



GRANITE FALLS WASHINGTON

GATEWAY TO THE MOUNTAIN LOOP

City of Granite Falls
215 S. Granite Avenue / P.O. Box 1440
Granite Falls, Washington 98252

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DIAL-IN CONTACT PHONE NUMBER: (US) +1(253) 215-8782 MEETING ID: 837 5617 6179

The Granite Falls City Council will hold an in-person and online meeting in the Civic Center at 7:00 PM on June 7, 2023. Please use the phone number above for joining the meeting by telephone. You can also join by computer by clicking the Zoom meeting link: <https://us06web.zoom.us/j/83756176179>. Comments are encouraged and may be e-mailed to the city clerk in advance of the meeting, given in person, by telephone or computer connection.

CITY COUNCIL MEETING

JUNE 7, 2023

7:00 PM

AGENDA

1. CALL TO ORDER
2. FLAG SALUTE
3. ROLL CALL
4. CONSENT AGENDA
 - A. AB 052-2023 Approval of May 18, 2023 through June 7, 2023 claims checks #413405 through 413446 and One EFT totaling \$331,741.97
 - B. AB 053-2023 Approval of May 1, 2023 through May 15, 2023 payroll claims consisting of Twenty EFT's totaling \$64,372.67
5. STAFF REPORTS
6. PUBLIC COMMENTS/RECOGNITION OF VISITORS-NON ACTION ITEMS
(Speakers must sign up prior to the meeting. Individual comments will be limited to three minutes. Group comments shall be limited to five minutes.)
7. NEW BUSINESS
 - A. AB 054-2023 Consideration of Construction Management / Contract Supplement 1 for the Galena Street Extension Project
 - B. AB 055-2023 Consideration of Approval of Resolution # 2023-04 authorizing the delivery of funds to closing, and authorizing the City Manager to sign all closing documents for the City to acquire the property
 - C. AB 056-2023 Consideration of Approval of Amendment #1 for Wastewater Treatment Plant Design services with Gray and Osborne, Inc

D. AB 057-2023 Consideration of Adopting Ordinance 1041-2023 An Ordinance of the City of Granite Falls, Washington, Relating to the 2023 City Budget; and Amending Ordinance No. 1035-2022 Adopting the 2023 Budget to Adjust Revenue Estimates and Appropriations for Funds as Included on Exhibit 'A'.

- 8. CURRENT BUSINESS**
- 9. MAYOR'S COMMENTS (5 minutes)**
- 10. COUNCIL COMMENTS (15 minutes)**
- 11. CITY MANAGER (5 minutes)**
- 12. ADJOURNMENT**

The City of Granite Falls strives to provide access and services to all members of the public.

**Notice - All proceedings of this meeting are sound recorded
Except Executive Sessions.**



GRANITE FALLS WASHINGTON
GATEWAY TO THE MOUNTAIN LOOP

Agenda Bill # 052-2023

CITY COUNCIL AGENDA BILL

Subject:

AB 052-2023 Approval of May 18, 2023 through June 7, 2023 claims checks #413405 through 413446 and One EFT totaling \$331,741.97

Meeting Date: Wednesday, June 7, 2023

Date Submitted: June 2, 2023

Originating Department: City Treasurer

Action Required:

Approval of consent agenda

Clearances:

☐ Mayor

☐ Police

☐ Public Works

☐ Attorney

Exhibits:

☐ Engineering

☐ Planning

☒ Other: City Manager & Deputy City Manager

Budgeted Amount:

001 Current Expense = \$216,724.53

101 Streets = \$197.17

303 Cif/Streets = \$3,120.16

401 Water = \$56,382.96

402 Cif/Water = \$3,425.25

403 Sewer = \$44,232.55

404 Cif/Sewer = \$1,041.60

405 Storm Drainage = \$5,597.98

630 Trust Agency = \$1,019.77

Summary Statement:

Claims are for May 18, 2023 through June 7, 2023.

Background:**Recommended Motion:**

- 1) Motion to accept the claims as presented. This can be accomplished as part of the motion to approve the consent agenda.
- 2) Motion to amend the claims and approve the {state change} claims as amended.



CITY COUNCIL AGENDA BILL

Subject:

AB 053-2023 Approval of May 1, 2023 through May 15, 2023 payroll claims consisting of Twenty EFT's totaling \$64,372.67

Meeting Date: Wednesday, June 7, 2023

Date Submitted: May 13, 2023

Originating Department: City Treasurer

Action Required:

Approval of consent agenda

Clearances:

☐ Mayor

☐ Police

☐ Public Works

☐ Attorney

Exhibits:

☐ Engineering

☐ Planning

☒ Other: City Manager & Deputy City Manager

Budgeted Amount:

001 Current Expense = \$26,753.25

101 Streets = \$5,897.56

401 Water = \$10,457.48

403 Sewer = \$18,369.69

405 Storm Drainage = \$2,894.69

Summary Statement:

Payroll is from May 1, 2023 through May 15, 2023.

Background:

Recommended Motion:

- 1) Motion to accept the claims as presented. This can be accomplished as part of the motion to approve the consent agenda.
- 2) Motion to amend the payroll [state change] and approve the payroll as amended.



GRANITE FALLS WASHINGTON
GATEWAY TO THE MOUNTAIN LOOP

Agenda Bill # _____

CITY COUNCIL AGENDA BILL

Subject:

Passport Services - Dashboard May 31, 2023

Meeting Date: Wednesday, June 7, 2023

Date Submitted: June 1, 2023

Originating Department: City Treasurer

Action Required:

None

Clearances:

☒ Mayor

☒ Police

☒ Public Works

☒ Attorney

Exhibits:

[Passport Services Dashboard through May 31, 2023](#)

☒ Engineering

☒ Planning

☒ Other: Passports

Budgeted Amount:

Summary Statement:

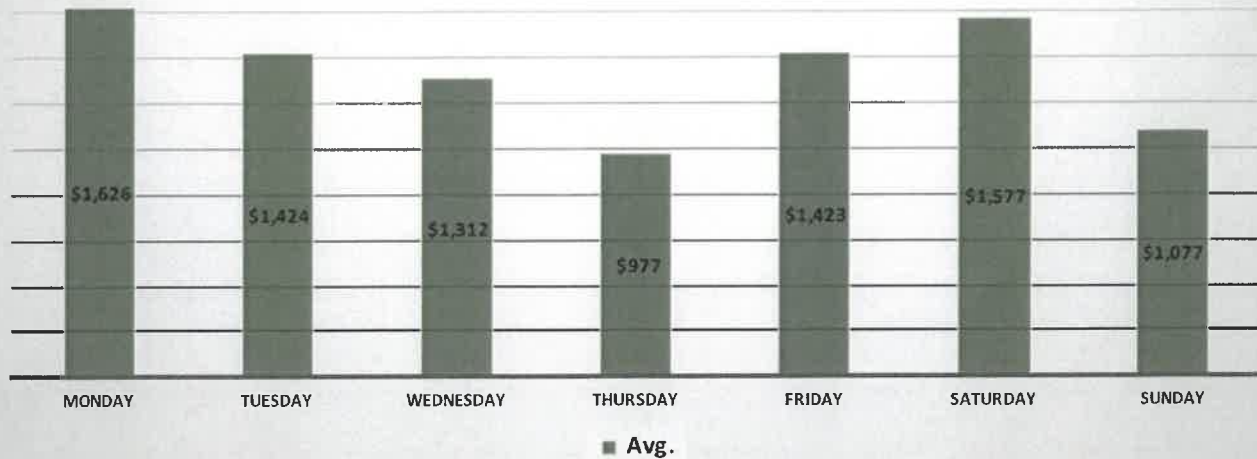
Updated Passport Services Dashboard through May 31, 2023

Background:

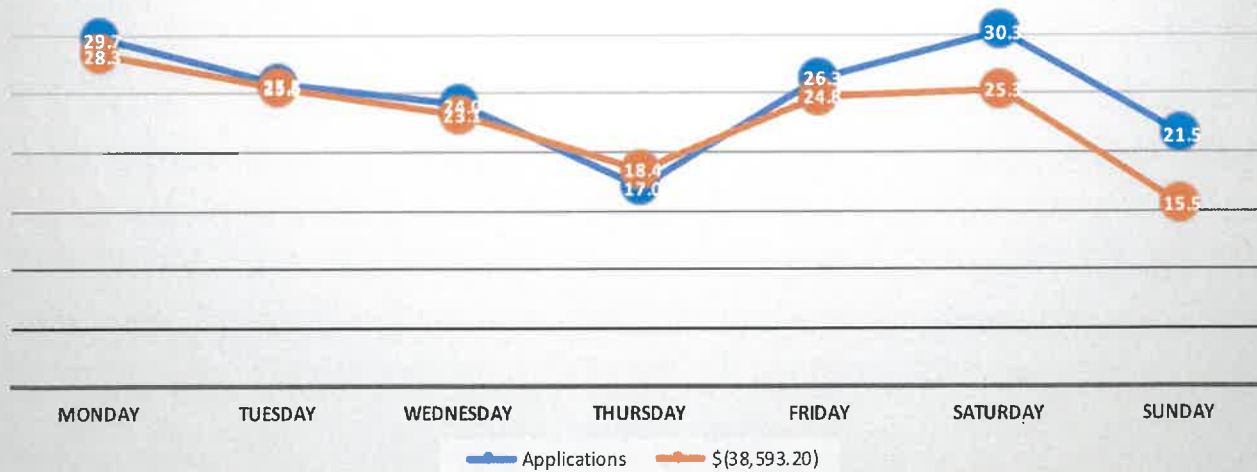
Recommended Motion:

As of May 31, 2023

30-day Statistics By Day



30-day Application & Photo Processing By Weekday



	Revenue since 6-6-2022	Revenue YTD 2023	Gross Margin YTD 2023
Total Revenue (since 6-6-2022)	\$ 460,958.35	\$ 277,102.35	\$ 113,390.35
30-day Annualized Revenue Trend	\$ 669,816.94		40.9%
	Gross Margin	% Sales	
Total Gross Margin (since 6-6-2022)	\$ 172,719.20	37.5%	
30-day Annual Projected Gross Margin	\$ 271,690.89	40.6%	
	# Processed	Last 30 day Avg. per day	Break Even
Total Passport Applications Processed	8,799	25.1	22.1
Total Passport Photos Taken	7,436	23.2	18.7



Agenda Bill # NA

CITY COUNCIL AGENDA BILL

Subject:

Staff Report - Finance

Meeting Date: Wednesday, June 7, 2023

Date Submitted: June 2, 2023

Originating Department: City Treasurer

Action Required:

None

Clearances:

☒ Mayor

☒ Police

☒ Public Works

☒ Attorney

Exhibits:

[May 2023 Budget Position Report](#)

[Dashboard - Storm F - May 2023](#)

[Dashboard - SF - May 2023](#)

[Dashboard - WF - May 2023](#)

[Dashboard - StF - May 2023](#)

[Dashboard - GF - May 2023](#)

☒ Engineering

☒ Planning

☒ Other: Finance

Budgeted Amount:

See Attached

Summary Statement:

May 2023 Year-to-Date Financial Results

Background:

Recommended Motion:

None

2023 YEAR TO DATE TOTALS

City Of Granite Falls

Time: 10:17:44 Date: 06/02/2023

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001 Current Expense

01/01/2023 To: 12/31/2023

REVENUES

308 Beginning Balances

308 91 13 00	Beginning Cash & Investment	4,258,094.01
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308 Beginning Balances	4,258,094.01
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310 Taxes

311 10 00 00	General Property Tax	285,931.13
313 11 00 00	Local Retail Sales & Use Tax	296,675.38
313 71 00 00	Local Criminal Justice	46,495.75
316 40 01 00	Utility Tax - Water Fund	81,259.30
316 40 02 00	Utility Tax - Sewer Fund	146,883.23
316 40 03 00	Utility Tax - Electric	92,156.02
316 40 04 00	Utility Tax - Gas	54,350.20
316 40 05 00	Utility Tax - Phone	17,083.29
337 00 00 00	Excise Tax-Private Harvest	5.77

310 Taxes	1,020,840.07
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320 Licenses & Permits

321 91 01 00	Franchise Fees - Garbage (7%)	29,443.06
321 91 02 00	Franchise Fees - Cable (5%)	30,166.21
321 99 00 00	Business Licenses	10,563.75
322 10 00 00	Building Permits	6,949.00
322 10 01 00	Plumbing Permits	754.70
322 10 02 00	Mechanical Permits	1,505.00
322 10 03 00	Grading Permits	3,269.00
322 30 00 00	Animal Licenses	33.00
322 90 00 00	Concealed Pistol Licenses	36.00
322 90 01 00	Peddler's License	100.00
322 91 58 00	Land Use Permits	750.00
322 91 58 01	Sign Permits	300.00
322 91 58 02	Special Event Permit	50.00

320 Licenses & Permits	83,919.72
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330 Intergovernmental Revenues

334 03 10 00	SMP Grant - DOE	0.00
335 00 91 00	PUD Privilege Tax	0.00
336 00 98 00	City-County Assistance	69.41
336 06 21 00	Criminal Justice - Pop	822.96
336 06 26 00	Criminal Justice - Special Prog.	2,911.37
336 06 42 00	Marijuana Excise Tax	6,345.04
336 06 51 00	DUI - Cities	11.50

2023 YEAR TO DATE TOTALS

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001 Current Expense

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REVENUES**330 Intergovernmental Revenues**

336 06 94 00	Liquor / Beer Excise Tax	16,490.57
336 06 95 00	Liquor Control Board Profits	8,992.82
337 00 00 06	ILA with SNOCO FD 17 for Accounting Services	19,475.73
330 Intergovernmental Revenues		55,119.40

340 Charges For Goods And Services

341 81 00 01	Records & Copy Services	405.00
341 99 00 00	Passport & Naturalization Fee	189,730.35
341 99 00 01	Passport Photo Fees	89,115.60
342 10 21 00	Fingerprinting	229.75
345 81 00 00	Plan / Engr Land Use Review Fees	0.00
345 83 00 00	Plan Check Fees	4,312.99
340 Charges For Goods And Services		283,793.69

350 Fines And Penalties

353 10 00 00	Traffic Violations	1,263.00
353 10 01 00	District Court Fines	1,692.37
359 00 49 00	NSF Check Fees	0.00
350 Fines And Penalties		2,955.37

360 Interest And Other Earnings

361 11 01 00	Interest - Investments	72,879.05
361 40 00 00	Interest - Local Sales Tax	763.23
361 40 01 00	Interest - Property Tax	787.81
362 00 00 00	Lease And Rentals	0.00
369 91 00 00	Other Misc. Revenues	1,522.49
360 Interest And Other Earnings		75,952.58

380 Non Revenues

382 30 01 02	Land Use Deposits Passthrough	20.00
382 30 01 03	Permit Engineering Passthrough	0.00
380 Non Revenues		20.00

Fund Revenues:**5,780,694.84****EXPENDITURES**

511 Legislative

2023 YEAR TO DATE TOTALS

City Of Granite Falls

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001 Current Expense

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EXPENDITURES

511 Legislative

511 30 41 00	Official Publication Services	583.08
511 60 10 00	Salaries - Council	7,020.00
511 60 20 00	Benefits - Council	537.03
511 60 31 00	Office / Operating Supplies	89.92
511 60 43 00	Travel	519.54
511 60 49 00	Training	589.59
511 70 41 00	Prof. Svs-Lobby Consultant	1,000.00
511 Legislative		10,339.16

512 Judicial

512 50 41 00	Cascade District Court	2,698.81
512 60 10 00	Salaries & Wages	5,513.36
512 60 20 00	Benefits	1,972.13
512 Judicial		10,184.30

513 Executive

513 10 10 01	Salaries-City Manager	26,121.00
513 10 20 01	Benefits-City Manager	7,483.19
513 10 42 00	Communications - Executive	265.75
513 10 43 00	Travel	0.00
513 10 43 01	Mileage Reimbursement	136.24
513 10 49 00	Training	260.93
513 10 49 02	Prof. Membership Fees	390.00
513 Executive		34,657.11

514 Financial And Recording

514 20 11 00	Passport Salaries & Wages	101,903.26
514 20 20 00	Passport Benefits	53,506.00
514 23 41 03	Software License And Support	751.84
000		156,161.10
514 23 10 00	Salaries & Wages	21,175.74
514 23 20 00	Benefits	6,499.12
514 23 31 00	Office / Operating Supplies - Passports	3,254.64
514 23 41 00	Professional Services - Passports	8,816.68
514 23 41 01	Professional Services - Audit	2,316.17
514 23 41 02	Professional Services - Finance	306.59
514 23 42 00	Communications - Treasurer	265.75
514 23 49 00	Membership Fees - Treasurer	75.00

