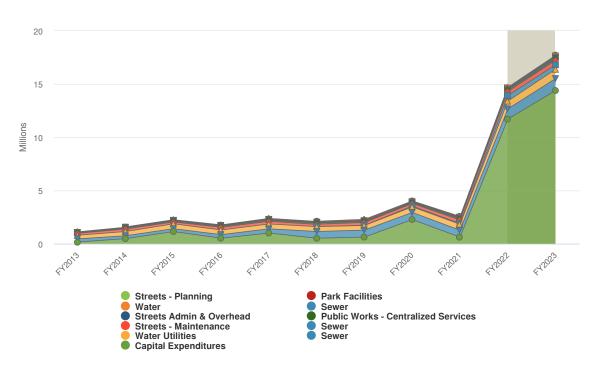
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
WW-Dues & Membership/filing Fees	\$973	\$1,000	\$668	\$1,030	3%	
WW-Admin Planning Sewer - Consulting	\$3,354	\$30,000	\$8,050	\$55,900	86.3%	
WW-Travel		\$1,500		\$1,545	3%	
WW-Training	\$977	\$3,000	\$1,706	\$3,090	3%	
WW-Repair (Contract Serv) T&D	\$12,829	\$120,000	\$123,518	\$123,600	3%	
WW-Solids Hauling & Disposal	\$98,393	\$120,000	\$78,305	\$123,600	3%	
WW-Plant Services			\$3,593		0%	
WW-Computer Services/Repair	\$6,823	\$5,000	\$4,485	\$5,150	3%	
WW-EBPP Fees Sewer	\$3,311	\$3,000	\$2,372	\$3,090	3%	
Sewer Operations Testing	\$15,103	\$21,000	\$13,100	\$21,630	3%	
Sewer Operations-Services		\$4,800	\$4,690	\$4,800	0%	
Sewer Telephone	\$4,519	\$4,600	\$3,756	\$4,738	3%	
Eq Rental - Sewer	\$39,865	\$45,000	\$44,982	\$46,350	3%	
Sewer Insurance	\$7,542	\$21,125	\$20,606	\$25,759	21.9%	
WW-Coll Electricity	\$3,129	\$5,000	\$3,778	\$5,150	3%	
WW-Coll. Water	\$403	\$450	\$318	\$464	3%	
WW-Electricity	\$19,301	\$26,000	\$17,622	\$26,780	3%	
WW-Plant Water	\$19,141	\$21,000	\$17,060	\$21,630	3%	
WW Sampling Professional Services	\$1,869	\$7,000		\$7,210	3%	
WW Industrial Pretreatment Services		\$4,000		\$4,120	3%	
WW Sampling Equipment Rental	\$216		\$395		0%	
Sewer Taxes	\$27,115	\$41,458	\$23,477	\$41,458	0%	
Eq Rental - Water Connections	\$432	\$2,000	\$769	\$2,060	3%	
Loop Rd Waterline-Cont. Labor				\$162,000	N/A	
Water Plant Improvements- Contracted	\$736		\$61	\$100,000	N/A	
WA-Fixed Assets To Capitalize	\$100,202	\$282,000	\$1,156		-100%	
WA-SMART Meter Lease-Pricipal	\$28,419	\$29,436	\$62,826	\$30,275	2.8%	
Base Res PWTF Loan Principal	\$23,273	\$23,273	\$23,273	\$23,273	0%	
Sewer Outfall - USDA RDA Principal	\$24,029	\$24,694	\$12,274	\$25,377	2.8%	
WWTP Design-DOE Principal		\$30,678	\$13,889	\$30,678	0%	
WA-SMART Meter Lease-Interest	\$8,696	\$7,679	\$7,243	\$6,841	-10.9%	
Base Reservoir PWTF Loan Interest	\$698	\$582	\$582	\$465	-20%	
Sewer Outfall - USDA RDA Interest	\$8,641	\$7,976	\$4,061	\$7,293	-8.6%	
WWTP Design-DOE Interest		\$18,901	\$10,901	\$18,901	0%	
Total Water/Sewer Fund:	\$1,480,099	\$2,646,387	\$1,575,608	\$2,830,804	7 %	
Wastewater System Upgrades Fund						
WWTP-Equipment			\$85,149		0%	

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
DOE Design-Consultant Svs	\$176,226				N/A	
Coll. Sys. Upgrades Consultant Svs	\$107,622	\$455,070	\$194,636	\$155,016	-65.9%	
Coll. Sys. Upgrades Construction Svs	\$53,358	\$1,712,000	\$1,461,627	\$2,731,914	59.6%	
Collection Sys. Upgrades-PUD	\$8,904		\$14,713		0%	
WWTP-Consultant Services	\$36,115		\$310,595		0%	
WWTP-Construction Services		\$8,500,000	\$1,558,309	\$11,000,000	29.4%	
WWTP Upgrades-PUD	\$39,638		\$3,664		0%	
Main D Extension-Construction Services			\$381,217		0%	
WW Upgrades-Permitting	\$1,450		\$9,941		0%	
Total Wastewater System Upgrades Fund:	\$423,312	\$10,667,070	\$4,019,850	\$13,886,930	30.2%	
Equipment Service Fund						
Maintenance Salary	\$27,689	\$35,000	\$28,456	\$37,800	8%	
Maintenance Benefits	\$13,640	\$17,000	\$11,041	\$18,360	8%	
Medical Physicals-Required	\$1,770	\$2,000	\$983	\$2,000	0%	
Tires	\$6,448	\$2,000		\$2,000	0%	
Gas and Oil	\$20,470	\$20,000	\$23,080	\$25,000	25%	
Supplies	\$4,304	\$3,000	\$7,466	\$3,000	0%	
General Gov. Admin	\$9,832	\$14,158		\$13,134	-7.2%	
Insurance	\$10,055	\$10,000	\$5,459	\$10,000	0%	
Heat & Lights	\$3,387	\$3,000	\$3,067	\$3,000	0%	
Repairs/Supplies Contracted	\$15,149	\$20,000	\$17,579	\$20,000	0%	
Training		\$7,250	\$450	\$7,250	0%	
Equipment Purchase		\$150,000	\$108,372	\$50,000	-66.7%	
Total Equipment Service Fund:	\$112,743	\$283,408	\$205,953	\$191,544	-32.4%	
Total:	\$2,566,451	\$14,672,880	\$6,467,424	\$17,703,093	20.7%	

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function



Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Expenditures						
Water Utilities						
Admin & Operations						
WA-Administrative Salary	\$1,629	\$2,725	\$16,171	\$52,943	1,842.9%	
WA-Customer Services Salary	\$41,592	\$45,780	\$37,126	\$54,020	18%	
WA-Administrative Benefits	\$330	\$1,090	\$7,388	\$21,177	1,842.9%	
WA-Customer Services Benefits	\$11,134	\$14,715	\$9,476	\$17,364	18%	
WA-Office Supplies And Postage	\$1,486	\$4,050	\$903	\$4,172	3%	
WA-Operating Supplies	\$32,173	\$35,000	\$26,292	\$36,050	3%	
General Admin Fee	\$69,836	\$95,459		\$93,676	-1.9%	
WA-Audit Fee	\$5,561	\$6,000		\$6,180	3%	
WA-Op. Permit(DOH)/Other Fees	\$8,405	\$5,150	\$7,259	\$5,305	3%	
WA-Dues & Membership/Filing Fees	\$143	\$2,000	\$1,076	\$2,060	3%	
WA-Admin Planning Water - Consulting	\$634	\$27,000	\$52,613	\$52,000	92.6%	
WA-Travel		\$2,000	\$1,450	\$2,060	3%	
WA-Training	\$1,925	\$2,000	\$4,874	\$2,060	3%	
WA-Computer Services/Repair	\$7,778	\$6,000	\$6,218	\$6,180	3%	
WA-EBPP Fees	\$3,311	\$3,000	\$2,372	\$3,090	3%	
WA-Services		\$4,900	\$4,690	\$4,900	0%	
WA-Telephone	\$1,554	\$2,000	\$1,364	\$2,060	3%	
WA-Telemetry/Meter Services	\$3,851	\$4,000	\$4,851	\$4,120	3%	
WA-Insurance	\$14,076	\$21,000	\$23,641	\$32,630	55.4%	
WA-Electricity	\$26,276	\$24,000	\$21,032	\$24,720	3%	
WA-Prof Services - General	\$17,177	\$82,770	\$3,779	\$85,253	3%	
WA-Taxes	\$42,150	\$40,016	\$33,611	\$41,216	3%	
Total Admin & Operations:	\$291,020	\$430,655	\$266,188	\$553,235	28.5%	
Plant						
WA-Operations Plant Salary	\$68,991	\$76,300	\$49,739	\$82,404	8%	
WA-Operations Plant Benefits	\$31,956	\$38,150	\$18,567	\$41,202	8%	
WA-Chemicals Plant	\$11,089	\$10,300	\$12,213	\$10,609	3%	
Total Plant:	\$112,036	\$124,750	\$80,519	\$134,215	7.6%	
Transmission & Distribution						
WA-Operations T & D Salary	\$70,390	\$65,400	\$60,074	\$70,632	8%	
WA-Operations T & D Benefits	\$33,595	\$32,700	\$22,051	\$35,316	8%	
WA-Small Tools/Minor Equipment		\$2,500	\$2,264	\$2,575	3%	
WA-Repair-Contracted Labor	\$7,255	\$20,000	\$17,276	\$20,600	3%	
WA-Testing	\$5,647	\$5,000	\$4,979	\$5,150	3%	
WA-Eq Rental - Water	\$39,420	\$53,000	\$33,682	\$54,590	3%	

lame	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Total Transmission & Distribution:	\$156,308	\$178,600	\$140,326	\$188,863	5.7%	
Total Water Utilities:	\$559,364	\$734,005	\$487,033	\$876,313	19.4%	
Sewer						
Admin & Operations						
WW-Administrative Salary	\$17,143	\$26,160	\$39,035	\$78,253	199.1%	
WW-Customer Service Salary	\$41,592	\$45,780	\$37,126	\$54,020	18%	
WW-Administrative Benefits	\$3,409	\$11,990	\$15,029	\$32,949	174.8%	
WW-Customer Service Benefits	\$11,138	\$14,715	\$9,476	\$17,364	18%	
WW-Office Supplies & Postage	\$1,567	\$4,300	\$1,261	\$4,429	3%	
WW-General Admin Fee	\$80,802	\$106,256		\$105,721	-0.5%	
WW-Audit Fee	\$5,561	\$8,000		\$8,240	3%	
WW-Permit Fees/DOE	\$3,371	\$2,500	\$3,481	\$2,575	3%	
WW-Advertising	\$918				0%	
WW-Dues & Membership/filing Fees	\$973	\$1,000	\$668	\$1,030	3%	
WW-Admin Planning Sewer - Consulting	\$3,354	\$30,000	\$8,050	\$55,900	86.3%	
WW-Travel		\$1,500		\$1,545	3%	
WW-Training	\$977	\$3,000	\$1,706	\$3,090	3%	
WW-Computer Services/Repair	\$6,823	\$5,000	\$4,485	\$5,150	3%	
WW-EBPP Fees Sewer	\$3,311	\$3,000	\$2,372	\$3,090	3%	
Sewer Operations-Services		\$4,800	\$4,690	\$4,800	0%	
Sewer Telephone	\$4,519	\$4,600	\$3,756	\$4,738	3%	
Sewer Insurance	\$7,542	\$21,125	\$20,606	\$25,759	21.9%	
Sewer Taxes	\$27,115	\$41,458	\$23,477	\$41,458	0%	
Total Admin & Operations:	\$220,116	\$335,183	\$175,218	\$450,110	34.3%	
Industrial Pretreatment Program						
WW Sampling Salary	\$660	\$4,000	\$114	\$4,000	0%	
WW Sampling Benefits	\$338	\$2,500	\$38	\$2,500	0%	
WW Sampling Supplies		\$500		\$515	3%	
WW Sampling Professional Services	\$1,869	\$7,000		\$7,210	3%	
WW Industrial Pretreatment Services		\$4,000		\$4,120	3%	
WW Sampling Equipment Rental	\$216		\$395		0%	
Total Industrial Pretreatment Program:	\$3,083	\$18,000	\$546	\$18,345	1.9%	
Plant						
WW-Operations Plant Salary	\$107,063	\$115,000	\$81,849	\$124,200	8%	
WW-Operations Plant Benefits	\$61,194	\$71,300	\$29,933	\$77,004	8%	

ame	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Note
WW-Operating Supplies	\$2,289	\$10,000	\$12,940	\$10,300	3%	
WW-Solids Hauling & Disposal	\$98,393	\$120,000	\$78,305	\$123,600	3%	
WW-Plant Services			\$3,593		0%	
Sewer Operations Testing	\$15,103	\$21,000	\$13,100	\$21,630	3%	
WW-Electricity	\$19,301	\$26,000	\$17,622	\$26,780	3%	
WW-Plant Water	\$19,141	\$21,000	\$17,060	\$21,630	3%	
Total Plant:	\$322,484	\$384,300	\$254,402	\$405,144	5.4%	
Collections						
WW-Operations Coll. Salary	\$28,466	\$25,300	\$29,169	\$42,324	67.3%	
WW-Operations Coll. Benefits	\$13,471	\$12,650	\$10,570	\$15,662	23.8%	
WW-Maintenance Supplies	\$5,699	\$10,000	\$1,484	\$10,300	3%	
WW-Repair (Contract Serv) T&D	\$12,829	\$120,000	\$123,518	\$123,600	3%	
Eq Rental - Sewer	\$39,865	\$45,000	\$44,982	\$46,350	3%	
WW-Coll Electricity	\$3,129	\$5,000	\$3,778	\$5,150	3%	
WW-Coll. Water	\$403	\$450	\$318	\$464	3%	
Total Collections:	\$103,861	\$218,400	\$213,817	\$243,850	11.7%	
Total Sewer:	\$649,543	\$955,883	\$643,983	\$1,117,449	16.9%	
Streets - Maintenance						
Snow Removal						
Snow Removal - Salary	\$12,247	\$19,620	\$7,220	\$19,620	0%	
Snow Removal - Benefits	\$5,528	\$8,720	\$2,436	\$8,720	0%	
Snow Removal - Supplies	\$393	\$1,000		\$1,000	0%	
Snow Removal-Services			\$1,310		0%	
Eq Rental - Snow Removal	\$3,848	\$4,000	\$2,516	\$4,000	0%	
Total Snow Removal:	\$22,016	\$33,340	\$13,482	\$33,340	0%	
Lights, Signs, Paths, Landscaping						
Traffic Devices	\$11,456	\$12,000	\$11,080	\$12,000	0%	
Electricty - Street Lights	\$15,836	\$16,000	\$14,725	\$16,000	0%	
Street Water	\$3,166	\$3,000	\$1,917	\$3,000	0%	
Repair/maintenance - ST Lights	\$976	\$3,000	\$604	\$3,000	0%	
Total Lights, Signs, Paths, Landscaping:	\$31,434	\$34,000	\$28,326	\$34,000	0%	
Stormwater						
Storm Drain Maint - Salaries	\$14,468	\$12,000	\$7,136	\$12,000	0%	
Storm Drain Maint - Salaries Storm Drain Maint - Benefits	\$7,170	\$7,000	\$2,619	\$7,000	0%	
Storm Drain Maint - Benefits Storm Drain Maint - Supplies	\$96	\$2,000	\$2,040	\$2,000	0%	
Eq Rental - Storm Drain Maint	\$3,577	\$3,000	\$1,915	\$3,000	0%	
Dewatering Electricity Chesser	\$1,513	\$1,300	\$1,915	\$1,300	0%	
Dewatering Liectricity Chessel	\$1,513	\$700	φ1,∠13	\$700	0%	

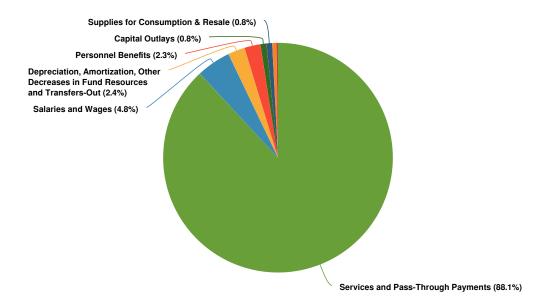
me	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Not
Total Stormwater:	\$27,005	\$26,000	\$14,926	\$26,000	0%	
Roadway						
Road Maintenance - Salaries	\$99,175	\$79,570	\$99,212	\$133,441	67.7%	
Road Maintenance - Benefits	\$50,607	\$38,150	\$48,842	\$64,595	69.3%	
Supplies	\$6,849	\$15,000	\$45,186	\$15,000	0%	
General Admin Fees	\$37,709	\$54,290		\$54,056	-0.4%	
Street Services		\$4,400	\$4,020	\$4,400	0%	
Telephone	\$141	\$200	\$73	\$200	0%	
Eq Rental - Road Maintenance	\$30,868	\$25,000	\$36,180	\$25,000	0%	
Contracted Labor	\$8,793	\$65,000	\$21,772	\$20,000	-69.2%	
Road Striping	\$6,109	\$6,000	\$6,321	\$6,000	0%	L
Litter Clean-Up	\$2,801	\$3,500	\$3,012	\$3,500	0%	
Total Roadway:	\$243,052	\$291,110	\$264,617	\$326,192	12.1%	
Total Streets - Maintenance:	\$323,508	\$384,450	\$321,351	\$419,532	9.1%	
Streets Admin & Overhead						
General Administration Salaries	\$4,532	\$2,180	\$27,461	\$52,180	2,293.6%	
General Services Salaries	\$3,078	\$5,450	\$2,733	\$5,450	0%	
General Administration Benefits	\$902	\$818	\$11,641	\$20,818	2,446.5%	
General Services Benefits	\$753	\$1,635	\$640	\$1,635	0%	
Computer Services	\$337	\$600	\$612	\$600	0%	
Contracted Servcies	\$31,465	\$25,000	\$26,174	\$25,000	0%	
Audit Fee	\$4,171	\$3,000		\$3,000	0%	
Travel - Streets		\$500		\$500	0%	
Insurance	\$6,421	\$7,150	\$6,665	\$10,900	52.4%	
Training - Streets	\$430	\$500	\$299	\$500	0%	
Misc/Recording Fees/Dues	\$832	\$1,000	\$2,349	\$1,000	0%	
Total Streets Admin & Overhead:	\$52,922	\$47,833	\$78,574	\$121,583	154.2%	
Streets - Planning						
#14 ST Planning Professional Services	\$34,763		\$3,950	\$25,000	N/A	
Total Streets - Planning:	\$34,763		\$3,950	\$25,000	N/A	
Public Works - Centralized Services						
Maintenance Salary	\$27,689	\$35,000	\$28,456	\$37,800	8%	
Maintenance Benefits	\$13,640	\$17,000	\$11,041	\$18,360	8%	
Medical Physicals-Required	\$1,770	\$2,000	\$983	\$2,000	0%	
Tires	\$6,448	\$2,000	φοοο	\$2,000	0%	
Gas and Oil			\$23,080		25%	
	\$20,470	\$20,000		\$25,000		
Supplies	\$4,304	\$3,000	\$7,466	\$3,000	-7.2%	

lame	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Note
Insurance	\$10,055	\$10,000	\$5,459	\$10,000	0%	
Heat & Lights	\$3,387	\$3,000	\$3,067	\$3,000	0%	
Repairs/Supplies Contracted	\$15,149	\$20,000	\$17,579	\$20,000	0%	
Training		\$7,250	\$450	\$7,250	0%	
Total Public Works - Centralized Services:	\$112,743	\$133,408	\$97,581	\$141,544	6.1%	
Park Facilities						
Park Maintenance Salary	\$11,254	\$25,000	\$17,450	\$27,000	8%	
Park Maintenance Benefits	\$6,043	\$13,000	\$8,512	\$14,040	8%	
Parks Supplies	\$926	\$2,000	\$4,587	\$2,000	0%	
Community Pool Support	\$20,000				N/A	
Eq Rental - Parks	\$4,347	\$12,360	\$7,894	\$12,360	0%	
Parks Electricity	\$729	\$500	\$670	\$500	0%	
Parks Water	\$1,993	\$1,800	\$1,563	\$1,800	0%	
Parks - Contracted			\$975		0%	
Total Park Facilities:	\$45,294	\$54,660	\$41,651	\$57,700	5.6%	
Debt Service						
Water						
WA-SMART Meter Lease-Pricipal	\$28,419	\$29,436	\$62,826	\$30,275	2.8%	
Base Res PWTF Loan Principal	\$23,273	\$23,273	\$23,273	\$23,273	0%	
WA-SMART Meter Lease-Interest	\$8,696	\$7,679	\$7,243	\$6,841	-10.9%	
Base Reservoir PWTF Loan Interest	\$698	\$582	\$582	\$465	-20%	
Total Water:	\$61,087	\$60,971	\$93,924	\$60,855	-0.2%	
Sewer						
Sewer Outfall - USDA RDA Principal	\$24,029	\$24,694	\$12,274	\$25,377	2.8%	
WWTP Design-DOE Principal		\$30,678	\$13,889	\$30,678	0%	
Sewer Outfall - USDA RDA Interest	\$8,641	\$7,976	\$4,061	\$7,293	-8.6%	
WWTP Design-DOE Interest		\$18,901	\$10,901	\$18,901	0%	
Total Sewer:	\$32,670	\$82,249	\$41,125	\$82,249	0%	
Total Debt Service:	\$93,757	\$143,220	\$135,049	\$143,104	-0.1%	
Capital Expenditures						
Russell Avenue (Restor/Rehab) - Sal	\$146				0%	
Water Connections - Salary	\$1,320	\$5,000	\$2,450	\$5,400	8%	
Russell Avenue (Restor/Rehab) - Ben	\$58				0%	
Water Connections - Benefits	\$590	\$2,500	\$1,104	\$2,700	8%	
WWTP-Equipment			\$85,149		0%	

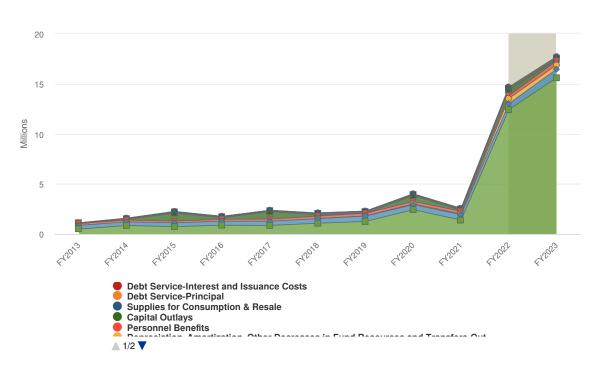
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Eq Rental - Restor/Rehab (Russell Ave)	\$33				0%	
Rock Creek Stormwater and Outfall	\$50,098	\$134,000	\$110,301		-100%	
Loop Rd Stormwater		\$55,072	\$48,130		-100%	
Kanaka Bridge Rebuild	\$9,040				0%	
First St-Engineering Svc	\$34,436	\$50,000	\$27,239		-100%	
Columbia Ave-Consultant Services		\$200,000	\$34,816	\$170,000	-15%	
Eq Rental - Water Connections	\$432	\$2,000	\$769	\$2,060	3%	
Loop Rd Waterline-Cont. Labor				\$162,000	N/A	
DOE Design-Consultant Svs	\$176,226				N/A	
Coll. Sys. Upgrades Consultant Svs	\$107,622	\$455,070	\$194,636	\$155,016	-65.9%	
Coll. Sys. Upgrades Construction Svs	\$53,358	\$1,712,000	\$1,461,627	\$2,731,914	59.6%	
Collection Sys. Upgrades-PUD	\$8,904		\$14,713		0%	
WWTP-Consultant Services	\$36,115		\$310,595		0%	
WWTP-Construction Services		\$8,500,000	\$1,558,309	\$11,000,000	29.4%	
WWTP Upgrades-PUD	\$39,638		\$3,664		0%	
Main D Extension-Construction Services			\$381,217		0%	
WW Upgrades-Permitting	\$1,450		\$9,941		0%	
WW Equipment Purchase		\$150,000			-100%	
Water Plant Improvements- Contracted	\$736		\$61	\$100,000	N/A	
WA-Fixed Assets To Capitalize	\$100,202	\$282,000	\$1,156		-100%	
Equipment Purchase		\$150,000	\$108,372	\$50,000	-66.7%	
Total Capital Expenditures:	\$620,404	\$11,697,642	\$4,354,248	\$14,379,090	22.9%	
Interfund Transfers						
Sewer						
Transfer Out to 410 WW Sys. Upgrades	\$52,375	\$500,000	\$304,004	\$400,000	-20%	
Transfer Out To 406 WW Short Lived Assets	\$21,779	\$21,779		\$21,779	0%	
Total Sewer:	\$74,154	\$521,779	\$304,004	\$421,779	-19.2%	
Total Interfund Transfers:	\$74,154	\$521,779	\$304,004	\$421,779	-19.2%	
Total Expenditures:	\$2,566,451	\$14,672,880	\$6,467,424	\$17,703,093	20.7%	

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Expense Objects						
Depreciation, Amortization, Other Decreases in Fund Resources and Transfers-Out						
Transfer Out to 410 WW Sys. Upgrades	\$52,375	\$500,000	\$304,004	\$400,000	-20%	
Transfer Out To 406 WW Short Lived Assets	\$21,779	\$21,779		\$21,779	0%	
Total Depreciation, Amortization, Other Decreases in Fund Resources and Transfers-Out:	\$74,154	\$521,779	\$304,004	\$421,779	-19.2%	
Salaries and Wages						
WA-Administrative Salary	\$1,629	\$2,725	\$16,171	\$52,943	1,842.9%	
WA-Customer Services Salary	\$41,592	\$45,780	\$37,126	\$54,020	18%	
WA-Operations Plant Salary	\$68,991	\$76,300	\$49,739	\$82,404	8%	
WA-Operations T & D Salary	\$70,390	\$65,400	\$60,074	\$70,632	8%	
WW-Administrative Salary	\$17,143	\$26,160	\$39,035	\$78,253	199.1%	
WW-Customer Service Salary	\$41,592	\$45,780	\$37,126	\$54,020	18%	
WW Sampling Salary	\$660	\$4,000	\$114	\$4,000	0%	
WW-Operations Plant Salary	\$107,063	\$115,000	\$81,849	\$124,200	8%	
WW-Operations Coll. Salary	\$28,466	\$25,300	\$29,169	\$42,324	67.3%	
Snow Removal - Salary	\$12,247	\$19,620	\$7,220	\$19,620	0%	
Storm Drain Maint - Salaries	\$14,468	\$12,000	\$7,136	\$12,000	0%	
Road Maintenance - Salaries	\$99,175	\$79,570	\$99,212	\$133,441	67.7%	
General Administration Salaries	\$4,532	\$2,180	\$27,461	\$52,180	2,293.6%	
General Services Salaries	\$3,078	\$5,450	\$2,733	\$5,450	0%	
Maintenance Salary	\$27,689	\$35,000	\$28,456	\$37,800	8%	
Park Maintenance Salary	\$11,254	\$25,000	\$17,450	\$27,000	8%	
Russell Avenue (Restor/Rehab) - Sal	\$146				0%	
Water Connections - Salary	\$1,320	\$5,000	\$2,450	\$5,400	8%	
Total Salaries and Wages:	\$551,435	\$590,265	\$542,519	\$855,688	45%	
Personnel Benefits						
WA-Administrative Benefits	\$330	\$1,090	\$7,388	\$21,177	1,842.9%	
WA-Customer Services Benefits	\$11,134	\$14,715	\$9,476	\$17,364	18%	
WA-Operations Plant Benefits	\$31,956	\$38,150	\$18,567	\$41,202	8%	
WA-Operations T & D Benefits	\$33,595	\$32,700	\$22,051	\$35,316	8%	
WW-Administrative Benefits	\$3,409	\$11,990	\$15,029	\$32,949	174.8%	
WW-Customer Service Benefits	\$11,138	\$14,715	\$9,476	\$17,364	18%	
WW Sampling Benefits	\$338	\$2,500	\$38	\$2,500	0%	
WW-Operations Plant Benefits	\$61,194	\$71,300	\$29,933	\$77,004	8%	
WW-Operations Coll. Benefits	\$13,471	\$12,650	\$10,570	\$15,662	23.8%	
Snow Removal - Benefits	\$5,528	\$8,720	\$2,436	\$8,720	0%	
Storm Drain Maint - Benefits	\$7,170	\$7,000	\$2,619	\$7,000	0%	

ame	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Note
Road Maintenance - Benefits	\$50,607	\$38,150	\$48,842	\$64,595	69.3%	
General Administration Benefits	\$902	\$818	\$11,641	\$20,818	2,446.5%	
General Services Benefits	\$753	\$1,635	\$640	\$1,635	0%	
Maintenance Benefits	\$13,640	\$17,000	\$11,041	\$18,360	8%	
Medical Physicals-Required	\$1,770	\$2,000	\$983	\$2,000	0%	
Park Maintenance Benefits	\$6,043	\$13,000	\$8,512	\$14,040	8%	
Russell Avenue (Restor/Rehab) - Ben	\$58				0%	
Water Connections - Benefits	\$590	\$2,500	\$1,104	\$2,700	8%	
Total Personnel Benefits:	\$253,626	\$290,633	\$210,346	\$400,405	37.8%	
Supplies for Consumption & Resale						
WA-Office Supplies And Postage	\$1,486	\$4,050	\$903	\$4,172	3%	
WA-Operating Supplies	\$32,173	\$35,000	\$26,292	\$36,050	3%	
WA-Chemicals Plant	\$11,089	\$10,300	\$12,213	\$10,609	3%	
WA-Small Tools/Minor Equipment	, , , , , ,	\$2,500	\$2,264	\$2,575	3%	
WW-Office Supplies & Postage	\$1,567	\$4,300	\$1,261	\$4,429	3%	
WW Sampling Supplies	, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	\$500	, ,	\$515	3%	
WW-Operating Supplies	\$2,289	\$10,000	\$12,940	\$10,300	3%	
WW-Maintenance Supplies	\$5,699	\$10,000	\$1,484	\$10,300	3%	
Snow Removal - Supplies	\$393	\$1,000	. ,	\$1,000	0%	
Traffic Devices	\$11,456	\$12,000	\$11,080	\$12,000	0%	
Storm Drain Maint - Supplies	\$96	\$2,000	\$2.040	\$2,000	0%	
Supplies	\$6,849	\$15,000	\$45,186	\$15,000	0%	
Tires	\$6,448	\$2,000	+	\$2,000	0%	
Gas and Oil	\$20,470	\$20,000	\$23,080	\$25,000	25%	
Supplies	\$4,304	\$3,000	\$7,466	\$3,000	0%	
Parks Supplies	\$926	\$2,000	\$4,587	\$2,000	0%	
WWTP-Equipment	4525	42,000	\$85,149	42,000	0%	
Total Supplies for Consumption & Resale:	\$105,246	\$133,650	\$235,945	\$140,950	5.5%	
Services and Pass-Through Payments						
General Admin Fee	\$69,836	\$95,459		\$93,676	-1.9%	
WA-Audit Fee	\$5,561	\$6,000		\$6,180	3%	
WA-Addit Fee WA-Op, Permit(DOH)/Other Fees	\$8,405	\$5,150	\$7,259	\$5,305	3%	
WA-Op. Permit(BOH)/Other Fees WA-Dues & Membership/Filing Fees	\$143	\$2,000	\$1,076	\$2,060	3%	
WA-Admin Planning Water - Consulting	\$634	\$27,000	\$52,613	\$52,000	92.6%	
WA-Travel	φυ34	\$2,000	\$1,450	\$2,060	3%	
WA-Training	\$1,925	\$2,000	\$4,874	\$2,060	3%	
WA-Training WA-Computer Services/Repair	\$1,925	\$6,000		\$2,060	3%	
WA-Computer Services/Repair WA-EBPP Fees	\$7,778	\$5,000	\$6,218 \$2,372	\$5,180	3%	