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001 Current Expense

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EXPENDITURES**514 Financial And Recording**

514 23 49 01	Bank Charges	3,666.31
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023 Financial Services	46,376.00
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514 25 10 00	Salaries & Wages - Clerk	28,290.86
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514 25 20 00	Benefits - Clerk	10,701.99
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514 25 31 00	Office / Operating Supplies - Clerk	241.33
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514 25 41 00	Professional Services - Misc.	97.60
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514 25 41 02	Professional Services - Publishing	102.56
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514 25 42 00	Communications - Clerk	265.75
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514 25 43 00	Travel - Clerk	369.90
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514 25 43 01	Mileage Reimbursement - Clerk	320.30
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514 25 49 00	Professional Membership Fees - Clerk	100.00
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514 25 49 01	Professional Service - Recording Fees	0.00
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514 25 49 02	Other Operating Expense - Clerk	0.00
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514 25 49 05	Training / Staff Development - Clerk	1,200.00
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025 Records Services	41,690.29
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514 40 41 00	Election Costs	0.00
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040 Election Services	0.00
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514 90 41 00	Voter Registration Costs	5,711.62
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090 Voter Services	5,711.62
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514 Financial And Recording	249,939.01
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515 Legal Services

515 41 41 00	Legal Services - Criminal Prosecution	6,115.69
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515 41 41 02	Legal Services - Civil	16,251.81
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515 93 41 01	Legal Services - Criminal Defense	896.00
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515 Legal Services	23,263.50
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517 Other Admin

517 20 20 00	Health Insurance - LEOFF I	3,472.36
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517 Other Admin	3,472.36
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518 Central Services

518 20 44 00	Taxes/Assessments	1,680.00
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518 30 10 00	Salaries & Wages	7,002.11
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518 30 20 00	Benefits	3,163.10
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001 Current Expense

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EXPENDITURES

518 Central Services

518 30 31 00	Office / Operating Supplies - City Hall	6,249.02
518 30 31 99	COVID-19 Expenses	0.00
518 30 35 00	Small Tools And Minor Equipment	2,392.50
518 30 41 00	Professional Services - Misc	2,114.17
518 30 41 01	Professional Svcs-Custodial	3,293.68
518 30 41 02	Professional Services-Copier	1,420.98
518 30 42 00	Communication	1,159.17
518 30 42 01	Postage	14,329.89
518 30 46 00	Insurance - City Hall	40,872.75
518 30 47 00	City Utilities - Water - City Hall	2,362.52
518 30 47 03	PUD - Old City Hall	2,276.14
518 30 47 04	PUD - Decorative Street Lighting	632.95
518 30 47 05	PUD - New City Hall/Civic Ctr	6,105.20
518 30 48 00	Bldg. Repairs & Maint-City Hall	4,285.10
518 30 49 00	Annual Agency Membership Fees	5,405.00
518 86 41 00	Professional Services - IT	2,586.31
518 90 49 00	Miscellaneous	25.00

518 Central Services 107,355.59

521 Law Enforcement

521 10 46 00	Insurance	16,349.10
010 Administration		16,349.10
521 20 31 01	Operating Supplies	117.59
521 20 35 00	Small Tools & Equipment	0.00
521 20 41 00	Professional Services-Misc	676.05
521 20 41 01	Intergovt-Sheriff Contract	187,644.50
521 20 41 03	Intergovt-Animal Services	500.00
521 20 41 04	Intergovt-WSP Services	0.00
020 Police Operations		188,938.14
521 30 41 01	Drug Task Force Contribution	0.00
521 30 49 00	Crime Prevention	0.00
030 Crime Prevention		0.00
521 40 49 01	Training / Staff Development	0.00
040 Training		0.00
521 50 41 01	Professional Svcs-Custodial	1,823.98
521 50 47 00	PUD	2,524.99
521 50 47 01	City Utilities - Water	1,106.50

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001 Current Expense

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EXPENDITURES

521 Law Enforcement

521 50 48 03 Building Repairs & Maintenance 2,808.50

050 Facilities 8,263.97

521 Law Enforcement 213,551.21

522 Fire Control

522 10 44 00 Forest Land Assessment 83.16

010 Administration 83.16

522 30 41 00 Arson Interlocal 1,288.00

030 Fire Prevention & Investigatio 1,288.00

522 Fire Control 1,371.16

523 Jail Costs

523 60 41 00 Jails 31,509.01

523 Jail Costs 31,509.01

524 Protective Inspections

524 20 41 00 Prof. Svcs - Building Inspections 3,600.00

524 20 49 00 Miscellaneous 845.00

524 Protective Inspections 4,445.00

525 Emergency Services

525 60 41 00 Emergency Services 3,257.00

525 Emergency Services 3,257.00

528 Comm/Alarms/Dispatch

522 20 41 00 800 MHZ Capital Assessment 0.00

528 00 42 01 SnoPac Dispatch 26,735.40

060 Operations - Contracted Servic 26,735.40

528 Comm/Alarms/Dispatch 26,735.40

553 Conservation

553 70 41 00 Pollution Control 3,062.00

2023 YEAR TO DATE TOTALS

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001 Current Expense

01/01/2023 To: 12/31/2023

EXPENDITURES

553 Conservation

553 Conservation 3,062.00

557 Community Services

557 30 41 01 Sno.County Tourism - Annual Fee 0.00

557 30 41 02 Historical Society - Annual Fee 750.00

557 Community Services 750.00

558 Planning & Community Devel

558 50 10 00 Salaries & Wages-Permits 79,588.99

558 50 20 00 Personnel Benefits-Permits 28,863.93

558 50 41 01 Prof. Svcs - Plan Review 5,453.21

558 60 31 00 Office Supplies-Planning 29.51

558 60 31 02 Operating Supplies 0.00

558 60 41 00 Planning Consultant 7,337.50

558 60 41 01 Prof. Svcs-Special Projects 2,450.00

558 60 41 02 Advertising 0.00

558 60 41 03 Professional Services - Engineer 2,766.89

558 60 41 04 Prof. Svcs-Plan/Code Enforc 0.00

558 60 43 01 Planning Mileage Reimbursement 0.00

558 60 49 01 Training & Conferences 0.00

558 60 49 04 Housing Committee-annual Fee 1,890.00

558 Planning & Community Devel 128,380.03

560 Social Services

562 00 41 00 Public Health -Intgov't Svcs 0.00

566 66 41 00 Alcoholism 330.02

569 69 41 00 Aging/Disability Svcs - Senior Center 750.00

560 Social Services 1,080.02

573 Cultural & Community Activities

573 90 41 00 Community Events 0.00

573 Cultural & Community Activities 0.00

576 Park Facilities

576 80 10 00 Salaries & Wages 32,949.25

576 80 20 00 Benefits 13,981.83

576 80 31 03 Operating Supplies 491.81

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001 Current Expense

01/01/2023 To: 12/31/2023

EXPENDITURES

576 Park Facilities

576 80 32 00	Fuel	755.04
576 80 35 00	Small Tools/Minor Equip.	130.72
576 80 41 00	Prof. Svcs- DOC Inmates	324.35
576 80 47 00	PUD-Utilities-Frank Mason Park	923.81
576 80 47 01	City Utilities - Water	1,959.42
576 80 47 02	PUD Electrical-Jack Webb	718.32
576 80 48 00	Repairs & Maintenance	868.61
576 Park Facilities		53,103.16

580 Non Expenditures

582 30 00 00	Payroll Clearing Account	(1,236.57)
582 30 00 01	Developer Costs Passthrough	2,784.98
582 30 00 04	Engineering Costs Passthrough	0.00
580 Non Expenditures		1,548.41

591 Redemption Of Debt

591 59 70 00	City Hall/Civic Ctr: Principal	0.00
592 18 80 00	Interest/Tax City Copier Lease	105.60
592 59 80 00	City Hall/Civic Ctr Interest	32,248.00
591 Redemption Of Debt		32,353.60

594 Capital Expenses

591 18 70 00	City Hall Copier Lease	1,173.00
591 18 70 01	Postage Meter Lease-City	308.71
594 18 64 01	Machinery & Equipment-City	0.00
594 76 63 00	Park Improvements	0.00
594 76 64 01	Parks Mach & Equip	0.00
594 76 64 02	Mach/Equipment-Vehicle	0.00
594 Capital Expenses		1,481.71

597 Interfund Transfers

597 00 11 00	Transfer to Water Fund	105,180.17
597 00 15 00	Operating Trf to Sewer Fund (403)	183,256.61
597 Interfund Transfers		288,436.78

999 Ending Balance

508 91 13 00	Ending Cash & Investments	0.00
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001 Current Expense

01/01/2023 To: 12/31/2023

EXPENDITURES

999 Ending Balance

999 Ending Balance 0.00

Fund Expenditures: 1,230,275.52

Excess/Deficit: 4,550,419.32

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101 Streets

01/01/2023 To: 12/31/2023

REVENUES

308 Beginning Balances

308 51 12 00	Estimated Beginning Balance	369,707.49
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308 Beginning Balances	369,707.49
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310 Taxes

311 10 01 00	Real & Personal Property Taxes	50,458.43
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317 60 00 00	Vehicle Fees TBD	33,859.20
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310 Taxes	84,317.63
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320 Licenses & Permits

322 40 00 00	Street & Curb Right-of-Way Permits	3,230.00
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320 Licenses & Permits	3,230.00
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330 Intergovernmental Revenues

336 00 71 00	Multimodal Transportation	1,527.21
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336 00 87 00	Fuel Tax	32,908.96
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330 Intergovernmental Revenues	34,436.17
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340 Charges For Goods And Services

345 89 00 01	Other Planning And Development - Inspections	250.00
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340 Charges For Goods And Services	250.00
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360 Interest And Other Earnings

361 11 02 00	Investment Interest	5,955.83
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369 91 01 00	Miscellaneous Revenue	460.00
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360 Interest And Other Earnings	6,415.83
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398 Insurance Recovery

395 20 00 01	Insurance Recovery	1,000.00
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398 Insurance Recovery	1,000.00
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Fund Revenues:

499,357.12

EXPENDITURES

542 Streets - Maintenance

542 30 10 00	Salaries & Wages	52,937.67
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2023 YEAR TO DATE TOTALS

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101 Streets

01/01/2023 To: 12/31/2023

EXPENDITURES**542 Streets - Maintenance**

542 30 20 00	Benefits	21,958.51
542 30 21 00	Uniforms & Clothing	145.53
542 30 31 00	Office Supplies	30.66
542 30 31 01	Operating Supplies	1,550.44
542 30 32 00	Fuel	1,341.32
542 30 35 00	Small Tool & Equipment	486.37
542 30 41 09	Prof. Svcs-Asphalt/Potholes	0.00
542 30 41 11	Prof. Svcs-Street Light Repairs	1,074.16
542 30 45 00	Equipment Rentals & Leases	0.00
542 30 48 00	Repairs & Maintenance	7,526.95
542 61 48 00	Sidewalks Repairs & Maintenance	0.00
542 63 47 00	PUD - Street Lighting	13,410.94
542 64 41 05	Professional Services - Street Striping	0.00
542 64 48 00	Traffic Control Devices	5,025.12
542 66 48 00	Snow & Ice Control	0.00
542 70 41 06	Prof. Svcs - Shoulder / Brush Mower	0.00

542 Streets - Maintenance	105,487.67
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543 Streets Admin & Overhead

543 10 41 01	Professional Services - Other (BIAS)	2,621.60
543 10 41 02	Prof Svcs - DOC Inmates	325.63
543 10 43 01	Training / Staff Development	0.00
543 30 42 00	Communications	453.02
543 30 46 00	Insurance	20,436.37
543 30 49 01	Membership Fees	0.00
543 30 49 02	Miscellaneous-damages	869.71
543 50 48 01	Vehicle / Fleet Maintenance	1,631.97

543 Streets Admin & Overhead	26,338.30
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544 Road & Street Operations

544 70 49 00	Miscellaneous	0.00
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544 Road & Street Operations	0.00
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999 Ending Balance

508 51 12 00	Ending Cash & Investments	0.00
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999 Ending Balance	0.00
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Fund Expenditures:**131,825.97**

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101 Streets

01/01/2023 To: 12/31/2023

Excess/Deficit: 367,531.15

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102 Park Impact Fees

01/01/2023 To: 12/31/2023

REVENUES

308 Beginning Balances

308 31 01 00 Beginning Cash & Investments 48,193.03

308 Beginning Balances 48,193.03

360 Interest And Other Earnings

361 11 00 01 Investment Interest 674.04

360 Interest And Other Earnings 674.04

Fund Revenues:

48,867.07

EXPENDITURES

999 Ending Balance

508 31 01 00 Ending Balance 0.00

999 Ending Balance 0.00

Fund Expenditures:

0.00

Excess/Deficit:

48,867.07

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303 Cif / Streets

01/01/2023 To: 12/31/2023

REVENUES

308 Beginning Balances

308 51 09 00	Beginning Cash & Investment	1,167,901.36
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308 Beginning Balances	1,167,901.36
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330 Intergovernmental Revenues

334 03 80 11	TIB Grant - Galena Street Extension - 6-P-820(010)-1	0.00
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334 03 80 13	TIB Grant - 2-P-820(008)-1 N Alder Ave Overlay, Stanly St to Alpine S	0.00
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334 03 80 14	TIB Grant - P-P-820(P05)-1 W Stanly St Sidewalk, Jordan Rd to Prospect Ave	0.00
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330 Intergovernmental Revenues	0.00
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340 Charges For Goods And Services

345 84 01 00	Mitigation 60% Developer.	0.00
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345 84 02 00	Mitigation 60% Cemex	6,864.73
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345 84 05 00	Mitigation 60% Lake Industries	6,198.78
--------------	--------------------------------	----------

340 Charges For Goods And Services	13,063.51
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360 Interest And Other Earnings

361 11 04 00	Investment Interest	20,753.55
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360 Interest And Other Earnings	20,753.55
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Fund Revenues:

1,201,718.42

EXPENDITURES

544 Road & Street Operations

544 20 41 07	Professional Services - Engineering	0.00
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544 Road & Street Operations	0.00
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594 Capital Expenses

595 10 41 03	Galena Extension - Design	38,924.62
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595 30 63 16	TIB Grant - Galena Street Extension - 6-P-820(010)-1	2,611.92
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595 30 63 18	TIB Grant - 2-P-820(008)-1 N Alder Ave Overlay, Stanly ST to Alpine St	6,490.21
--------------	--	----------

595 30 63 19	TIB Grant P-P-820(P05)-1 W Stanley St Sidewalk, Jordan Rd to Prospect Ave	0.00
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594 Capital Expenses	48,026.75
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303 Cif / Streets

01/01/2023 To: 12/31/2023

EXPENDITURES

595 Capital Improvements

595 20 61 00 Land Acquisition - Galena Ext. 659.40

595 Capital Improvements 659.40

999 Ending Balance

508 51 09 00 Ending Cash & Investment 0.00

999 Ending Balance 0.00

Fund Expenditures: 48,686.15

Excess/Deficit: 1,153,032.27

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304 Cif / Arterial/alternate Route

01/01/2023 To: 12/31/2023

REVENUES

308 Beginning Balances

308 31 02 00	Beginning Cash & Investment	57,644.83
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308 Beginning Balances	57,644.83
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340 Charges For Goods And Services

345 84 00 01	Mitigation 40% Developer	0.00
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345 84 00 02	Mitigation 40% Cemex	4,576.49
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345 84 00 05	Mitigation 40% Lake Industries	4,132.51
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340 Charges For Goods And Services	8,709.00
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360 Interest And Other Earnings

361 11 05 00	Investment Interest	856.76
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360 Interest And Other Earnings	856.76
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Fund Revenues:

67,210.59

EXPENDITURES

595 Capital Improvements

595 30 63 00	City Share Snohomish Cty	0.00
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595 Capital Improvements	0.00
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999 Ending Balance

508 31 02 00	Ending Cash & Investment	0.00
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999 Ending Balance	0.00
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Fund Expenditures:

0.00

Excess/Deficit:

67,210.59

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305 Capital Improvement

01/01/2023 To: 12/31/2023

REVENUES

308 Beginning Balances

308 51 11 00 Beginning Cash & Investment 34,971.10

308 Beginning Balances 34,971.10

330 Intergovernmental Revenues

337 00 00 05 SnoCo DCNR REET 2 - Frank Mason Park Improvements 0.00

330 Intergovernmental Revenues 0.00

360 Interest And Other Earnings

361 11 06 00 Investment Interest 483.01

360 Interest And Other Earnings 483.01

Fund Revenues:

35,454.11

EXPENDITURES

594 Capital Expenses

594 59 62 08 Capital Expenditures/Expenses - PW Pole Building 0.00

594 76 63 05 Park Improvements - Frank Mason Park - SnoCo DCNR REET 2 11,122.21

594 Capital Expenses 11,122.21

999 Ending Balance

508 51 11 00 Ending Cash & Investments 0.00

999 Ending Balance 0.00

Fund Expenditures:

11,122.21

Excess/Deficit:

24,331.90

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306 REET Capital Improvement

01/01/2023 To: 12/31/2023

REVENUES

308 Beginning Balances

308 31 03 00	Beginning Cash & Investment	672,578.74
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308 Beginning Balances	672,578.74
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310 Taxes

318 34 00 01	Real Estate Excise Tax-1st 1/2%	47,619.79
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318 35 00 01	Real Estate Excise Tax-2nd 1/2%	47,619.78
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310 Taxes	95,239.57
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360 Interest And Other Earnings

361 11 00 06	Investment Interest	10,814.09
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360 Interest And Other Earnings	10,814.09
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Fund Revenues:

778,632.40

EXPENDITURES

594 Capital Expenses

594 59 61 11	Capital Land Acquisition - REET 2 - Park Land (Christ's Community Church	1,000.00
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594 Capital Expenses	1,000.00
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999 Ending Balance

508 31 03 00	Ending Cash & Investment	0.00
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999 Ending Balance	0.00
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Fund Expenditures:

1,000.00

Excess/Deficit:

777,632.40

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401 Water

01/01/2023 To: 12/31/2023

REVENUES

308 Beginning Balances

308 51 08 00	Beginning Cash & Investment	631,433.96
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308 Beginning Balances	631,433.96
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340 Charges For Goods And Services

343 40 00 00	Water Sales	414,043.54
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343 40 01 00	Installations	0.00
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343 40 02 00	Reconnect Fees	1,425.00
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345 89 00 02	Other Planning And Development - Inspections	600.00
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340 Charges For Goods And Services	416,068.54
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350 Fines And Penalties

359 34 04 01	Late Fees	7,882.50
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350 Fines And Penalties	7,882.50
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360 Interest And Other Earnings

361 11 07 00	Investment Interest	9,419.01
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360 Interest And Other Earnings	9,419.01
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397 Interfund Transfers

397 34 64 00	Transfer from the General Fund	105,180.17
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397 Interfund Transfers	105,180.17
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Fund Revenues:

1,169,984.18

EXPENDITURES

534 Water Utilities

534 00 10 00	Salaries & Wages	93,764.03
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534 00 20 00	Benefits	35,825.53
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534 00 21 00	Uniforms & Clothing	145.53
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534 00 31 00	Office Supplies	293.83
--------------	-----------------	--------

534 00 31 01	Operating Supplies	125.52
--------------	--------------------	--------

534 00 31 03	Utility Billing Supplies	0.00
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534 00 32 00	Fuel	558.91
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534 00 35 00	Small Tools / Minor Equipment	7.63
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534 00 41 00	Professional Services - Engineer	0.00
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534 00 41 01	Professional Services - Lab	1,458.00
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534 00 41 03	Prof Svcs - DOC Inmates	610.03
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401 Water

01/01/2023 To: 12/31/2023

EXPENDITURES

534 Water Utilities

534 00 41 04	Professional Services - Audit	704.87
534 00 41 05	Prof. Svcs - Rate Study	862.50
534 00 41 06	Professional Services - Misc.	4,630.74
534 00 41 07	Utility Locate Fees	47.22
534 00 41 09	Prof. Svcs - Utility Billing	1,361.35
534 00 41 10	Software License And Support	1,187.86
534 00 42 00	Communications	718.82
534 00 42 01	Intergovernmental - PUD Water	170,400.04
534 00 42 02	Utility Billing Postage	1,584.98
534 00 44 00	Intergovernmental - DOR Excise Tax	20,271.45
534 00 44 02	Utility Tax To Current Expense	81,259.30
534 00 46 00	Insurance	11,444.37
534 00 47 00	Utility Service - PUD (electricity)	4,886.24
534 00 48 00	Repairs & Maintenance	8,371.85
534 00 48 01	Equipment Maintenance	37.04
534 00 49 01	Permits & Fees	2,466.50
534 00 49 02	Membership Fees	0.00
534 00 49 03	Service Charges	4,937.80
534 00 49 05	Training / Staff Development	400.00

534 Water Utilities 448,361.94

591 Redemption Of Debt

591 34 70 00	Sno County PWAF Principal	0.00
592 34 81 00	Sno County PWAF Interest	0.00

591 Redemption Of Debt 0.00

999 Ending Balance

508 51 08 00	Ending Cash & Investments	0.00
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999 Ending Balance 0.00

Fund Expenditures: 448,361.94

Excess/Deficit: 721,622.24

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402 Cif / Water

01/01/2023 To: 12/31/2023

REVENUES

308 Beginning Balances

308 51 02 00 Beginning Cash & Investment 1,642,229.37

308 Beginning Balances 1,642,229.37

340 Charges For Goods And Services

343 40 00 01 CIF Water Sales 19,271.01

340 Charges For Goods And Services 19,271.01

360 Interest And Other Earnings

361 11 08 00 Investment Interest 28,467.06

360 Interest And Other Earnings 28,467.06

Fund Revenues:

1,689,967.44

EXPENDITURES

534 Water Utilities

534 20 42 02 General Facilities Charge - PUD 54,675.00

534 20 44 01 Intergovernmental - DOR Excise Tax 951.03

534 Water Utilities 55,626.03

594 Capital Expenses

594 34 63 13 Water Main Replace - N Alder 4,589.11

594 34 64 04 Meter Replacement Program 0.00

594 38 65 02 Capital Expenditures/Expenses - PW Pole Building 0.00

594 Capital Expenses 4,589.11

999 Ending Balance

508 51 02 00 Ending Cash & Investment 0.00

999 Ending Balance 0.00

Fund Expenditures:

60,215.14

Excess/Deficit:

1,629,752.30

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403 Sewer

01/01/2023 To: 12/31/2023

REVENUES

308 Beginning Balances

308 51 03 00	Beginning Cash & Investment	1,373,114.74
308 Beginning Balances		1,373,114.74

340 Charges For Goods And Services

343 50 00 00	Sewer Charge	744,344.96
343 50 00 01	Sewer Overage Charge	6,327.16
345 89 00 03	Other Planning And Development - Inspections	400.00
340 Charges For Goods And Services		751,072.12

350 Fines And Penalties

359 35 04 03	Late Fees	1,995.00
350 Fines And Penalties		1,995.00

360 Interest And Other Earnings

361 11 09 00	Investment Interest	24,943.68
360 Interest And Other Earnings		24,943.68

397 Interfund Transfers

397 35 64 00	Transfer from General Fund	183,256.61
397 Interfund Transfers		183,256.61

Fund Revenues:

2,334,382.15

EXPENDITURES

535 Sewer Utilities

535 00 10 00	Salaries & Wages	179,457.53
535 00 20 00	Benefits	68,194.77
535 00 21 00	Uniforms & Clothing	138.82
535 00 31 00	Office / Operating Supplies	2,801.67
535 00 31 02	Process Control / Composting	31,013.65
535 00 31 03	Lab Supplies	3,093.89
535 00 31 04	Operating Supplies-Chemicals	6,278.76
535 00 32 00	Fuel	3,041.83
535 00 32 01	Fuel - Lift Station	0.00
535 00 35 00	Small Tools & Minor Equipment	1,221.69
535 00 41 00	Professional Services - Engineer	0.00
535 00 41 01	Professional Services - Misc.	3,621.09

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403 Sewer

01/01/2023 To: 12/31/2023

EXPENDITURES**535 Sewer Utilities**

535 00 41 02	Professional Services Audit	704.88
535 00 41 06	Utility Locate Fees	47.25
535 00 41 07	Sampling Requirements	1,937.90
535 00 41 08	Prof. Svcs - Utility Billing	1,361.36
535 00 41 09	Prof Svcs - DOC Inmates	401.21
535 00 41 10	Software License And Support	671.67
535 00 42 00	Communications	2,901.11
535 00 42 01	Utility Billing Postage	1,584.98
535 00 43 00	Travel	0.00
535 00 43 02	Mileage Reimbursement	252.72
535 00 44 00	Intergovernmental - DOR Excise Tax	11,418.75
535 00 44 01	Utility Tax Current Exp Fund	146,886.23
535 00 46 00	Insurance	53,952.03
535 00 47 00	WWTP Electrical	13,003.78
535 00 47 01	PUD - Lift Station	2,623.93
535 00 47 02	Utilities - Lift Station	1,280.07
535 00 47 03	WWTP Water	3,473.39
535 00 47 04	Maintenance - Sludge Hauling	29,041.09
535 00 48 00	Repairs & Maintenance - Treatment Plant	12,958.43
535 00 48 01	Repairs & Maintenance - Collection	17.45
535 00 48 02	Repairs & Maintenance - Lift Station	1,022.66
535 00 48 03	Equipment Maintenance	5,841.10
535 00 49 00	Professional Services - Rate Study	862.50
535 00 49 01	Permits And Fees	4,556.99
535 00 49 02	Membership Fees	0.00
535 00 49 03	Service Charges	4,937.78
535 00 49 05	Training / Staff Development	1,090.60
535 00 49 06	Filing/record Liens	0.00

535 Sewer Utilities 601,693.56

591 Redemption Of Debt

591 35 78 02	Loan Payment-PWTF Electrical	47,647.37
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591 Redemption Of Debt 47,647.37

592 Interest & Other Debt Costs

592 35 83 02	PWTF 2013 Loan Interest	2,382.37
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592 Interest & Other Debt Costs 2,382.37

594 Capital Expenses

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403 Sewer 01/01/2023 To: 12/31/2023
EXPENDITURES

594 Capital Expenses
594 35 64 02 Cap Exp - Lab Equipment 0.00
594 Capital Expenses 0.00

999 Ending Balance
508 51 03 00 Ending Cash & Investment 0.00
999 Ending Balance 0.00

Fund Expenditures: 651,723.30
Excess/Deficit: 1,682,658.85

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404 Cif / Sewer

01/01/2023 To: 12/31/2023

REVENUES

308 Beginning Balances

308 51 04 00	Beginning Cash & Investment	3,280,290.15
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308 Beginning Balances	3,280,290.15
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360 Interest And Other Earnings

361 11 10 00	Investment Interest	54,342.63
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360 Interest And Other Earnings	54,342.63
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390 Other Financing Sources

391 80 35 01	DOE Loan Proceeds	0.00
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390 Other Financing Sources	0.00
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Fund Revenues:

3,334,632.78

EXPENDITURES

594 Capital Expenses

594 35 63 10	Capital Expenditures/Expenses - WWTP Design	501,839.18
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594 35 63 12	Capital Expenditures/Expenses - Treatment Plant Lift Station Upgrades	2,345.77
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594 35 63 14	Capital Expenditures/Expenses - PW Pole Building	0.00
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594 35 63 15	Capital Expenditures/Expenses - WWTP 2023	0.00
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594 Capital Expenses	504,184.95
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999 Ending Balance

508 51 04 00	Ending Cash & Investment	0.00
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999 Ending Balance	0.00
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Fund Expenditures:

504,184.95

Excess/Deficit:

2,830,447.83

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405 Storm Drainage

01/01/2023 To: 12/31/2023

REVENUES

308 Beginning Balances

308 51 05 00	Beginning Cash & Investment	784,159.43
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308 Beginning Balances	784,159.43
------------------------	------------

330 Intergovernmental Revenues

334 03 10 06	Dept of Ecology WQSWCAP-2123-raFal-00207	0.00
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330 Intergovernmental Revenues	0.00
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340 Charges For Goods And Services

343 11 00 00	Storm Drainage Fees	114,825.00
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345 89 00 04	Other Planning And Development - Inspections	250.00
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340 Charges For Goods And Services	115,075.00
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360 Interest And Other Earnings

361 11 11 00	Investment Interest	11,895.61
--------------	---------------------	-----------

360 Interest And Other Earnings	11,895.61
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Fund Revenues:

911,130.04

EXPENDITURES

531 Storm Drainage Utilities

531 00 10 00	Salaries & Wages	25,786.96
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531 00 20 00	Benefits	9,755.06
--------------	----------	----------

531 00 21 00	Uniforms & Gear	145.52
--------------	-----------------	--------

531 00 31 01	Operating Supplies	381.06
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531 00 31 02	Office Supplies	145.62
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531 00 32 00	Fuel	908.87
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531 00 35 00	Small Tools & Minor Equipment	234.41
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531 00 41 01	Professional Services - Audit	109.27
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531 00 41 04	Professional Services - Misc.	7,033.03
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531 00 41 05	Utility Locate Fees	47.21
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531 00 41 06	Professional Services - Lab	150.00
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531 00 41 08	Prof Svcs - Software	456.86
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531 00 41 09	Prof Svcs - Doc Inmates	338.20
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531 00 42 00	Communications	452.99
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531 00 42 01	Intergovt Prof Svcs-Tax Billing	0.00
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531 00 44 00	Intergovernmental - DOR Excise Tax	3,581.51
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531 00 45 00	Equipment Rental & Lease	356.71
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531 00 46 00	Insurance	20,436.38
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405 Storm Drainage

01/01/2023 To: 12/31/2023

EXPENDITURES

531 Storm Drainage Utilities

531 00 48 01	Vehicle/Fleet Maintenance	234.48
531 00 48 02	Repairs & Maintenance	124.32
531 00 49 00	Annual Permit Fees	0.00
531 00 49 01	Training / Staff Development	1,119.97
531 00 49 03	Membership Fees	0.00
531 42 41 00	Professional Services-Enginer	384.11
531 43 41 01	Prof Svcs-Software Consulting	0.00
531 43 47 00	Water - Decant	1,190.59
531 43 47 02	Electrical Decant	802.26

531 Storm Drainage Utilities 74,175.39

594 Capital Expenses

594 31 64 00	Capital Expend. - Mach/Equip.	0.00
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594 Capital Expenses 0.00

999 Ending Balance

508 51 05 00	Ending Cash & Investment	0.00
--------------	--------------------------	------

999 Ending Balance 0.00

Fund Expenditures:

74,175.39

Excess/Deficit:

836,954.65

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406 Cif / Storm Drainage

01/01/2023 To: 12/31/2023

REVENUES

308 Beginning Balances

308 51 06 00 Beginning Cash & Investment 366,045.98

308 Beginning Balances 366,045.98

360 Interest And Other Earnings

361 11 12 00 Investment Interest 5,108.95

360 Interest And Other Earnings 5,108.95

Fund Revenues:

371,154.93

EXPENDITURES

594 Capital Expenses

594 59 62 09 Capital Expenditures/Expenses - PW Pole Building 0.00

594 Capital Expenses 0.00

999 Ending Balance

508 51 06 00 Ending Cash & Investment 0.00

999 Ending Balance 0.00

Fund Expenditures:

0.00

Excess/Deficit:

371,154.93

407 Solid Waste

01/01/2023 To: 12/31/2023

REVENUES

308 Beginning Balances

308 51 07 00 Beginning Cash & Investment

89,279.48

308 Beginning Balances

89,279.48

360 Interest And Other Earnings

361 11 13 00 Investment Interest

1,557.37

360 Interest And Other Earnings

1,557.37

Fund Revenues:

90,836.85

EXPENDITURES

999 Ending Balance

508 51 07 00 Ending Cash & Investment

0.00

999 Ending Balance

0.00

Fund Expenditures:

0.00

Excess/Deficit:

90,836.85

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630 Trust Agency

01/01/2023 To: 12/31/2023

REVENUES**308 Beginning Balances**

308 31 00 00	Estimated Beginning Balance	26,752.47
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308 Beginning Balances	26,752.47
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380 Non Revenues

386 30 01 01	Court Remittances-District	1,853.59
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386 30 02 02	Court Remittances-GFTVB	466.00
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389 30 03 03	State Building Fee Charges	332.00
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389 40 01 01	Fire Inspections Passthrough	0.00
--------------	------------------------------	------

389 40 02 02	Firearms Licenses	5,594.25
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380 Non Revenues	8,245.84
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Fund Revenues:**34,998.31****EXPENDITURES****580 Non Expenditures**