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Note
WA-Services		\$4,900	\$4,690	\$4,900	0%	
WA-Telephone	\$1,554	\$2,000	\$1,364	\$2,060	3%	
WA-Telemetry/Meter Services	\$3,851	\$4,000	\$4,851	\$4,120	3%	
WA-Insurance	\$14,076	\$21,000	\$23,641	\$32,630	55.4%	
WA-Electricity	\$26,276	\$24,000	\$21,032	\$24,720	3%	
WA-Prof Services - General	\$17,177	\$82,770	\$3,779	\$85,253	3%	
WA-Taxes	\$42,150	\$40,016	\$33,611	\$41,216	3%	
WA-Repair-Contracted Labor	\$7,255	\$20,000	\$17,276	\$20,600	3%	
WA-Testing	\$5,647	\$5,000	\$4,979	\$5,150	3%	
WA-Eq Rental - Water	\$39,420	\$53,000	\$33,682	\$54,590	3%	
WW-General Admin Fee	\$80,802	\$106,256		\$105,721	-0.5%	
WW-Audit Fee	\$5,561	\$8,000		\$8,240	3%	
WW-Permit Fees/DOE	\$3,371	\$2,500	\$3,481	\$2,575	3%	
WW-Advertising	\$918				0%	
WW-Dues & Membership/filing Fees	\$973	\$1,000	\$668	\$1,030	3%	
WW-Admin Planning Sewer - Consulting	\$3,354	\$30,000	\$8,050	\$55,900	86.3%	
WW-Travel		\$1,500		\$1,545	3%	
WW-Training	\$977	\$3,000	\$1,706	\$3,090	3%	
WW-Computer Services/Repair	\$6,823	\$5,000	\$4,485	\$5,150	3%	
WW-EBPP Fees Sewer	\$3,311	\$3,000	\$2,372	\$3,090	3%	
Sewer Operations-Services		\$4,800	\$4,690	\$4,800	0%	
Sewer Telephone	\$4,519	\$4,600	\$3,756	\$4,738	3%	
Sewer Insurance	\$7,542	\$21,125	\$20,606	\$25,759	21.9%	
SewerTaxes	\$27,115	\$41,458	\$23,477	\$41,458	0%	
WW Sampling Professional Services	\$1,869	\$7,000		\$7,210	3%	
WW Industrial Pretreatment Services		\$4,000		\$4,120	3%	
WW Sampling Equipment Rental	\$216		\$395		0%	
WW-Solids Hauling & Disposal	\$98,393	\$120,000	\$78,305	\$123,600	3%	
WW-Plant Services			\$3,593		0%	
Sewer Operations Testing	\$15,103	\$21,000	\$13,100	\$21,630	3%	
WW-Electricity	\$19,301	\$26,000	\$17,622	\$26,780	3%	
WW-Plant Water	\$19,141	\$21,000	\$17,060	\$21,630	3%	
WW-Repair (Contract Serv) T&D	\$12,829	\$120,000	\$123,518	\$123,600	3%	
Eq Rental - Sewer	\$39,865	\$45,000	\$44,982	\$46,350	3%	
WW-Coll Electricity	\$3,129	\$5,000	\$3,778	\$5,150	3%	
WW-Coll. Water	\$403	\$450	\$318	\$464	3%	
Snow Removal-Services			\$1,310		0%	
Eq Rental - Snow Removal	\$3,848	\$4,000	\$2,516	\$4,000	0%	
Electricty - Street Lights	\$15,836	\$16,000	\$14,725	\$16,000	0%	
Street Water	\$3,166	\$3,000	\$1,917	\$3,000	0%	

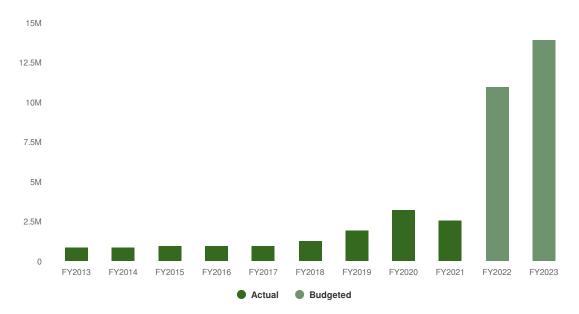
lame	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Note
Repair/maintenance - ST Lights	\$976	\$3,000	\$604	\$3,000	0%	
Eq Rental - Storm Drain Maint	\$3,577	\$3,000	\$1,915	\$3,000	0%	
Dewatering Electricity Chesser	\$1,513	\$1,300	\$1,215	\$1,300	0%	
Storm Drain Maint - Contrlabor	\$182	\$700		\$700	0%	
General Admin Fees	\$37,709	\$54,290		\$54,056	-0.4%	
Street Services		\$4,400	\$4,020	\$4,400	0%	
Telephone	\$141	\$200	\$73	\$200	0%	
Eq Rental - Road Maintenance	\$30,868	\$25,000	\$36,180	\$25,000	0%	
Contracted Labor	\$8,793	\$65,000	\$21,772	\$20,000	-69.2%	
Road Striping	\$6,109	\$6,000	\$6,321	\$6,000	0%	
Litter Clean-Up	\$2,801	\$3,500	\$3,012	\$3,500	0%	
Computer Services	\$337	\$600	\$612	\$600	0%	
Contracted Servcies	\$31,465	\$25,000	\$26,174	\$25,000	0%	
Audit Fee	\$4,171	\$3,000		\$3,000	0%	
Travel - Streets		\$500		\$500	0%	
Insurance	\$6,421	\$7,150	\$6,665	\$10,900	52.4%	
Training - Streets	\$430	\$500	\$299	\$500	0%	
Misc/Recording Fees/Dues	\$832	\$1,000	\$2,349	\$1,000	0%	
#14 ST Planning Professional Services	\$34,763		\$3,950	\$25,000	N/A	
General Gov. Admin	\$9,832	\$14,158		\$13,134	-7.2%	
Insurance	\$10,055	\$10,000	\$5,459	\$10,000	0%	
Heat & Lights	\$3,387	\$3,000	\$3,067	\$3,000	0%	
Repairs/Supplies Contracted	\$15,149	\$20,000	\$17,579	\$20,000	0%	
Training		\$7,250	\$450	\$7,250	0%	
Community Pool Support	\$20,000	Ψ7,200	Ψ 100	Ψ,1200	N/A	
Eg Rental - Parks	\$4,347	\$12,360	\$7,894	\$12,360	0%	
Parks Electricity	\$729	\$500	\$670	\$500	0%	
Parks Water	\$1,993	\$1,800	\$1,563	\$1,800	0%	
Parks - Contracted	Ψ1,333	Ψ1,000	\$975	Ψ.,000	0%	
Eq Rental - Restor/Rehab (Russell Ave)	\$33		Ψ5/5		0%	
Rock Creek Stormwater and Outfall	\$50,098	\$134,000	\$110,301		-100%	
Loop Rd Stormwater	\$50,030	\$55,072	\$48,130		-100%	
Kanaka Bridge Rebuild	\$9,040	400,072	Ψ 10,100		0%	
First St-Engineering Svc	\$34,436	\$50,000	\$27,239		-100%	
Columbia Ave-Consultant Services	\$51,150	\$200,000	\$34,816	\$170,000	-15%	
Eq Rental - Water Connections	\$432	\$2,000	\$769	\$2,060	3%	
Loop Rd Waterline-Cont. Labor	ψ+3Z	ΨΖ,000	4/03	\$162,000	N/A	
DOE Design-Consultant Svs	\$176,226			Ψ102,000	N/A	
Coll. Sys. Upgrades Consultant Sys	\$176,226	\$455,070	\$194,636	\$155,016	-65.9%	
Coll. Sys. Upgrades Construction Sys	\$53,358	\$1,712,000	\$1,461,627	\$2,731,914	-65.9% 59.6%	

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Collection Sys. Upgrades-PUD	\$8,904		\$14,713		0%	
WWTP-Consultant Services	\$36,115		\$310,595		0%	
WWTP-Construction Services		\$8,500,000	\$1,558,309	\$11,000,000	29.4%	
WWTP Upgrades-PUD	\$39,638		\$3,664		0%	
Main D Extension-Construction Services			\$381,217		0%	
WW Upgrades-Permitting	\$1,450		\$9,941		0%	
Total Services and Pass-Through Payments:	\$1,387,294	\$12,411,334	\$4,929,972	\$15,591,168	25.6%	
Capital Outlays						
WW Equipment Purchase		\$150,000			-100%	
Water Plant Improvements-Contracted	\$736		\$61	\$100,000	N/A	
WA-Fixed Assets To Capitalize	\$100,202	\$282,000	\$1,156		-100%	
Equipment Purchase		\$150,000	\$108,372	\$50,000	-66.7%	
Total Capital Outlays:	\$100,939	\$582,000	\$109,589	\$150,000	-74.2%	
Debt Service-Principal						
WA-SMART Meter Lease-Pricipal	\$28,419	\$29,436	\$62,826	\$30,275	2.8%	
Base Res PWTF Loan Principal	\$23,273	\$23,273	\$23,273	\$23,273	0%	
Sewer Outfall - USDA RDA Principal	\$24,029	\$24,694	\$12,274	\$25,377	2.8%	
WWTP Design-DOE Principal		\$30,678	\$13,889	\$30,678	0%	
Total Debt Service-Principal:	\$75,722	\$108,081	\$112,262	\$109,604	1.4%	
Debt Service-Interest and Issuance Costs						
WA-SMART Meter Lease-Interest	\$8,696	\$7,679	\$7,243	\$6,841	-10.9%	
Base Reservoir PWTF Loan Interest	\$698	\$582	\$582	\$465	-20%	
Sewer Outfall - USDA RDA Interest	\$8,641	\$7,976	\$4,061	\$7,293	-8.6%	
WWTP Design-DOE Interest		\$18,901	\$10,901	\$18,901	0%	
Total Debt Service-Interest and Issuance Costs:	\$18,035	\$35,139	\$22,787	\$33,500	-4.7%	
Total Expense Objects:	\$2,566,451	\$14,672,880	\$6,467,424	\$17,703,093	20.7%	

Revenues Summary

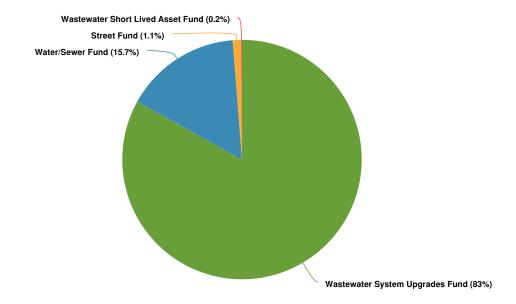
\$13,929,554 \$2,986,269 (27.29% vs. prior year)

Public Works Proposed and Historical Budget vs. Actual

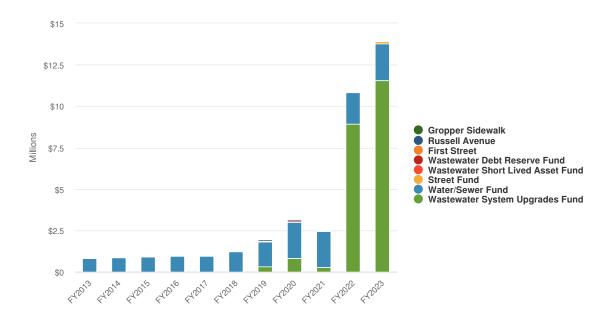


Revenue by Fund

2023 Revenue by Fund



Budgeted and Historical 2023 Revenue by Fund

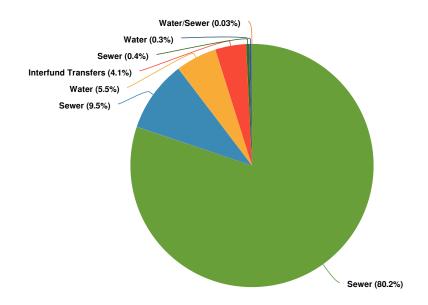


Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Street Fund						
Transfer In From General Fund				\$150,000	N/A	
Transfer In From CIP		\$30,000			-100%	
Transfer In from Russell Ave Project	\$66,995	\$24,820	\$24,820		-100%	
Total Street Fund:	\$66,995	\$54,820	\$24,820	\$150,000	173.6%	
First Street						
First St-Transfer In From Streets		\$50,000	\$27,239		-100%	
First St-Transfer In From CIP	\$10,591				0%	
Total First Street:	\$10,591	\$50,000	\$27,239		-100%	
Water/Sewer Fund						
Water Sales	\$765,918	\$661,500	\$707,148	\$744,575	12.6%	
Turn on Fees	\$366	\$1,500	\$348	\$1,500	0%	
Disconnect/Nonpayment Fee	\$204	\$1,000	\$1,392	\$1,000	0%	
Water Construction Hookup	\$335				0%	
Hydrant Rental - External	\$483	\$600	\$2,445	\$600	0%	
Hydrant Rental-Internal (fire)	\$8,000	\$4,000		\$4,000	0%	
Installation Water	\$17,969	\$10,000	\$13,193	\$10,000	0%	
Sewer Service Income	\$1,004,474	\$1,019,138	\$987,260	\$1,322,008	29.7%	
BOD Surcharge	\$43,260		\$28,160		0%	
Downspout-Sump Pump Discharge	\$5,860		\$4,610		0%	
Installation Sewer	\$75	\$300		\$300	0%	
Water Capital Contributions	\$192,278	\$94,644	\$105,656	\$46,674	-50.7%	

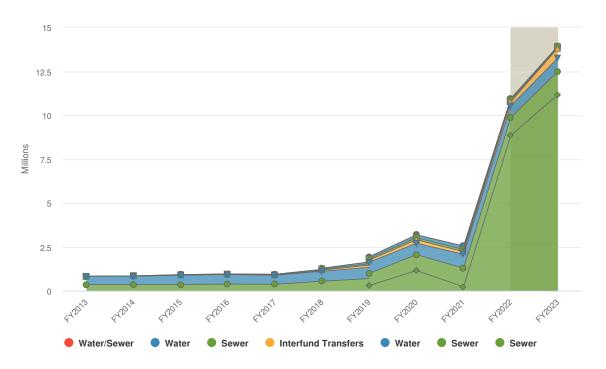
Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Sewer Capital Contributions	\$127,327	\$86,591	\$105,170	\$56,532	-34.7%	
Sewer Miscellaneous Income			\$55		0%	
Interest on Investments - W/S	-\$791	\$4,000	\$9,168	\$4,000	0%	
Other Miscellaneous/NSF Fee Recovery	\$282				0%	
Total Water/Sewer Fund:	\$2,166,041	\$1,883,272	\$1,964,606	\$2,191,189	16.4%	
Wastewater Short Lived Asset Fund						
WWSLA-Transfers In	\$21,779	\$21,779		\$21,779	0%	
Total Wastewater Short Lived Asset Fund:	\$21,779	\$21,779		\$21,779	0%	
Wastewater System Upgrades Fund						
USDA RDA Bond Proceeds-WW Coll. Sys. Upgrades		\$333,414	\$43,209	\$539,586	61.8%	
DOE Construction Loan	\$228,427	\$8,500,000	\$2,060,035	\$10,627,000	25%	
Transfer In from Water/Sewer Fund	\$52,375	\$100,000	\$304,004	\$400,000	300%	
Total Wastewater System Upgrades Fund:	\$280,802	\$8,933,414	\$2,407,248	\$11,566,586	29.5%	
Total:	\$2,546,208	\$10,943,286	\$4,423,914	\$13,929,554	27.3%	

Revenues by Source

Projected 2023 Revenues by Source



Budgeted and Historical 2023 Revenues by Source



Grey background indicates budgeted figures.

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Revenue Source						
Charges for Goods & Services						
Water						
Water Sales	\$765,918	\$661,500	\$707,148	\$744,575	12.6%	
Turn on Fees	\$366	\$1,500	\$348	\$1,500	0%	
Disconnect/Nonpayment Fee	\$204	\$1,000	\$1,392	\$1,000	0%	
Water Construction Hookup	\$335				0%	
Hydrant Rental - External	\$483	\$600	\$2,445	\$600	0%	
Hydrant Rental-Internal (fire)	\$8,000	\$4,000		\$4,000	0%	
Installation Water	\$17,969	\$10,000	\$13,193	\$10,000	0%	
Total Water:	\$793,275	\$678,600	\$724,527	\$761,675	12.2%	
Sewer						
Sewer Service Income	\$1,004,474	\$1,019,138	\$987,260	\$1,322,008	29.7%	
BOD Surcharge	\$43,260		\$28,160		0%	
Downspout-Sump Pump Discharge	\$5,860		\$4,610		0%	
Installation Sewer	\$75	\$300		\$300	0%	
Total Sewer:	\$1,053,670	\$1,019,438	\$1,020,031	\$1,322,308	29.7%	
Total Charges for Goods & Services:	\$1,846,945	\$1,698,038	\$1,744,558	\$2,083,983	22.7%	

lame	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Note
Interest & Other Earnings						
Water						
Water Capital Contributions	\$192,278	\$94,644	\$105,656	\$46,674	-50.7%	
Total Water:	\$192,278	\$94,644	\$105,656	\$46,674	-50.7%	
Sewer						
Sewer Capital Contributions	\$127,327	\$86,591	\$105,170	\$56,532	-34.7%	
Sewer Miscellaneous Income			\$55		0%	
Total Sewer:	\$127,327	\$86,591	\$105,225	\$56,532	-34.7%	
Water/Sewer						
Interest on Investments - W/S	-\$791	\$4,000	\$9,168	\$4,000	0%	
Other Miscellaneous/NSF Fee Recovery	\$282				0%	
Total Water/Sewer:	-\$509	\$4,000	\$9,168	\$4,000	0%	
Total Interest & Other Earnings:	\$319,096	\$185,235	\$220,048	\$107,206	-42.1%	
Other Financing Sources						
Sewer						
USDA RDA Bond Proceeds-WW Coll. Sys. Upgrades		\$333,414	\$43,209	\$539,586	61.8%	
DOE Construction Loan	\$228,427	\$8,500,000	\$2,060,035	\$10,627,000	25%	
Total Sewer:	\$228,427	\$8,833,414	\$2,103,244	\$11,166,586	26.4%	
Total Other Financing Sources:	\$228,427	\$8,833,414	\$2,103,244	\$11,166,586	26.4%	
Interfund Transfers						
Sewer						
WWSLA-Transfers In	\$21,779	\$21,779		\$21,779	0%	
Transfer In from Water/Sewer Fund	\$52,375	\$100,000	\$304,004	\$400,000	300%	
Total Sewer:	\$74,154	\$121,779	\$304,004	\$421,779	246.3%	
Street						
Transfer In From General Fund				\$150,000	N/A	
Transfer In From CIP		\$30,000			-100%	
Transfer In from Russell Ave Project	\$66,995	\$24,820	\$24,820		-100%	
First St-Transfer In From Streets		\$50,000	\$27,239		-100%	
First St-Transfer In From CIP	\$10,591				0%	
Total Street:	\$77,586	\$104,820	\$52,059	\$150,000	43.1%	
Total Interfund Transfers:	\$151,740	\$226,599	\$356,063	\$571,779	152.3%	
otal Revenue Source:	\$2,546,208	\$10,943,286	\$4,423,914	\$13,929,554	27.3%	

Organizational Chart

Goal #1

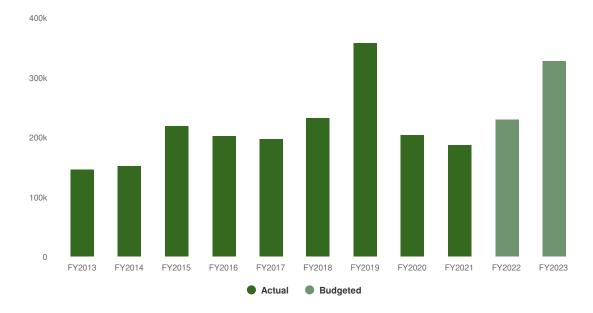
Goal #2

Community Development

Expenditures Summary

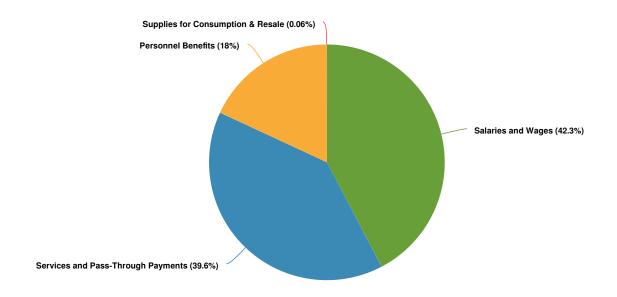
\$328,040 \$98,454 (42.88% vs. prior year)

Community Development Proposed and Historical Budget vs. Actual

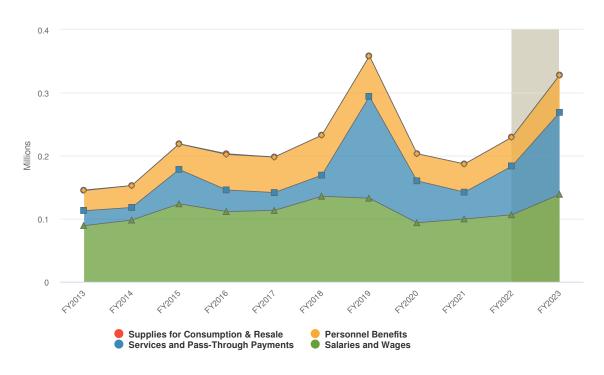


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



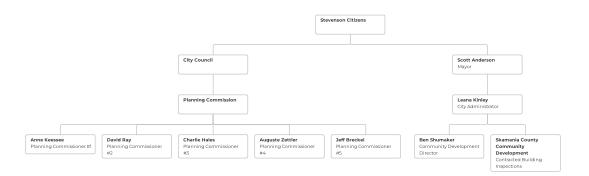
Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.

Name	FY2021 Actual	FY2022 Budgeted	FY2022 Actual	FY2023 Budgeted	FY2022 Budgeted vs. FY2023 Budgeted (% Change)	Notes
Expense Objects						
Salaries and Wages						
Building Inspector Salary	\$293				N/A	
Current Planning Salary		\$50,000	\$28,136		-100%	
Current Planning Salary				\$75,000	N/A	
Planning Salary	\$94,565	\$50,000	\$34,844	\$57,500	15%	
Planning Recorder - Salaries	\$1,048	\$1,800	\$1,287	\$1,800	0%	
Planning Commission Salaries	\$3,750	\$4,500	\$3,375	\$4,500	0%	
Total Salaries and Wages:	\$99,656	\$106,300	\$67,642	\$138,800	30.6%	
Personnel Benefits						
Building Inspector Benefits	\$155				N/A	
Current Planning Benefits		\$22,500	\$13,417		-100%	
Current Planning Benefits			·	\$32,500	N/A	
Planning Benefits	\$44,212	\$22,500	\$16,618	\$25,875	15%	
Planning Recorder - Benefits	\$88	\$180	\$109	\$180	0%	
Planning Commission Benefits	\$281	\$500	\$258	\$500	0%	
Total Personnel Benefits:	\$44,736	\$45,680	\$30,403	\$59,055	29.3%	
Supplies for Consumption & Resale						
Planning Supplies	\$65	\$200	\$44	\$200	0%	
Total Supplies for Consumption & Resale:	\$65	\$200	\$44	\$200	0%	
Services and Pass-Through Payments						
Air Pollution Authority	\$459	\$500	\$444	\$500	0%	
Water Runoff Testing	\$1,275				N/A	
Current Planning/Building Consulting Services	\$1,926	\$15,000	\$12,236	\$15,000	0%	
Eq Rental - Building Dept	\$87				N/A	
Training & Tuition - Building Dept	\$80				N/A	
Planning & Professional Assist	\$23,785	\$30,000	\$8,494	\$82,000	173.3%	
Planning Publication	\$382	\$1,000	\$911	\$1,000	0%	
Travel - Planning/Prof Assistance		\$1,500	\$160	\$1,500	0%	
Training & Tuition - Planning	\$27	\$1,500	\$1,281	\$1,500	0%	
Dues & Membership - Planning	\$445	\$600		\$600	0%	
Planning Filing Fees/Misc	\$76	\$200	\$314	\$200	0%	
EDC Assessment	\$12,890	\$25,906	\$12,809	\$26,485	2.2%	
MCEDD Services	\$1,103	\$1,200	\$1,208	\$1,200	0%	
Total Services and Pass-Through Payments:	\$42,534	\$77,406	\$37,857	\$129,985	67.9%	
Total Expense Objects:	\$186,991	\$229,586	\$135,946	\$328,040	42.9%	

Organizational Chart



Goal #1

Goal #2

CAPITAL IMPROVEMENTS

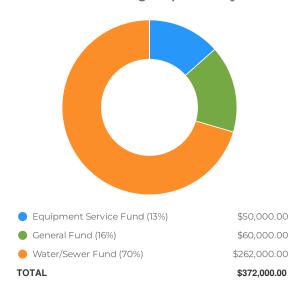
Capital Improvements: One-year Plan

Total Capital Requested

\$372,000

5 Capital Improvement Projects

Total Funding Requested by Source



Centralized Services Requests

Itemized Requests for 2023	
City Hall Interior Walls	\$10,000
Install interior walls within City Hall, either cube walls or constructed.	
Paint City Hall	\$50,000
Paint the exterior and interior of City Hall.	

Total: \$60,000

Water Utilities Requests

Itemized Requests for 2023

Loop Road Waterline Replacement

\$162,000

Replace the waterline along Loop Road from Kanaka to Vancouver and replacing valve cluster at Loop and Vancouver.

Paint Water Treatment Plant

\$100,000

Paint the interior of the water treatment plant to address and prevent corrosion.