586 30 02 03	Crime Victims Fees	19.99
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586 30 03 04	State Court Fees	1,385.39
--------------	------------------	----------

589 30 00 01	State Building Code Surcharges	292.00
--------------	--------------------------------	--------

589 30 01 02	Firearms Licenses	2,607.75
--------------	-------------------	----------

589 40 01 02	Fire Inspection Costs Passthrough	0.00
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580 Non Expenditures	4,305.13
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999 Ending Balance

508 31 00 00	Ending Balance	0.00
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999 Ending Balance	0.00
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Fund Expenditures:**4,305.13****Excess/Deficit:****30,693.18**

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Fund	Revenues	Expenditures	Net
001 Current Expense	5,780,694.84	1,230,275.52	4,550,419.32
101 Streets	499,357.12	131,825.97	367,531.15
102 Park Impact Fees	48,867.07	0.00	48,867.07
303 Cif / Streets	1,201,718.42	48,686.15	1,153,032.27
304 Cif / Arterial/alternate Route	67,210.59	0.00	67,210.59
305 Capital Improvement	35,454.11	11,122.21	24,331.90
306 REET Capital Improvement	778,632.40	1,000.00	777,632.40
401 Water	1,169,984.18	448,361.94	721,622.24
402 Cif / Water	1,689,967.44	60,215.14	1,629,752.30
403 Sewer	2,334,382.15	651,723.30	1,682,658.85
404 Cif / Sewer	3,334,632.78	504,184.95	2,830,447.83
405 Storm Drainage	911,130.04	74,175.39	836,954.65
406 Cif / Storm Drainage	371,154.93	0.00	371,154.93
407 Solid Waste	90,836.85	0.00	90,836.85
630 Trust Agency	34,998.31	4,305.13	30,693.18
	18,349,021.23	3,165,875.70	15,183,145.53

Storm FUND FINANCIAL DASHBOARD

City of Granite Falls - Annual Forecast

2023

APRIL 2023 KEY METRICS

Storm Fund Revenues	Storm Fund Expense	Storm Fund End Balance	Storm Fees	Operating Labor
<div> <div>↑ 39.8%</div> <div>Versus Prior Year</div> <div>5-Year Trend</div> </div> <div>Stormwater Capacity Grants and Interest</div>	<div> <div>↑ 6.3%</div> <div>Versus Prior Year</div> <div>5-Year Trend</div> </div> <div>Insurance</div>	<div> <div>↑ 22.4%</div> <div>Versus Prior Year</div> <div>5-Year Trend</div> </div> <div>Stormwater Capacity Grants and Interest</div>	<div> <div>↑ 0.4%</div> <div>Versus Prior Year</div> <div>5-Year Trend</div> </div>	<div> <div>↑ 2.1%</div> <div>Versus Prior Year</div> <div>5-Year Trend</div> </div>
\$328,291	\$152,353	\$960,097	\$226,000	\$84,167

ALL METRICS

METRIC	THIS YEAR (2023)	LAST YEAR (2022)	% CHANGE	5 YEAR TREND
Storm Fund Revenues	\$328,291.18	\$234,853.75	↑ 39.8%	
YTD Storm Fund Revenues	\$21,431.06	\$15,944.11	↑ 34.4%	
Storm Fund Expense	\$152,353.36	\$143,318.39	↑ 6.3%	
YTD Storm Fund Expense	\$65,344.50	\$50,206.48	↑ 30.2%	
Storm Fund End Balance	\$960,097.25	\$784,159.43	↑ 22.4%	
YTD Storm Fund End Balance	\$740,245.99	\$658,361.70	↑ 12.4%	
Storm Fees	\$226,000.00	\$225,098.72	↑ 0.4%	
YTD Storm Fees	\$12,334.00	\$15,729.72	↓ -21.6%	
Operating Labor	\$84,167.04	\$82,436.64	↑ 2.1%	
YTD Operating Labor	\$28,055.68	\$27,464.52	↑ 2.2%	

SEWER FUND FINANCIAL DASHBOARD

2023

City of Granite Falls - Annual Forecast

MAY 2023 KEY METRICS

Sewer Fund Revenues	Sewer Fund Expense	Sewer Fund End Balance	Sewer Sales	Operating Labor
\$2,027,814	\$1,643,447	\$1,757,481	\$1,778,944	\$661,704
↑ 19.9%	↑ 11.2%	↑ 28.0%	↑ 7.0%	↑ 15.7%
Versus Prior Year	Versus Prior Year	Versus Prior Year	Versus Prior Year	Versus Prior Year
5-Year Trend	5-Year Trend	5-Year Trend	5-Year Trend	5-Year Trend
Pricing and transfer fm Gen Fund	Payroll/Utility Tax	Pricing and transfer fm Gen Fund	Pricing/Fees	Payroll/Utility Tax

ALL METRICS

METRIC	THIS YEAR (2023)	LAST YEAR (2022)	% CHANGE	5 YEAR TREND
Sewer Fund Revenues	\$2,027,813.81	\$1,691,791.43	↑ 19.9%	
YTD Sewer Fund Revenues	\$951,822.11	\$688,809.80	↑ 38.2%	
Sewer Fund Expense	\$1,643,447.43	\$1,477,984.58	↑ 11.2%	
YTD Sewer Fund Expense	\$651,723.30	\$716,492.25	↓ -9.0%	
Sewer Fund End Balance	\$1,757,481.12	\$1,373,114.74	↑ 28.0%	
YTD Sewer Fund End Balance	\$1,673,213.55	\$1,131,625.44	↑ 47.9%	
Sewer Sales	\$1,778,944.37	\$1,663,137.86	↑ 7.0%	
YTD Sewer Sales	\$743,621.82	\$688,019.07	↑ 8.1%	
Operating Labor	\$661,704.30	\$571,837.15	↑ 15.7%	
YTD Operating Labor	\$247,652.30	\$237,668.97	↑ 4.2%	

WATER FUND FINANCIAL DASHBOARD

City of Granite Falls - Annual Forecast

2023

MAY 2023 KEY METRICS

Water Fund Revenues	Water Fund Expense	Water Fund End Balance	Water Sales	Operating Labor
\$1,132,379 <div> <div>-1.4%</div> <div>Versus Prior Year</div> <div>5-Year Trend</div> </div>	\$1,120,141 <div> <div>5.3%</div> <div>Versus Prior Year</div> <div>5-Year Trend</div> </div>	\$643,672 <div> <div>1.9%</div> <div>Versus Prior Year</div> <div>5-Year Trend</div> </div>	\$980,635 <div> <div>-1.3%</div> <div>Versus Prior Year</div> <div>5-Year Trend</div> </div>	\$346,774 <div> <div>15.4%</div> <div>Versus Prior Year</div> <div>5-Year Trend</div> </div>
Seasonality/Pricing Increase	PUD Water/Payroll	Pricing/Transfer fm Gen Fund	Seasonality/Pricing Increase	PUD Water/Payroll

ALL METRICS

METRIC	THIS YEAR (2023)	LAST YEAR (2022)	% CHANGE	5 YEAR TREND
Water Fund Revenues	\$1,132,378.59	\$1,148,485.83	↓ -1.4%	
YTD Water Fund Revenues	\$533,179.51	\$513,756.23	↑ 3.8%	
Water Fund Expense	\$1,120,140.93	\$1,063,364.41	↑ 5.3%	
YTD Water Fund Expense	\$448,361.94	\$439,814.83	↑ 1.9%	
Water Fund End Balance	\$643,671.62	\$631,433.96	↑ 1.9%	
YTD Water Fund End Balance	\$716,251.53	\$620,253.94	↑ 15.5%	
Water Sales	\$980,634.79	\$993,379.01	↓ -1.3%	
YTD Water Sales	\$418,580.33	\$414,430.30	↑ 1.0%	
Operating Labor	\$346,773.89	\$300,493.41	↑ 15.4%	
YTD Operating Labor	\$129,589.56	\$124,466.28	↑ 4.1%	

STREET FUND FINANCIAL DASHBOARD















2023

City of Granite Falls - Annual Forecast

MAY 2023 KEY METRICS

Street Fund Revenues	Street Fund Expense	Street Fund End Balance	Tax Revenue	Operating Expense
\$283,327  -2.6% Versus Prior Year 5-Year Trend	\$327,701  11.1% Versus Prior Year 5-Year Trend	\$325,334  -12.0% Versus Prior Year 5-Year Trend	\$175,061  -4.9% Versus Prior Year 5-Year Trend	\$327,701  11.1% Versus Prior Year 5-Year Trend
2022 Insurance Recovery/Fuel Tax	Payroll/R&M/Prof Svc		Timing	Payroll/R&M/Prof Svc

ALL METRICS

METRIC	THIS YEAR (2023)	LAST YEAR (2022)	% CHANGE	5 YEAR TREND
Street Fund Revenues	\$283,327.08	\$290,741.56	 -2.6%	
YTD Street Fund Revenues	\$129,189.63	\$126,764.13	 1.9%	
Street Fund Expense	\$327,701.03	\$295,032.86	 11.1%	
YTD Street Fund Expense	\$131,825.97	\$128,359.74	 2.7%	
Street Fund End Balance	\$325,333.54	\$369,707.49	 -12.0%	
YTD Street Fund End Balance	\$367,071.15	\$372,403.18	 -1.4%	
Tax Revenue	\$175,060.78	\$184,155.19	 -4.9%	
YTD Tax Revenue	\$84,317.63	\$84,142.38	 0.2%	
Operating Expense	\$327,701.03	\$295,032.86	 11.1%	
YTD Operating Expense	\$131,825.97	\$128,359.74	 2.7%	

GENERAL FUND FINANCIAL DASHBOARD

2023

City of Granite Falls - Annual Forecast

MAY 2023 KEY METRICS

General Fund Revenues	General Fund Expense	General Fund End Balance	Tax Revenue	Operating Expense
\$3,548,023	\$4,023,396	\$3,782,721	\$2,269,531	\$2,870,428
↑ 1.6%	↑ 77.6%	↓ -11.2%	↓ 0.0%	↑ 50.9%
Versus Prior Year	Versus Prior Year	Versus Prior Year	Versus Prior Year	Versus Prior Year
5-Year Trend	5-Year Trend	5-Year Trend	5-Year Trend	5-Year Trend
Passports: +\$23K YTD/FD + \$10K YTD Interest: - \$6K YTD - \$17K / Transfers: - \$18K / ARPA: - \$92 Capital: + 17K / Payroll	Passports: +\$23K / Insurance: + \$31K / Gas: + \$24K / Other: + \$17K / Transfers: - \$18K / ARPA: - \$92 Capital: + 17K / Payroll	ARPA	Sales & Use Tax flat/Enterprise tax	Passports, ARPA, Old City Hall, Planning

ALL METRICS

METRIC	THIS YEAR (2023)	LAST YEAR (2022)	% CHANGE	5 YEAR TREND
General Fund Revenues	\$3,548,022.59	\$3,491,819.33	↑ 1.6%	
YTD General Fund Revenues	\$1,520,691.33	\$1,155,780.99	↑ 31.6%	
General Fund Expense	\$4,023,395.86	\$2,265,556.46	↑ 77.6%	
YTD General Fund Expense	\$1,230,275.52	\$780,131.93	↑ 57.7%	
General Fund End Balance	\$3,782,720.75	\$4,258,094.01	↓ -11.2%	
YTD General Fund End Balance	\$4,548,509.82	\$3,407,480.20	↑ 33.5%	
Tax Revenue	\$2,269,530.94	\$2,269,872.50	↓ 0.0%	
YTD Tax Revenue	\$1,020,834.30	\$1,000,705.56	↑ 2.0%	
Operating Expense	\$2,870,428.18	\$1,902,667.61	↑ 50.9%	
YTD Operating Expense	\$940,357.03	\$679,727.50	↑ 38.3%	



Agenda Bill # _____

CITY COUNCIL AGENDA BILL

Subject:

Staff Reports

Meeting Date: Wednesday, June 7, 2023

Date Submitted: June 2, 2023

Originating Department: City Clerk

Action Required:

Clearances:

☐ Mayor

☒ Police

☐ Public Works

☐ Attorney

Exhibits:

[06/07/2023 City Clerk Staff Report](#)

[06/07/2023 Police Chief Staff Report](#)

☐ Engineering

☐ Planning

☐ Other: _____

Budgeted Amount:

Summary Statement:

Attached, please find the City Clerk and Police Chief's Staff Reports for your review and comment.

Background:

Recommended Motion:

City Clerk Staff Report June 7, 2023

Business Licenses (Inside City):

Brooke (Reed, Brooke Anne)
106 S. Granite Ave.
Granite Falls, WA 98252
Barber

Business Licenses (Outside City):

Weaver Painting, LLC
627 Avenue A, Apt. #E102
Snohomish, WA 98290
Painting – construction

Pifer, Kyle
7611-191st Ave. NE
Granite Falls, WA 98252
Farmers market

Swartz Lake Construction, Inc.
22127-79th PL NE
Granite Falls, WA 98252
Construction

JCTECH2COMP (Chapman, James Jr.)
3204-179th St. NE
Arlington, WA 98223
Computer repair, computer services, computer consulting

A&LB Excavation LLC
5154 SW 326th PL
Federal Way, WA 98023
Excavation services

Tembell Solutions LLC
5232 93rd PL NE
Marysville, WA 98270
Roofing materials, roofing service

Zuanich Landscaping LLC
16716-130th St. NE
Arlington, WA 98223
Landscaping

-OVER-

Titan Electric Inc.
12828 Northup Way Ste. 205
Bellevue, WA 98005
Electrical contracting

Comcast Broadband Security, LLC
1701 John F Kennedy Blvd. FL 32
Philadelphia, PA 19103-2855
Home security service

Micro Computer Systems, Inc.
3310 York Rd.
Lynnwood, WA 98087
Computer & video equipment sales

Building Permits Issued:

Kalyn West
719 Darwin's Way
Residential A/C Unit

Building Permit #2023-030

Ashley Fortune
10107 Messner Ave.

Building Permit #2023-032

Installation of 55' of new gas piping and linear gas fireplace vented horizontally through exterior wall

Morcos Faheem
205 Noble Way
Residential A/C Unit & Forced Air Furnace

Building Permit #2023-033

Shon Serles
301 Prospect Ave.
Updated all plumbing in house

Building Permit #2023-034



Lead the Way

City of Granite Falls In Partnership With Snohomish County Sheriff's Office



Sheriff Adam Fortney

City Manager Brent Kirk

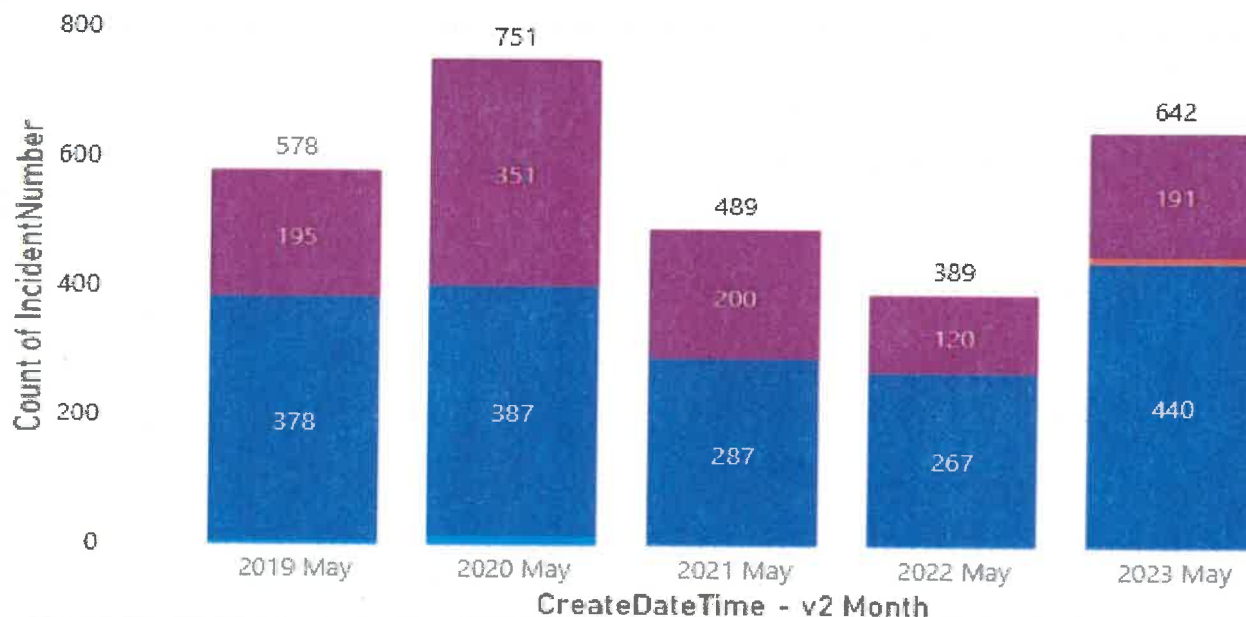
Council Members,

06-02-2023

The Deputies were exceptionally busy this last month, compared to the previous two years. Deputies answered 642 calls for service (CFS). This was an increase of 253 CFS from 2022 but not as high as May 2020 (see chart)

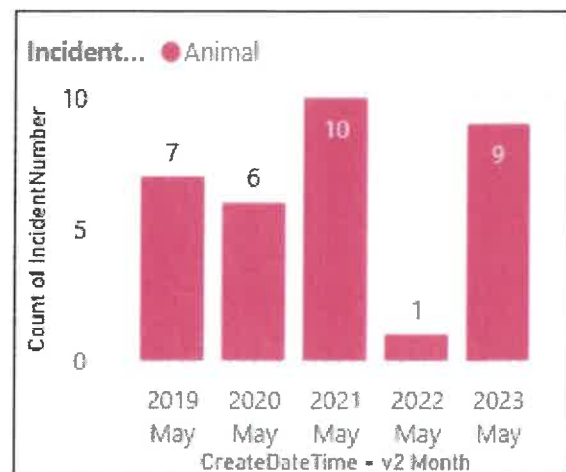
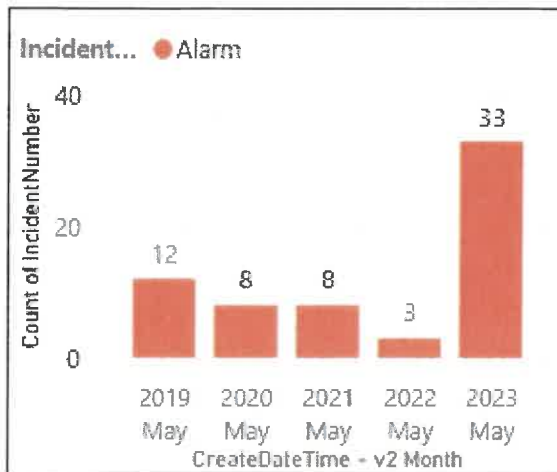
Total Incidents

Call Origination ● (Blank) ● 911 call ● ASAP ● Officer-Initiated

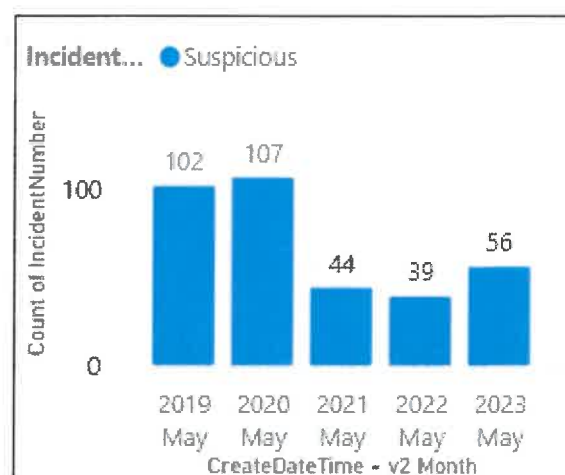
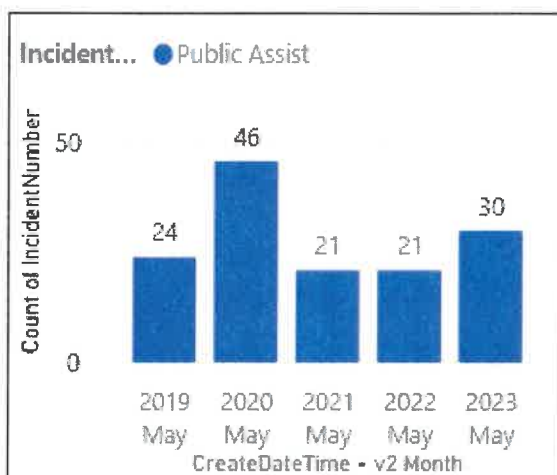


Of those CFS, 191 were Officer initiated and 440 were responses to 911 calls for service. Our Graveyard Deputies had been busy this last month. Deputy Thorne responded to 139 CFS and Deputy Clausen responded to 144 CFS. This was more CFS than the dayshift Deputies, which is unusual. We also must consider that Deputy Nunemaker was on vacation for two weeks, so her call count was only 90 CFS for only working 10 days.

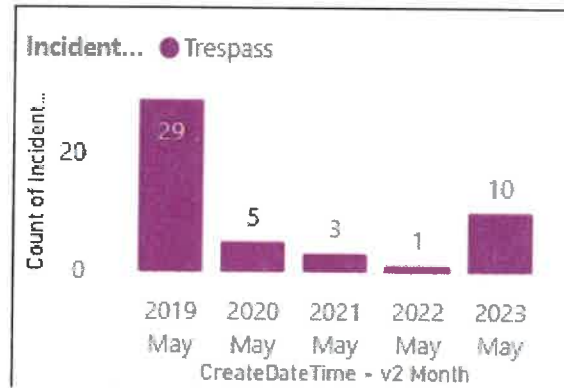
Our CFS for alarms were considerably high this last month. We responded to 25 alarm calls, of these alarm calls 10 were at the library and 3 still at the High School, the remainder were randomly called in. The CFS for animal control calls was also considerably higher than 2022 but not as high as 2021.



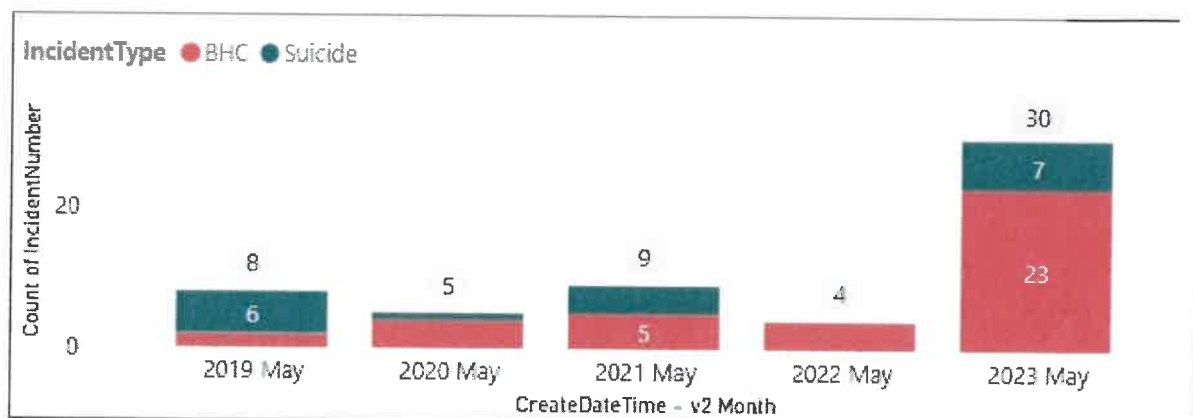
Public assist calls were significantly higher along with suspicious CFS. The Public assists were not as high as 2020 but higher than other years (since tracking has begun). Suspicious calls were not as high as 2019 and 2020 but higher than 2021 and 2022.

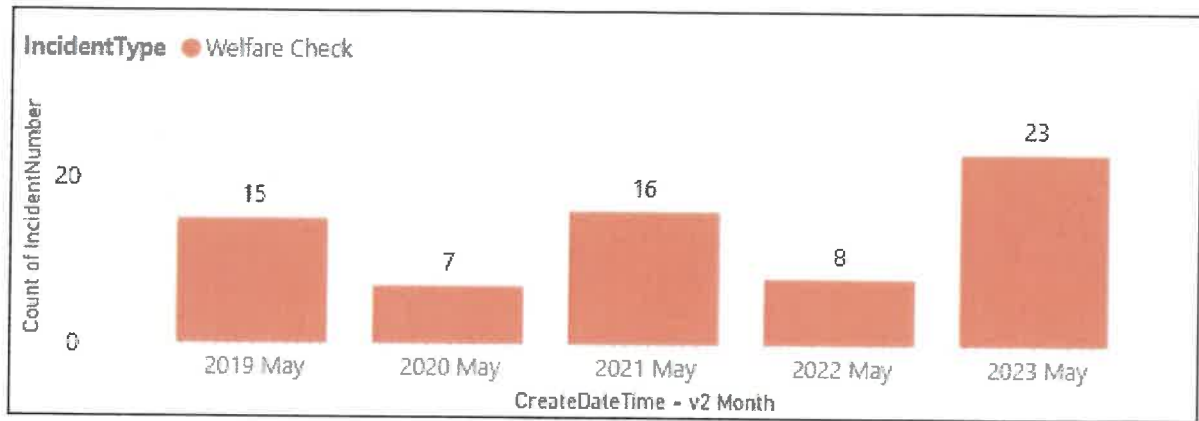


Trespass and theft CFS were slightly higher than the previous few years but not as high as 2019 (trespass). What we have found with this is that we have seen a rise in shoplifting at area stores and some are following through with theft charges and others are just requesting the subject trespassed verses charging them with a crime. I have asked the business owners to please follow through with theft charges, so we can send a message to the public that our community will not stand for people committing thefts in our community. Of some of the shoplifting CFS, three have been related to juveniles stealing merchandise and trying to leave the stores. When confronted, they have been given money from their parents, but they have chosen not to use that money for food and have been using the money for other reasons, one was for the purchase of illicit drugs.

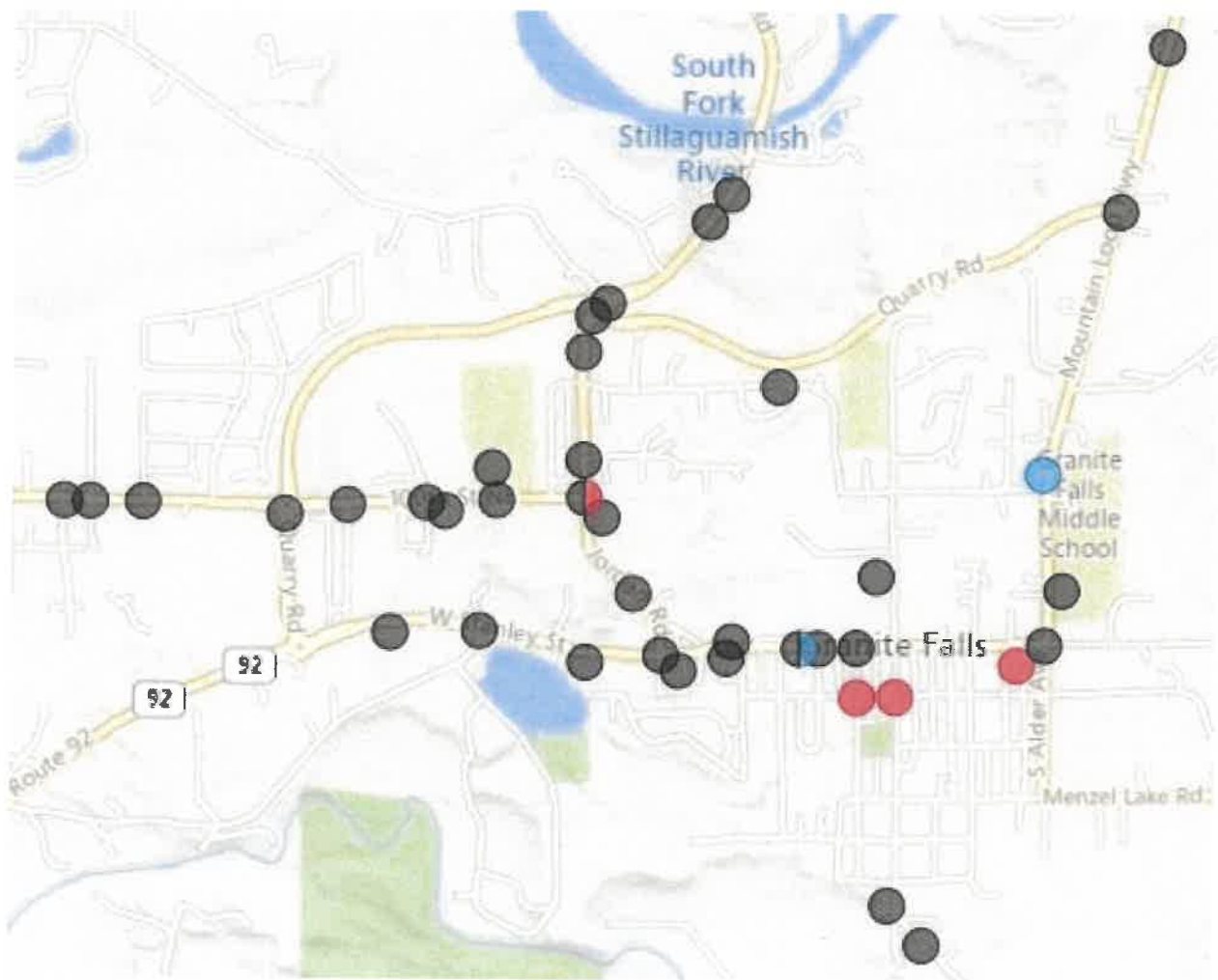


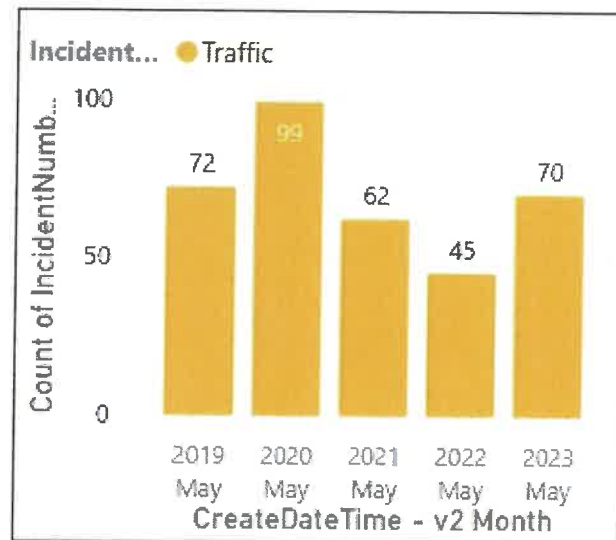
Our Behavioral Health Contacts, welfare checks and suicides were up this month, considerably from previous years. We have been offering counseling and other mental health services to our Deputies, so that they can deal with a traumatic event. Being part of PEER support, I can see the actual changes in Deputies when they are involved in a traumatic event. We, need to be more aware of these traumatic events and in my opinion, all Deputies should have to seek a yearly counseling session just like we do for a yearly physical or qualify with our firearms yearly.





Our Deputies have increased their presence in our community by enforcing various traffic laws. We are not as high as pre-pandemic numbers and new law changes, but we are trying to make an impact on our community, for the better. When a Deputy conducts a traffic stop, we are not always looking at writing tickets but changing peoples' behaviors, to make our communities a safer place to live. The following graph and map show the areas we have been emphasizing. The blue circles (or part of) are DUI's, the red circles are collisions, and the black circles are traffic stops (or tickets).





I am proud of the hard work the Deputies are doing and I know we have not hit the busy time of the year, so we have some things we still can improve on, and we are working on these issues.

Cynthia is currently assisting our main office by training a new records person, so if you hear a strange voice, it most likely is Emily. Emily will be with us for a month or two.

Thank you for all the councils support and city staff, this is a great community to work in and team atmosphere is tremendous!

I want to apologize ahead of time for not being able to attend the council meeting in person, I had a family emergency I had to attend to, in Montana. I am not with Thom Graafstra but did drive through his community and stopped for gas.