Total: \$262,000

Public Works - Centralized Services Requests

Itemized Requests for 2023

Vehicle Purchase - Replacing S15 - 2008 Ford Standard Cab

\$50,000

Vehicle replacement to replace vehicle number S15, a 2008 Ford Standard Cab vehicle.

Total: \$50,000

Capital Improvements: Multi-year Plan

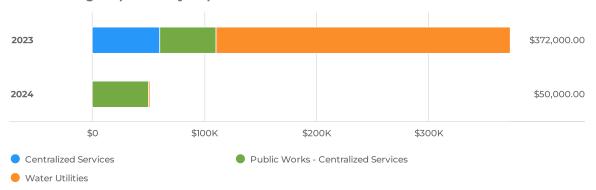
This page is in its initial phases and will be added to during the development of the 2024 budget.

Total Capital Requested

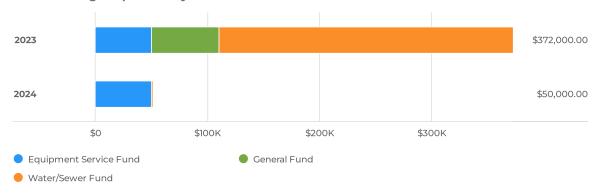
\$422,000

6 Capital Improvement Projects

Total Funding Requested by Department



Total Funding Requested by Source



Cost Savings & Revenues

There's no data for building chart

Centralized Services Requests

Itemized Requests for 2023-2028

City Hall Interior Walls \$10,000

Install interior walls within City Hall, either cube walls or constructed.

Paint City Hall \$50,000

Paint the exterior and interior of City Hall.

Total: \$60,000

Water Utilities Requests

Itemized Requests for 2023-2028

Loop Road Waterline Replacement

\$162,000

Replace the waterline along Loop Road from Kanaka to Vancouver and replacing valve cluster at Loop and Vancouver.

Paint Water Treatment Plant

\$100,000

Paint the interior of the water treatment plant to address and prevent corrosion.

Total: \$262,000

Public Works - Centralized Services Requests

Itemized Requests for 2023-2028

Vehicle Purchase - Replacing S15 - 2008 Ford Standard Cab

\$50,000

Vehicle replacement to replace vehicle number S15, a 2008 Ford Standard Cab vehicle.

Vehicle Purchase - Replacing S3 - 2011 Ford F250 X-Cab

\$50,000

Vehicle purchase to replace vehicle number S3, a 2011 Ford F250 extended cab.

Total: \$100,000



APPENDIX

City Hall Interior Walls

Overview

Request OwnerLeana KinleyEst. Start Date01/09/2023Est. Completion Date03/31/2023

DepartmentCentralized ServicesTypeCapital Improvement

Description

Install interior walls within City Hall, either cube walls or constructed.

Details

Type of Project Refurbishment

Location



Supplemental Attachments

- Design Proposal A(/resource/cleargov-prod/projects/documents/9e6631a29c92260e5c28.pdf)
- Design Proposal B(/resource/cleargov-prod/projects/documents/31eb43dc374a96406f19.pdf)
- Design Proposal C(/resource/cleargov-prod/projects/documents/50f935b3aa8e9502cc40.pdf)
- Design Proposal D(/resource/cleargov-prod/projects/documents/1e4256b29950f8d8cd40.pdf)

Capital Cost

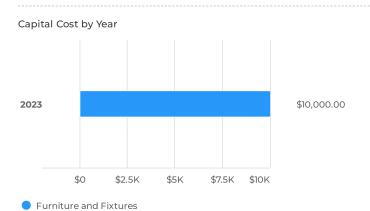
FY2023 Budget **\$10,000**

Total Budget (all years)

\$10K

Project Total

\$10K





Capital Cost Breakdown			
Capital Cost	FY2023	Total	
Furniture and Fixtures	\$10,000	\$10,000	
Total	\$10,000	\$10,000	

Funding Sources

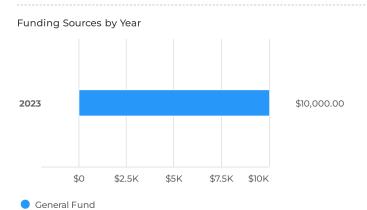
FY2023 Budget **\$10,000**

Total Budget (all years)

\$10K

Project Total

\$10K





Funding Sources Breakdown			
Funding Sources	FY2023	Total	
General Fund	\$10,000	\$10,000	
Total	\$10,000	\$10,000	

Paint City Hall

Overview

Request OwnerLeana KinleyEst. Start Date04/03/2023Est. Completion Date06/30/2023

DepartmentCentralized ServicesTypeCapital Improvement

Description

Paint the exterior and interior of City Hall.

Details

Type of Project Refurbishment

Location



Capital Cost

FY2023 Budget

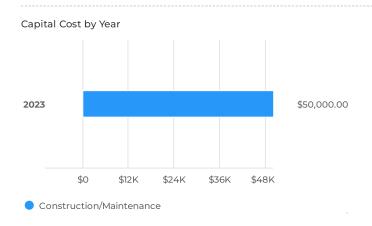
Total Budget (all years)

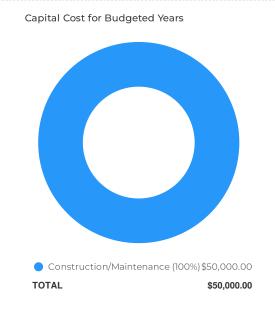
Project Total

\$50,000

\$50K

\$50K





Capital Cost Breakdown				
Capital Cost	FY2023	Total		
Construction/Maintenance	\$50,000	\$50,000		
Total	\$50,000	\$50,000		

Funding Sources

FY2023 Budget

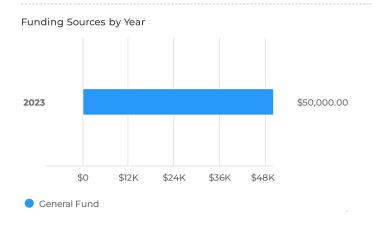
Total Budget (all years)

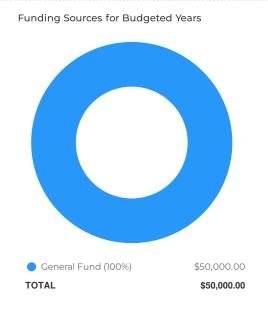
Project Total

\$50,000

\$50K

\$50K





Funding Sources Breakdown			
Funding Sources	FY2023	Total	
General Fund	\$50,000	\$50,000	
Total	\$50,000	\$50,000	

WATER UTILITIES REQUESTS

Loop Road Waterline Replacement

Overview

Request OwnerLeana KinleyEst. Start Date04/03/2023Est. Completion Date09/29/2023DepartmentWater Utilities

Type Capital Improvement

Description

Replace the waterline along Loop Road from Kanaka to Vancouver and replacing valve cluster at Loop and Vancouver.

Details

Type of Project Improvement

Location



Capital Cost

FY2023 Budget

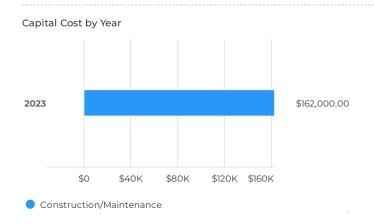
Total Budget (all years)

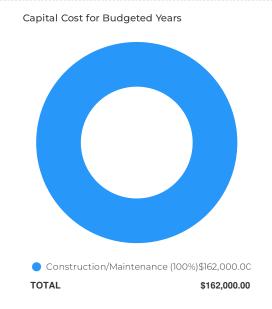
Project Total

\$162,000

\$162K

\$162K





Capital Cost Breakdown		
Capital Cost	FY2023	Total
Construction/Maintenance	\$162,000	\$162,000
Total	\$162,000	\$162,000

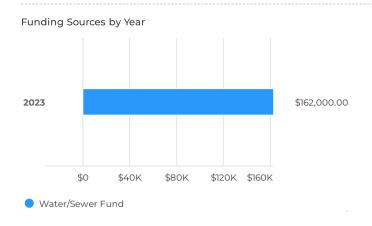
Funding Sources

FY2023 Budget \$162,000 Total Budget (all years)

Project Total

\$162K

\$162K





Funding Sources Breakdown		
Funding Sources	FY2023	Total
Water/Sewer Fund	\$162,000	\$162,000
Total	\$162,000	\$162,000

Paint Water Treatment Plant

Overview

Request Owner Leana Kinley
Est. Start Date 02/01/2023
Est. Completion Date 12/29/2023
Department Water Utilities

Type Capital Improvement

Description

Paint the interior of the water treatment plant to address and prevent corrosion.

Details

Type of Project Refurbishment

Location



Capital Cost

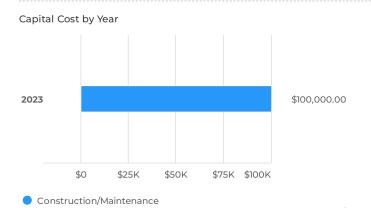
FY2023 Budget **\$100,000**

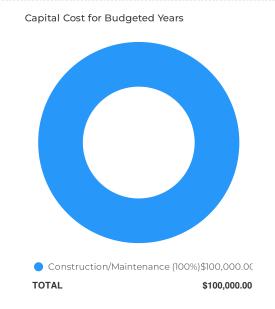
Total Budget (all years)

\$100K

Project Total

\$100K





Capital Cost Breakdown		
Capital Cost	FY2023	Total
Construction/Maintenance	\$100,000	\$100,000
Total	\$100,000	\$100,000

Funding Sources

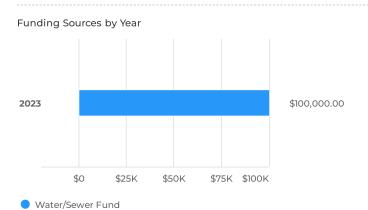
FY2023 Budget **\$100,000**

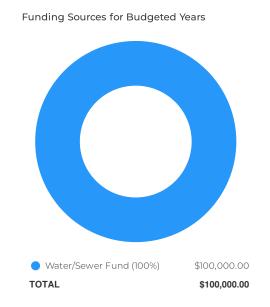
Total Budget (all years)

\$100K

Project Total

\$100K





Funding Sources Breakdown					
Funding Sources	FY2023	Total			
Water/Sewer Fund	\$100,000	\$100,000			
Total	\$100,000	\$100,000			

PUBLIC WORKS - CENTRALIZED SERVICES REQUESTS

Vehicle Purchase - Replacing S15 - 2008 Ford Standard Cab

Overview

Request Owner Leana Kinley

Department Public Works - Centralized Services

Type Capital Equipment

Description

Vehicle replacement to replace vehicle number S15, a 2008 Ford Standard Cab vehicle.

Details

New Purchase or ReplacementReplacementNew or Used VehicleNew VehicleUseful Life10 or more years

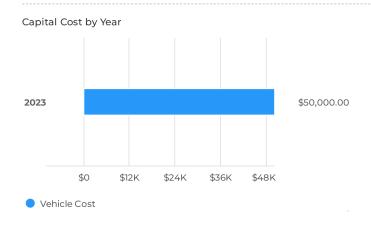
Capital Cost

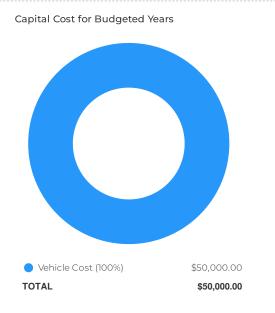
FY2023 Budget

Total Budget (all years)

Project Total

\$50,000 \$50K





Capital Cost Breakdown		
Capital Cost	FY2023	Total
Vehicle Cost	\$50,000	\$50,000
Total	\$50,000	\$50,000

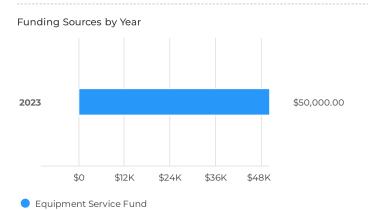
Funding Sources

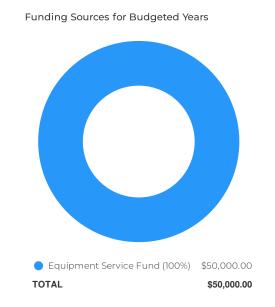
FY2023 Budget **\$50,000**

Total Budget (all years)

\$50K

Project Total





Funding Sources Breakdown					
Funding Sources	FY2023	Total			
Equipment Service Fund	\$50,000	\$50,000			
Total	\$50,000	\$50,000			

Vehicle Purchase - Replacing S3 - 2011 Ford F250 X-Cab

Overview

Request Owner Leana Kinley

Department Public Works - Centralized Services

Type Capital Equipment

Description

Vehicle purchase to replace vehicle number S3, a 2011 Ford F250 extended cab.

Details

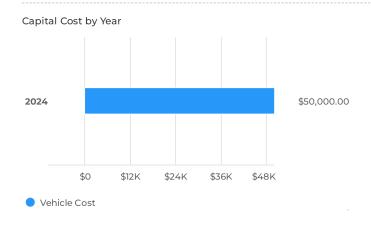
New Purchase or ReplacementReplacementNew or Used VehicleNew VehicleUseful Life10 or more years

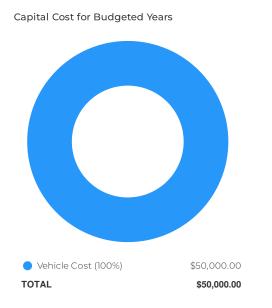
Capital Cost

Total Budget (all years)

Project Total

\$50K





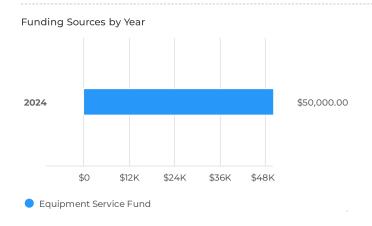
Capital Cost Breakdown		
Capital Cost	FY2024	Total
Vehicle Cost	\$50,000	\$50,000
Total	\$50,000	\$50,000

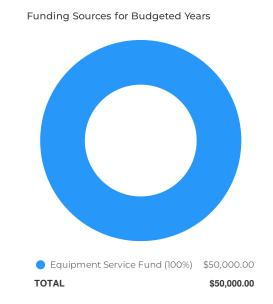
Funding Sources

Total Budget (all years)

Project Total

\$50K





Funding Sources Breakdown		
Funding Sources	FY2024	Total
Equipment Service Fund	\$50,000	\$50,000
Total	\$50,000	\$50,000

Glossary

Abatement: A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

Accounting System: The total structure of records and procedures that identify, record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

Accrued Interest: The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date). (See Interest)

Amortization: The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.

Appropriation: A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

Arbitrage: As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

Assessed Valuation: A value assigned to real estate or other property by a government as the basis for levying taxes.

Audit: An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

Audit Report: Prepared by an independent auditor, an audit report includes: (a) a statement of the scope of the audit; (b) explanatory comments as to application of auditing procedures; (c) findings and opinions. It is almost always accompanied by a management letter which contains supplementary comments and recommendations.

Available Funds: Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

Balance Sheet: A statement that discloses the assets, liabilities, reserves and equities of a fund or governmental unit at a specified date.

Betterments (Special Assessments): Whenever a specific area of a community receives benefit from a public improvement (e.g., water, sewer, sidewalk, etc.), special property taxes may be assessed to reimburse the governmental entity for all or part of the costs it incurred. Each parcel receiving benefit from the improvement is assessed for its proportionate share of the cost of such improvements. The proportionate share may be paid in full or the property owner may request that the assessors apportion the betterment over 20 years. Over the life of the betterment, one year's apportionment along with one year's committed interest computed from October 1 to October 1 is added to the tax bill until the betterment has been paid.

Bond: A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year. (See Note)

Bond and Interest Record: (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

Bonds Authorized and Unissued: Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes, but must be rescinded by the community's legislative body to be removed from community's books.

Bond Issue: Generally, the sale of a certain number of bonds at one time by a governmental unit.

Bond Rating (Municipal): A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.

Budget: A plan for allocating resources to support particular services, purposes and functions over a specified period of time. (See Performance Budget, Program Budget)

Capital Assets: All real and tangible property used in the operation of government, which is not easily converted into cash, and has an initial useful live extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

Capital Budget: An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

Cash: Currency, coin, checks, postal and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

Cash Management: The process of monitoring the ebb and flow of money in an out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short- term borrowing and investment of idle cash.

Certificate of Deposit (CD): A bank deposit evidenced by a negotiable or non-negotiable instrument, which provides on its face that the amount of such deposit plus a specified interest payable to a bearer or to any specified person on a certain specified date, at the expiration of a certain specified time, or upon notice in writing.

Classification of Real Property: Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real properties, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

Collective Bargaining: The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union. regarding wages, hours and working conditions.

Consumer Price Index: The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

Cost-Benefit Analysis: A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

Debt Burden: The amount of debt carried by an issuer usually expressed as a measure of value (i.e., debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden refers to debt service costs as a percentage of the total annual budget.

Debt Service: The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

Encumbrance: A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

Enterprise Funds: An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs—are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the

"surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

Equalized Valuations (EQVs): The determination of the full and fair cash value of all property in the community that is subject to local taxation.

Estimated Receipts: A term that typically refers to anticipated local revenues often based on the previous year's receipts and represent funding sources necessary to support a community's annual budget. (See Local Receipts)

Exemptions: A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

Expenditure: An outlay of money made by municipalities to provide the programs and services within their approved budget.

Fiduciary Funds: Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefit) trust funds, investment trust funds, private- purpose trust funds, and agency funds.

Fixed Assets: Long-lived, assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

Fixed Costs: Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

Float: The difference between the bank balance for a local government's account and its book balance at the end of the day. The primary factor creating float is clearing time on checks and deposits. Delays in receiving deposit and withdrawal information also influence float.

Full Faith and Credit: A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full faith and credit bonds.

Fund: An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

Fund Accounting: Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

GASB 34: A major pronouncement of the Governmental Accounting Standards Board that establishes new criteria on the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, road, sewers, etc. It also requires the presentation of a narrative statement the government's financial performance, trends and prospects for the future.

GASB 45: This is another Governmental Accounting Standards Board major pronouncement that each public entity account for and report other postemployment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

General Fund: The fund used to account for most financial resources and activities governed by the normal appropriation process.

General Obligation Bonds: Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

Governing Body: A board, committee, commission, or other executive or policymaking bodyof a municipality or school district.

Indirect Cost: Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

Interest: Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis, but are paid every six months.

Interest Rate: The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.

Investments: Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

Line Item Budget: A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

Local Aid: Revenue allocated by the state or counties to municipalities and school districts.

Maturity Date: The date that the principal of a bond becomes due and payable in full.

Municipal(s): (As used in the bond trade) "Municipal" refers to any state or subordinate governmental unit. "Municipals" (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, special districts, counties but also bonds of the state and agencies of the state.

Note: A short-term loan, typically with a maturity date of a year or less.

Objects of Expenditures: A classification of expenditures that is used for coding any department disbursement, such as "personal services," "expenses," or "capital outlay."

Official Statement: A document prepared for potential investors that contains information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale. It is sometimes called an offering circular or prospectus.

Operating Budget: A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

Overlapping Debt: A community's proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

Performance Budget: A budget that stresses output both in terms of economy and efficiency.

Principal: The face amount of a bond, exclusive of accrued interest.

Program: A combination of activities to accomplish an end.

Program Budget: A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

Purchased Services: The cost of services that are provided by a vendor.

Refunding of Debt: Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.

Reserve Fund: An amount set aside annually within the budget of a town to provide a funding source for extraordinary or unforeseen expenditures.

Revaluation: The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors' analysis and consideration of many factors, including, but not limited to, the status of

the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information.

Revenue Anticipation Note (RAN): A short-term loan issued to be paid off by revenues, such as tax collections and state aid. RANs are full faith and credit obligations.

Revenue Bond: A bond payable from and secured solely by specific revenues and thereby not a full faith and credit obligation.

Revolving Fund: Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

Sale of Real Estate Fund: A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure.

Stabilization Fund: A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose.

Surplus Revenue: The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.

Tax Rate: The amount of property tax stated in terms of a unit of the municipal tax base; for example, \$14.80 per \$1,000 of assessed valuation of taxable real and personal property.

Trust Fund: In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds or by the community's legislative body. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.

Uncollected Funds: Recently deposited checks included in an account's balance but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. (These funds may not be loaned or used as part of the bank's reserves and they are not available for disbursement.)

Undesignated Fund Balance: Monies in the various government funds as of the end of the fiscal year that are neither encumbered nor reserved, and are therefore available for expenditure once certified as part of free cash.

Unreserved Fund Balance (Surplus Revenue Account): The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders' equity" account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)

Valuation (100 Percent): The legal requirement that a community's assessed value on property must reflect its market, or full and fair cash value.



City of Stevenson

Phone (509)427-5970 FAX (509) 427-8202 7121 E Loop Road, PO Box 371 Stevenson, Washington 98648

To: Stevenson City Council

From: Carolyn Sourek, Public Works Director

RE: Sewer Plant Update

Meeting Date: November 17, 2022

Executive Summary:

This is an overview of items staff has been working on over the past month in line with the direction council gave to staff.

Overview of Items:

The plant continues to operate within its permit limits for total suspended solids (TSS), biochemical oxygen demand (BOD), and bacteria for its effluent.

The WWTP Plant Upgrade project continues to progress. Due to the heavy rains and substantial inflow and infiltration (I/I) the weekend of 11/4, the WWTP staff was required to shut down contractor dewatering pumps (which share an outfall with the WWTP effluent) to avoid a plant overflow. Plant drain pumps have arrived and we are working with the contractor to install as soon as possible so the rental backup pump can be returned. Additionally, the keypad for the variable frequency drive (VFD) which controls one of the return activated sludge (RAS) pumps went blank the week of 10/24. As part of the WWTP upgrades, all VFDs are scheduled to be replaced, however not for at least two months. We were able to secure a temporary keypad to allow this drive to continue functioning as intended. The construction management firm is working with the contractor to develop a reasonable temporary power change order to bring us back into a reasonable schedule. The most recent schedule, assuming temporary power changes are accepted, is July 2023.

The 2021 Collection System Improvements Project nears completion. Final concrete pour and paving are scheduled for 11/10 and 11/14, respectively. Landscaping is being finished and a punchlist walk through is expected 11/15. The Rock Creek Pump Station was also tested during the heavy rain event. Additional training for PW staff has been requested as much of the equipment is new and unfamiliar to staff.

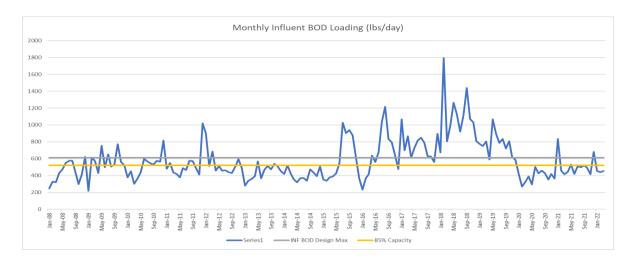
The 60% design on Kanaka, Cascade, and Fairgrounds pump stations was submitted to the City and is being reviewed. New and innovative equipment is being demoed at the Fairgrounds pump station. Results are preliminary but we expect this technology may be an opportunity to further reduce biochemical oxygen demand (BOD) at the WWTP.

Jonathon Dexter passed his Level 1 WWTP Operators test. Congratulations.

The fish, we suspect, have not been seen since we started getting cooler weather and may have migrated lower in the clarifiers to better regulate their internal temperatures.

Plant Operations:

The average monthly Influent BOD load since 2008 is in the chart below.



The current permit limit for Influent is 612 lbs/day and the current upgrades in the adopted General Sewer Plan call for a design max monthly BOD loading of 1,611 lbs/day.

Funding:

The \$2.5M in direct federal appropriations requested spring of 2021 is moving forward. CFM Advocates are helping with the application based on our request. There is no competition for the funds, and there is no deadline for the application. As soon as the process is completed, we can be reimbursed for the work.

			Forgivable	
	Budget	Loan	Principal	Grant
WW Upgrades Design	2,000,000	960,000	400,000	
WW Collection System Upgrades	5,100,000	873,000		4,125,000
WW Treatment Plant Construction	12,100,000	8,700,000	900,000	2,500,000
Main D Extension	300,000	270,000	30,000	
Totals:	19,500,000	10,803,000	1,330,000	6,625,000
Amount of Funding:			41% Grant and Forg	givable Principal
Loan terms:				
	DOE Loan 1: 2.0% in	nterest, 20-year	s, \$61k est. annual p	ayment
	DOE Loan 2: 1.5% i	nterest, 30-year	s, \$375k est. annual	payment
	USDA Loan: 1.375% interest, 40-years, \$29k est. annual payment			

Action Needed:

None.

2023 Tourism Funding Summary Summary of Amounts Requested, Recommended, and Approved by City Council Recommended 11/2/22

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2023	2023
<u>Entity</u>	Apprv'd	Regst'd	Recom'd	Apprv'd									
SC Chamber of Commerce	80,000	80,000	85,000	85,000	85,000	90,000	90,000	90,000	90,000	110,000	110,000	110,000	
SC Chamber - Events										14,000	18,000	18,000	
SC Chamber - Promotional Programs (SBA)	98,000	88,000	88,000	85,000	85,000	85,000	85,000	85,000	80,000	85,000	81,000	81,000	
SC Chamber-Office Remodel											10,000	10,000	
Skamania County-Fair & Timber Carnival	4,000	4,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	
Skamania Co-Col. Gorge Bluegrass Festival	9,000	9,000	10,000	10,000	10,000	10,000	10,000	7,000	10,000	10,000	10,000	10,000	
Skamania Co-Fourth of July									7,500	7,500	7,500	7,500	
Skamania County Fair Board-GorgeGrass						8,000	8,000	6,000	4,000	4,000	4,000	4,000	
Columbia Gorge Interpretive Center	45,000	50,000	55,000	65,000	55,000	55,000	55,000	55,000	55,000	60,000	68,500	60,000	
BOTG Kiteboarding Festival	SBA	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	
SDA - Stevenson Main Street Program	-	-	-	10,000	30,000	25,000	40,000	55,000	65,000	65,000	75,000	75,000	
Gorge Outrgr Races	SBA	4,500	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	4,000	5,000	
Stevenson Waterfront Music Festival	-	-	-	3,400	3,400	2,000	2,000	3,000	3,000	4,500	5,000	5,000	
CGTA-RARE Funding						2,500	2,500	2,500	5,000	5,000	5,000	5,000	
Xfest	1,000	2,000	N/A	2,000	-	1,000		-	-	1,000	7,500	1,000	
Gorge Olympic Windsurfing Cup										3,000	3,000	3,000	
Gorge Downwind Champs										10,000	10,000	10,000	
CAT-Dog Mountain Shuttle	-	1,250	1,250	2,500	2,500	2,500	1,250	2,000	2,000		10,000	10,000	
City of Stevenson-Wayfinding											72,000	72,000	
Julie Mayfield-Stevenson Area Live Music											7,440	-	
One Prevention Alliance Waterfront Music											700	700	
Total	468,370	283,420	495,085	335,700	358,615	348,617	647,517	558,250	351,100	393,500	516,640	495,200	-

TITLE VI

NON-DISCRIMINATION AGREEMENT

POPULATION UNDER 100,000

Washington State Department of Transportation

and

City of Stevenson

Policy Statement

The City of Stevenson, hereinafter referred to as the "Recipient" assures that no person shall on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The Recipient further assures every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not.

The Civil Rights Restoration Act of 1987, broadened the scope of Title VI coverage by expanding the definition of terms "programs or activities" to include all programs or activities of federal aid recipients, sub-recipients, and contractors/consultants, whether such programs and activities are federally assisted or not (Public Law 100259 [S.557] March 22, 1988).

In the event the Recipient distributes federal aid funds to a sub-recipient, the Recipient will include Title VI language in all written agreements and will monitor for compliance.

The Recipient's City Administrator, Leana Kinley, and Public Works Director, Carolyn Sourek, are responsible for initiating and monitoring Title VI activities, preparing reports and other responsibilities as required by 23 Code of Federal Regulation (CFR) 200 and 49 Code of Federal Regulation 21.

Signature		
Γitle		
Date		

Title VI Program

Organization and Staffing

Pursuant to 23 CFR 200, the City of Stevenson has designated a Title VI Coordinator who is responsible for Attachment 1, which describes the hierarchy for Stevenson's Title VI Program, including an organization's chart illustrating the level and placement of Title VI responsibilities.

Assurances

49 CFR Part 21.7

The City of Stevenson, hereby gives assurances:

- 1. That no person shall on the grounds of race, color, national origin, and sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity conducted by the recipient regardless of whether those programs and activities are federally funded or not. Activities and programs which the recipient hereby agrees to carry out in compliance with Title VI and related statutes include but are not limited to:
 - A list of all City of Stevenson major Transportation programs and activities is included as Attachment 2 to this Nondiscrimination Agreement. The Director of each program and activity is responsible for that program's conformance with all Title VI Non-Discrimination Laws.
- 2. That it will promptly take any measures necessary to effectuate this agreement.
- 3. That each Transportation program, activity, and facility (i.e., lands change to roadways, park and ride lots, etc.) as defined at 49 CFR 21.23(b) and (e), and the Civil Rights Restoration Act of 1987 will be (with regard to a program or activity) conducted, or will be (with regard to a facility) operated in compliance with the nondiscriminatory requirements imposed by, or pursuant to, this agreement.
- 4. That these assurances are given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts or other federal financial assistance extended after the date hereof to the recipient by the Washington State Department of Transportation (WSDOT) under the federally- funded program and is binding on it, other recipients, subgrantees, contractors, sub-contractors, transferees, successors in interest and other participants. The person or persons whose signatures appear below are authorized to sign these assurances on behalf of the Recipient.
- 5. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with all federally-funded programs and, in all proposals for negotiated agreements.

The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal_Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will

affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

- 6. That the Recipient shall insert the clauses of Appendix 1 of this Agreement in every contract subject to the Act and the Regulations.
- 7. That the Recipient shall insert the clauses of Appendix 2 of this Agreement, as a covenant running with the land, in any deed from the United States effecting a transfer of real property, structures, or improvements thereon, or interest therein.
- 8. That the Recipient shall include the appropriate clauses set forth in Appendix 3 of this Agreement, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under a federal aid program; and (b) for the construction or use of or access to space on, over or under real property acquired, or improved under a federal aid program.
- 9. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this agreement.

Implementation Procedures

This agreement shall serve as the recipient's Title VI plan pursuant to 23 CFR 200 and 49 CFR 21.

For the purpose of this agreement, "Federal Assistance" shall include:

- 1. Grants and loans of federal funds.
- 2. The grant or donation of federal property and interest in property.
- 3. The detail of federal personnel.
- 4. The sale and lease of, and the permission to use (on other than a casual or transient basis), Federal property or any interest in such property without consideration or at a nominal consideration, or at a consideration which is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale or lease to the recipient.
- 5. Any federal agreement, arrangement, or other contract which has as one of its purposes, the provision of assistance.

The recipient shall:

- 1. Issue a policy statement, signed by the head of the recipient, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the recipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
- 2. Take affirmative action to correct any deficiencies found by WSDOT or the United States Department of Transportation (USDOT) within a reasonable time period, not to exceed 90 days, in order to implement Title VI compliance in accordance with this agreement. The head of the recipient shall be held responsible for implementing Title VI requirements.
- 3. Designate a civil rights coordinator who has a responsible position in the organization and easy access to the head of the recipient. The civil rights coordinator shall be responsible for initiating and monitoring Title VI activities and preparing required reports.
- 4. The civil rights coordinator shall adequately implement the civil rights requirements.
- 5. Process complaints of discrimination consistent with the provisions contained in this agreement. Investigations shall be conducted by civil rights personnel trained in discrimination complaint investigation. Identify each complainant by race, color, national origin or sex, the nature of the complaint, the date the complaint was filed, the date the investigation was completed, the disposition, the date of the disposition, and other pertinent information. A copy of the complaint, together with a copy of the recipient's report of investigation, will be forwarded to WSDOT's Office of Equal Opportunity (OEO) within 10 days of the date the complaint was received by the recipient.
- 6. Collect statistical data (race, color, national origin, sex) of participants in, and beneficiaries of the Transportation programs and activities conducted by the recipient.
- 7. Conduct Title VI reviews of the recipient and sub-recipient contractor/consultant program areas and activities. Revise where applicable, policies, procedures and directives to include Title VI requirements.
- 8. Attend training programs on Title VI and related statutes conducted by WSDOT OEO.
- 9. Prepare a yearly report of Title VI accomplishments for the last year and goals for the next year. This report is due one year from the date of approval of the Nondiscrimination

Agreement and then annually on the same date.

- a. Annual Work Plan Outline Title VI monitoring and review activities planned for the coming year; state by which each activity will be accomplished and target date for completion.
- b. Accomplishment Report List major accomplishments made regarding Title VI activities. Include instances where Title VI issues were identified and discrimination was prevented. Indicate activities and efforts the Title VI Coordinator and program area personnel have undertaken in monitoring Title VI. Include a description of the scope and conclusions of any special reviews (internal or external) conducted by the Title VI Coordinator. List any major problem(s) identified and corrective action taken. Include a summary and status report on any Title VI complaints filed with the recipient.

Discrimination Complaint Procedure

- 1. Any person who believes that he or she, individually, as a member of any specific class, or in connection with any disadvantaged business enterprise, has been subjected to discrimination prohibited by Title VI of the Civil Rights Act of 1964, the American with Disabilities Act of 1990, Section 504 of the Vocational Rehabilitation Act of 1973 and the Civil Rights Restoration Act of 1987, as amended, may file a complaint with the recipient. A complaint may also be filed by a representative on behalf of such a person. All complaints will be referred to the recipient's Title VI Coordinator for review and action.
- 2. In order to have the complaint consideration under this procedure, the complainant must file the complaint no later than 180 days after:
 - a. The date of alleged act of discrimination; or
 - b. Where there has been a continuing course of conduct, the date on which that conduct was discontinued.
 - In either case, the recipient or his/her designee may extend the time for filing or waive the time limit in the interest of justice, specifying in writing the reason for so doing.
- 3. Complaints shall be in writing and shall be signed by the complainant and/or the complainant's representative. Complaints shall set forth as fully as possible the facts and circumstances surrounding the claimed discrimination. In the event that a person makes a verbal complaint of discrimination to an officer or employee of the recipient, the person shall be interviewed by the Title VI Coordinator. If necessary, the Title VI Coordinator will assist the person in reducing the complaint to writing and submit the written version of the complaint to the person for signature. The complaint shall then be handled according to the recipient's investigative procedures.
- 4. Within 10 days, the Title VI Coordinator will acknowledge receipt of the allegation, inform the complainant of action taken or proposed action to process the allegation, and advise the complainant of other avenues of redress available, such as WSDOT and USDOT.
- 5. The recipient will advise WSDOT within 10 days of receipt of the allegations. Generally, the following information will be included in every notification to WSDOT:
 - a. Name, address, and phone number of the complainant.
 - b. Name(s) and address(es) of alleged discriminating official(s).
 - c. Basis of complaint (i.e., race, color, national origin, or sex)
 - d. Date of alleged discriminatory act(s).
 - e. Date of complaint received by the recipient.
 - f. A statement of the complaint.
 - g. Other agencies (state, local, or federal) where the complaint has been filed.
 - h. An explanation of the actions the recipient has taken or proposed to resolve the issue raised in the complaint.
- 6. Within 60 days, the Title VI Coordinator will conduct an investigation of the allegation and based on the information obtained, will render a recommendation for action in a report of findings to the head of the recipient. The complaint should be resolved by informal means whenever possible. Such informal attempts and their results will be summarized in the report of findings.

- 7. Within 90 days of receipt of the complaint, the head of the recipient will notify the complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the complainant of his/ her appeal rights with WSDOT, or USDOT, if they are dissatisfied with the final decision rendered by the Recipient. The Title VI Coordinator will also provide WSDOT with a copy of this decision and summary of findings upon completion of the investigation.
- 8. Contacts for the different Title VI administrative jurisdictions are as follows:

Washington State Department of Transportation Office of Equal Opportunity, Title VI Program PO Box 47314 Olympia, WA 98466 360-705-7098

Federal Highway Administration Washington Division Office 711 Capitol Way South, Suite 501 Olympia, WA 98501 360-534-9325

Sanctions

In the event the recipient fails or refuses to comply with the terms of this agreement, WSDOT may take any or all of the following actions:

- 1. Cancel, terminate, or suspend this agreement in whole or in part;
- 2. Refrain from extending any further assistance to the recipient under the program from which the failure or refusal occurred until satisfactory assurance of future compliance has been received from the recipient.
- 3. Take such other action that may be deemed appropriate under the circumstances, until compliance or remedial action has been accomplished by the recipient.
- 4. Refer the case to the Department of Justice for appropriate legal proceedings.

WASHINGTON STATE DEPARTMENT OF TRANSPORTATION:
Signature
Director of the Office of Equal Opportunity Title
Date
Name of Recipient:
Signature
City of Stevenson Mayor Title
Date

Appendix 1

During the performance of this contract, the contractor/consultant, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

- Compliance With Regulations The contractor shall comply with the Regulations relative to nondiscrimination in federally-assisted programs of United States Department of Transportation (USDOT), Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
- 2. Nondiscrimination The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of sub-contractors, including procurement of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- 3. Solicitations for Subcontracts, Including Procurement of Materials and Equipment In all solicitations either by competitive bidding or negotiations made by the contractor for work to be performed under a sub-contract, including procurement of materials or leases of equipment, each potential sub-contractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, sex, or national origin.
- 4. **Information and Reports** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the contracting agency or the appropriate federal agency to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to WSDOT or the USDOT as appropriate, and shall set forth what efforts it has made to obtain the information.
- 5. **Sanctions for Noncompliance** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the contracting agency shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to:
 - Withholding of payments to the contractor under the contract until the contractor complies, and/or;
 - Cancellation, termination, or suspension of the contract, in whole or in part
- 6. Incorporation of Provisions The contractor shall include the provisions of paragraphs (1) through (5) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any sub- contractor or procurement as the contracting agency or USDOT may direct as a means of enforcing such provisions including sanctions for noncompliance.

Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the contractor may request WSDOT enter into such litigation to protect the interests of the state and, in addition, the contractor may request the USDOT enter into such litigation to protect the interests of the United States.

Appendix 2

The following clauses shall be included in any and all deeds affecting or recording the transfer of real property, structures or improvements thereon, or interest therein from the United States.

GRANTING CLAUSE

NOW THEREFORE, Department of Transportation, as authorized by law, and upon the condition that the state of Washington will accept title to the lands and maintain the project constructed thereon, in accordance with Title 23, United States Code, the Regulations for the Administration of Federal Aid for Highways and the policies and procedures prescribed by the United States Department of Transportation and, also in accordance with and in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, the Department of Transportation WSDOT (hereinafter referred to as the Regulations) pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252: 42 USC 2000d to 2000d - 4) does hereby remise, release, quitclaim, and convey unto the state of Washington all the right, title, and interest of the Department of Transportation in and to said land described in Exhibit A attached hereto and made a part thereof.

HABENDUM CLAUSE

TO HAVE AND TO HOLD said lands and interests therein unto the state of Washington, and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which the federal financial assistance is extended or for another purpose involving the provisions of similar services or benefits and shall be binding on the state of Washington, its successors, and assigns.

The state of Washington, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person shall on the grounds of race, color, sex or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subject to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed (,)(and)* (2) that the state of Washington, shall use the lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-Discrimination of Federally-Assisted Programs of the Department of Transportation -- Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended (,) and (3) that in the event of breach of any of the above mentioned nondiscrimination conditions, the department shall have a right to reenter said lands and facilities on said land, and the above described land and facilities shall thereon revert to and vest in and become the absolute property of the Department of Transportation and its assigns as such interest existed prior to this instruction.

Appendix 3

The following clauses shall be included in all transportation related deeds, licenses, leases, permits, or similar instruments entered into by (Recipient) pursuant to the provisions of Assurance 8.

The LESSEE, for himself or herself, his or her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this lease, for a purpose of which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the LESSEE shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964, as said Regulations may be amended.

That in the event of breach of any of the above nondiscrimination covenants, the STATE shall have the right to terminate the lease, and to reenter and repossess said land and the facilities thereon, and hold the same as if said lease has never been made or issued.

The following shall be included in all deeds, licenses, leases, permits, or similar agreements entered into by the Washington State Department of Transportation pursuant to the provisions of Assurance 8.

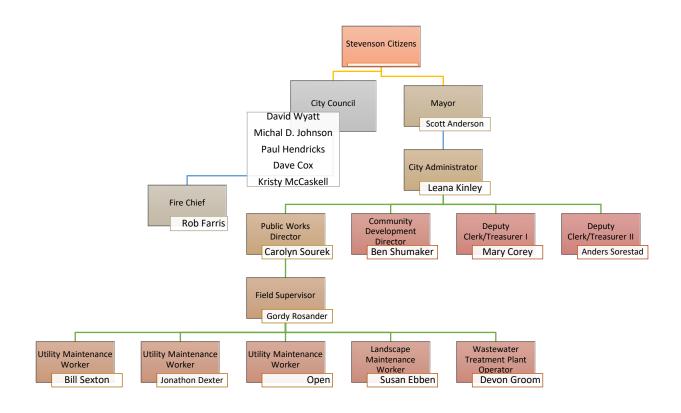
The LESSEE, or himself or herself, his or her personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that (1) no person, on the grounds of race, color, sex, or national origin, shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over or under such land and furnishing of services thereon, no person on the grounds of race, color, sex, and national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the LESSEE shall use the premises in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

That in the event of breach of any of the above nondiscrimination covenants, the STATE shall have the right to terminate the lease, and to reenter and repossess said land and the facilities thereon, and hold the same as if said lease had never been made or issued.

¹ Reverter Clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purpose of Title VI of the Civil Rights Act of 1964.

Attachment 1

City of Stevenson Organizational Structure



Attachment 2

The Stevenson City Council the attached 6-year Transportation Improvement Plan listed in the following pages for 2023-2028 at the June 16, 2022 Council Meeting.

Option A-Policy to	set minimum standard for	all city-owned	oads to be pa	aved. Level	of standard to	be determin	ed.	
6-year Street TIP 2023-2028	Phase	2023	2024	2025	2026	2027	2028	2023-2028
First Street	Design/Engineering Construction	800,000						- 800,000
Loop Road Storm, Grind and Inlay	Design/Engineering Construction	390,000						- 390,000
Iman Cemetery, Overlay	Design/Engineering Construction	65,000						- 65,000
Lasher to School StSRTS	Design/Engineering Construction	150,000	800,000					150,000 800,000
Chip seal McEvoy, Wisteria, Ridgecrest	Design/Engineering Construction	36,000						- 36,000
School Street Grind and Inlay	Design/Engineering Construction		- 440,000					440,000
Roselawn Ave Overlay	Design/Engineering Construction		165,000					165,000
Frank Johns Sidewalk (Loop-Second)	Design/Engineering Construction		25,000	50,000	400,000			75,000 400,000
Columbia Ave Realignment	Design/Engineering Construction			625,000	1,200,000			625,000 1,200,000
Bulldog-School-Kanaka Intersection	Design/Engineering Construction		5,000 45,000					5,000 45,000
W-SR-14 and Rock Creek Improvements	Design/Engineering Construction				100,000	600,000		100,000 600,000
East SR-14 Improvements-Low Phase	Design/Engineering Construction					50,000	340,000	50,000 340,000
West SR-14 Improvements-Low Phase	Design/Engineering Construction					50,000	340,000	50,000 340,000
Leavens Improvements	Design/Engineering Construction						225,000	- 225,000
Paving Gravel Roads:		50,000						50,000
Ash Alley	Design/Engineering Construction		95,000					- 95,000
Del Rey Avenue	Design/Engineering Construction						95,000	- 95,000
Gropper Park Loop	Design/Engineering Construction						95,000	- 95,000
H&H Avenue	Design/Engineering Construction						95,000	- 95,000
Holly Street	Design/Engineering Construction			95,000				- 95,000
Kanaka Creek Underpass	Design/Engineering Construction					100,000		100,000
Lakeview Road	Design/Engineering Construction	95,000						- 95,000
Maple Alameda	Design/Engineering Construction						95,000	- 95,000
Total Street CIP by Year		1,586,000	1,575,000	770,000	1,700,000	800,000	1,285,000	7,716,000
Total Grant Funds		1,354,700	1,398,500	588,125	1,504,500	605,500	801,950	6,253,275
Total City Funds		231,300	176,500	181,875	195,500	194,500	483,050	1,462,725



First Street Overlook

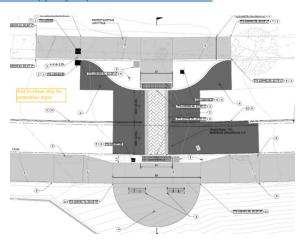
Description:

Project consists of crosswalk striping, vegetated curb extensions, new sidewalk, pedestrian overlook, path connecting to existing waterfront path and streetscaping.

The City spent \$166k on the design phase preparing for construction in 2021 when it was discovered WSDOT still owned the First Street right of way. This was paid for with partial grant funds and, due to the delay, the construction portion of those funds were lost. If the project is not constructed by January 1, 2030, those funds would need to be paid back (\$133k).

The City has applied for grant funds through the state (TIB) to construct the project in 2023. If that grant is not successful, we will apply to the original federal program (TAP) and construction would take place in 2024. More information on the project, the right of way issue and complete plans are on the city's website at https://www.ci.stevenson.wa.us/publicworks/project/first-street-overlook.





TIP Year: 2023 (const) Project Type: Improvement Project Cost: \$800k Funding: 100% Grant

Average Priority Score from Workshop: 1.2 (low)

Workshop Comment Summary:

- Concerned with number of people who would use this pathway.
- Narrowing streets can make it unsafe for folks to open their car doors. 2nd street as an example.
- Not great views looking down at RR and private backyards.
- Another place to send trail money.
- Like the traffic calming aspect
- What is the value add versus the cost of this project. Safety concern for vehicle pedestrian conflicts. Recommend passing or delaying for higher priority projects.
- Hold off. Low priority. Money better spent elsewhere.
- Overlook to nowhere. Scrap the plan. Waste of \$\$. Does not overlook anything the city should be proud of. Much better options for viewing. Traffic calming on the wrong side of road, should be eastbound.
- Traffic is fastest. Narrows road, extends sidewalk, traffic calming



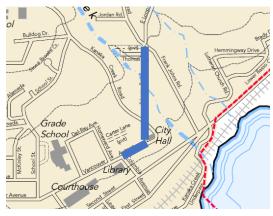
Loop Road Storm, Grind and Inlay

Description:

This project will repair the failing stormwater system (pictures below), grind and inlay the south-bound lane from the intersection with Columbia north to Frank Johns Road.

The sewer infrastructure extension will be completed this year (Main D Extension project).

Water infrastructure improvements to remove a section of AC pipe and address valve clusters will be completed prior to this project (2022 water infrastructure project).







TIP Year: 2023 (const) Project Type: Maintenance Project Cost: \$390k Funding: 95% Grant

Average Priority Score from Workshop: 3.1 (mid)

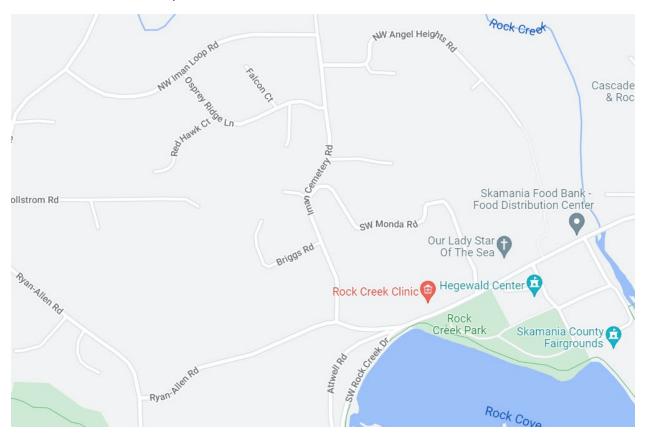
Comment Summary:

- Finish what's been started
- Finish recent work

Description:

This project is to do some minor leveling and overlay of Iman Cemetery Road from Ryan Allen to Osprey Ridge Lane. It was initial slated for 2022, however the County is unable to fit it in their schedule this year. This project will extend the life of the road until future improvements can be made.

Additional improvements will be included in the city's Capital Improvement Program, which extends past 6-years. This includes extension of the sewer collection system as indicated in the city's General Sewer Plan, stormwater improvements, and sidewalks.



TIP Year: 2023 (const) Project Type: Maintenance Project Cost: \$65k Funding: 95% Grant

Average Priority Score from Workshop: Not listed/Reconstruct 4 (mid-high)

Workshop Comment Summary:

Consider adding Iman Cemetery Road - additional development, dump access. No longer a
dead-end road. Should be reconstructed - stump was dug out recently. Concerned for safety of
bus access. Serves over 100 residences, school bus 4 times/day through fare to Ryan Allen Road.

Description:

This project adds a sidewalk to the north side of upper Lasher Street, and a crossing with flashing beacons at the intersection of School Street and the Stevenson Elementary School entrance. The application for a Safe Routes to School (SRTS) grant (\$800k limit for 100% grant) was submitted on June 6th and we expect to hear back on the project ranking by the end of the year. Grants are awarded in the summer of 2023.

Additional improvements will be included in funding applications for additional stormwater, street and sidewalk infrastructure for lower Lasher and the south side of Jefferson Avenue. These will be applied for after the SRTS grant is received.

<u>Lasher Street to Stevenson Elementary (Phase 1)</u> 2022 Concept-Level SRTS Grant Proposal Details



TIP Year: 2023-2024 (all) Project Type: Improvements Project Cost: \$950k Funding: 85% Grant

Average Priority Score from Workshop: 4.6 (high)

Workshop Comment Summary:

- Question/concerns about delineators getting ran over by new drivers.
- Gave high scores for kids and safety.
- Should be a high priority.
- Crosswalk at school entrance is the most important item in this TIP. Should be raised.
- 100% state funding
- Heavy traveled roads
- Recommend prioritizing this project.
- Yes, protect the children.
- Looks good! Coordinate with the school district on the option they want.

Additional Comments Received:

"I am writing to you about the proposed sidewalk along Lasher and Jefferson. First, let me thank you for communicating the plan with city residents using the postal mailer.



I am a home owner and full time city resident on the corner of Jefferson and Lasher. I fully support the sidewalk proposal.

Along with providing safe walking for school children, many of us in the neighborhood walk these streets for exercise and would also benefit from sidewalk access.

As a city resident directly impacted by the proposal, I would like to know if the city would consider additional project requirements:

- 1. Garbage cans located along Lasher, Vancouver and Jefferson.
- 2. Plastic bag dispensers for dog owners to use to clean up after their dogs.
- 3. Speed bump along Lasher.

There is a lot of garbage along Lasher and at the intersection of Vancouver Ave and Lasher. I pick it up monthly. The garbage never stops.

There is also a tremendous amount of dog feces on the east side of Lasher between Vancouver and Jefferson. My neighbors have been picking this up as the feces finds it's way onto the road. With a new sidewalk, if current behavior persists, the sidewalk will be a mess.

And finally, Lasher is a bit of a speedway. Those of us who live next to or along Lasher are keenly aware of this. A speed bump similar to what exists on Rock Creek Dr at the intersection of Skamania Lodge would be very much appreciated.

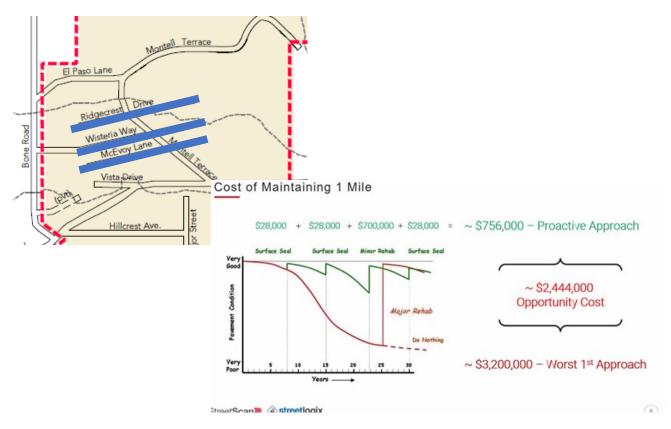
Given the construction requirements to put in sidewalk, curb and gutter, new storm drains, etc., this is a perfect opportunity to address these other issues that are present in this area at little cost to the overall project, but big impact to those in the immediate vicinity."



Chip Seal McEvoy, Wisteria, Ridgecrest

Description:

This chip seal project conditions and extends the life of the pavement on Ridgecrest Drive, Wisteria Way and McEvoy Lane. Maintaining the road is less costly than waiting until the road needs complete reconstruction.



TIP Year: 2023 (const) Project Type: Maintenance Project Cost: \$36k Funding: 95% Grant

Average Priority Score from Workshop: 2.5 (mid-low)



School St. Grind and Inlay

Description:

This project will grind and inlay School Street from the intersection with Hot Springs Alameda north to Kanaka Creek Road.

Water infrastructure improvements to remove a section of AC pipe and address an area of multiple water leaks will be completed prior to this project (2023 planned water infrastructure project).

Additional waterline improvements along lower School Street are planned and that section of street, outside of the safe routes to school project, will be addressed later.



TIP Year: 2024 (const) Project Type: Maintenance Project Cost: \$440k Funding: 95% Grant

Average Priority Score from Workshop: 4.2 (high)

Comment Summary:

Heavy traveled roads.

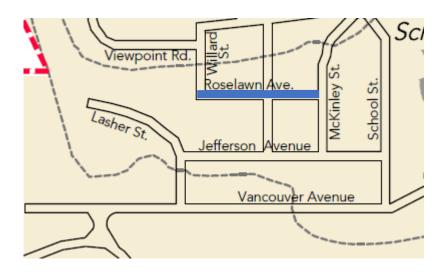


Roselawn Avenue Overlay

Description:

This project will overlay Roselawn Avenue from the intersection with Willard Street east to McKinley Street.

Additional stormwater and sidewalk improvements are planned and will be addressed later.



TIP Year: 2024 (const) Project Type: Maintenance Project Cost: \$165k Funding: 95% Grant

Average Priority Score from Workshop: 2.4 (mid-low)

Comment Summary: None.



Frank Johns Sidewalk

Description:

The city is working with residents along lower Frank Johns Road to improve pedestrian accessibility. This project was identified as early as 2006 and traffic has continued to increase along this corridor.

Concepts are currently being evaluated, engineering is proposed to start in 2024, and construction estimated to break ground in 2026. This project will include water system improvements, identified as a need in the 2017 water system plan update.





TIP Year: 2024-6 (all) Project Type: Improvement Project Cost: \$475k Funding: 95% Grant

Average Priority Score from Workshop: 3.7 (mid-high)

- Move this up in priority. Bump above any changes to Kanaka Underpass. Start sooner.
- Yes, lower priority. Fix bigger safety issues first.
- Move this in priority and start sooner.



Columbia Realignment

Description:

This project consists of a 2-lane asphalt roadway flanked by unconnected sections of sidewalk. Improvement of this corridor is intended as a catalyst project as outlined in the 2019 Downtown Plan. More information on this project can be found on the city website at

https://www.ci.stevenson.wa.us/planning/project/columbia-realignment.

The project is currently in the feasibility stage through a \$200k grant with the Department of Ecology.



Columbia Street Catalyst Project



Concept

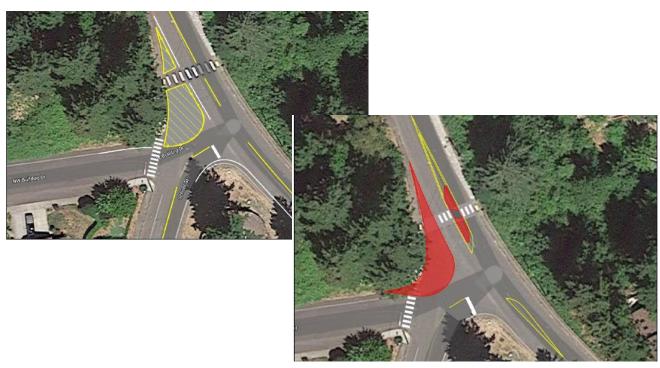
TIP Year: 2025-7 (all) Project Type: Improvement Project Cost: \$1.8M Funding: 85% Grant

Average Priority Score from Workshop: 2.6 (mid-low)

- Can help with safety and overall vision.
- Close road to create parking. Dog park in open area versus moving road.
- Yes, high priority, dangerous intersection.

Description:

Revises the intersection of Kanaka Creek Drive at School Street and Bulldog Drive by extending the northwest corner using striping and flexible post delineators (\$20k option in yellow stripes) or in concrete and adding a pedestrian crossing median island (\$50k option in solid red).



TIP Year: 2024(all) Project Type: Improvement Project Cost: \$50k Funding: 100% City

Average Priority Score from Workshop: 3.7 (mid-high)

- Need to plan for permanent solution-\$50k not short term for \$20k
- Safety for young drivers.
- \$50k option
- Like more permanent \$50k
- Agree
- Yes, lower priority
- Slowing down cars at that intersection is a good idea. Bus barn is on Bulldog-what do bus drivers think? Not sure about median.



W-SR-14 and Rock Creek Improvements

Description:

Construct an eastbound acceleration lane on SR-14 (left photo below) or construct a westbound right-turn deceleration lane on SR-14 at Rock Creek Drive (right photo below).