Respectfully submitted,

Tom Dalton #1508

Chief Tom Dalton



Agenda Bill # 054-2023

CITY COUNCIL AGENDA BILL

Subject:

AB 054-2023 Consideration of Construction Management / Contract Supplement 1 for the Galena Street Extension Project

Meeting Date: Wednesday, June 7, 2023

Date Submitted: 5/26/23

Originating Department: Engineering

Action Required:

Approval of Contract Supplement 1 for the Galena St Extension project for Construction Management Services with Gray and Osborne Engineering

Clearances:

☐ Mayor

☐ Police

☒ Public Works

☒ Attorney

Exhibits:

[Galena S Extension Supplement 1](#)

☒ Engineering

☒ Planning

☐ Other: _____

Budgeted Amount:

200,000.00 - Streets Capital Fund

Summary Statement:

As part of the construction of the Galena St Extension Project, Gray & Osborne Engineering will be provided Construction Management (CM) services throughout the course of construction. These costs are typically 10-15% of the total cost of the project (2.3 million cost), but City Staff will be performing much of the day to day inspections and responding to the contractor on site as needed in an effort to reduce CM costs. The consulting engineer has provided the City with a limited scope proposal for construction management that results in a significant reduction in costs, but still provides the city with the technical support and oversight needed to manage the project successfully over the course of construction. A detailed breakdown of the services provided is attached as Supplement #1 of the existing engineering contract for the Galena St Extension with Gray and Osborne Engineering Inc. Total amount is \$186,150.00

Background:**Recommended Motion:**

1) Motion to Approve Contract Supplement 1 with Gray and Osborne Inc for the West Galena St Extension Project and authorize City Manager to Sign.



May 24, 2023

Mr. Brent Kirk
City Manager
P.O. Box 1440
215 Granite Avenue
Granite Falls, Washington 98252

SUBJECT: SUPPLEMENT 1 FOR WEST GALENA STREET EXTENSION
CITY OF GRANITE FALLS, SNOHOMISH COUNTY, WASHINGTON
G&O #21468.00

Dear Mr. Kirk:

Please find attached our Scope and Fee for providing Construction Management Services for the West Galena Street Extension Project. It is our understanding that City staff will be completing the day-to-day construction inspection and that Gray & Osborne, Inc. will support the City's efforts by addressing the Contractor's questions (RFIs), review material submittals, provide construction survey (staking), prepare progress payment estimates, record drawings, and complete the necessary closeout paperwork at the end of the Project. This Supplement also includes a limited number of site visits by Project team members to review progress at certain Project milestones.

Our Scope of Work is included as Exhibit A and our cost is shown in Exhibit B, both of which are attached.

Please do not hesitate to call me if you wish to discuss this Proposal or if you require additional information. If you would like us to proceed with this work, please sign where indicated and return the signed page to us. Thank you for your consideration of this manner.

Sincerely,

GRAY & OSBORNE, INC.

A handwritten signature in black ink, appearing to read 'Stacey A. Clear'.

Stacey A. Clear, P.E.

SAC/sr
Encl.

cc: Ms. Darla Reese, City Clerk, City of Granite Falls



Mr. Brent Kirk
May 24, 2023
Page 2

CITY OF GRANITE FALLS – WEST GALENA STREET EXTENSION

I hereby authorize Gray & Osborne, Inc., to proceed with the Construction Management Services for the West Galena Street Extension Project as described herein under the terms and conditions of our current General Services Agreement, and for a cost not to exceed of \$186,150 without written authorization by the City.

Name (Print)

Title

Signature

Date

EXHIBIT A
SCOPE OF WORK
CITY OF GRANITE FALLS
WEST GALENA STREET EXTENSION
CONSTRUCTION MANAGEMENT SUPPLEMENT

Gray & Osborne, Inc. has completed the design services for the extension of Galena Street and the project has been publicly bid and award is pending. Construction is currently scheduled to start construction in June 2023.

The City now requests that Gray & Osborne provide assistance regarding the construction management and limited on-site inspection services for the project. These services will generally include preconstruction support, construction staking, office support, attendance at construction meetings and project closeout support. With work occurring on the traffic signal at the intersection of Stanley Street and Jordan Road, this scope includes construction support from HTE, Inc., who completed the signal modification design.

It is our understanding that the day-to-day inspection services, inspection reports and coordination efforts will be completed by the City. Gray & Osborne will supplement the City's inspections by completing limited site visits during major milestones throughout the Project. Milestones may include, but not be limited to, wall foundation preparations, layout of concrete curb ramps, and paving. These inspections will be made by either the Project Manager or Engineer. The contract time for substantial and physical completion is 150 and 165 working days, respectively.

SCOPE OF WORK

Task 1 – Project Management

Provide overall project management of Gray & Osborne's resources and budget, monitor contractor's schedule, and prepare monthly progress reports and invoices.

Task 2 – Preconstruction Services

Schedule and attend a preconstruction conference, prepare meeting agenda, and prepare and distribute meeting minutes.

Task 3 – Construction Staking

Provide construction survey staking in compliance with the contract documents. All such work will be performed under the supervision of a Washington State licensed professional land surveyor (P.L.S.). This work also includes filing a monument

destruction permit, resetting property corners that will be impacted by the project and preparing (and recording) a record of survey.

Task 4 – Construction Management Services

Provide office support to address construction inquiries to include:

- A. Perform material submittal reviews.
- B. Attend weekly construction meetings with the City, Contractor, and other stakeholders, as necessary, to facilitate construction and construction coordination.
- C. Review weekly quantities with the City to ensure project is proceeding per the Contract Documents. Prepare nine monthly progress pay estimates based on the information provided by the City and Contractor.
- D. Answer Contractor requests for information (RFIs), provide Contractor timely interpretation of contract documents, and review Contractor testing laboratory reports, as may be requested.
- E. Assist the City with negotiation of change orders, as may be applicable.
- F. Review the project (a walkthrough) with the City and Contractor to develop a punch list and issuance of Substantial Completion, when applicable.
- G. Prepare record drawings based on Contractor's submittal of drawing markups.
- H. Assist the City with the Transportation Improvement Board (TIB) and other Agency project close out documents.

Task 5 – Limited Construction Inspection

Provide limited on-site inspection services to observe the progress of the work and determine, in general, that the work is proceeding in accordance with the contract documents. These on-site inspections will occur at major milestones throughout the Project. For the purpose of this Scope, we have budgeted one eight hour day per week for the duration of the Project for these inspections. Daily inspections reports will be completed whenever a site visit is completed.

EXHIBIT B

ENGINEERING SERVICES SCOPE AND ESTIMATED COST

CITY OF GRANITE FALLS - WEST GALENA STREET EXTENSION CONSTRUCTION MANAGEMENT SERVICES

Tasks	Principal Hours	Project Manager Hours	Project Engineer Hours	AutoCAD/ GIS Tech./ Eng. Intern Hours	Professional Land Surveyor Hours	Field Survey (2 person) Hours
1 Project Management	4	24				
2 Preconstruction Services		4	8			
3 Construction Staking			4	60	20	130
4 Construction Management Services	2	120	300	24		
5 Limited Construction Inspection		80	160			
Hour Estimate:	6	228	472	84	20	130
Fully Burdened Billing Rate Range:*	\$150 to \$245	\$140 to \$245	\$125 to \$185	\$65 to \$175	\$125 to \$200	\$180 to \$310
Estimated Fully Burdened Billing Rate:*	\$220	\$190	\$165	\$155	\$190	\$280
Fully Burdened Labor Cost:	\$1,320	\$43,320	\$77,880	\$13,020	\$3,800	\$36,400

Total Fully Burdened Labor Cost: \$ 175,740

Direct Non-Salary Cost:

Mileage & Expenses (Mileage @ current IRS rate) \$ 1,092

Subconsultant:

HTE, Inc.

Subconsultant Overhead (10%) \$ 8,471
\$ 847

TOTAL ESTIMATED COST: \$ 186,150

* Actual labor cost will be based on each employee's actual rate. Estimated rates are for determining total estimated cost only. Fully burdened billing rates include direct salary cost, overhead, and profit.



CITY COUNCIL AGENDA BILL

Subject:

AB 055-2023 Consideration of Approval of Resolution # 2023-04 authorizing the delivery of funds to closing, and authorizing the City Manager to sign all closing documents for the City to acquire the property

Meeting Date: Wednesday, June 7, 2023

Date Submitted: 5/27/23

Originating Department: City Manager

Action Required:

Approval of Resolution # 2023-04 authorizing the delivery of funds to closing, and authorizing the City Manager to sign all closing documents for the City to acquire vacant land property

Clearances:

☐ Mayor

☐ Police

☐ Public Works

☒ Attorney

Exhibits:

[Purchase and Sale Agreement - Exhibit A Resolution # 2023-04](#)

☐ Engineering

☒ Planning

☐ Other: _____

Budgeted Amount:

\$100,000.00

Summary Statement:

At the Council Meeting on May 17th, 2023, the City Council approved the purchase of 6.58 acres of vacant land for use as an extension of the City's current park (Frank Mason Park) located on the west side of the City and to provide additional walking trails that can provide contiguous access from the lake to the river. This resolution is to authorize funds for closing and City manager to sign closing documents on behalf of the City.

Background:

This 6.5 acre parcel is the final piece needed to provide contiguous public open space and park land that extends from Lake Gardner/Frank Mason Park South to the Pilchuck River

Recommended Motion:

1) Motion to approve Resolution # 2023-04 and authorize Mayor to Sign.

REAL ESTATE PURCHASE AND SALE CONTRACT
(With Earnest Money Provision)

DATE: May 5th, 2023

The undersigned Purchaser, CITY OF GRANITE FALLS, WASHINGTON agrees to buy, and the undersigned Seller, CHRIST'S COMMUNITY CHURCH - GRANITE FALLS, agrees to sell, on the following terms, the property legally described in

EXHIBIT A:

SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF

(Purchaser and Seller authorize Closing Agent to insert, over their signatures, the legal description of the property and/or to correct the legal description entered.)

1. **PURCHASE PRICE:** The total purchase price is ONE HUNDRED THOUSAND AND NO/100THS DOLLARS (\$100,000.00).

2. **EARNEST MONEY RECEIPT:** Within five (5) days of mutual acceptance of this agreement, Purchaser shall deposit the sum of ONE THOUSAND AND NO/100THS DOLLARS (\$1,000.00) in the trust account of Closing Agent as earnest money. For the purposes of this contract "mutual acceptance" means that all parties have signed this contract, and "the date of mutual acceptance" is the signature date of the last party to sign this agreement.

3. **METHOD OF PAYMENT:** All cash at time of closing. The earnest money deposit shall be credited against the purchase price.

4. **CONDITION OF TITLE:** Title to the property is to be free of all encumbrances or defects. Rights reserved in federal patents or state deeds, building or use restrictions general to the area, platting and subdivision requirements, utility easements, other easements not inconsistent with Purchaser's intended use, and reserved oil and/or mineral rights shall not be deemed encumbrances or defects. Encumbrances to be discharged by Seller shall be paid from the purchase money at the date of closing.

5. **UTILITIES:** Seller warrants that the property is connected to and/or receives the following utility services:

- (1) ☐ Public water main; or
☐ Private well;
- (2) ☐ Public sewer main; or
☐ Septic system;
- (3) ☐ Electric utility;
- (4) ☐ Garbage utility.
- (5) ☒ NONE

PAYMENT OF UNPAID UTILITY CHARGES: Purchaser and Seller waive the services of the Closing Agent in disbursing closing funds necessary to satisfy unpaid utility charges affecting the Property pursuant to RCW 60.80. The Purchaser and Seller agree that utility charges which constitute unrecorded liens will be paid through the date of closing by the Seller outside of closing. The Purchaser and Seller further release the Closing Agent from any and all claims arising out of or relating to utility charges for which no lien has been recorded. The Closing Agent is expressly directed not to inquire as to the status of unrecorded liens for utility charges and is expressly directed not to collect or disburse any funds at closing or to make any reservations for the payment of unrecorded liens for utility charges.

6. **WAIVER OF DISCLOSURE UNDER RCW 64.06:** Purchaser has been advised of Purchaser's right under RCW 64.06 to receive a statutory form disclosure statement concerning the condition of vacant sale property, and the right to rescind this transaction after review of such disclosure and to receive a refund of Purchaser's earnest money deposit upon such rescission. Pursuant to RCW 64.06.010, Purchaser hereby expressly waives Purchaser's rights under RCW 64.06, including the right of rescission. Seller makes the following environmental disclosures concerning the subject property:

ENVIRONMENTAL

- | | |
|---|--|
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Don't Know | *A. Have there been any flooding, standing water, or drainage problems on the property that affect the property or access to the property? |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Don't Know | *B. Does any part of the property contain fill dirt, waste, or other fill material? |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Don't Know | *C. Is there any material damage to the property from fire, wind, floods, beach movements, earthquake, expansive soils, or landslides? |
| <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know | D. Are there any shorelines, wetlands, floodplains, or critical areas on the property? <u>BORDERS POND</u> |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Don't Know | *E. Are there any substances, materials, or products in or on the property that may be environmental concerns, such as asbestos, formaldehyde, radon gas, lead-based paint, fuel or chemical storage tanks, or contaminated soil or water? |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Don't Know | *F. Has the property been used for commercial or industrial purposes? |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Don't Know | *G. Is there any soil or groundwater contamination? |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Don't Know | *H. Are there transmission poles or other electrical utility equipment installed, maintained, or buried on the property that do not provide utility service to the structures on the property? |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Don't Know | *I. Has the property been used as a legal or illegal dumping site? |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Don't Know | *J. Has the property been used as an illegal drug manufacturing site? |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Don't Know | *K. Are there any radio towers in the area that cause interference with cellular telephone reception? |

7. **TITLE INSURANCE:** Seller shall furnish to Purchaser an ALTA standard form policy of title insurance and, as soon as practical prior to closing, a preliminary commitment therefor issued by CHICAGO TITLE COMPANY, and Seller authorizes Closing Agent to apply as soon as practical for such title insurance. Seller shall assume any cancellation fee for such commitment or policy. The title policy to be issued shall contain no exceptions other than those provided in said standard form, plus encumbrances or defects noted in paragraph 4 above. If title is not so insurable as above provided and cannot be made so insurable by termination date set forth herein, the earnest money shall be refunded and all rights of Purchaser terminated; PROVIDED, however, that Purchaser may waive defects and elect to purchase.

8. **TITLE CONVEYANCE:** Seller shall convey title to Purchaser by Statutory Warranty Deed at closing, subject only to the exceptions noted in paragraph 4 and subject to any liens or encumbrances created by Purchaser.

9. **PROPERTY INCLUDED:** The property is unimproved vacant land. There are no buildings or permanent fixtures are included in the sale.

10. **CLOSING OF SALE:** This sale shall be closed at the office of CHICAGO TITLE, Closing Agent, or at such licensed and bonded escrow company as Purchaser selects, within 30 days after delivery to Closing Agent of a preliminary commitment for title insurance showing title insurable as herein provided, whichever occurs later, but in no event shall closing be later than June 30, 2023, (hereinafter the "closing deadline"). Purchaser and Seller will, immediately on demand, deposit with Closing Agent all instruments and monies required to complete the purchase in accordance with this agreement.

The date of closing shall be the date upon which all appropriate documents are recorded, and the proceeds of the sale are available for disbursement to Seller.

11. **CLOSING COSTS AND PRORATES:** Seller and Purchaser shall each pay one-half of escrow fee, if an escrow is used. Seller shall pay the owner's title insurance premium and real estate excise tax. Purchaser shall pay lender's title insurance premium and recording fees. Taxes for the current year, insurance acceptable to Purchaser, rents, water, and other utilities, if any, shall be prorated to date of closing.

If this sale has not closed by the closing deadline, this transaction shall automatically terminate, and this agreement shall be null, void and unenforceable, PROVIDED this agreement may be extended by mutual agreement.

12. **POSSESSION:** Purchaser shall be entitled to possession upon closing.

13. **RISK OF LOSS:** Should the improvements on the property be materially damaged by fire or other cause prior to date of closing, this agreement shall be voidable at the option of Purchaser.

14. **DEFAULT:** In the event of default by Purchaser, Seller shall have the election to retain the earnest money as liquidated damages, or to institute suit to enforce any rights Seller has. In the event that either Purchaser or Seller shall institute suit to enforce any rights hereunder, the successful party shall be entitled to court costs and a reasonable attorney's fee.

15. **NOTICE:** If notice is given pursuant to this agreement, it shall be given to the parties by personal service, or by certified mail, postage prepaid, return receipt requested at the following addresses:

Seller's name and address:

THE CHRISTIAN & MISSIONARY ALLIANCE CHURCH
PO Box 1050
Granite Falls, WA 98252

Telephone No. (360) 691-7511

Purchaser's name and address:

City of Granite Falls
Attn: Brent Kirk
PO Box 1440
Granite Falls, WA 98252

Telephone No. 360 691-6441
Brent.kirk@granitefallswa.gov

or at such other address as either party designates by written notice to the other party and to the Closing Agent. All notices shall be deemed given on the day such notice is personally served, or on the third day following the day such notice is mailed in accordance with this paragraph. Email addresses and telephone numbers are for contact purposes only and may not be used for notice.