TIP Year: 2026-7(all) Project Type: Improvement Project Cost: \$700k Funding: 95% Grant

Average Priority Score from Workshop: 2.5 (mid-low)

- Not convinced acceleration lanes or other improvements would be appropriate for the issues/accidents. Seems like there should be plenty of sight distance. Adding signage and using lower MPH to control.
- Accel lane seems too long.
- Lane should be turning to allow folks to turn at Rock Creek center turn lane.
- Adequate signage prior to the Rock Creek turn for the Lodge/Interpretive Center/Fair industrial looking.
- Unless shorter rt turn lane only, west bound
- West bound
- Do the alternate plan-veggie & sign
- Acceleration lane westbound-good! Westbound turn lane onto Rock Creek-Good! Eastbound acceleration lane not needed.
- Westbound
- Longish right turn lane
- Agree with this proposal [right turn lane]-wouldn't this be Wash DOT?
- Low priority, outside of town?
- Why would this be a city project? Good idea.



East SR-14 Improvements-Low Phase

Description:

Relocate retaining wall 8 to 10 ft north of current location and regrade and landscape the property adjacent to the sidewalk to improve sight lines. Add a 1 to 2 ft wide ribbon median with post delineators in the gore between SR-14 and First Street to prevent the illegal northbound left-turn movements from SW Cascade Avenue/Kanaka Creek Underpass.



TIP Year: 2027-8(all) Project Type: Improvement Project Cost: \$390k Funding: 95% Grant

Average Priority Score from Workshop: 3 (mid)

- Westbound turn lane
- Focus on roundabout
- Agree-move above Kanaka project. Start sooner
- Wash DOT?
- Yes, dangerous intersection. No good sidewalks.
- I like moving the sidewalk.



West SR-14 Improvements-Low Phase

Description:

Convert to 3-lane cross-section on SR-14 (Second Street) between First Street and SW Rock Creek Drive. This project is expected to be a combination of roadway widening and restriping. Adding the center lane would provide the opportunity to include a median island refuge at the crosswalk east of SW Rock Creek Drive.



TIP Year: 2027-8(all) Project Type: Improvement Project Cost: \$390k Funding: 95% Grant

Average Priority Score from Workshop: 3 (mid)

Workshop Comment Summary:

Do need some help with this intersection

• 7

Additional Comments Received:

"Concerning the intersection on West End.

I drive that every day, turning from Rock Creek Dr onto SR-14 going East.

Rarely do I have a car in front of me and never is it an issue turning cross traffic and heading east.

So I wonder, why are we proposing a major road construction effort to build a round about?

Does a road engineer think is a fun thing to do?

Do have Taxpayer money we don't know what to do with?

Because it "might" be a problem 20 years from now?

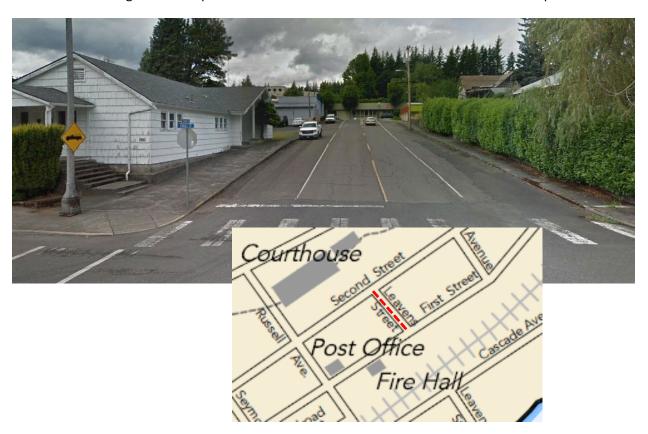
I'm all for improving this wonderful city but let us put or funds towards projects that would make Stevenson a better place, not projects that are disruptive and solve a problem we don't have. We can always improve the intersection if and when it becomes a bottle neck."



Leavens Overlay

Description:

Leavens Street between First and Second will need leveling, grind and inlay to improve the road surface conditions. Sidewalk and stormwater improvements are also needed. Prior to this work, water/sewer utilities will need to be assessed to support current and potential development and utilities may need to be relocated underground. The plan is to match mid and lower Russell Avenue when completed.



TIP Year: 2028(all) Project Type: Improvement Project Cost: \$225k Funding: 95% Grant

Average Priority Score from Workshop: 3.6 (mid)

- Important to maintain
- Low priority
- Improving downtown streets and alleys should be a high priority.



Description:

Option A: Maintains the goal to improve the safety and provide a minimum level of service standard for all city streets, focusing on gravel roads.

- The city's 1972 Austin Grader has been excised as it has exceeded its useful life with a cracked engine and brake failure. Replacement cost and frequency of use were factors in the decision to remove it from the fleet without immediate plans in the equipment management plan for replacement. Any future grading will require a private contract or be included with the other maintenance requests to Skamania County. Road condition improvement and maintenance request for remaining gravel streets, moving forward, will take more time to address, due to the reliance on others for support.
- This option addresses absent or failing infrastructure and will provide all city residents with a minimum level of service.
- To advance this goal, the proposed project for 2023 begins transitioning the eight currently
 gravel roads by evaluation, designing to a minimum standard, and producing cost estimates for
 each road.
- The first road proposed to be paved is Lakeview, followed by Ash Alley (downtown core), Holly Street (requested by Cemetery District) and the Kanaka Underpass (to address ongoing maintenance concerns). The remaining streets are to be constructed in later years of this TIP.
- Maintaining all eight currently gravel roads on the TIP allows the city to acquire additional right of way as part of a short plat (SMC 16.02.210(A)), if necessary.

Option B: Does not further the city goal of identifying and progressing a minimum safety and operational standard for currently owned city streets.

- Streets listed for improvement have only been requested by neighboring property owners or users. The timing of design and construction of improvements remain the same as Option A.
 - Ash Alley
 - Holly Street
 - Kanaka Creek Underpass
 - Lakeview Road

TIP Year: 2023-8 (all) Project Type: Improvement Project Cost: \$815k(all) Funding: 100% City

Average Priority Score from Workshop: Scored by individual projects.

- Start downtown. Move outwards.
- Prioritize on residences and safety.
- Set aside budget for this project as a whole. Figure out priorities as infrastructure needs develop.
- Consider public benefit.
- Consider how to develop the policy to complete this project. Keep it open enough to address specific situations.
- Move Forward
- High Priority
- Low Priority
- Yes. Start downtown and move outward as time and \$ allow.



Ash Alley (between Russell and Seymore) (.08 miles)

Currently there are multiple infill commercial developments proposed between First and Second street. As part of these projects, we anticipate public infrastructure improvements will be required. By combining improvements into one contract or a series of contracts within a short timeframe, we take advantage of potential cost savings as well as consistent aging of the infrastructure. Ash Alley is a secondary access for 6 residences as well as multiple commercial properties. It is tied for second longest section of unpaved roadway in the city, 0.08 miles. A stormwater catchment basin concern has been recently corrected and the urgency to address this alley is lessened.





Upper Left-Ash Alley at Seymore intersection looking east.

Above-Mid-Ash Alley looking west.

Lower Left-Ash Alley looking east at intersection with Russell.

ent Project Cost: \$95k Funding: 100% City

TIP Year: 2024 (const) Project Type: Improvement

Average Priority Score from Workshop: 3.4 (mid)

- Near downtown and government buildings
- Downtown/near government offices
- Business activity increase



Del Rey (.02 miles)

This section of Del Rey serves two developed properties and provides access to multiple undeveloped properties.





Above – Del Rey (east) looking west

Above – Del Rey (west) looking west

TIP Year: 2028 (const) Project Type: Improvement Project Cost: \$95k Funding: 100% City

Average Priority Score from Workshop: 1.1 (low)

Workshop Comment Summary:

- Not convinced this is a good use of City resources. Landowners on either end do not want this paved.
- Traffic engineer wrote a memo/report on this street. People may think this is a through street and it is not. GPS thinks it is a street and sends people down it.
- Residents do not want a road there.
- No one seems to want this road paved
- Residents don't want it paved
- Unless property is developed

Additional Comments Received:

Written comments have been received from four individuals, owning two lots abutting Del Ray, opposing paving the road, and a verbal comment was received from an additional property owner adjacent to the road opposing paving the road. The written comments are included in the packet as well as their engineer's report on the matter.



Gropper Park Loop (.08 miles)

This road provides access to two residential properties, and surrounds Gropper Park. The photos below were taken before the sidewalks were installed along Gropper.





TIP Year: 2028 (const) Project Type: Improvement Project Cost: \$95k Funding: 100% City

Average Priority Score from Workshop: 2.3 (mid-low)

- 2nd most residents
- Property access only



H&H Avenue (.05 miles)

H&H Avenue serves 1 developed property and multiple undeveloped properties.



TIP Year: 2028 (const) Project Type: Improvement Project Cost: \$95k Funding: 100% City

Average Priority Score from Workshop: 1.8 (low)

Workshop Comment Summary:

Less Residents

• Single residence at this time

Additional Comments Received:

"I've mentioned it before, but in case I don't get to the meeting, I prefer not to have H H Ave. paved, although I'm only one voice for the street."



Holly Street (.05 miles)

Holly Street is the access to Iman Cemetery. There are undeveloped lots on the east side of the street which may have alternative access on H&H Avenue when developed.



TIP Year: 2025 (const) Project Type: Improvement Project Cost: \$95k Funding: 100% City

Average Priority Score from Workshop: 1.8 (low)

Workshop Comment Summary:

Less Residents

• Single lane-existing chip seal

Additional Comments Received:

"The Cemetery District is in favor of Holly Street being paved, preferably two lanes wide to accommodate public access to the Iman Cemetery as well as the adjoining lots."



Lakeview Road (.05 miles)

Lakeview Road provides primary access for 5 residences. Paving this currently unpaved City roadway would be the most impactful for residents on unpaved roadways.



TIP Year: 2023 (const) Project Type: Improvement Project Cost: \$95k Funding: 100% City

Average Priority Score from Workshop: 3.5 (mid)

Workshop Comment Summary:

Have more developed properties

• Most residents, most concerned



Maple Alameda (.08 miles)

There are multiple reasons Maple Alameda should be considered priority in the 6 year TIP. Tied for second longest section of unpaved roadway, at 0.08 miles, Maple Alameda is a primary access (currently) for 3 residences. It is also a secondary access for 2 residences. There are multiple buildable lots for which Maple Alameda is the primary access and property owners have indicated a desire for development. Lastly, the Catholic Church reservoir is one of the City's water reservoirs. Adequate access should be provided for this valuable and critical public asset.



TIP Year: 2028 (const) Project Type: Improvement Project Cost: \$95k Funding: 100% City

Average Priority Score from Workshop: 2.9 (mid)

Workshop Comment Summary:

Have more properties (developed)

2nd most residents



Kanaka Creek Underpass (.15 miles)

The longest of the City's gravel streets (at double the length of the next longest) is 0.15 miles. Roadway surface condition was also evaluated (compared to others) and existing geometry, as it relates to safety. The street that rose to the top as a priority for improvement was Kanaka Creek underpass (aka Cascade Avenue).

The feasibility of reconstruction and realignment of Cascade Avenue to current city standards is being evaluated, however, given the other stakeholders (BNSF and environmental regulators), both planning and construction would take considerable time and expense.

Geometric deficiencies:

- · Width (12 ft vs. 22 ft)
- · Radius (25 ft vs. 165 ft)
- · Sight Distance (210 ft req)

Current Safety Concerns:

- · Pedestrian/vehicle conflicts
- · Vehicle/vehicle conflicts
- · Vehicle/EMS conflicts



TIP Year: 2027 (const) Project Type: Improvement Project Cost: \$100k Funding: 100% City

Average Priority Score from Workshop: 4 (mid-high)

Workshop Comment Summary:

- Safety
- Needs maintenance & potholes fixed. Because of access issue should be high priority to get drivable by all vehicles.
- Safety for residents and workers to get out if railroad crossing is blocked.
- Pave only no rebuild required

Additional Comments Received:

A petition was submitted to the city and as of 6/14/22 the summarized results are on the next page. The detailed comments are included as part of the record.



SUMMARY

Total Commenters	148
Total Written Comments	114
Number of Comments saying "what"	
should happen to the road	36
Maintain/Repair	19
Grade	3
"Improve", generally	6
Mirrors at Underpass	2
Limit SR 14 Speed	2
Pave	1
Improve Underpass	2
Sign	1
Number of Comments saying "why" the	
road should remain open	71
Safety	
(including evacuation & first responders)	42
Evacuation Need	8
First Responder Access	7
Livability/Inconvenience	29



City of Stevenson

Phone (509)427-5970 FAX (509) 427-8202 7121 E Loop Road, PO Box 371 Stevenson, Washington 98648

November 17, 2022

Dear Washington Legislators,

The City of Stevenson is located along the Columbia River Gorge, 40 miles east of Vancouver. We are an interconnected region spanning two states and rely on the Bridge of the Gods to survive. It is an iconic crossing along the Pacific Crest Trail, and a legacy for our region in need of seismic retrofitting and preservation.

Let me paint a very real picture of what could happen to one of the Gorge communities if the safety issues with the Bridge of the Gods is not addressed.

After a large earthquake, rockslides and bridge collapses have closed highway 14. The Bridge of the Gods has also collapsed, leaving the Stevenson community stranded. There is no way in or out except by boat. Those injured or needing medical attention are only able to be treated by EMS stationed within the city as the routes to the hospitals are closed. The food in the grocery store has run out, the gas stations are closed and out of gas. The city's wastewater treatment plant is unable to get rid of the bio sludge, which is overflowing at the plant. Residents are not able to get to work and tourists the city relies on are not able to get to Stevenson. Businesses close, residents leave, and the city becomes a ghost town.

There are no guarantees this would happen, but God forbid it does. We deserve to do better for the public and our community. Our community pays tolls and supports the bridge with every crossing, yet the toll we would pay if the bridge failed is too much for us to bear.

When the 2017 Eagle Creek Fire blazed through the Gorge, Stevenson Fire Department assisted with evacuating the City of Cascade Locks. Evacuees were housed at the Skamania County Fairgrounds in Stevenson. The Bridge of the Gods was vital to that operation as I-84 was closed, and the community would have been stranded without it.

The Stevenson City Council strongly supports the Port of Cascade Locks request for funding for the vital seismic retrofit and preservation project for the Bridge of the Gods.

If you have any questions, please don't hesitate to call me at (509) 427-5970 x 204 or contact me via email at <u>leana@ci.stevenson.wa.us</u>.

Sincerely,

Leana Kinley City Administrator

BRIDGE OF THE GODS

CONNECTING THE COLUMBIA RIVER GORGE REGION FOR NEARLY 100 YEARS:

The **Bridge of the Gods opens** to the

The Port of Cascade Locks acquires the Bridge of the Gods

Port completes a Seismic Vulnerability Assessment & Report

The bridge is **temporarily closed for** emergency strengthening

The Port of Cascade Locks seeks bistate funding for a seismic retrofit

A VITAL BI-STATE CONNECTION:

The Bridge of the Gods is a crucial economic, recreational & lifeline connection for the region.

1 of 3 critical Columbia River Gorge bridges

1.6 million vehicles cross the Bridge of the Gods every year

\$600,000 spent on bridge maintenance by Port of Cascade Locks since 2019

The Port of Cascade Locks is asking for a total of \$12 million from its bi-state partners to complete a seismic retrofit for the Bridge of the Gods:

\$6.0 million

Oregon



million

Washington

Despite the Port of Cascade Locks' investment in proactive maintenance, the Bridge of the Gods still is vulnerable to modern day hazards & requires resiliency updates that are beyond the Port's financial capacity without help from the State.

Without additional funding, the increased frequency of weight restrictions & bridge closures will impact the region's economy.



PROFESSIONAL SERVICES CONTRACT

THIS CONTRACT is made and entered into t	his day of	, 2022 , by and
between CITY OF STEVENSON, a municipal con	poration of the State of	Washington, and
hereinafter referred to as "CITY," and Shell Engineeri	ng and Consulting, Inc, h	nereinafter referred
to as the "Contractor."		

IN CONSIDERATION of the mutual promises, agreements, and covenants contained herein, it is hereby agreed, by and between the parties, as follows:

SECTION I Nature and Scope of Work

Contractor will perform services as set forth in the attached Exhibit "A." Contractor shall make oral reports, and prepare and submit written reports, in such form and frequency as required by CITY.

SECTION II Payment for Services & Expense Reimbursement

A. PAYMENT

Contractor shall be paid by CITY, for the work to be performed hereunder, as set forth in the attached Exhibit "A." Any payment made to Contractor, however, shall not constitute acceptance of the work, or any portion thereof, which is not in accordance with this contract.

B. TRAVEL

Contractor shall be reimbursed for actual transportation costs that are necessary for the performance of this contract, and which are pre-approved by the City Administrator. Any approved air travel by Contractor shall be limited to coach class (restricted fare). Travel by private auto shall be reimbursable at a rate not to exceed the Internal Revenue Service's current mileage reimbursement rate for business related travel. If the Contractor is based outside Skamania County, any travel to and from the area shall require the prior approval of CITY's Clerk/Treasurer.

C. TRAVEL EXPENSES

Contractor shall be reimbursed for the actual reasonable subsistence costs incurred, by Contractor, while traveling in performance of the services hereunder, not to exceed State per diem rates.

Professional Services Contract Page 1 of 6

SECTION III General Terms & Conditions

A. DURATION

This contract shall commence as of the date indicated below, and shall continue until December 31, 2025 or until terminated by either party giving the other party thirty (30) days written notice of such termination. Notice shall be deemed to have been given at the end of three (3) working days, after the deposit of the same in the United States mail, addressed to the other party, postage prepaid, at the address of the parties as hereinafter stated. In the event of cancellation by either party, the notice may specify the services that are to be performed after receipt of the notice until the date of termination. Unless stated otherwise, Contractor shall perform no further services upon receipt of notice of the termination. On or before termination or expiration of the thirty (30) day period, Contractor agrees to deliver to CITY all records, notebooks, files, materials, reports, data, and other information pertaining to the services performed for CITY. In the event of termination, CITY shall pay Contractor for all contract costs incurred prior to termination. Contractor shall not be entitled to compensation for lost profits or expectations of profit due to CITY's early termination of this contract.

B. RELATIONSHIP OF THE PARTIES

Contractor is an independent contractor of CITY. Nothing contained herein shall be deemed to create a relationship of employer and employee or of principal and agent. Unless specifically restricted by this agreement, Contractor may hold itself out to the general public for the provision of similar services. Upon CITY's request, Contractor shall advise CITY of the approximate workload of its existing and new clients and the possibility of any conflicts of interest that may arise.

C. ASSIGNMENT

Contractor shall not assign any interest in this contract, and shall not transfer any such interest to any third party, without CITY's prior written consent. Any subcontract entered into by Contractor, for work covered by this agreement, shall require prior approval by CITY.

D. DISCLOSURE

Contractor agrees to keep confidential any information obtained by Contractor, or its employees, or any person under its control in the course of the services performed under this contract, and to refrain from publishing or revealing any information acquired by Contractor in the course of these services, without the written consent of CITY.

Any knowledge or information acquired or provided by the Contractor to CITY related to services performed under this contract shall not be considered confidential or

Professional Services Contract Page 2 of 6 proprietary unless such designation is approved, in writing, by CITY's City Administrator. However, regardless of the designation of information provided by the Contractor, CITY does not waive attorney-client privilege or similar protections afforded by law.

E. DISPUTES

Except as otherwise provided or agreed, any dispute relating to this contract which is not disposed of by agreement shall be decided by litigation in a court of competent jurisdiction upon the filing of a legal action by the aggrieved party. During the pendency of any dispute, Contractor shall proceed diligently with the performance of this contract. It is further agreed by Contractor that litigation shall be limited and confined exclusively to the appropriate state court located within the State of Washington. Venue shall be in Skamania County unless otherwise agreed to by CITY. This contract shall be governed in accordance with the laws of the State of Washington.

F. NONWAIVER

The failure of CITY to insist upon or enforce strict performance of any provision of this contract shall not be construed as a waiver or relinquishment to any future enforcement of such contractual term.

G. AUDIT RIGHTS/PUBLIC RECORD RETENTION

During this contract, and for six (6) years thereafter, CITY shall have the right to inspect Contractor's records pertaining to this contract and to perform an audit in accordance with generally accepted audit standards. The Contractor shall make these records available without charge to CITY. Contractor agrees to either provide CITY with a copy of all records relating to the contract, or to retain such records for the applicable public records retention period and promptly provide them to CITY in order to fulfill any public records requests submitted during the retention period. Failure to promptly provide said records shall constitute a default of this agreement and entitle CITY to attorney fees and costs to recover the records, plus require Contractor to indemnify CITY against any statutory penalties for failure to promptly comply with a lawful public records request.

H. WORK PRODUCT

All "Work Product," which shall contain, without limitation, all documentation, data, studies, surveys, drawings, maps, photographs, and any object or source code for any software developed pursuant to or in connection with this contract, as well as any copyrights, patents, trade secrets, trademarks, or other intellectual property developed for or in connection with this contract, shall be work for hire and shall be the property of CITY. Contractor does hereby transfer and assign any rights that it has in the Work Product, or that may arise out of or in connection with this contract, to CITY. CITY's rights to the Work Product shall survive termination of this contract. In the event the CITY uses the "Work Product" in the future without Contractor's involvement, CITY agrees to hold harmless, defend, and indemnify Contractor for any claims or liabilities resulting from such use.

Professional Services Contract Page 3 of 6

I. INSURANCE - HOLD HARMLESS

Contractor shall procure and maintain, during the life of this contract, the insurance policies and associated limits listed below to protect it, and any subcontractor performing work under this contract, from claims for damages from personal injury, including death resulting therefrom, as well as from claims for property damage which may arise under this contract, whether such work is performed by Contractor or by any subcontractor, or by anyone directly or indirectly employed by either of them. Upon demand, Contractor shall provide CITY with copies of all applicable insurance policies.

General Liability \$1,000,000 per claim/\$2,000,000 aggregate

Automobile Liability \$1,000,000 Worker's Compensation \$1,000,000

Professional Liability \$1,000,000 per claim/\$2,000,000 aggregate

CITY and Contractor ("Party" or "Parties") hereby agree to indemnify and hold harmless the other Party, its appointed and elective officers, and its employees, from and against any and all suits, claims, actions, losses, costs, penalties, fines, and damages of whatever kind and nature, including attorney fees and costs, by reason of any and all claims and demands on it, its officers and employees, as may be caused by the negligence or willful misconduct of the indemnitee, its agents or employees, (or anyone directly or indirectly employed or engaged by the indemnitee, including subcontractors) to perform or observe any term or condition of this contract, or for any act or inaction of the indemnitee in connection with or incident to the work covered by this contract. It is the intent of the Parties hereto that, where negligence is determined to have been contributory, principles of comparative negligence will be followed and each Party shall bear the proportionate costs of any loss, damage, expense and liability attributable to that Party's negligence.

In any and all claims against CITY by any employee of Contractor, the indemnification and hold-harmless obligation herein shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor under workers' compensation acts, disability acts, or other employee benefits acts, AND THE CONTRACTOR SPECIFICALLY AND EXPRESSLY WAIVES ANY IMMUNITY UNDER SUCH ACTS.

J. WARRANTY

Contractor agrees that services performed as specified in Exhibit "A" shall be performed in a manner consistent with the professional standards and industry practices acceptable in the trade.

K. SEVERABILITY

The invalidity or unenforceability of any provision of this contract shall not affect the other provisions hereof, and this contract shall be construed, in all respects, as if such invalid or

Professional Services Contract Page 4 of 6

unenforceable provisions were omitted.

L. HEADINGS

The headings used in sections of this contract are for convenience of reference only and are not intended to restrict, affect, or be of any weight in the interpretation or construction of the provisions of such sections of this contract.

M. CONSEQUENTIAL DAMAGES

Notwithstanding any other provision of this contract, and to the fullest extent permitted by law, neither CITY nor Contractor, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the project or to this contract in excess of insurance limits required hereunder.

N. ENTIRE AGREEMENT

Contractor and CITY understand and agree that this document constitutes the entire understanding between the parties regarding the work or services described herein, and that this contract supersedes all other prior agreements and understandings, whether oral or written. This contract shall not be modified or amended, except in writing, signed by both parties.

[Signatures appear on next page]

Professional Services Contract Page 5 of 6

IN WITNESS WHEREOF, the parties haveday of, 20	executed this contract at Stevenson, Washington, this
CITY OF STEVENSON	CONTRACTOR
By:, its Mayor	By:
	Name & Title
Approved as to form	Mailing Address
Kenneth B Woodrich, City Attorney	Telephone Number
	Federal Tax ID Number
	UBI#

Professional Services Contract Page 6 of 6



EXHIBIT A: SCOPE OF WORK CITY OF STEVENSON ON-CALL ENGINEERING SERVICES FOR DEVELOPMENT REVIEW AND ENGINEERING STANDARDS UPDATES

October 2022

DESCRIPTION

The City of Stevenson (City) desires to contract with Shell Engineering and Consulting LLC (Shell) for consulting engineering services on a 3-year master agreement for On-Call Development Review and Engineering Standards Updates.

CONTRACT DURATION:

Contract term shall be from the date contract is fully executed until December 31, 2025.

SCOPE OF WORK

TASK 1 Contract Administration

Development and management of project scope and budget.

Preparation of monthly progress reports and invoices.

Task 1 Deliverables:

Project scope and fee.

Monthly invoices with activity reports.

TASK 2.1 On-Call Development Review

This task includes reviewing pre-application submittals, attending pre-application conferences, attending in-field project site reviews, conducting engineering reviews of developers' plans and reports for conformance with city codes, providing recommended comments to City, attending pre-construction conferences, assisting with walk-through inspections of developer's constructed improvements, performing final reviews of as-builts, and recommending acceptance or rejection of developer-constructed improvements.

TASK 2.2 On-Call Engineering Assistance

Provide engineering assistance on an interim basis while the City's Public Works Director is on maternity leave.

Task 2 Deliverables:

- Participation in meetings with engineers, developers and contractors.
- Memorandums with recommended comments on development applications and developer-submitted engineering plans and reports.
- Memorandums of recommended final acceptance or rejection of developers' constructed improvements.

Task 2 Assumptions:

- An average of 3 hours per week will be required to complete Task 2.1.
- · Construction inspection is not included.
- The not-to-exceed limit for Task 2.1 is for the first year only. Contract amendments with revised not-to-exceed limits will be administered for subsequent years.
- For Task 2.2, six (6) hours per week is provided between December 1, 2022, and February 28, 2023.

TASK 3 Engineering Standards Update

This task includes oversight and project management to provide updates to the City's Engineering Design Standards (Volume 1), Construction Standards (Volume 2), Erosion Control Standards (Volume 3), and Standard Plans (also called Standard Details).

3.1 Existing Standards Review

- Work with the City and Bell Design Co. (Bell) to establish a Work Plan for the Standards update.
- Review and redline current Engineering Standards.
- Cross-reference review comments provided by Bell.

3.2 Reference Standards from Other Agencies

- Work with the City and Bell to identify approximately five (5) potential agencies whose standards can be used as reference standards.
- Compile, review and select approximately three (3) reference standards from other Agencies.

3.3 Stakeholder Committee

• Work with City and Bell to assemble and coordinate a Stakeholder Committee. The Stakeholder Committee may include City staff, developers, engineers, contractors, fire district, and other agencies.

3.4 Draft and Final Standards

- Coordinate with Bell to prepare standards updates.
- Facilitate work sessions with stakeholder committee, up to three (3) meetings.
- Provide management oversight to Bell to prepare draft and final standards for City review, planning commission review, and adoption by City Council.

3.5 Standard Plans (Details) Update

- Review existing standard plans with Bell and City staff.
- Prepare redline edits to standard plans
- Coordinate with Bell to update standard plans

Task 3 Deliverables:

- Work Plan for Engineering Standards updates.
- Stakeholder Committee Meeting Agendas and Notes.
- Draft Engineering Standards for Stakeholder Committee and City review.
- Final Draft Engineering Standards for Planning Commission review.
- Final Design Standards for City Council adoption.
- PowerPoint Presentations to Planning Commission and City Council.

Task 3 Assumptions:

- Meetings include:
 - Kick-off meeting
 - o Progress/coordination meetings with City, up to three (3)
 - o Progress/coordination meetings with Bell, up to three (3)
 - o Stakeholder Committee Meetings, up to three (3).
 - o Presentations to Planning Commission and City Council, one (1) each.
- Meetings will be held at City office. Half of the meetings will be held via teleconference or virtual meetings.
- Bell will prepare proposed standards updates for review and discussion.
- Adoption by City Council will occur within twelve (12) months.
- The need for open houses will be determined as part of the Work Plan development task. Attendance at open houses will be added by contract amendment, if required.

SHELL Engineering & Consulting LLC

Fee Estimate

City of Stevenson

On-Call Engineering Services for Development Review and Engineering Standards Update October 2022

				Shell			Total
		Hours	La	bor Cost	Ex	penses	Cost
	н	ourly Rate		\$170.00			
Task 1	Contract Administration						
	Contract Administration	8	\$	1,360	\$	-	\$ 1,360
	Monthly Invoicing	6	\$	1,020	\$	150	\$ 1,170
	Task 1 Subtotal	14	\$	2,380	\$	150	\$ 2,530
Task 2	ON-CALL DEVELOPMENT REVIEW						
	Development Review (52 weeks)	156	\$	26,520	\$	-	\$ 26,520
	Additional Hours 12/1/22 to 2/25/23	72	\$	12,240	\$	-	\$ 12,240
	Travel to meetings in Stevenson	10	\$	1,700	\$	1,000	\$ 2,700
	Task 2 Subtotal	238	\$	40,460	\$	1,000	\$ 41,460
Task 3	ENGINEERING STANDARDS UPDATE						
	Develop Work Plan	4	\$	680	\$	-	\$ 680
	Review and redline existing standards; cross-reference						
	comments from Bell	16	\$	2,720	\$	-	\$ 2,720
	Compile reference Standards from Other Agencies	8	\$	1,360	\$	-	\$ 1,360
	Assemble Stakeholder Committee	4	\$	680	\$	-	\$ 680
	Prepare and facilitate Stakeholder meetings; prepare						
	meeting notes	18		3,060	\$	-	\$ 3,060
	Review draft updates; coordinate with City and Bell,	20	\$	3,400	\$	-	\$ 3,400
	Planning Commision and City Council presentations	12	\$	2,040	\$	-	\$ 2,040
	Standard Plans Updates	20	\$	3,400	\$	-	\$ 3,400
	Travel to meetings in Stevenson	10	\$	1,700	\$	1,000	\$ 2,700
	TASK 3 Subtotal	112	\$	19,040	\$	1,000	\$ 20,040
	PROJECT TOTAL	364	\$	61,880	\$	2,150	\$ 64,030

Billing rates are updated annually September 1. Vehicle mileage will be billed at the federal rate.

PROFESSIONAL SERVICES CONTRACT

THIS CONTRACT is made and entered into this	_ day of	, 2022 , by and
between CITY OF STEVENSON, a municipal corporation	of the State of	Washington, and
hereinafter referred to as "CITY," and Harper Houf Peterson	Righellis, Inc., h	nereinafter referred
to as the "Contractor."		

IN CONSIDERATION of the mutual promises, agreements, and covenants contained herein, it is hereby agreed, by and between the parties, as follows:

SECTION I Nature and Scope of Work

Contractor will perform services as set forth in the attached Exhibit "A." Contractor shall make oral reports, and prepare and submit written reports, in such form and frequency as required by CITY.

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Professional Services Contract Page 1 of 6

SECTION III General Terms & Conditions

A. DURATION

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Professional Services Contract Page 2 of 6 proprietary unless such designation is approved, in writing, by CITY's City Administrator. However, regardless of the designation of information provided by the Contractor, CITY does not waive attorney-client privilege or similar protections afforded by law.

E. DISPUTES

Except as otherwise provided or agreed, any dispute relating to this contract which is not disposed of by agreement shall be decided by litigation in a court of competent jurisdiction upon the filing of a legal action by the aggrieved party. During the pendency of any dispute, Contractor shall proceed diligently with the performance of this contract. It is further agreed by Contractor that litigation shall be limited and confined exclusively to the appropriate state court located within the State of Washington. Venue shall be in Skamania County unless otherwise agreed to by CITY. This contract shall be governed in accordance with the laws of the State of Washington.

F. NONWAIVER

The failure of CITY to insist upon or enforce strict performance of any provision of this contract shall not be construed as a waiver or relinquishment to any future enforcement of such contractual term.

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All "Work Product," which shall contain, without limitation, all documentation, data, studies, surveys, drawings, maps, photographs, and any object or source code for any software developed pursuant to or in connection with this contract, as well as any copyrights, patents, trade secrets, trademarks, or other intellectual property developed for or in connection with this contract, shall be work for hire and shall be the property of CITY. Contractor does hereby transfer and assign any rights that it has in the Work Product, or that may arise out of or in connection with this contract, to CITY. CITY's rights to the Work Product shall survive termination of this contract. In the event the CITY uses the "Work Product" in the future without Contractor's involvement, CITY agrees to hold harmless, defend, and indemnify Contractor for any claims or liabilities resulting from such use.

Professional Services Contract Page 3 of 6

I. INSURANCE - HOLD HARMLESS

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General Liability \$1,000,000 per claim/\$2,000,000 aggregate

Automobile Liability \$1,000,000 Worker's Compensation \$1,000,000

Professional Liability \$1,000,000 per claim/\$2,000,000 aggregate

CITY and Contractor ("Party" or "Parties") hereby agree to indemnify and hold harmless the other Party, its appointed and elective officers, and its employees, from and against any and all suits, claims, actions, losses, costs, penalties, fines, and damages of whatever kind and nature, including attorney fees and costs, by reason of any and all claims and demands on it, its officers and employees, as may be caused by the negligence or willful misconduct of the indemnitee, its agents or employees, (or anyone directly or indirectly employed or engaged by the indemnitee, including subcontractors) to perform or observe any term or condition of this contract, or for any act or inaction of the indemnitee in connection with or incident to the work covered by this contract. It is the intent of the Parties hereto that, where negligence is determined to have been contributory, principles of comparative negligence will be followed and each Party shall bear the proportionate costs of any loss, damage, expense and liability attributable to that Party's negligence.

In any and all claims against CITY by any employee of Contractor, the indemnification and hold-harmless obligation herein shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor under workers' compensation acts, disability acts, or other employee benefits acts, AND THE CONTRACTOR SPECIFICALLY AND EXPRESSLY WAIVES ANY IMMUNITY UNDER SUCH ACTS.

J. WARRANTY

Contractor agrees that services performed as specified in Exhibit "A" shall be performed in a manner consistent with the professional standards and industry practices acceptable in the trade.

K. SEVERABILITY

The invalidity or unenforceability of any provision of this contract shall not affect the other provisions hereof, and this contract shall be construed, in all respects, as if such invalid or

Professional Services Contract Page 4 of 6

unenforceable provisions were omitted.

L. HEADINGS

The headings used in sections of this contract are for convenience of reference only and are not intended to restrict, affect, or be of any weight in the interpretation or construction of the provisions of such sections of this contract.

M. CONSEQUENTIAL DAMAGES

Notwithstanding any other provision of this contract, and to the fullest extent permitted by law, neither CITY nor Contractor, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the project or to this contract in excess of insurance limits required hereunder.

N. ENTIRE AGREEMENT

Contractor and CITY understand and agree that this document constitutes the entire understanding between the parties regarding the work or services described herein, and that this contract supersedes all other prior agreements and understandings, whether oral or written. This contract shall not be modified or amended, except in writing, signed by both parties.

[Signatures appear on next page]

Professional Services Contract Page 5 of 6

IN WITNESS WHEREOF, the parties haveday of	executed this contract at Stevenson, Washington, this
CITY OF STEVENSON	CONTRACTOR
By:, its Mayor	By:
	Name & Title
Approved as to form	Mailing Address
Kenneth B Woodrich, City Attorney	Telephone Number
	Federal Tax ID Number
	UBI#

Professional Services Contract Page 6 of 6

Exhibit "A" Paving Gravel Roads



PROJECT DESCRIPTION:

The City of Stevenson is paving local streets that have been identified in their Transportation Improvement Program. The project aims to improve eight roads located throughout the City. The existing conditions range from dirt paths to gravel roads and distressed asphalt pavement. The level of design services varies for each location as outlined below.

- 1. Lakeview Road Survey and Concept Alternatives
- 2. Kanaka Creek Underpass Survey and Concept Alternatives
- 3. Ash Alley Survey and Design (PS&E)
- 4. Holly Street Survey and Design (PS&E)
- 5. H&H Avenue Survey and Design (PS&E)
- 6. Maple Alameda Survey and Design (PS&E)
- 7. Del Rey Avenue Survey and Concept Alternatives
- 8. Gropper Park Loop Survey and Design (PS&E)
- 9. Rock Creek Bridge Survey and Estimate

The following outlines the Service Tasks:

TASK 1: Project Management and Administration

1.1 Project Coordination

Consultant shall coordinate with the City of Stevenson Project Manager and Agency staff as needed throughout the duration of the project.

1.2 Project Schedule and Work Plan

Consultant shall monitor the project scope, schedule and budget.

Task 1.2 Deliverables: Consultant shall provide to the City of Stevenson:

- A Project Schedule that shows appropriate milestones for the Project, including intermediate and final submittal dates for design documents and key decision points.
- Monthly updates of the Project schedule to reflect changes in the Project and track progress on work completed.

Design Services Scope of Services City of Stevenson – Paving Gravel Roads

1.3 Monthly Invoices and Progress Reports

Consultant shall prepare monthly billing invoices in a format approved by the City of Stevenson Contract Administrator. Consultant shall prepare and submit monthly invoices and progress reports to the Agency. Consultant shall provide monthly summaries and updated project schedules that reflect any changes in the project and that track progress on work completed.

Task 1.3 Deliverables: Consultant shall provide to the City of Stevenson:

 Monthly invoices that reflect the project schedule, show the budgeted cost for each task, tasks completed/percent complete, actual cost/cost to date, earned value, billable hours per person / per task, and cost of materials submitted. Assumes a 6-month project timeline.

TASK 2: Meetings

2.1 Team and Design Review Meetings

Consultant shall schedule, prepare for, attend and document up to ten (10) Team and Design Review Meetings (2 hours each) during the course of the Projects to review work-in-progress and to address and resolve Project issues as they are encountered.

Task 2.1 Deliverables: Consultant shall provide to the City of Stevenson:

- Agenda developed for each meeting with City of Stevenson Project Manager.
- Meeting minutes distributed following each Team Meeting, assumes 10 meetings with project manager and one other staff.

TASK 3: Survey Control, Right-of-Way Location and Topographic Survey

The survey limits for this project will include each street designated for roadway modeling. The survey will cover the existing roadway and extend to the limits of anticipated work. All deliverables will be prepared in AutoCAD.

Right-of-Way Location

- Research and evaluate public survey records to calculate Right of Way.
- Conduct necessary field work to recover existing monumentation.

Topographic Survey

- Research location and measure to local Skamania County datum benchmark.
- Prepare and submit One Call utility locate request to identify existing subsurface utilities on the property frontage. One Call response time may be as much as 10 business days as allowed by law.
- Cross-section streets on 25-foot intervals within limits of right of way.
- Review provided existing utility as-built drawings (as available) and plot on survey.
- Locate trees six inches diameter at breast height (DBH) or larger.
- All field work to complete a topographic survey of the area of existing site conditions including spot elevations as necessary, structures, driveways and any other visible improvements.
- Prepare topographic design base map with contours at 1-foot intervals.

Design Services Scope of Services Pa City of Stevenson – Paving Gravel Roads Horizontal Datum will be based on NAD83(2011) State Plane Washington South

Deliverables: Consultant shall provide Survey Control, Right-of-Way Location, and Topographic Survey for each site as separate tasks:

Гask 3.1	Lakeview Road Survey
Гask 3.2	Kanaka Creek Survey
Task 3.3	Ash Alley Survey
Гask 3.4	Holly Street Survey
Гask 3.5	H&H Avenue Survey
Гask 3.6	Maple Alameda Survey
Гask 3.7	Del Rey Avenue Survey
Task 3.8	Gropper Park Loop Survey
Гask 3.9	Rock Creek Bridge Survey

Task 4: Field Reconnaissance

HHPR natural resources staff will conduct a pedestrian review of 1 through 8 project locations to assess the potential for adjacent wetlands, streams, shorelines, and critical areas. For this task HHPR will:

- Conduct a brief pedestrian review of each of the eight project sites and document conditions with field notes and photographs.
- Provide an email summary of findings, including any potential resources identified and recommended next steps.

Assumptions:

- Reconnaissance at each project site will take 1 hour or less.
- No potential wetlands or streams are present at Lakeview Road, Ash Alley, Maple Alameda, Del Rey Avenue, or Gropper Park Loop project sites.

Deliverables:

Email summary of findings, resources identified, and recommendations.

TASK 5: Project Conceptual Design and Alternatives

For this task, HHPR will scope each project outlined below as separate tasks:

Task 5.1 Lakeview Road

Consultant shall consider two project alternatives at this location. First, a paving project including street improvements only. Second, a paving project with street improvements and sanitary sewer service extension.

Deliverables:

Schematic plans.

Design Services Scope of Services City of Stevenson – Paving Gravel Roads

Page | 3

- Project timelines.
- Preliminary cost estimates.

Task 5.2 Kanaka Creek Underpass

Consultant shall analyze the Kanaka Creek Underpass roadway to identify existing performance gaps. The roadway will be analyzed in accordance with current AASHTO and City of Stevenson Engineering Standards. Two project alternatives will be considered at this location. First, a surface improvement project, upgrading the road from gravel to pavement while maintaining existing geometry. Second, a rebuild project that addresses performance gaps identified in the geometric analysis.

Deliverables:

- Schematic plans.
- Project timelines.
- Preliminary cost estimates.

Task 5.3 Del Rey Avenue

Consultant shall scope a widening and paving project along Del Rey Avenue from the east end to Kanaka Creek Rd.

Deliverables:

- Schematic plans.
- Project timeline.
- Preliminary cost estimate.

TASK 6: Design (30%, 60% and 100% Bid Ready PS&E)

Consultant shall prepare plans, specifications and estimates for City review at 30%, 60% and 100% design deliverables. Plans will include the design for grading and pavement, along with associated stormwater improvements. Consultant shall coordinate with affected franchise utilities for any relocations and adjustments. Plans will also be used for utility coordination and distribution to franchise utilities.

30% PS&E Documents

- Preliminary Roadway Improvement Plan and Profiles
- Preliminary Drainage Improvement Plans
- Preliminary Details
- Preliminary Estimate
- Outline Specifications
- Utility Conflict list and distribution of plans to franchise utilities.

60% PS&E Documents

- Roadway Improvement Plan and Profiles
- Drainage Improvement Plans and Profiles
- Details
- Cost Estimate

Design Services Scope of Services P City of Stevenson – Paving Gravel Roads

- Specifications
- Utility Conflict list and distribution of plans to franchise utilities.

100% PS&E Documents

- Roadway Improvement Plan and Profiles
- Drainage Improvement Plans and Profiles
- Details
- Cost Estimate
- Specifications
- Utility Conflict list and distribution of plans to franchise utilities.

Assumptions: See Design Assumptions, pages 10-14.

Deliverables: Consultant shall provide to the City of Stevenson 30%, 60%, and 100% Bid Ready PS&E documents for each site as separate tasks:

Task 6.1 Ash Alley Design
Task 6.2 Holly Street Design
Task 6.3 H&H Avenue Design
Task 6.4 Maple Alameda Design
Task 6.5 Gropper Park Loop Design

Task 7: SEPA Compliance

For this task, HHPR will prepare a SEPA Environmental Checklist for project locations 1 through 8. The document will be based on the 60% plans or equivalent and supporting studies and reports, including the Shoreline Substantial Development Permit application, OHWM and Wetland Delineation Report, Critical Areas Report, and field surveys.

Assumptions:

- A separate SEPA Environmental Checklist will be prepared for each of the eight project sites
- Final Environmental Checklists will not exceed 25 single-sided pages of text, excluding maps and appendices.
- One round of comments by the City on the draft documents.
- Analysis will be based on the 60% design or equivalent.
- Any post-60% design changes will not change impacts or analysis for the Environmental Checklist or require revision.
- The project will not impact any federal- or state-listed species or habitat and no Biological Assessment will be required.
- A Determination of Non-Significance (DNS) or Mitigated Determination of Non-Significance (MDNS) will be issued.

Deliverables:

Design Services Scope of Services City of Stevenson – Paving Gravel Roads • SEPA Environmental Checklist (one draft and one final electronic copy for each of the eight locations)

Task 8: Critical Areas Compliance

Due to their proximity to sensitive areas or the extent of anticipated disturbance, Critical Areas compliance documentation will likely be required for the following locations:

- Kanaka Creek Underpass
- Holly Street
- H&H Avenue
- Del Rey Avenue

For this task HHPR, will prepare a Critical Areas Report for each of the four project locations. The documents will be based on the 60% plans or equivalent and supporting studies and reports, including the Shoreline Substantial Development Permit application, OHWM and Wetland Delineation Report, and field surveys.

Assumptions:

- Analysis will be based on the 60% design or equivalent.
- Any post-60% design changes will not change impacts or analysis for the Critical Areas Report or require revisions.
- Critical Areas documentation will not be required for locations other than the four listed above.
- All application and related fees will be paid by the City.
- If required, wetland and stream delineation will be addresses via a separate contingency task.
- If required, buffer mitigation will be addressed via a separate contingency task.

Deliverables:

• Critical Areas Report (one draft and one final electronic copy for each of the four project locations)

Task 9: Rock Creek Bridge Replacement Cost Estimating

Consultant shall scope the bridge replacement project at Rock Creek. HHPR will scope the civil design work, subconsultant DOWL will scope the bridge design work.

Task 9.1 Roadway & Utility Estimates

Task 9.2 Bridge Structure Estimates

Deliverables:

Roadway and Bridge Estimating

- Conceptual plans
- Preliminary cost estimate

TASK 10: Bidding and Construction Assistance

Consultant shall provide bidding and construction assistance as required by the City.

• Consultant shall address questions and verify design issues during bidding and Design Services Scope of Services Page | 6 City of Stevenson – Paving Gravel Roads

construction.

- Prepare addenda, bid tabulations and recommendations for award as required during bidding.
- Prepare responses to RFI during the construction phase. Evaluate proposed changes in contract value during the construction phase.
- Provide digital information to contractors as required.
- Review and approve submittals for alternate materials and methods.
- Visit the site on an "as-needed" basis during construction to verify quality and address contractors' questions. Assumes 2 site visits.
- Prepare a site work construction punchlist when construction is substantially complete.

Deliverables: Consultant shall provide bidding and construction assistance to the City of Stevenson for each project as separate tasks:

Task 10.1	Ash Alley Construction Assistance
Task 10.2	Holly Street Construction Assistance
Task 10.3	H&H Avenue Construction Assistance
Task 10.4	Maple Alameda Construction Assistance
Task 10.5	Gropper Park Loop Construction Assistance

<u>Task 11: Kanaka Creek Ordinary High Water Mark and Wetland Delineation</u> [Contingency]

If a rebuild and realignment of Kanaka Creek underpass is proposed, permitting and design will require delineation of the Ordinary High Water Mark (OHWM) and/or wetland along Kanaka Creek to define stream and wetland buffer boundaries.

For this task HHPR will:

- Conduct a field delineation of Kanaka Creek OHWM adjacent to the roadway, following the Washington Department of Ecology method.
- Conduct a field delineation of wetland adjacent to the roadway, if present. HHPR will
 follow the US Army Corps of Engineers 1987 Wetland Delineation Manual and 2010
 Regional Supplement: Western Mountains, Valleys and Coast Region. These are
 consistent with the requirements of the City and Washington Department of Ecology.
- Numbered pin-flags or surveyors' tape used to identify the boundaries will be located by HHPR Professional Surveyors.
- Prepare and submit an OHWM and Wetland Delineation Report based on office and field information.

Assumptions:

- Only Kanaka Creek OHWM adjacent to the roadway and up to one wetland will be delineated.
- Field work for this task can be completed in two field days by a two-person team.
- The City will arrange access to the delineation area if public access does not exist.
- Report not to exceed 15 pages including figures and photographs, but not appendix material.

Design Services Scope of Services City of Stevenson – Paving Gravel Roads

- One round of comments by City staff on the draft document.
- City, State, or other agencies do not require additional field delineation or office work for approval of the Wetland Delineation Report.
- The project will not impact wetlands or the streams.
- Surveyors will locate boundary flags as part of site survey work.

Deliverables:

• Wetland Delineation Report (one electronic draft and one electronic final copy to City).

Task 12: Rock Creek Ordinary High Water Mark and Wetland Delineation [Contingency]

A delineation of the Rock Creek OHWM and wetland delineation may be required to support a site level delineation of shoreline and buffer boundaries for the Holly Street and H & H Avenue project sites.

For this task HHPR will:

- Conduct a field delineation of the Rock Creek OHWM adjacent to the Holly Street and H
 & H Avenue project sites, following the Washington Department of Ecology method.
- Conduct a field delineation of wetlands associated with Rock Creek, if present. HHPR
 will follow the US Army Corps of Engineers 1987 Wetland Delineation Manual and 2010
 Regional Supplement: Western Mountains, Valleys and Coast Region. These are
 consistent with the requirements of the City and Washington Department of Ecology.
- Numbered pin-flags or surveyors' tape used to identify the boundaries will be located by HHPR Professional Surveyors.
- Prepare and submit an OHWM and Wetland Delineation Report based on office and field information.

Assumptions:

- Only the Rock Creek OHWM adjacent to the roadway and up to one wetland will be delineated.
- The City will arrange access to the delineation area if public access does not exist.
- Field work for both project sites can be completed in two field days by a two-person team.
- Report not to exceed 15 pages including figures and photographs, but not appendix material. One round of comments by City staff on the draft document.
- City, State, or other agencies do not require additional field delineation or office work for approval of the delineation report.
- The project will not impact wetlands or the streams.
- Surveyors will locate boundary flags as part of site survey work.

Deliverables:

• Wetland Delineation Report (one electronic draft and one electronic final copy to City).

Task 13: Shoreline Master Program Compliance [Contingency]

A Shoreline Substantial Development Permit may be required for road improvements at the Kanaka Creek Underpass, Holly Street, and/or H & H Avenue project sites.

For each project location authorized under this task HHPR will:

Design Services Scope of Services City of Stevenson – Paving Gravel Roads Page | 8

- Complete a site level delineation of the designated shoreline based on the OHWM and wetland delineation results.
- Prepare a Shoreline Substantial Development Permit application and associated JARPA form.

Assumptions:

- Each permit application will address one location. If multiple locations require a permit application, this task will be authorized separately for each location.
- Final application narrative will not exceed 30 single-sided pages of text, excluding maps and appendices. One round of comments by the City on the draft document.
- OHWM and Wetland Delineation contingency tasks will be authorized for each location requiring a site level shoreline delineation.
- The analysis will be based on the 60% design or equivalent.
- Any post-60% design changes, which is the design level to be used for this analysis, will
 not change impacts or analysis for the Shoreline Substantial Development Permit or
 require revisions.
- Any required mitigation can be accomplished on site and will not require additional field investigations. Preparation of the Mitigation Plan will be completed under a separate contingency task.
- All application and related fees will be paid by the City.
- The project will not require a Shoreline Variance.
- Critical Areas will be addressed in a separate Critical Area Report.

Deliverables:

Shoreline Substantial Development Permit application (one draft and one final electronic copy).

Task 14: Supplemental Mitigation Plan [Contingency]

If impacts are proposed to stream, wetland, or shoreline buffers, mitigation may be required. If authorized, HHPR will prepare a Mitigation Plan consisting of onsite vegetation enhancement and/or buffer averaging. The plan will include a supplemental narrative and Planting Plan to be attached to the Critical Areas Report or Shoreline Substantial Development Permit application.

Assumptions:

- The city will assist HHPR in identifying an on-site location for mitigation and/or buffer averaging.
- Mitigation requirements will be achievable onsite.
- Mitigation will not require additional field investigations.
- The Mitigation Plan will address one location. If multiple locations require mitigation, this task will be authorized separately for each site.
- Vegetation enhancement and/or buffer averaging will be acceptable mitigation to all reviewing agencies.

Deliverables:

Supplemental Mitigation Plan (one draft and one final electronic copy)

<u>Task 15: Geotechnical Investigation [Contingency]</u>

Soil sampling and infiltration testing may be necessary for the design of stormwater improvements at Holly Street and H&H Avenue. For each location authorized under this task, HHPR's subconsultant, Columbia West Engineering, will conduct field investigation and laboratory testing.

Deliverables:

 Test report and geotechnical recommendations (one electronic draft and one electronic final copy).

Design Assumptions

Fee estimation for preparation of plans, specifications, and estimates were based on the following site descriptions and assumptions.

Ash Allev

Single lane roadway that's currently paved on the west half. The east half is gravel and climbs steeply to Russell Ave. A storm manhole is located near the midpoint.

Assumptions:

- Paving will be approximately 400' long x 15' wide.
- Stormwater design per Ecology's 2019 Stormwater Management Manual for Western Washington.
- No impact to streams, wetlands, or buffers.
- No impacts to the private retaining wall to the southwest.
- No right-of-way acquisition.



Holly Street

This street provides access to Iman Cemetery. The current surface is asphalt pavement, width varies 10 - 14 ft. Topography is gently sloping, with no existing ditches.

Assumptions:

- Paving will extend to the Cemetery gate, approximately 210' long x 20' wide.
- Grass parking area will be removed.
- Stormwater design per Ecology's 2019 Stormwater Management Manual for Western Washington.
- One shallow infiltration test required.

Design Services Scope of Services City of Stevenson – Paving Gravel Roads

- No impact to streams, wetlands, or buffers.
- No right-of-way acquisition.



H&H Avenue

A dead-end road serving residential lots. The existing surface is gravel and the width varies 14-16 ft. The site is gently sloping with no existing ditches.

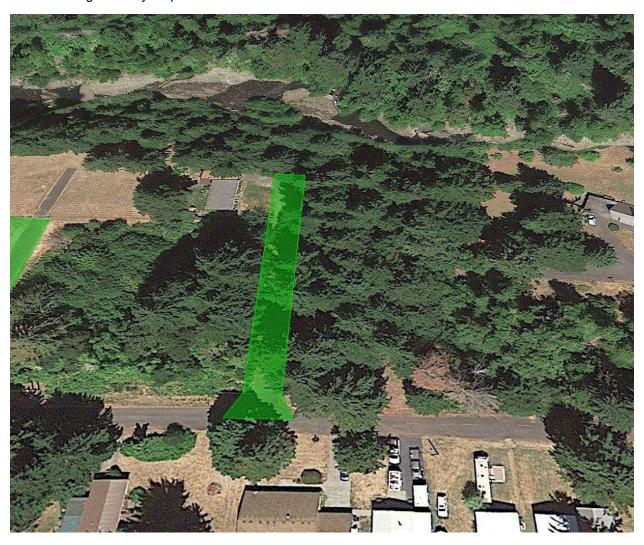
Assumptions:

Paving will be approximately 300' long x 20' wide.

Design Services Scope of Services City of Stevenson – Paving Gravel Roads

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- Stormwater design per Ecology's 2019 Stormwater Management Manual for Western Washington.
- One shallow infiltration test required.
- No impact to streams, wetlands, or buffers.
- No right-of-way acquisition.



Maple Alameda

A paved street that provides access to homes and the water reservoir. The connection to School St. is relatively steep with an abrupt transition. The road is 12' wide and climbs west to the large oak, where it

makes a 90 degree turn to the north and widens to 20' with parking and curb. There are no existing storm inlets. There is a manhole located at the 90 degree bend.

Assumptions:

- Rebuild the concrete driveway connection through the sidewalk to School St.
- Overlay existing pavement including a new entrance to the water reservoir.
- No stormwater design required per Ecology's 2019 Stormwater Management Manual for Western Washington.
- No impact to streams, wetlands, or buffers.
- No right-of-way acquisition.



Gropper Park Loop

Residential road that encircles an open space lined with trees. There is new sidewalk along Gropper Rd with 25 ft wide driveways. The current road surface is gravel. Right of way conflicts are possible, the loop appears to lie partially on school district property. There is an existing storm inlet near west entrance.

Assumptions:

- Paving will be approximately 410' long x 20' wide.
- Stormwater design per Ecology's 2019 Stormwater Management Manual for Western Washington.
- No impact to streams, wetlands, or buffers.
- No right-of-way acquisition.