16. **OFAC:** Purchaser and Seller represent and warrant each to the other that neither is a person or entity with whom the other is restricted from doing business under any current regulations of the Office of Foreign Asset Control ("OFAC") of the Department of the Treasury (including, but not limited to, those named on OFAC's Specially Designated and Blocked Persons list) or under any current executive order (including, but not limited to, the September 24, 2001, Executive Order Blocking Property and Prohibiting Transactions with Persons who Commit, Threaten to Commit, or Support Terrorism), or other governmental action and is not engaged in any dealings or transaction or otherwise associated with such persons or entities.

17. **PATRIOT ACT COMPLIANCE:** The Patriot Act prohibits anyone from dealing with a Prohibited Person as that term is defined by the Act. Purchaser and Seller represent and warrant, each to the other, that neither Seller nor Purchaser is a "Prohibited Person" as that term is defined by the Act and agree to indemnify and defend each other from all costs, claims, damages and expenses, including attorneys' fees, incurred or suffered as a result of the inaccuracy or falsification of this mutual representation and warranty regarding the Patriot Act. This agreement to indemnify and defend shall survive closing or termination of this contract.

18. **CONTINGENCIES:** This purchase is contingent on the City Council of the City of Granite Falls approving this Agreement, authorizing the City Manager to sign, and passing a budget amendment to provide for the funds to make this purchase. The City Council shall take action prior to May 18, 2023.

19. **REAL ESTATE COMMISSION:** Purchaser is not represented by a real estate agent or broker. If any real estate commission is due payment shall be the sole responsibility of Seller. A Seller's commission obligation shall not increase the price of the property to Purchaser.

20. **ENTIRE AGREEMENT; TIME; BINDING AGREEMENT; ASSIGNMENT:** This agreement, with the attachments incorporated herein by reference, constitutes the entire agreement between the parties and there are no verbal agreements, nor will there be any verbal agreements, which modify or amend this agreement. Time is of the essence in this agreement. If any deadline or the time for performance hereunder falls on a Saturday, Sunday or a day that is recognized as a holiday by the State of Washington, then such time shall be deemed extended to the next day that is not a Saturday, Sunday or holiday. This agreement is binding on the parties, their personal representatives and heirs. Purchaser shall not assign this agreement without the prior written consent of Seller.

21. **NO MERGER:** The terms, representations, warranties and attorney's fee provisions of this Contract shall not merge in the deed or other conveyance instrument transferring the property to Purchaser at closing. The terms, representations, warranties and attorney's fee provisions of this Contract shall survive closing.

22. **FACSIMILE / ELECTRONIC TRANSMISSION:** Facsimile transmission or electronic (email) transmission of any signed original document, and retransmission of any signed facsimile or electronic transmission, shall be the same as delivery of an original. The parties acknowledge that a signature in electronic form has the same legal effect and validity as a handwritten signature. At the request of either party, or the closing agent, the parties will confirm facsimile or electronically transmitted signatures by signing an original document.

23. **COUNTERPARTS:** This agreement or any other instrument for this transaction may be executed in identical counterparts with like effect as if all signatures appeared on a single copy.

24. **DEADLINE:** This agreement is void unless executed by both parties by 5:00 p.m. on May 11, 2023.

DATED this 5TH day of May, 2023.

CITY OF GRANITE FALLS

By: 
Brent Kirk, City Manager

DATED this 7TH day of May, 2023.

 - BOARD MEMBER
CHRIST COMMUNITY CHURCH, Seller

 - BOARD MEMBER
CHRIST COMMUNITY CHURCH, Seller

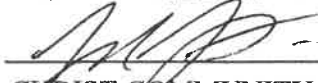
 - BOARD MEMBER
CHRIST COMMUNITY CHURCH, Seller

EXHIBIT "A"
Legal Description

For APN/Parcel ID(s): 300624-001-003-00

PARCEL A:

NORTH 20 RODS OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 24, TOWNSHIP 30 NORTH, RANGE 6 EAST, W.M., RECORDS OF SNOHOMISH COUNTY, WASHINGTON; EXCEPT THE EAST 430 FEET THEREOF.
SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON.

PARCEL B:

A NON-EXCLUSIVE EASEMENT FOR INGRESS, EGRESS AND UTILITIES OVER AND UPON THE SOUTH 30 FEET OF THE EAST 430 FEET OF THE NORTH 20 RODS OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 24, TOWNSHIP 30 NORTH, RANGE 6 EAST, W.M., RECORDS OF SNOHOMISH COUNTY, WASHINGTON.
SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON.

PARCEL C:

A NON-EXCLUSIVE EASEMENT FOR INGRESS, EGRESS AND UTILITIES AS GRANTED BY INSTRUMENT RECORDED UNDER AUDITOR'S FILE NUMBER 8604080137 OVER AND UPON THE NORTH 30 FEET OF THE EAST 430 FEET LYING SOUTH OF THE NORTH 20 RODS OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 24, TOWNSHIP 30 NORTH, RANGE 6 EAST, W.M., RECORDS OF SNOHOMISH COUNTY, WASHINGTON.
SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON.

**CITY OF GRANITE FALLS
Granite Falls, Washington**

RESOLUTION 2023-04

**A RESOLUTION OF THE CITY OF GRANITE FALLS, WASHINGTON,
APPROVING THE PURCHASE AND SALE AGREEMENT,
AUTHORIZING THE DELIVERY OF FUNDS TO CLOSING, AND
AUTHORIZING THE CITY MANAGER TO SIGN ALL CLOSING
DOCUMENTS FOR THE CITY TO ACQUIRE THE PROPERTY**

WHEREAS, the City has entered into a Purchase and Sale Agreement with amendments to acquire 6.58 acres of vacant land property located southeast of Frank Mason Park near Ray Gray Road (copies of which are attached) and City Council approved the purchase on May 17 2023; and

WHEREAS, the public interest would be served by the acquisition of this property; and

WHEREAS, the City Council has authority to authorize the City Manager to execute all necessary documents to complete the purchase and to deliver funds to escrow to close;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF GRANITE FALLS, WASHINGTON AS FOLLOWS:**

1) The City Council approves the Purchase and Sale Agreement with amendments attached as Exhibit A and authorizes the City Manager to sign or ratifies his signature.

2) The City Council authorizes the City Manager to deliver the necessary funds to closing and sign all documents necessary for the City to close the purchase to acquire the property identified in Exhibit A under the terms of Exhibit A.

PASSED by the City Council and **APPROVED** by the Mayor this 7st day of June, 2023.

CITY OF GRANITE FALLS

By _____
Matthew Hartman, Mayor

ATTEST:

APPROVED AS TO FORM:

By _____
Darla Reese, City Clerk

By _____
Emily Guildner, City Attorney

Exhibit A



Agenda Bill # 056-2023

CITY COUNCIL AGENDA BILL

Subject:

AB 056-2023 Consideration of Approval of Amendment #1 for Wastewater Treatment Plant Design services with Gray and Osborne, Inc

Meeting Date: Wednesday, June 7, 2023

Date Submitted: 05/31/23

Originating Department: Engineering

Action Required:

Approval of Amendment #1 for Wastewater Treatment Plant Design services with Gray and Osborne Inc

Clearances:

☐ Mayor

☐ Police

☒ Public Works

☐ Attorney

Exhibits:

[Amendment #1 to WWTP Engineering Design Contract - Gray and Osborne](#)

☒ Engineering

☐ Planning

☐ Other: _____

Budgeted Amount:

\$2 Million - 404 Sewer Capital Improvement Fund

Summary Statement:

Throughout the course of engineering design, various additional tasks were presented that were beyond the original scope of the initial contract for design of the WWTP upgrade. The specific tasks describe these additional efforts which relate to a modified design for the Solids Handling Building, inclusion of an additional Storage Building, addition of EV chargers onsite, and a Stormwater Pump Station, as well as extra coordination required due to unforeseen environmental constraints on site.

As such, the contracted engineering firm, Gray and Osborne Inc, is requesting additional funds in the amount of \$105,443 to cover a portion of the additional cost of the unanticipated design services. A brief breakdown of the additional scope of services is as follows:

- New building for the solids handling (originally anticipated to use the existing building)
- New storage building by the oxidation ditch (as requested by Lyle)
- New EV charging stations (not included in the original signed scope - requested by Brent)
- Stormwater pump stations (current site has pipes flowing uphill, a pump station was the best way to efficiently address runoff)
- Additional wetland coordination (time/drafting associated with mitigation including tree preservation and building locations)

Background:

This request for additional funds related to the City's upcoming Wastewater Treatment Plant Upgrade was first brought to City Council as a staff report at the May 17, 2023 meeting. At that time the Council had questions related to the specific changes to the scope of work and requested more detailed information to evaluate the forthcoming request. The current contract amount is \$1.78 million dollars. Gray and Osborne is currently \$223,000 over budget from this contract amount and has conceded requesting reimbursement for over 50% of this cost. They have however, requested \$105,443 in additional funds related to the contract as outlined in the attached amendment exhibit A & B. The initial cost of the plant upgrade when design began was \$17-\$22

As a reference point, engineering design costs typically amount to 10% of the construction cost of a project. The current cost estimate for the plant upgrade is \$29 million, which would equate to an engineering fee of roughly \$2.9 million versus the City's current contracted \$1.78 million. Stacey Clear, Gray and Osborne Consulting Engineer & project manager for City, cannot attend the June 7th meeting, but can attend the June 21st meeting if needed to respond to questions and explain the amendment request in further detail.

Recommended Motion:

Option 1 - Motion to approve Amendment #1 for Wastewater Treatment Plant Engineering Design Services with Gray and Osborne, Inc and authorize City Manager to sign

or

Option 2 - Motion to continue Consideration of Amendment #1 for Wastewater Treatment Plant Engineering Design Services with Gray and Osborne, Inc to the City Council meeting on June 21st, 2023.



May 15, 2023

Mr. Brent Kirk
City Manager
P.O. Box 1440
215 Granite Avenue
Granite Falls, Washington 98252

SUBJECT: AMENDMENT 1 FOR WWTP UPGRADE ENGINEERING DESIGN
SERVICES
CITY OF GRANITE FALLS, SNOHOMISH COUNTY, WASHINGTON
G&O #22447.00

Dear Mr. Kirk:

Please find attached our Scope and Fee for providing additional design services for upgrades to the Wastewater Treatment Plant. Throughout the design, numerous Tasks were presented that were beyond the original scope of the Contract. The following specific Tasks describe these additional efforts which relate to a modified design for the Solids Handling Building, inclusion of an additional Storage Building, EV chargers, and a Stormwater Pump Station, as well as extra coordination related to environmental constraints.

We are requesting additional funds in the amount of \$105,443 to complete the unanticipated design services. The Tasks to complete these services are outlined in our Scope of Work which is presented in Exhibit A, whereas our Cost Proposal is provided in Exhibit B.

Please call me if you wish to discuss this Proposal or if you require additional information. If you would like us to proceed with this work, please sign where indicated and return the signed page to us. Thank you for your consideration of this manner.

Sincerely,

GRAY & OSBORNE, INC.

Stacey A. Clear, P.E.

SAC/sr
Encl.

cc: Ms. Darla Reese, City Clerk, City of Granite Falls



Mr. Brent Kirk
May 15, 2023
Page 2

**CITY OF GRANITE FALLS – WASTE WATER TREATMENT PLANT
UPGRADE ENGINEERING DESIGN SERVICES AMENDMENT 1**

I hereby authorize Gray & Osborne, Inc., to proceed with the design services for the Waste Water Treatment Plant Upgrade Design Engineering Services as described herein under the terms and conditions of our current General Services Agreement, and for a cost not to exceed of \$105,443 without written authorization by the City.

Name (Print)

Title

Signature

Date

EXHIBIT A
SCOPE OF WORK
CITY OF GRANITE FALLS
WASTEWATER TREATMENT PLANT UPGRADE
ENGINEERING DESIGN SERVICES (AMENDMENT 1)

On February 2, 2022, the City of Granite Falls and Gray & Osborne, Inc. entered into an agreement to furnish services necessary for the design of the Wastewater Treatment Plant Upgrade Project. As the design process evolved, we encountered a variety of issues that required additional design effort beyond the original Scope of the Contract. The following Scope of Work describes these additional design efforts which include a modified design for the Solids Handling Building, inclusion of an additional Storage Building, inclusion of two EV Charging Stations, design of a Stormwater Pump Station, as well as extra coordination related to environmental constraints. The Cost Proposal for these services is presented in Exhibit B.

SCOPE OF WORK

The specific Tasks for the additional Scope of Work for this Project are described below.

Task 1 – New Building for Solids Handling

Originally, the existing Solids Handling Building was anticipated to remain, while equipment inside of it would be replaced. Due to the unforeseen nature of needing to move the Administration Building from the upper portion of the site to the area of the Existing Solids Handling Building for geotechnical reasons, Gray & Osborne provided additional coordination and design for a new Solids Handling Building. This Task also includes the additional geotechnical investigation necessary for the northwest corner of the site, which included a geophysical survey by PanGEO, Inc., as well as a site-specific Ground Response Analysis for the new Solids Handling Building.

Task 2 – Storage Building

The current Plans show a new Storage Building in the upper portion of the site. This was a change requested by City staff that was not part of the approved Wastewater Facilities Plan, nor part of the original Contract for design services. The design of this Building required additional architectural, structural, electrical, and drafting support.

Task 3 – Electric Vehicle (EV) Charging Stations

Per the request of City staff, two Electrical Charging Stations were added to the design services which were not originally scoped. Work involved coordination of the Project Manager, as well as design by the Electrical Subconsultant, Connetix Engineering, Inc.

Task 4 – Stormwater Pump Station

Upon commencement of the utility design, it was determined that the existing storm conveyance system was not going to function as needed to accommodate the new site design. The most appropriate manner to control stormwater runoff from the site included providing a pump station. Efforts associated with this design included additional hours for the Project Manager, Mechanical Engineer, Electrical Subconsultant, and Structural Engineer, as well as drafting time.

Task 5 – Additional Wetland Coordination

Upon review of the initial wetland delineation, additional Project Manager and drafting time were necessary to coordinate potential mitigation efforts, including tree preservation and building locations.

BUDGET

The cost for the aforementioned described services will not exceed the price shown in Exhibit B, without authorization from the City.

EXHIBIT B

ENGINEERING SERVICES SCOPE AND ESTIMATED COST

City of Granite Falls - WWTP Upgrade Engineering Design Services (Amendment 1)

Tasks	Project Manager Hours	Civil Engineer Hours	Mechanical Engineer Hours	Structural Engineer Hours	Architect Hours	AutoCAD/GIS Technician/Engineer Intern Hours
1 New Building for Solids Handling	8					4
2 Storage Building	8		8	32	48	40
3 EV Chargers	8					8
4 Stormwater Pump Station	24	48		40		60
5 Additional Wetland Coordination	4					2
Hour Estimate:	52	48	8	72	48	114
Fully Burdened Billing Rate Range:*	\$140 to \$245	\$115 to \$180	\$115 to \$180	\$120 to \$220	\$120 to \$180	\$65 to \$175
Estimated Fully Burdened Billing Rate:*	\$210	\$165	\$145	\$160	\$170	\$115
Fully Burdened Labor Cost:	\$10,920	\$7,920	\$1,160	\$11,520	\$8,160	\$13,110

Total Fully Burdened Labor Cost: \$ 52,790

Subconsultant:

PanGEO, Inc. (Geotechnical) \$ 30,866

Connetix Engineering, Inc. (Electrical) \$ 17,000

Subconsultant Overhead (10%) \$ 4,787

TOTAL ESTIMATED COST: \$ 105,443

* Actual labor cost will be based on each employee's actual rate. Estimated rates are for determining total estimated cost only. Fully burdened billing rates include direct salary cost, overhead, and profit.



GRANITE FALLS WASHINGTON

GATEWAY TO THE MOUNTAIN LOOP

Agenda Bill # 057-2023

CITY COUNCIL AGENDA BILL

Subject:

AB 057-2023 Consideration of Adopting Ordinance 1041-2023 An Ordinance of the City of Granite Falls, Washington, Relating to the 2023 City Budget; and Amending Ordinance No. 1035-2022 Adopting the 2023 Budget to Adjust Revenue Estimates and Appropriations for Funds as Included on Exhibit 'A'.

Action Required:

Consideration of adopting Ordinance 1041-2023 An Ordinance of the City of Granite Falls, Washington, Relating to the 2023 City Budget; and Amending Ordinance No. 1035-2022 Adopting the 2023 Budget to Adjust Revenue Estimates and Appropriations for Funds as Included on Exhibit 'A'.