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Task 5.3 Del Rey Avenue Alternatives	2	2	12	16	4																								\$ 4,399
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1788 7351 0 0 193003	1973	2096		4 2117	2204	2079	2135	2409	Stevenson
									Mueage
				-					177
September October November December Totals	August	yuty	y Jun	il May	April	March	February	January	2022 Overall



Law Total Incident Report, by Agency, Nature

Agency: Skamania County Sheriff's Dept

Nature of Incident	Total Incidents
Alarms oth than	1
Simple Assault	1
Business Establishment Alarm	3
Citizen Dispute	2
Civil Process	3
Problems with Dogs	2
Domestic Violence	2
Drug Referral	3
Found Property	1
Fraud	1
Harrass	1
Hospice	1
Illegal Burning/Permit Violat	1
Information Report	5
Intoxicated Person	1
Introduce Contraband	1
Jail Problems/Inmate Problems	1
Juvenile Problem	6
Lockout, Vehicle/Home	1
Loitering	1
Lost Property	1
Medical Emergency	21
Patrol Request	1
Reposession of property	2
Request Traffic Enforcement	1
Suspicious Person/Circumstance	2
Theft Other Property	1
Tresspassing	5
Power/Gas/Water Problems	1
Vagrancy	2
VIN Number Inspection	2
Vicious Animals	1
Total Incidents for This Agency	78

Total reported: 78

Report Includes:

All dates between '00:00:00 10/01/22' and '00:00:00 11/01/22', All agencies matching 'SCSO', All natures, All locations matching '21', All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes

273



Law Total Incident Report, by Agency, Nature

Agency: Skamania County Sheriff's Dept

Nature of Incident

Total Incidents

Harrass

1

Total Incidents for This Agency

1

Total reported: 1

Report Includes:

All dates between '00:00:00 10/01/22' and '00:00:00 11/01/22', All agencies matching 'SCSO', All natures, All locations matching '22', All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes



Total Traffic Citation Report, by Violation

Violation 46.20.342 9A.48.090 9A.56.050	Description DR W/LIC PRIV SUSP MAL MISCH 3RD DGREE THEFT III	<u>Total</u> 1 1 2	
Report Totals		4	

Report Includes:

All dates of issue between `00:00:00 10/01/22` and `00:00:00 11/01/22`, All agencies matching `SCSO`, All issuing officers, All areas matching `21`, All courts, All offense codes, All dispositions, All citation/warning types

rptrtter.r5



Total Traffic Citation Report, by Violation

T-VOTOME (CV-			
Violation	Description	<u>Total</u>	
9A.52.080	2ND DEG CRIM TRESPAS	1	
9A.84.030	DISORDERLY CONDUCT	1	

Report Totals

2

Report Includes:

All dates of issue between '00:00:00 10/01/22' and '00:00:00 11/01/22', All agencies matching 'SCSO', All issuing officers, All areas matching '22', All courts, All offense codes, All dispositions, All citation/warning types

CITY OF STEVENSON PROFESSIONAL SERVICE CONTRACT, MONTHLY REPORT & INVOICE

Contractor: Skamania County Chamber of Commerce

Reporting Period: October, 2022

Amount Due: \$ 9,166.00 Monthly Contract Amount 1,000.00 Program Management Time

9,610.91 Monthly Reimbursables

\$ 19,776.91

VISITOR STATISTICS	Stevenson Office
Walk-In Visitors:	281
Telephone Calls:	48
E-Mails:	30
Business Referrals:	995
Tracked Overnight Stays:	66
Mailings (relocation & visitor packets):	4
Chamber Website Pageviews	3,694
COS Website Pageviews	13,495

CHAMBER BUSINESS

Chamber Board Meeting: In October we held our Annual Board Retreat to review our annual membership survey and update our strategic plan.

Chamber Membership: We had 3 new member join the Chamber and 19 membership renewals in October.

Chamber E-Newsletter: The weekly e-blast, consisting of updates and announcements submitted by Chamber members, is emailed out on Thursday afternoons to over 1,300 recipients.

Facebook Pages: The Chamber manages Facebook pages for Visit Stevenson, WA, Christmas in the Gorge, Wind River Business Association as well as for the Chamber itself.

Chamber Marketing, Projects, Action Items:

- Monthly meeting with NB Marketing for progress updates on our marketing plan and to review analytics
- Placed ads
- Held Chamber Coffee Break Chamber Happy Hour was cancel by the host for an emergency
- Held Candidates Forum event
- Started planning for Government Affairs Luncheon in December
- Attended meet and greet for Association of Washington Business Manufacturing Tour stop in Stevenson
- Shared Small Business Season promo with Chamber members
- Sent monthly events to the Pioneer and Observer
- Updated seasonal photos on website
- Worked with Wind River Publishing on new photos, cover and updates to resource pages for 2023 Skamania Visitor Guide
- Sent information on proposed natural gas ban to membership
- Held Government Affairs Council meeting
- · Submitted letter of support for Library's EV grant application
- Applied for LTAC funds from City of Stevenson and Skamania County
- Met with 2 new business owners
- Created draft budget for 2023
- Attended Washington Chamber Executives Conference
- Monthly meeting with Washington Chamber Executives

County/Regional/State Meeting and Projects:

Wind River Business Association (WRBA): Serve as treasurer for WRBA – pay monthly bills, reconcile bank statements, attend monthly meetings and manage Facebook page. Applied for LTAC funds from Skamania County.

Stevenson Downtown Association (SDA): Attend monthly SDA board meeting, promotion committee meeting, holiday lighting committee meetings. Launched Sandwich Smackdown promotion!

(The projects and tasks described below are an example of services provided to the City of Stevenson through an additional contract with the Chamber to administer their promotional programs and deliverables.)

Stevenson/SBA Meetings and Projects:

- Monthly meeting with NB Marketing to review analytics and plan for action items for next month
- Placed ads with new artwork
- Updated seasonal photos on website
- · Hosted influencer for wine tour
- Attended Stevenson Waterfront Trail meeting hosted by the Port of Skamania
- Continue to promote Sandwich Smackdown, hiking and waterfalls on social media
- Updated artwork for Multnomah Falls display
- Placed ads for Christmas in the Gorge event for December. Worked with Marilyn Bolles on event poster.

2022 CITY OF STEVENSON PROMOTIONAL PROGRAMS REIMBURSABLES

P2-D1	Website	\$ 301.14
P2-D2	Social Media and Print Ad Creation	\$1,350.00
P2-D3	Boosting	\$ 100.00
P2-D5	Ad Placement	\$1,656.00
P2-D7	Promotional Items	\$1,814.10
P2-D8	FAM Tours	\$1,482.93
P2-F	Skamania Lodge Co-op Marketing	\$2,906.74
		\$9,610.91

2022 CITY OF STEVENSON PROMOTIONAL PROGRAMS MANAGEMENT TIME

Monthly flat rate for program management \$1,000.00

	2022 Budget	Current Request	Requested YTD	Remaining
Total Program Promo Expenses	\$85,000.00	\$10,610.91	\$50,975.26	\$34,024.74

October 2022 Board Report

Skamania County Housing Programs

Submitted by Curt Gray, Skamania County Housing Program Director

As an introduction to the monthly report we routinely submit, I'm including this narrative to provide additional insight. Data reported is for the month of September

 The Emergency Shelter was full and is currently undergoing some aesthetic renovation and light maintenance.

Emergency Cooling (and Smoke Relief) Shelter:

The Emergency Cooling Shelter operations were terminated on September 30 with some needed repairs to the 702 SW Rock Creek building still pending. Support, information, and outreach were provided during periods when the National Weather Service (NWS) issued Heat Advisories. However, lacking any Excessive Heat Warnings from the NWS, the cooling shelter was not activated.

Smoke from forest fires became a concern on days when the predicted and actual Air Quality Indices (AQI) increased from the usual values of approximately 20 to days where the AQI reached 99. An AQI of 151 or greater was required to trigger the opening and operation of the shelter for smoke relief. Consequently, the shelter was not activated in this capacity.

Emergency Warming Shelter:

The Emergency Warming Shelter operations for the upcoming winter season are being planned and funding sources explored. We propose that shelter operations this winter season revert to using the 702 SW Rock Creek Rd property as a physical shelter in a manner similar to our pilot program of 2020-2021.

HEN Housing:

The remaining two enrollees exited this program. However, four other households were identified and enrolled.

Permanent Supportive Housing:

This program is at capacity and projected to run over budget without other financial interventions. Budgeting for this program is challenging due to:

- Poor availability of affordable housing
- Rapidly increasing rents for this area in the last 6-9 months
- The difficulty in making budget projections with rents increasing in an unstable manner
- Inability of HUD Voucher recipients to exit PSH into other housing due to high rents and poor availability despite HUD's recent increase in allowable rent payment standards.

Washington Gorge Action Programs Skamania County Housing Programs

Oct-2022

Submitted by Curt Gray

Rental Assistance

Outputs	Sep			
Number of households served	25			
Number of individuals within those households	42			
Total Number of bed nights provided				
Housing and Essential Needs				
Outputs	Sep			

Number of individuals served with Housing/Utilities 4
Number of individuals served with Essential Needs 5
Total Number of bed nights provided 120

Permanent Support Housing

	Sep
Number of individuals obtained employment	0
Number of individuals increasing their income	0
Number of individuals retained employment for 90 days or more	0
Number of HH removed Barriers that hindered individuals in obtaining job	0
Number of HH moved into affordable permanent housing	0
Number of HH Received referral to mainstream resources	1
Number of individuals completed Life Skills meeting	1
Number of individuals denied services	0

Outputs PSHSepNumber of households served4Number of individuals within those households4

Shelter

The shelter is open to individuals and families who are homeless. They are required to look for permanent housing during their stay.

<u>Outputs</u>	Sep
Number of households served	7
Number of individuals within those households	10
Total Number of bed nights provided	258

Total Outcomes for all Programs

	Sep
Number of individuals obtained employment	1
Number of individuals increasing their income	1
Number of individuals retained employment for 90 days or more	0
Number of HH removed Barriers that hindered individuals in obtaining job	1
Number of HH moved into affordable permanent housing	1
Number of HH Received referral to mainstream resources	20
Number of individuals completed Life Skills meeting	16
Number of individuals denied services	2

Success Stories

September 2022:

- 1. One (1) emergency shelter resident obtained employment
- 2. One (1) emergency shelter resident obtained permanent housing
- 3. No COVID outbreaks in our shelters

Fund Totals

City Of Stevenson

Time: 12:47:01 Date: Page:

11/08/2022

10/01/2022 To: 10/31/2022

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 General Expense Fund	1,199,297.96	87,423.48	74,126.10	1,212,595.34	5,876.00	14,652.46	0.00	1,233,123.80
010 General Reserve Fund	334,129.40	324.65		334,454.05	0.00	0.00	0.00	334,454.05
020 Fire Reserve Fund	1,616,869.60	2,236.84		1,619,106.44	0.00	0.00	0.00	1,619,106.44
030 ARPA	447,353.00	0.00		447,353.00	0.00	0.00	0.00	447,353.00
100 Street Fund	183,217.42	73,187.72	47,516.30	208,888.84	3,251.83	749.56	0.00	212,890.23
103 Tourism Promo & Develop Fund	1,039,687.84	91,733.05	38,230.63	1,093,190.26	7,214.38	43.63	0.00	1,100,448.27
105 Affordable Housing Fund	10,134.40	947.21		11,081.61	0.00	0.00	0.00	11,081.61
300 Capital Improvement Fund	201,604.32	2,553.27		204,157.59	0.00	0.00	0.00	204,157.59
312 Columbia Ave	0.00	0.00	6,587.50	-6,587.50	0.00	0.00	0.00	-6,587.50
400 Water/Sewer Fund	2,165,110.06	200,459.18	116,426.64	2,249,142.60	20,019.77	6,199.30	-2,528.88	2,272,832.79
406 Wastewater Short Lived Asset Res. Fund	43,558.00	0.00		43,558.00	0.00	0.00	0.00	43,558.00
408 Wastewater Debt Reserve Fund	61,191.00	0.00		61,191.00	0.00	0.00	0.00	61,191.00
410 Wastewater System Upgrades	-835,141.63	870,083.43	492,583.06	-457,641.26	246,597.76	0.00	0.00	-211,043.50
500 Equipment Service Fund	152,829.98	16,850.07	12,337.02	157,343.03	522.70	761.09	0.00	158,626.82
630 Stevenson Municipal Court	0.00	289.52	289.52	0.00	0.00	0.00	0.00	0.00
	6,619,841.35	1,346,088.42	788,096.77	7,177,833.00	283,482.44	22,406.04	-2,528.88	7,481,192.60

Account Totals

City Of Stevenson

Time: 12:47:01 Date: 11/08/2022

	Damasita	\\/;thedrougala	Ending Outstanding Dec	0	A al: Dala
10/01/2	2022 To:	10/31/2022		Page:	

Cash A	accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1 10 11 12	Checking Xpress Bill Pay Cash Drawer Petty Cash	1,574,601.17 31,577.19 100.00 400.00	1,266,197.49 56,748.43 0.00 0.00	1,773,368.83 0.00 0.00 0.00	1,067,429.83 88,325.62 100.00 400.00	-1,598.67 -930.21 0.00 0.00	305,888.48 0.00 0.00 0.00	1,371,719.64 87,395.41 100.00 400.00
	Total Cash:	1,606,678.36	1,322,945.92	1,773,368.83	1,156,255.45	-2,528.88	305,888.48	1,459,615.05
Investr	ment Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
5 6	LGIP US Bank Safekeeping	3,097,698.44 1,915,464.55	1,008,414.56 0.00	0.00 0.00	4,106,113.00 1,915,464.55	0.00 0.00	0.00 0.00	4,106,113.00 1,915,464.55
	Total Investments:	5,013,162.99	1,008,414.56	0.00	6,021,577.55	0.00	0.00	6,021,577.55
		6,619,841.35	2,331,360.48	1,773,368.83	7,177,833.00	-2,528.88	305,888.48	7,481,192.60

Fund Investments By Account

10/01/2022 To: 10/31/2022

City Of Stevenson

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6,021,577.55

Fund Totals:	Previous Balance	Purchases	Interest	Total Investments	Liquidated	Ending Balance
001 000 General Expense Fund	557,894.63		1,145.63	1,145.63		559,040.26
010 000 General Reserve Fund	91,727.59	30,000.00	249.97	30,249.97		121,977.56
020 000 Fire Reserve Fund	890,191.90	90,000.00	2,012.81	92,012.81		982,204.71
100 000 Street Fund	80,000.00	90,000.00	349.09	90,349.09		170,349.09
103 000 Tourism Promo & Develop Fund	410,664.41	60,000.00	966.50	60,966.50		471,630.91
300 000 Capital Improvement Fund	92,941.33	80,000.00	355.13	80,355.13		173,296.46
400 000 Water/Sewer Fund	844,494.26	650,000.00	3,068.92	653,068.92		1,497,563.18
500 000 Equipment Service Fund	129,784.32		266.51	266.51		130,050.83
5 - LGIP	3,097,698.44	1,000,000.00	8,414.56	1,008,414.56		4,106,113.00
001 000 General Expense Fund	426,045.00					426,045.00
010 000 General Reserve Fund	211,908.38					211,908.38
020 000 Fire Reserve Fund	635,725.10					635,725.10
103 000 Tourism Promo & Develop Fund	320,417.69					320,417.69
300 000 Capital Improvement Fund	25,549.13					25,549.13
400 000 Water/Sewer Fund	285,600.57					285,600.57
500 000 Equipment Service Fund	10,218.68					10,218.68
6 - US Bank Safekeeping	1,915,464.55	0.00	0.00			1,915,464.55

8,414.56

1,008,414.56

1,000,000.00

5,013,162.99

Fund Investment Totals

City Of Stevenson

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10/01/2022 To: 10/31/2022

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Fund Totals:	Previous Balance	Purchases	Interest	Ttl Investments	Liquidated	Investment Bal	Available Cash
001 General Expense Fund	983,939.63		1,145.63	1,145.63		985,085.26	227,510.08
010 General Reserve Fund	303,635.97	30,000.00	249.97	30,249.97		333,885.94	568.11
020 Fire Reserve Fund	1,525,917.00	90,000.00	2,012.81	92,012.81		1,617,929.81	1,176.63
030 ARPA						0.00	447,353.00
100 Street Fund	80,000.00	90,000.00	349.09	90,349.09		170,349.09	38,539.75
103 Tourism Promo & Develop Fund	731,082.10	60,000.00	966.50	60,966.50		792,048.60	301,141.66
105 Affordable Housing Fund						0.00	11,081.61
300 Capital Improvement Fund	118,490.46	80,000.00	355.13	80,355.13		198,845.59	5,312.00
312 Columbia Ave						0.00	-6,587.50
400 Water/Sewer Fund	1,130,094.83	650,000.00	3,068.92	653,068.92		1,783,163.75	465,978.85
406 Wastewater Short Lived Asset Res. Fund						0.00	43,558.00
408 Wastewater Debt Reserve Fund						0.00	61,191.00
410 Wastewater System Upgrades						0.00	-457,641.26
500 Equipment Service Fund	140,003.00		266.51	266.51		140,269.51	17,073.52
	5,013,162.99	1,000,000.00	8,414.56	1,008,414.56		6,021,577.55	1,156,255.45

Ending fund balance (Page 1) - Investment balance = Available cash.

7,177,833.00

Outstanding Vouchers 10/01/2022 To: 10/31/2022

As Of: 10/31/2022 Date: 11/08/2022

City Of Stevenson

12:47:01 Page: Time: 5 Trans# Date War# Vendor Year Type Acct# Amount Memo 2022 1 2714 10/27/2022 Util Pay **Xpress Billpay** Xpress Import - CC - 10-27-2022_daily_batch.csv 136.55 Xpress Import - CC - 10-29-2022_daily_batch.csv 2022 2719 10/31/2022 Util Pay 1 **Xpress Billpay** 2022 2723 10/31/2022 Util Pay 1 **Xpress Billpay** 1,102.67 Xpress Import - CC - 10-31-2022_daily_batch.csv Receipts Outstanding: 1,598.67 2022 2718 10/31/2022 Pavroll 1 **EFT** Department of Retirement Systems 12,536.93 Pay Cycle(s) 10/01/2022 To 10/31/2022 - PERS2; Pay Cycle(s) 10/31/2022 To 10/31/2022 - DCP 2022 2686 10/31/2022 1 EFT Jeffrey P Breckel 0.00 PP 10.01.22-10.31.22 Payroll 2022 2710 10/31/2022 **Payroll** 1 HRA VEBA Trust Contributions 500.00 Pay Cycle(s) 10/01/2022 To 10/31/2022 - HRA VEBA 2022 2708 10/31/2022 Pavroll 1 Colonial Life Pay Cycle(s) 10/01/2022 To 10/31/2022 - Disability; Pay Cycle(s) 10/01/2022 To 10/31/2022 - Life Insurance 2022 2711 10/31/2022 **Payroll** 1 EFT State of WA Dept of Social & Health Serv 829.30 Pay Cycle(s) 10/01/2022 To 10/31/2022 - WA Child Support 2021 3014 12/12/2021 Payroll 1 15591 Chelsey M Farris 134.83 2021 Volunteer FF Pay 2022 1564 06/30/2022 Pavroll 1 16098 Michael D Johnson 137.86 PP 06.01.22-06.30.22 2022 1995 08/11/2022 Claims 1 16216 Skamania County Prosecutor 1,333.00 August 2022 Remittance 2022 2275 09/15/2022 1 Claims 16273 CivicPlus LLC 2,487.87 Municode Meetings Premiun Annual Renewal 2022 2439 09/30/2022 **Payroll** 1 16322 Mark W Tittle 6,382.63 Mark Tittle Final Check Adjustment to make Vacation Buyout a Cash Payment instead of VEBA Contribution and adjust out On Call pay for 9/30 2022 2533 10/12/2022 Claims 1 16345 Lyndsey Kemp 401.55 2083.2 - 451 NW VANCOUVER AVENUE 2022 10/12/2022 2536 Claims 1 16348 Munsen Paving LLC 437.95 Asphalt 2022 2547 10/12/2022 Claims 1 16359 SCSD Swimming Pool 1,359.63 1079.0 - 330 NW GROPPER ROAD 10/12/2022 2022 2558 Claims 1 16370 US Bank Safekeeping September 2022 Safekeeping Fees 2022 10/26/2022 1 16380 BOTG Kite Fest 2.891.98 2022 Kitefest Reimbursement 2656 Claims 2022 2657 10/26/2022 Claims 1 16381 Cessco, Inc. Sumbersible Sewage Pump Rental 2022 10/26/2022 1 Claims 16382 City of Hood River 5.742.09 3rd Quarter Sludge Hauling 16383 Class 5 2022 10/26/2022 288.58 November 2022 Fax Service; November 2022 Phone 2659 Claims 1 Service 2022 10/26/2022 16385 Dba Classy Glass Daniel W Bentrup 400.00 Window Cleaning 2661 Claims 2022 2662 10/26/2022 Claims 1 16386 DeVaul Publishing Legal Ad-Small Works Roster; Legal Ad-Small Works Roster; Legal Ad-TAC Proposals; Legal Ad-TAC Proposals; Legal Ad-TAC Proposals; Legal Ad-TAC Proposals; Legal Ad-Ordinance Adoption Comprehensive Plan 2022 10/26/2022 16387 Denali Water Solutions LLC 285 2663 Claims 4,861.98 September 2022 Sludge Hauling

Outstanding Vouchers 10/01/2022 To: 10/31/2022

City Of Stevenson

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Year	Trans#	Date	Туре	Acct#	War#	Vendor	Amount	Memo
2022	2664	10/26/2022	Claims	1	16388	Susan L Ebben	200.00	Boot Allowance for 2022
2022	2665	10/26/2022	Claims	1	16389	Gorge Networks Inc	95.85	November 2022 WTP Broadband
2022	2666	10/26/2022	Claims	1	16390	HD Fowler Company	4,103.55	Water/Wastewater Supplies
2022	2667	10/26/2022	Claims	1	16391	Kimball Midwest	246.70	Welding Supplies
2022	2669	10/26/2022	Claims	1	16393	PUD No 1 of Skamania County	2,499.03	September 2022 Statement; September 2022 Statement; September 2022 Statement; September 2022 Statement; September 2022 Statement
2022	2670	10/26/2022	Claims	1	16394	QCL Inc	76.00	Pre-Employment Screening-Susan Ebben
2022	2671	10/26/2022	Claims	1	16395	RADCOMP Technologies	2,563.77	September 2022 Monthly Contract
2022	2672	10/26/2022	Claims	1	16396	Stellar J Corporation	174,556.12	WWTP Progress Pay #3
2022	2674	10/26/2022	Claims	1	16398	The Kellogg Group	4,194.21	Stevenson Waterfront Festival
2022	2675	10/26/2022	Claims	1	16399	Wallis Engineering PLLC	72,564.84	WWTP Improvements Bidding & Construction; Rock Creek Stormwater Repair; WWTP Equipment Procurement; 2021 WW Collection System
2022	2676	10/26/2022	Claims	1	16400	Walter E Nelson Company	493.44	Trash Can Liners
2022	2677	10/26/2022	Claims	1	16401	Wave Broadband	361.10	October 2022 Firehall Internet; September/October 2022 WWTP Phone Service
2022	2694	10/31/2022	Payroll	1	16402	Michael D Johnson	137.86	PP 10.01.22-10.31.22
2022	2697	10/31/2022	Payroll	1	16403	Kristy A McCaskell	137.86	PP 10.01.22-10.31.22
2022	2712	10/31/2022	Payroll	1	16404	City of Stevenson	319.38	Pay Cycle(s) 10/01/2022 To 10/31/2022 - City Payback
2022	2713	10/31/2022	Payroll	1	16405	WGAP Washington Gorge Action Program	68.93	Pay Cycle(s) 10/01/2022 To 10/31/2022 - Food Bank
2022	2717	10/28/2022	Payroll	1	16406	Mark W Tittle	1,109.49	MT Seperation PERS2 W/H payout
						-	305,888.48	
2022	2720	10/31/2022	Util Pay	10		Xpress Billpay	136.55	Xpress Import - EFT - 10-29-2022_daily_batch.csv
2022	2721	10/31/2022	Util Pay	10		Xpress Billpay	2.66	Xpress Import - EFT - 10-30-2022_daily_batch.csv
2022	2724	10/31/2022	Util Pay	10		Xpress Billpay	179.89	Xpress Import - EFT - 10-31-2022_daily_batch.csv
2022	2725	10/31/2022	Util Pay	10		Xpress Billpay	464.45	Xpress Import - iPay - 10-31-2022_daily_batch.csv
2022	2726	10/31/2022	Util Pay	10		Xpress Billpay	146.66	Xpress Import - CheckFree - 10-31-2022_daily_batch
						Receipts Outstanding:	930.21	
							305 888 48	

305,888.48

Fund	Claims	Payroll	Total
001 General Expense Fund	5,876.00	14,652.46	20,528.46
100 Street Fund	3,251.83	749.56	4,001.39

Outstanding Vouchers 10/01/2022 To: 10/31/2022

City Of Stevenson

As Of: 10/31/2022 Date: 11/08/2022

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Year Trans# Date	Туре	Acct#	War# Vendor			Amount Me
Fund				Claims	Payroll	Total
103 Tourism Promo & Develop Fund				7,214.38	43.63	7,258.01
400 Water/Sewer Fund				20,019.77	6,199.30	26,219.07
410 Wastewater System	n Upgrades			246,597.76	0.00	246,597.76
500 Equipment Service Fund			522.70	761.09	1,283.79	
				283,482.44	22,406.04	305,888.48

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TREASURER'S REPORT

Signature Page

 City Of Stevenson
 Time: 12:47:01 Date: 11/08/2022

 10/01/2022 To: 10/31/2022
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We the undersigned officers for the City of Stevenson have reviewed the foregoing report and acknowledge that to the best of our knowledge this report is accurate and true:

Signed:		Signed:	
<i>C</i>	City Administrator / Date		Deputy Clerk-Treasurer / Date

City Of Stevenson Time: 15:34:45 Date: 11/09/2022

			r age.	'
001 General Expense Fund			Months:	01 To: 10
Revenues	Amt Budgeted	Revenues	Remaining	
100 Unreserved	1,047,784.22	1,047,784.22	0.00	100.0%
102 Unemployment Reserve	33,413.82	33,413.82	0.00	100.0%
104 Custodial Reserve	51,135.13	51,135.13	0.00	100.0%
308 Beginning Balances	1,132,333.17	1,132,333.17	0.00	100.0%
311 Property Tax	501,569.36	351,253.79	150,315.57	70.0%
313 Sales Tax	300,000.00	388,669.04	(88,669.04)	129.6%
316 Utility Tax	32,000.00	32,291.42	(291.42)	100.9%
317 Other Tax	16,000.00	21,284.08	(5,284.08)	133.0%
310 Taxes	849,569.36	793,498.33	56,071.03	93.4%
321 Licenses	2,900.00	4,614.16	(1,714.16)	159.1%
322 Permits	0.00	143.25	(143.25)	0.0%
320 Licenses & Permits	2,900.00	4,757.41	(1,857.41)	164.0%
330 Grants	112,758.20	92,758.20	20,000.00	82.3%
335 State Shared	11,000.00	15,574.34	(4,574.34)	141.6%
336 State Entitlements, Impact Payments & Taxe	17,499.50	19,553.27	(2,053.77)	111.7%
330 Intergovernmental Revenues	141,257.70	127,885.81	13,371.89	90.5%
341 Admin, Printing & Probation Fees	283,935.13	4,684.00	279,251.13	1.6%
342 Fire District 2	32,700.00	26,837.34	5,862.66	82.1%
345 Planning	4,500.00	15,861.36	(11,361.36)	352.5%
346 Building	0.00	0.00	0.00	0.0%
376 Parks	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services	321,135.13	47,382.70	273,752.43	14.8%
350 Fines & Penalties	12,700.00	12,284.28	415.72	96.7%
360 Interest & Other Earnings	8,000.00	11,003.86	(3,003.86)	137.5%
Fund Revenues:	2,467,895.36	2,129,145.56	338,749.80	86.3%
Expenditures	Amt Budgeted	Expenditures	Remaining	
511 Legislative	24,500.00	19,848.73	4,651.27	81.0%
512 Judical	59,950.00	41,341.52	18,608.48	69.0%
513 Executive	123,095.00	103,325.87	19,769.13	83.9%
514 Financial, Recording & Elections	126,387.17	85,057.13	41,330.04	67.3%
515 Legal Services	16,500.00	14,650.00	1,850.00	88.8%
517 Employee Benefit Programs	10,525.00	4,741.08	5,783.92	45.0%
518 Centralized Services	159,623.32	154,300.46	5,322.86	96.7%
521 Law Enforcement	213,228.07	176,150.74	37,077.33	82.6%
202 Fire Department	99,445.00	27,322.02	72,122.98	27.5%
203 Fire District 2	30,750.00	8,824.70	21,925.30	28.7%
522 Fire Control	130,195.00	36,146.72	94,048.28	27.8%
528 Dispatch Services	6,000.00	3,229.71	2,770.29	53.8%
551 Public Housing Services	92,758.20	92,758.20	0.00	100.0%
553 Conservation	500.00	443.70	56.30	88.7%
554 Environmental Services	0.00	0.00	0.00	0
550 Building & Current Planning	87,500.00	53,789.50	33,710.50	61 289
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		ivioritiis.	01 To: 10
Amt Budgeted	Expenditures	Remaining	
114,480.00 27,105.60	67,695.87 14,016.75	46,784.13 13,088.85	59.1% 51.7%
229,085.60	135,502.12	93,583.48	59.1%
10,000.00 10,000.00 150.00 500.00 54,660.00 0.00 25,000.00 1,090,688.87 33,414.00 51,135.13	0.00 6,667.00 157.82 215.35 43,652.26 (1,638.19) 0.00 0.00 0.00	10,000.00 3,333.00 (7.82) 284.65 11,007.74 1,638.19 25,000.00 1,090,688.87 33,414.00 51,135.13	0.0% 66.7% 105.2% 43.1% 79.9% 0.0% 0.0% 0.0% 0.0%
1,175,238.00	0.00	1,175,238.00	0.0%
2,467,895.36	916,550.22	1,551,345.14	37.1%
	114,480.00 27,105.60 229,085.60 10,000.00 10,000.00 150.00 500.00 54,660.00 0.00 25,000.00 1,090,688.87 33,414.00 51,135.13 1,175,238.00	114,480.00 67,695.87 27,105.60 14,016.75 229,085.60 135,502.12 10,000.00 0.00 10,000.00 6,667.00 150.00 157.82 500.00 215.35 54,660.00 43,652.26 0.00 (1,638.19) 25,000.00 0.00 1,090,688.87 0.00 33,414.00 0.00 51,135.13 0.00 1,175,238.00 0.00	114,480.00 67,695.87 46,784.13 27,105.60 14,016.75 13,088.85 229,085.60 135,502.12 93,583.48 10,000.00 0.00 10,000.00 10,000.00 6,667.00 3,333.00 150.00 157.82 (7.82) 500.00 215.35 284.65 54,660.00 43,652.26 11,007.74 0.00 (1,638.19) 1,638.19 25,000.00 0.00 25,000.00 1,090,688.87 0.00 1,090,688.87 33,414.00 0.00 33,414.00 51,135.13 0.00 51,135.13 1,175,238.00 0.00 1,551,345.14