Exhibits:

[Ordinance 1041-2023](#)

Meeting Date: Wednesday, June 7, 2023

Date Submitted: June 1, 2023

Originating Department: City Treasurer

Clearances:

☐ Mayor

☐ Police

☐ Public Works

☒ Attorney

☐ Engineering

☐ Planning

☒ Other: City Manager and Finance

Budgeted Amount:

See Exhibit A

Summary Statement:

This Budget Amendment sets our budgeted beginning balances to their actual amounts and forecasts the significant trend differences in revenues for passports, sales & use tax, and REET. In addition, the Budget Amendment includes additional \$90K TIB funding for Galena Street and transfers from the General and REET funds to support CIF.

Expenses include volume-related labor for passports, design costs for the Park n Ride, increases in our planning department, renovation of the bathroom and Frank Mason Park, replacing the main head for the north clarifier at the WWTP, and purchasing the Church Property.

Background:

- Actual Beginning Balances for all Funds
- General Fund net increase in Revenue
 - Increase in Passports Services and Interest
 - Decrease in Sales & Use Tax and Utility Taxes
- General Fund increase in Expense
 - Passport Services, ARPA, Jails, Planning, and transfers to CIFs
- Street Capital Improvement Fund increase in Revenue
 - TIB funding Galena Street and transfers from REET and General Fund for Galena St Project
- Street Capital Improvement Fund increase in Expense
 - Design cost Park and Ride
 - Actual Bid costs with contingency for Galena St Extension
- Capital Improvement Fund increase in Revenue
 - Transfers from General Fund for Frank Mason Park Bathroom Renovation
- Capital Improvement Fund increase in Expense
 - Frank Mason Park Bathroom Renovation
- REET Fund decrease in Revenue
 - REET 1 and REET 2 anticipated deposits
- REET Fund increase in Expense
 - Church Property - Park
 - Transfer to Streets CIF for Galena St Extension
- Water Fund increase in Expense
 - Repair and replace the main head for the North Clarifier

Recommended Motion:

1) Motion to Adopt Ordinance 1041-2023 An Ordinance of the City of Granite Falls, Washington, Relating to the 2023 City Budget; and Amending Ordinance No. 1035-2022 Adopting the 2023 Budget to Adjust Revenue Estimates and Appropriations for Funds as Included on Exhibit 'A'

CITY OF GRANITE FALLS

ORDINANCE NO. 1041-2023

AN ORDINANCE OF THE CITY OF GRANITE FALLS, WASHINGTON, RELATING TO THE 2023 CITY BUDGET; AND AMENDING ORDINANCE NO. 1035-2022 ADOPTING THE 2023 BUDGET TO ADJUST REVENUE ESTIMATES AND APPROPRIATIONS FOR FUNDS AS INCLUDED ON EXHIBIT "A".

WHEREAS, the City Council of the City of Granite Falls, Washington (the "City") adopted the 2023 Budget by Ordinance No. 1035-2022 on December 7, 2022, establishing necessary and proper allocations for each department and fund; and

WHEREAS, the 2023 Budget previously was amended by Ordinance 1038-2023; and

WHEREAS, the amount of revenue and appropriation allocations can only be estimated at the time of finalization of the budget; and

WHEREAS, the City Council has determined it is necessary to make further adjustments in the budget to adjust the revenues and expenditures to reflect:

- Actual Beginning Balances for all Funds
- General Fund net increase in Revenue
 - Increase in Passports Services and Interest
 - Decrease in Sales & Use Tax and Utility Taxes
- General Fund increase in Expense
 - Passport Services, ARPA, Jails, Planning, and transfers to CIFs
- Street Capital Improvement Fund increase in Revenue
 - TIB funding Galena Street and transfers from REET and General Fund for Galena St Project
- Street Capital Improvement Fund increase in Expense
 - Design cost Park and Ride
 - Actual Bid costs with contingency for Galena St Extension
- Capital Improvement Fund increase in Revenue
 - Transfers from General Fund for Frank Mason Park Bathroom Renovation
- Capital Improvement Fund increase in Expense
 - Frank Mason Park Bathroom Renovation
- REET Fund decrease in Revenue
 - REET 1 and REET 2 anticipated deposits
- REET Fund increase in Expense
 - Church Property - Park
 - Transfer to Streets CIF for Galena St Extension
- Water Fund increase in Expense
 - Repair and replace the main head for the North Clarifier

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GRANITE FALLS, WASHINGTON, DO
ORDAIN AS FOLLOWS:**

Section 1. Amendment of 2023 Budget and Appropriation of Funds. The 2023 annual budget, adopted by Ordinance No. 1035-2022 for the period January 1, 2023 through December 31, 2023 and previously amended by Ordinance 1038 -2023 is hereby amended further to reflect the actual 2023 beginning balance, funding and project costs for the Galena St Extension, funding and purchase of new park land, decreases in REET revenue, design costs for the new Park and Ride, revenue and expenses for passport services, jail expense, planning expense, transfers, and repair and maintenance for the wastewater treatment plant in accordance with Exhibit A.

Section 2. The City Treasurer is hereby authorized and instructed to make the necessary changes to the 2023 annual budget adopted by Ordinance No. 1035-2022 and make any necessary and appropriate line item entries and adjustments in order to reflect the amendments contained in this Ordinance.

Section 3. Ordinance No. 1035-2022 is hereby amended as necessary to reflect the budget amendments contained in this Ordinance.

Section 4. Severability. Should any section, paragraph, sentence, clause, or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

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

**PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE ____ DAY OF
_____ 2023.**

CITY OF GRANITE FALLS

Matthew Hartman, Mayor

ATTEST/AUTHENTICATED:

Darla Reese, City Clerk

Approved as to form:

Thom Graafstra, City Attorney
Emily Guildner, City Attorney

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:

ORDINANCE No: 1041-2022
EXHIBIT A

Fund #	Fund Name	BARS #	BARS Name	Current Budget	Budget Amendment	Difference	Notes
1	General	308 91 13 00	Beginning Balance	\$ 4,059,800.47	\$ 4,258,094.01	\$ 198,293.54	Budget to YE Actuals
1	General	313 11 00 00	Local Retail Sales & Use Tax	\$ 796,760.26	\$ 744,012.22	\$ (52,748.04)	Reduced construction related taxes
1	General	316 40 01 00	Utility Tax - Water Fund	\$ 210,360.34	\$ 194,416.00	\$ (15,944.34)	Utility price increase/usage
1	General	316 40 02 00	Utility Tax - Sewer Fund	\$ 366,513.21	\$ 350,614.52	\$ (15,898.69)	Utility price increase/usage
1	General	341 99 00 00	Passport & Naturalization Fee	\$ 180,000.00	\$ 444,063.24	\$ 264,063.24	Trend
1	General	341 99 00 01	Passport Photo Fee	\$ 90,000.00	\$ 208,069.44	\$ 118,069.44	Trend
1	General	361 11 01 00	Interest - Investments	\$ 54,839.68	\$ 134,218.34	\$ 79,378.66	1st qtr trend
1	General	514 20 11 00	Passport Salaries & Wages	\$ 117,342.63	\$ 242,623.68	\$ 125,281.05	43% GM
1	General	514 20 20 00	Passport Benefits	\$ 45,340.74	\$ 127,915.06	\$ 82,574.32	43% GM
1	General	518 30 31 99	COVID-19 Expense	\$ 591,533.00	\$ 89,959.94	\$ (501,573.06)	ARPA to St CIF (Sewer/Water) Galena St
1	General	523 60 41 00	Jails	\$ 60,000.00	\$ 75,621.62	\$ 15,621.62	Trend
1	General	558 50 10 00	Salaries & Wages-Permits	\$ 118,307.05	\$ 191,102.96	\$ 72,795.91	Planning Payroll
1	General	558 50 20 00	Personnel Benefits-Permits	\$ 43,095.29	\$ 69,428.91	\$ 26,333.62	Planning Payroll
1	General	597 00 12 00	Operating Trf To Capital Improve.	\$ -	\$ 28,000.00	\$ 28,000.00	Park Bathroom
1	General	597 00 17 00	Operating Trf To Street CIF	\$ -	\$ 501,573.06	\$ 501,573.06	ARPA Transfer
1	General	508 91 13 00	Ending Cash & Investments	\$ 3,600,685.92	\$ 3,825,293.22	\$ 224,607.30	End Fund Balance
Fund #	Fund Name	BARS #	BARS Name	Current Budget	Budget Amendment	Difference	Notes
101	Street	308 91 12 00	Beginning Cash & Investment	\$ 378,400.12	\$ 369,707.49	\$ (8,692.63)	Budget to YE Actuals
101	Street	508 91 12 00	Ending Cash & Investments	\$ 353,112.88	\$ 344,420.25	\$ (8,692.63)	End Fund Balance
Fund #	Fund Name	BARS #	BARS Name	Current Budget	Budget Amendment	Difference	Notes
102	Park Impact	308 31 01 00	Beginning Cash & Investments	\$ 48,130.47	\$ 48,193.03	\$ 62.56	Budget to YE Actuals
102	Park Impact	508 31 00 00	Ending Balance	\$ 48,615.19	\$ 48,677.75	\$ 62.56	End Fund Balance
Fund #	Fund Name	BARS #	BARS Name	Current Budget	Budget Amendment	Difference	Notes
303	CIF Streets	308 91 09 00	Beginning Cash & Investment	\$ 1,319,460.63	\$ 1,167,901.36	\$ (151,559.27)	Budget to YE Actuals
303	CIF Streets	334 03 80 11	TIB Grant - Galena Street Extension 6-P-820(010)-1	\$ 600,000.00	\$ 690,000.00	\$ 90,000.00	Increased TIB Funding
303	CIF Streets	397 00 00 00	Transfer From REET 306 Fund	\$ -	\$ 300,000.00	\$ 300,000.00	Galena St Ext
303	CIF Streets	397 00 17 00	Interfund Transfer From General Fund	\$ -	\$ 501,573.06	\$ 501,573.06	ARPA Stoem/Water Galena St Ext
303	CIF Streets	595 10 41 05	Park and Ride - Design	\$ -	\$ 50,000.00	\$ 50,000.00	Design Costs
303	CIF Streets	595 30 63 16	TIB Grant - Galena Street Extension 6-P-820(010)-1	\$ 1,730,517.97	\$ 2,586,419.67	\$ 855,901.70	Galena St Ext Sched A & B w/ 15% contingency
303	CIF Streets	508 91 09 00	Ending Cash & Investment	\$ 224,633.75	\$ 58,745.84	\$ (165,887.91)	End Fund Balance
Fund #	Fund Name	BARS #	BARS Name	Current Budget	Budget Amendment	Difference	Notes
304	Park Impact	308 31 02 00	Beginning Cash & Investment	\$ 57,570.04	\$ 57,644.83	\$ 74.79	Budget to YE Actuals
304	Park Impact	508 31 10 00	Ending Cash & Investment	\$ 12,430.19	\$ 12,504.98	\$ 74.79	End Fund Balance
Fund #	Fund Name	BARS #	BARS Name	Current Budget	Budget Amendment	Difference	Notes
305	CIF	308 91 11 00	Beginning Cash & Investment	\$ 31,095.01	\$ 34,971.10	\$ 3,876.09	Budget to YE Actuals
305	CIF	397 00 12 00	Interfund Transfer From Current Expense (001)	\$ -	\$ 28,000.00	\$ 28,000.00	Park Bathroom
305	CIF	594 76 63 05	Park Improvements - Frank Mason Park - SnoCo DCNR REET	\$ 27,600.00	\$ 55,600.00	\$ 28,000.00	Park Bathroom
305	CIF	508 91 11 00	Ending Cash & Investments	\$ 22,101.55	\$ 29,472.65	\$ 7,371.10	End Fund Balance
Fund #	Fund Name	BARS #	BARS Name	Current Budget	Budget Amendment	Difference	Notes
306	REET CIF	308 31 03 00	Beginning Cash & Investments	\$ 705,238.99	\$ 672,578.78	\$ (32,660.21)	Budget to YE Actuals
306	REET CIF	318 34 00 01	Real Estate Excise Tax-1st 1/2%	\$ 201,713.58	\$ 114,287.50	\$ (87,426.08)	Budget to YE Actuals
306	REET CIF	318 35 00 01	Real Estate Excise Tax-2nd 1/2%	\$ 201,713.58	\$ 114,287.47	\$ (87,426.11)	Budget to YE Actuals
306	REET CIF	594 59 61 13	Capital Land Acquisition - REET 2 - Church Property	\$ -	\$ 120,000.00	\$ 120,000.00	Church Property - Park
306	REET CIF	597 00 01 03	Transfers-Out -Off/Streets Road Construction	\$ -	\$ 300,000.00	\$ 300,000.00	Galena St Ext
306	REET CIF	508 31 00 01	Ending Cash & Investment	\$ 1,114,482.02	\$ 486,969.62	\$ (627,512.40)	End Fund Balance
Fund #	Fund Name	BARS #	BARS Name	Current Budget	Budget Amendment	Difference	Notes
401	Water	308 91 08 00	Beginning Cash & Investment	\$ 571,982.49	\$ 631,433.96	\$ 59,451.47	Budget to YE Actuals
401	Water	508 91 08 00	Ending Cash & Investments	\$ 621,173.37	\$ 680,624.84	\$ 59,451.47	End Fund Balance
Fund #	Fund Name	BARS #	BARS Name	Current Budget	Budget Amendment	Difference	Notes
402	Water CIF	308 91 02 00	Beginning Cash & Investment	\$ 1,648,678.89	\$ 1,642,229.37	\$ (6,449.52)	Budget to YE Actuals
402	Water CIF	508 91 02 00	Ending Cash & Investment	\$ 1,180,847.03	\$ 1,174,397.51	\$ (6,449.52)	End Fund Balance
Fund #	Fund Name	BARS #	BARS Name	Current Budget	Budget Amendment	Difference	Notes
403	Sewer	308 91 03 00	Beginning Cash & Investment	\$ 1,423,030.07	\$ 1,373,114.74	\$ (49,915.33)	Budget to YE Actuals
403	Sewer	535 00 48 00	Repairs & Maintenance - Treatment Plant	\$ 65,000.00	\$ 183,000.00	\$ 118,000.00	Clarifier Head Repair
403	Sewer	508 91 03 00	Ending Cash & Investment	\$ 1,920,049.25	\$ 1,752,133.92	\$ (167,915.33)	End Fund Balance
Fund #	Fund Name	BARS #	BARS Name	Current Budget	Budget Amendment	Difference	Notes
404	Sewer CIF	308 91 04 00	Beginning Cash & Investment	\$ 2,213,283.46	\$ 3,280,290.15	\$ 1,067,006.69	Budget to YE Actuals
404	Sewer CIF	508 91 04 00	Ending Cash & Investment	\$ 2,244,346.49	\$ 3,311,353.18	\$ 1,067,006.69	End Fund Balance
Fund #	Fund Name	BARS #	BARS Name	Current Budget	Budget Amendment	Difference	Notes
405	Storm	308 91 05 00	Beginning Cash & Investment	\$ 815,933.83	\$ 784,159.43	\$ (31,774.40)	Budget to YE Actuals
405	Storm	508 91 05 00	Ending Cash & Investment	\$ 993,654.43	\$ 961,880.03	\$ (31,774.40)	End Fund Balance
Fund #	Fund Name	BARS #	BARS Name	Current Budget	Budget Amendment	Difference	Notes
406	Storm CIF	308 91 06 00	Beginning Cash & Investment	\$ 371,563.09	\$ 366,045.98	\$ (5,517.11)	Budget to YE Actuals
406	Storm CIF	508 91 06 00	Ending Cash & Investment	\$ 350,288.46	\$ 344,771.35	\$ (5,517.11)	End Fund Balance
Fund #	Fund Name	BARS #	BARS Name	Current Budget	Budget Amendment	Difference	Notes
407	Solid Waste	308 91 07 00	Beginning Cash & Investment	\$ 89,163.54	\$ 89,279.48	\$ 115.94	Budget to YE Actuals
407	Solid Waste	508 91 07 00	Ending Cash & Investment	\$ 90,063.29	\$ 90,179.23	\$ 115.94	End Fund Balance
Fund #	Fund Name	BARS #	BARS Name	Current Budget	Budget Amendment	Difference	Notes
630	Trust	308 21 00 00	Estimated Beginning Balance	\$ 17,635.19	\$ 26,752.47	\$ 9,117.28	Budget to YE Actuals
630	Trust	508 21 00 00	Ending Balance	\$ 39,517.89	\$ 48,635.17	\$ 9,117.28	End Fund Balance