City Of Stevenson

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			raye.	<u> </u>
010 General Reserve Fund		_	Months:	01 To: 10
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances 360 Interest & Other Earnings	326,705.62 0.00	332,314.62 2,139.43	(5,609.00) (2,139.43)	101.7% 0.0%
Fund Revenues:	326,705.62	334,454.05	(7,748.43)	102.4%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	326,705.62	0.00	326,705.62	0.0%
Fund Expenditures:	326,705.62	0.00	326,705.62	0.0%
Fund Excess/(Deficit):	0.00	334,454.05		

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			. age.	<u> </u>
020 Fire Reserve Fund		_	Months:	01 To: 10
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances 360 Interest & Other Earnings 397 Interfund Transfers	1,589,616.67 0.00 25,000.00	1,607,765.44 11,341.00 0.00	(18,148.77) (11,341.00) 25,000.00	101.1% 0.0% 0.0%
Fund Revenues:	1,614,616.67	1,619,106.44	(4,489.77)	100.3%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	1,614,616.67	0.00	1,614,616.67	0.0%
Fund Expenditures:	1,614,616.67	0.00	1,614,616.67	0.0%
Fund Excess/(Deficit):	0.00	1,619,106.44		

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			r age.	
030 ARPA			Months:	01 To: 10
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances 330 Intergovernmental Revenues	223,677.00 223,676.00	223,677.00 223,676.00	0.00 0.00	100.0% 100.0%
Fund Revenues:	447,353.00	447,353.00	0.00	100.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures 999 Ending Balance	150,000.00 297,353.00	0.00 0.00	150,000.00 297,353.00	0.0% 0.0%
Fund Expenditures:	447,353.00	0.00	447,353.00	0.0%
Fund Excess/(Deficit):	0.00	447,353.00		

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100 Street Fund		_	Months:	01 To: 10
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances	316,457.10	316,457.10	0.00	100.0%
310 Taxes	325,000.00	422,619.60	(97,619.60)	130.0%
320 Licenses & Permits	600.00	750.00	(150.00)	125.0%
330 Intergovernmental Revenues	43,340.50	35,719.86	7,620.64	82.4%
360 Interest & Other Earnings	0.00	2,256.46	(2,256.46)	0.0%
390 Other Financing Sources	0.00	543.09	(543.09)	0.0%
397 Interfund Transfers	54,820.09	24,820.09	30,000.00	45.3%
Fund Revenues:	740,217.69	803,166.20	(62,948.51)	108.5%
Expenditures	Amt Budgeted	Expenditures	Remaining	
542 Streets - Maintenance	384,450.40	325,905.12	58,545.28	84.8%
543 Streets Admin & Overhead	47,832.50	78,574.48	(30,741.98)	164.3%
544 Road & Street Operations	0.00	3,950.00	(3,950.00)	0.0%
566 Substance Abuse	0.00	177.42	(177.42)	0.0%
594 Capital Expenditures	189,072.40	158,431.13	30,641.27	83.8%
597 Interfund Transfers	50,000.00	27,239.21	22,760.79	54.5%
999 Ending Balance	68,862.39	0.00	68,862.39	0.0%
Fund Expenditures:	740,217.69	594,277.36	145,940.33	80.3%
Fund Excess/(Deficit):	0.00	208,888.84		

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103 Tourism Promo & Develop Fund		_	Months:	01 To: 10
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances 310 Taxes 360 Interest & Other Earnings	797,780.48 430,000.00 0.00	797,780.48 540,272.59 5,833.76	0.00 (110,272.59) (5,833.76)	100.0% 125.6% 0.0%
Fund Revenues:	1,227,780.48	1,343,886.83	(116,106.35)	109.5%
Expenditures	Amt Budgeted	Expenditures	Remaining	
573 Cultural & Community Activities 594 Capital Expenditures 999 Ending Balance	411,771.70 230,000.00 586,008.78	250,696.57 0.00 0.00	161,075.13 230,000.00 586,008.78	60.9% 0.0% 0.0%
Fund Expenditures:	1,227,780.48	250,696.57	977,083.91	20.4%
Fund Excess/(Deficit):	0.00	1,093,190.26		

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			Paye.	0
105 Affordable Housing Fund	<u></u>		Months:	01 To: 10
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances 310 Taxes	6,215.61 5,000.00	6,376.16 4,705.45	(160.55) 294.55	102.6% 94.1%
Fund Revenues:	11,215.61	11,081.61	134.00	98.8%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	11,215.61	0.00	11,215.61	0.0%
Fund Expenditures:	11,215.61	0.00	11,215.61	0.0%
Fund Excess/(Deficit):	0.00	11,081.61		

City Of Stevenson Time: 15:34:45 Date: 11/09/2022

			. age.	
107 HEALing SCARS Fund			Months: 0	1 To: 10
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances 360 Interest & Other Earnings	0.00 0.00	0.00 0.00	0.00 0.00	0.0% 0.0%
Fund Revenues:	0.00	0.00	0.00	0.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	0.00	0.00	0.00	0.0%
Fund Expenditures:	0.00	0.00	0.00	0.0%
Fund Excess/(Deficit):	0.00	0.00		

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			raye.	10
300 Capital Improvement Fund		_	Months:	01 To: 10
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances 310 Taxes 360 Interest & Other Earnings	107,273.57 20,000.00 0.00	151,803.99 51,165.43 1,188.17	(44,530.42) (31,165.43) (1,188.17)	141.5% 255.8% 0.0%
Fund Revenues:	127,273.57	204,157.59	(76,884.02)	160.4%
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers 999 Ending Balance	30,000.00 97,273.57	0.00 0.00	30,000.00 97,273.57	0.0% 0.0%
Fund Expenditures:	127,273.57	0.00	127,273.57	0.0%
Fund Excess/(Deficit):	0.00	204,157.59		

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			Page:	11
309 Russell Ave	<u></u>		Months:	01 To: 10
Revenues	Amt Budgeted	Revenues	Remaining	
330 Intergovernmental Revenues	24,820.09	24,820.09	0.00	100.0%
Fund Revenues:	24,820.09	24,820.09	0.00	100.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
597 Interfund Transfers	24,820.09	24,820.09	0.00	100.0%
Fund Expenditures:	24,820.09	24,820.09	0.00	100.0%
Fund Excess/(Deficit):	0.00	0.00		

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			raye.	12
311 First Street			Months: (01 To: 10
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances 330 Intergovernmental Revenues 397 Interfund Transfers	0.00 0.00 50,000.00	0.00 0.00 27,239.21	0.00 0.00 22,760.79	0.0% 0.0% 54.5%
Fund Revenues:	50,000.00	27,239.21	22,760.79	54.5%
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures 999 Ending Balance	50,000.00 0.00	27,239.21 0.00	22,760.79 0.00	54.5% 0.0%
Fund Expenditures:	50,000.00	27,239.21	22,760.79	54.5%
Fund Excess/(Deficit):	0.00	0.00		

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312 Columbia Ave			Months:	01 To: 10
Revenues	Amt Budgeted	Revenues	Remaining	
330 Intergovernmental Revenues	200,000.00	28,228.75	171,771.25	14.1%
Fund Revenues:	200,000.00	28,228.75	171,771.25	14.1%
Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures 999 Ending Balance	200,000.00	34,816.25 0.00	165,183.75 0.00	17.4% 0.0%
Fund Expenditures:	200,000.00	34,816.25	165,183.75	17.4%
Fund Excess/(Deficit):	0.00	(6,587.50)		

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01 To: 10
100.0%
100.0%
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			rage.	13
406 Wastewater Short Lived Asset Res. Fund			Months:	01 To: 10
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances 397 Interfund Transfers	43,558.00 21,779.00	43,558.00 0.00	0.00 21,779.00	100.0%
Fund Revenues:	65,337.00	43,558.00	21,779.00	66.7%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	65,337.00	0.00	65,337.00	0.0%
Fund Expenditures:	65,337.00	0.00	65,337.00	0.0%
Fund Excess/(Deficit):	0.00	43,558.00		

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			rage.	10
408 Wastewater Debt Reserve Fund	_		Months:	01 To: 10
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances 397 Interfund Transfers	61,191.00 0.00	61,191.00 0.00	0.00 0.00	100.0%
Fund Revenues:	61,191.00	61,191.00	0.00	100.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance	61,191.00	0.00	61,191.00	0.0%
Fund Expenditures:	61,191.00	0.00	61,191.00	0.0%
Fund Excess/(Deficit):	0.00	61,191.00		

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		. 490.	· · ·
		Months:	01 To: 10
Amt Budgeted	Revenues	Remaining	
0.00 1,733,656.00 8,833,414.00 100,000.00	(194,712.15) 1,314,730.33 2,138,185.93 304,004.18	194,712.15 418,925.67 6,695,228.07 (204,004.18)	0.0% 75.8% 24.2% 304.0%
10,667,070.00	3,562,208.29	7,104,861.71	33.4%
Amt Budgeted	Expenditures	Remaining	
0.00 10,667,070.00 0.00	0.00 4,019,849.55 0.00	0.00 6,647,220.45 0.00	0.0% 37.7% 0.0%
10,667,070.00	4,019,849.55	6,647,220.45	37.7%
0.00	(457,641.26)		
	0.00 1,733,656.00 8,833,414.00 100,000.00 10,667,070.00 Amt Budgeted 0.00 10,667,070.00 0.00	0.00 (194,712.15) 1,733,656.00 1,314,730.33 8,833,414.00 2,138,185.93 100,000.00 304,004.18 10,667,070.00 3,562,208.29 Amt Budgeted Expenditures 0.00 0.00 10,667,070.00 4,019,849.55 0.00 0.00 10,667,070.00 4,019,849.55	Amt BudgetedRevenuesRemaining0.00(194,712.15)194,712.151,733,656.001,314,730.33418,925.678,833,414.002,138,185.936,695,228.07100,000.00304,004.18(204,004.18)10,667,070.003,562,208.297,104,861.71Amt BudgetedExpendituresRemaining0.000.000.0010,667,070.004,019,849.556,647,220.450.000.000.0010,667,070.004,019,849.556,647,220.450.000.000.00

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500 Equipment Service Fund		_	Months:	01 To: 10
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances 340 Charges For Goods & Services 360 Interest & Other Earnings 390 Other Financing Sources	203,766.89 125,000.00 0.00 0.00	203,766.89 144,305.72 1,371.09 13,852.50	0.00 (19,305.72) (1,371.09) (13,852.50)	100.0% 115.4% 0.0% 0.0%
Fund Revenues:	328,766.89	363,296.20	(34,529.31)	110.5%
Expenditures	Amt Budgeted	Expenditures	Remaining	
548 Public Works - Centralized Services 594 Capital Expenditures 999 Ending Balance	133,408.17 150,000.00 45,358.72	97,581.12 108,372.05 0.00	35,827.05 41,627.95 45,358.72	73.1% 72.2% 0.0%
Fund Expenditures:	328,766.89	205,953.17	122,813.72	62.6%
Fund Excess/(Deficit):	0.00	157,343.03		

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			Page.	19
630 Stevenson Municipal Court			Months: 0	1 To: 10
Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances 380 Non Revenues	0.00 0.00	0.00 7,778.38	0.00 (7,778.38)	0.0% 0.0%
Fund Revenues:	0.00	7,778.38	(7,778.38)	0.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
580 Non Expeditures 999 Ending Balance	0.00 0.00	7,778.38 0.00	(7,778.38) 0.00	0.0% 0.0%
Fund Expenditures:	0.00	7,778.38	(7,778.38)	0.0%
Fund Excess/(Deficit):	0.00	0.00		

2022 BUDGET POSITION TOTALS

Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Expense Fund	2,467,895.36	2,129,145.56	86.3%	2,467,895.36	916,550.22	37%
010 General Reserve Fund	326,705.62	334,454.05	102.4%	326,705.62	0.00	0%
020 Fire Reserve Fund	1,614,616.67	1,619,106.44	100.3%	1,614,616.67	0.00	0%
030 ARPA	447,353.00	447,353.00	100.0%	447,353.00	0.00	0%
100 Street Fund	740,217.69	803,166.20	108.5%	740,217.69	594,277.36	80%
103 Tourism Promo & Develop Fund	1,227,780.48	1,343,886.83	109.5%	1,227,780.48	250,696.57	20%
105 Affordable Housing Fund	11,215.61	11,081.61	98.8%	11,215.61	0.00	0%
107 HEALing SCARS Fund	0.00	0.00	0.0%	0.00	0.00	0%
300 Capital Improvement Fund	127,273.57	204,157.59	160.4%	127,273.57	0.00	0%
309 Russell Ave	24,820.09	24,820.09	100.0%	24,820.09	24,820.09	100%
311 First Street	50,000.00	27,239.21	54.5%	50,000.00	27,239.21	54%
312 Columbia Ave	200,000.00	28,228.75	14.1%	200,000.00	34,816.25	17%
400 Water/Sewer Fund	3,696,698.94	3,835,067.92	103.7%	3,696,698.94	1,585,925.32	43%
406 Wastewater Short Lived Asset Re	s 65,337.00	43,558.00	66.7%	65,337.00	0.00	0%
408 Wastewater Debt Reserve Fund	61,191.00	61,191.00	100.0%	61,191.00	0.00	0%
410 Wastewater System Upgrades	10,667,070.00	3,562,208.29	33.4%	10,667,070.00	4,019,849.55	38%
500 Equipment Service Fund	328,766.89	363,296.20	110.5%	328,766.89	205,953.17	63%
630 Stevenson Municipal Court	0.00	7,778.38	0.0%	0.00	7,778.38	0%
	22,056,941.92	14,845,739.12	67.3%	22,056,941.92	7,667,906.12	34.8%

Contracts and/or Change Orders awarded above \$10,000 from July 16th thru November 17th

Date	Contractor	Amount	Total Contract	Description of service
10/25/202	2 Crestline Construction	10,527.68	2,029,430.27	CO #6 for the Collection System Improvement
				Project. Changes are for reconstruction of a sewer
				lateral to the building adjacent to the pump
				station. Lateral was not previously located during
				design or otherwise known to exist prior to
-				construction.
10/26/202	2 Crestline Construction	148,005.65	2,177,435.92	CO #7 for the Collection System Improvements
				Project for additional excavation due to differing
				subsurface conditions that compromised trench
				stability. Also includes additional quantity for
				temporary pavement restoration.
11/7/202	2 Stellar J, Inc.	75,681.87	10.432.017.93	CO #4 to replace two pumps and install associated
, , -	,	,	, ,-	rails and fittings. This is maintenance work that will
				be paid for by the City, not through the DOE loan.

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2654	10/26/2022	Claims	1	EFT	Kenneth B Woodrich PC	3,378.00	September 2022 Statement
2841	11/17/2022	Claims	1	EFT	Department of Revenue	6,588.20	October 2022 Taxes
2904	11/17/2022	Claims	1	EFT	Kenneth B Woodrich PC	3,774.00	October 2022 Statement
2655	10/26/2022	Claims	1	16379	Avista Utilities	63.41	October 2022 Statement
2656	10/26/2022	Claims	1	16380	BOTG Kite Fest	2,891.98	2022 Kitefest Reimbursement
2657	10/26/2022	Claims	1	16381	Cessco, Inc.	960.00	Sumbersible Sewage Pump Rental
2658	10/26/2022	Claims	1	16382	City of Hood River	5,742.09	3rd Quarter Sludge Hauling
2659	10/26/2022	Claims	1	16383	Class 5		November 2022 Fax Service; November 2022 Phone Service
2660	10/26/2022	Claims	1	16384	Columbia Gorge Excavation LLC	1,507.80	Crushed Rock
2661	10/26/2022	Claims	1	16385	Dba Classy Glass Daniel W Bentrup		Window Cleaning
2662	10/26/2022	Claims	1	16386	DeVaul Publishing	333.20	Legal Ad-Small Works Roster; Legal Ad-Small Works Roster; Legal Ad-TAC Proposals; Legal Ad-TAC Proposals; Legal Ad-TAC Proposals; Legal Ad-TAC Proposals; Legal Ad-Ordinance Adoption Comprehensive Plan
2663	10/26/2022	Claims	1	16387	Denali Water Solutions LLC	4,861.98	September 2022 Sludge Hauling
2664	10/26/2022	Claims	1	16388	Susan L Ebben	200.00	Boot Allowance for 2022
2665	10/26/2022	Claims	1	16389	Gorge Networks Inc	95.85	November 2022 WTP Broadband
2666	10/26/2022	Claims	1	16390	HD Fowler Company	4,103.55	Water/Wastewater Supplies
2667	10/26/2022	Claims	1	16391	Kimball Midwest	246.70	Welding Supplies
2668	10/26/2022	Claims	1	16392	Mary Corey	306.95	WCIA Meeting/Training - Seattle
2669	10/26/2022	Claims	1		PUD No 1 of Skamania County		September 2022 Statement; September 2022 Statement; September 2022 Statement; September 2022 Statement;
2/70	10/2//2022	Claima	1	1/204	001 1	7/ 00	September 2022 Statement
2670	10/26/2022	Claims	1	16394	QCL Inc		Pre-Employment Screening-Susan Ebben
2671	10/26/2022	Claims	1	16395	RADCOMP Technologies		September 2022 Monthly
2672	10/26/2022	Claims	1	16396	Stellar J Corporation		WWTP Progress Pay #3
2673	10/26/2022	Claims	1	16397	Tanninen Repair Service LLC		C21 Fire Apparatus Service; Engine 26 Annual Service &
2674	10/26/2022	Claims	1	16398	The Kellogg Group		Stevenson Waterfront Festival
2675	10/26/2022	Claims	1	16399	Wallis Engineering PLLC	72,564.84	WWTP Improvements Bidding & Construction; Rock Creek Stormwater Repair; WWTP Equipment Procurement; 2021 WW Collection System Upgrades
2676	10/26/2022	Claims	1	16400	Walter E Nelson Company	493.44	Trash Can Liners
2677	10/26/2022	Claims	1	16401	Wave Broadband	361.10	October 2022 Firehall Internet; September/October 2022 WWTP Phone Service
2842	11/17/2022	Claims	1	16407	A&J Select	17.64	October 2022 Statement
2843	11/17/2022	Claims	1	16408	Aramark Uniform Services	101.76	October 2022 Statement
2844	11/17/2022	Claims	1	16409	Avista Utilities	63.41	October 2022 Statement
2845	11/17/2022	Claims	1	16410	BSK Associates		October 2022 Statement; October 2022 Statement
2846	11/17/2022	Claims	1	16411	Carson Hardware	18.84	Galvenized Bushing
2847	11/17/2022	Claims	1	16412	Cashmere Valley Bank		Loan #120002019 Interest Payment; Loan Administrative Fee
2848	11/17/2022	Claims	1	16413	CenturyLink	142.81	Nov 2022 Kanaka Creek Transfer Station; November 2022 WWTP Phone Service
2849	11/17/2022	Claims	1	16414	Centurylink Comm Inc	46.05	October 2022 WWTP Long

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Trans	Date	Туре	Acct #	Chk #	Claimant	Amount	Memo
2850	11/17/2022	Claims	1	16415	City of Stevenson	2,279.56	Fire Department; City Hall; Drinking Fountain; East End Irrigation; Grange Hall Irrigation; Rock Creek Irrigation; Sewer Lift Station; WWTP; Triangle Park; West End Irrigation
2851	11/17/2022	Claims	1	16416	CivicPlus LLC	3,262.87	Administrative Support/Online Hosting 12/1/22-11/30/23; Municode Meetings Annual Renewal
2852	11/17/2022	Claims	1	16417	Clark County Auditor	7,547.18	Road Striping
2853	11/17/2022	Claims	1	16418	_	288.58	December 2022 Monthly Phone Service; December 2022 Monthly Fax Service
2854	11/17/2022	Claims	1	16419	Columbia Hardware Inc	886.50	October 2022 Statememt
2855	11/17/2022	Claims	1	16420	Columbia River Disposal	201.58	October 2022 Garbage Service
2856	11/17/2022	Claims	1	16421	Consolidated Supply Company	288.43	Red Marking Paint; Water Meter Parts
2857	11/17/2022	Claims	1	16422	Crestline Construction Company, LLC	369,403.69	2021 Collection System Improvements
2858	11/17/2022	Claims	1	16423	DeVaul Publishing	457.00	Columbia Avenue Realignment; Columbia Avenue Realignment; Job Ad-Facilities Maintenance Worker; Job Ad-Facilities Maintenance Worker; Job Ad-Facilities Maintenance Worker; Legal Ad-Public Hearing 2023
2859	11/17/2022	Claims	1	16424	Department of Ecology-Cashiering Unit	24,985.60	2023 Wastewater Operator Renewal-Gordon Rosander; WWTP Design Loan WQC-2019-StevPW-00044; Devon Groom 2023 Renewal
2860	11/17/2022	Claims	1	16425	Gator Creek Gardens	284 34	Tree and Flowers for City Hall
2861	11/17/2022	Claims	1	16426	Geotechnical Resources Inc		First St Pavement Repair Engineering Support
2862	11/17/2022	Claims	1	16427	Gorge Auto Parts Inc	1,063.90	October 2022 Statement
2863	11/17/2022	Claims	1	16428	Grainger	408.67	Lab Chair
2864	11/17/2022	Claims	1		H2Oregon	32.89	Drinking Water for WWTP; Drinking Water Dispenser for WWTP
2865	11/17/2022	Claims	1	16430	HD Fowler Company	712.33	Clamps/Copper Tubing/Romac Gaskets
2866	11/17/2022	Claims	1	16431	Hach Company, Inc	34,049.78	WWTP Lab Supplies; WWTP Lab Supplies; WWTP Lab Supplies; WWTP Lab Supplies
2867	11/17/2022	Claims	1	16432	Jerry D Davies	5,000.00	2022 Gorge Outrigger Race
2868	11/17/2022	Claims	1	16433	Kimball Midwest	133.09	Safety Gloves; Shop Parts
2869	11/17/2022	Claims	1	16434	Leana V Kinley	388.25	Reimbursement for IACC Conference
2870	11/17/2022	Claims	1	16435	Maul Foster Alongi	19,566.50	Columbia Avenue Realignment
2871	11/17/2022	Claims	1	16436	Menke Jackson Beyer LLP	1,269.75	May Family BLA2021-07
2872	11/17/2022	Claims	1	16437	Mobley Engineering dba Lancaster Mobley	12,828.00	Stevenson City Wide Traffic Study
2873	11/17/2022	Claims	1	16438	Office of State Treasurer-Cash Mgmt Di	395.07	November 2022 Remittance
2874	11/17/2022	Claims	1	16439	One Call Concepts Inc	26.75	October 2022 Statement-25 Locates

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Trans Date Type Acct # Chk # Claimant Amount Memo 8,912.84 October 2022 Statement; October 2875 11/17/2022 Claims 1 16440 PUD No 1 of Skamania County 2022 Statement; October 2022 Statement 11/17/2022 Claims 2,201.84 Base Reservior Replace Gas 2876 1 16441 Pacific Power Group LLC Shutoff Valve Claims 1 207.75 October 2022 Statement 2877 11/17/2022 16442 Petty Cash 48.47 Business Cards-Devon 11/17/2022 Claims 1 16443 Print It! Inc 2878 2879 11/17/2022 Claims 1 16444 Pumptech Inc 18,461.49 Submersible Pump & Parts 2,563.77 November 2022 Contract Claims 1 11/17/2022 16445 **RADCOMP Technologies** 2880 11/17/2022 Claims 1 110.35 October 2022 Statement 2881 16446 Ricoh USA Inc 11/17/2022 Claims 1 16447 Benjamin A Shumaker 87.00 Reimbursement for IACC 2882 Conference 11/17/2022 Claims 1 204.50 Recording Fees for Fairgrounds 2883 16448 Skamania County Auditor Lift Station Easement 2884 11/17/2022 Claims 1 16449 Skamania County Chamber of 19,776.91 October 2022 Statement Commerce 1 336.62 October 2022 Probation Fees 2885 11/17/2022 Claims 16450 Skamania County Probation 1,333.00 November 2022 Remittance Claims Skamania County Prosecutor 11/17/2022 1 16451 2886 Claims 1,200.00 September 2022 Jail Services 2887 11/17/2022 1 16452 Skamania County Sheriff 11/17/2022 Claims 1 16453 Skamania County Treasurer 3,500.00 Fairgrounds Lift Station Easement 2888 2889 11/17/2022 Claims 1 16454 Skamania County Treasurer 52.25 RE Excise Tax Affidavit 11/17/2022 Claims 1 16455 Skamania County Treasurer 18,508.30 November 2022 Remittance; 2890 November 2022 Remittance 1,262.50 Stevenson SMP Public Access Plan 11/17/2022 Claims 1 2891 16456 The Watershed Company Claims 1,642.97 October 2022 Statement 2892 11/17/2022 1 16457 **Timothy Charles Shell** Claims 1 16458 US Bank Safekeeping 30.00 October 2022 US Bank 2893 11/17/2022 Safekeeping Fees 2894 11/17/2022 Claims 1 16459 **US Bank Voyager Fleet Systems** 3.786.63 October 2022 Statement 2895 11/17/2022 Claims 1 16460 US Bank 5.323.27 October 2022 FD Credit Card Statement; October 2022 Card #1 Credit Card Statement; October 2022 Card #2 Credit Card Statement 1,070.02 PULSAtron Pump for WWTP; 11/17/2022 Claims 1 **USA Bluebook** 2896 16461 WWTP Lab Supplies 2897 11/17/2022 Claims 1 16462 Verizon Wireless 1,282.94 October Cell Phone Charges and purchase of 3 iPads 2898 11/17/2022 Claims 1 16463 Wallis Engineering PLLC 104,282.88 2021 Collection Sys Improvements; WWTP Equipment; WWTP Construction Phase Services 211.15 November 2022 WWTP Phone Wave Broadband 2899 11/17/2022 Claims 1 16464 Service: November 2022 Firehall Internet 2900 11/17/2022 Claims 1 16465 X-Fest NW 1,000.00 X-Fest 2022 TAC Expenses Claims 107.50 Electronic Pages Update 2905 11/17/2022 1 16466 CivicPlus LLC 001 General Expense Fund 43,885.63 100 Street Fund 32,477.12 103 Tourism Promo & Develop Fund 33,119.48 311 First Street 1,712.50 312 Columbia Ave 19,566.50 400 Water/Sewer Fund 94,256.60 410 Wastewater System Upgrades 753,057.84 500 Equipment Service Fund 5,744.20 400.89 630 Stevenson Municipal Court Claims: 984,220.76 984,220.76

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Trans Date Type Acct # Chk # Claimant Amount Memo

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Stevenson, and that I am authorized to authenticate and certify to said claim.

Clerk Treasurer:	_ Date:
Claims Vouchers Reviewed By:	
Signed:	-
Signed:	-
Signed:	-

Auditing Committee (Councilmembers or Mayor)