



DIAL-IN CONTACT PHONE NUMBER: (US) +1(253) 215-8782/MEETING ID: 844 0005 8146

The Granite Falls City Council will hold an in-person meeting in the Civic Center at 7:00 PM on October 4, 2023. Please use the phone number above for joining the meeting by telephone. You can also join by clicking the Zoom meeting link: [//us06web.zoom.us/j/84400058146](https://us06web.zoom.us/j/84400058146). 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

OCTOBER 4, 2023

7:00 PM

AGENDA

1. **CALL TO ORDER**
2. **FLAG SALUTE**
3. **ROLL CALL**
4. **CONSENT AGENDA**
 - A. **AB 100-2023 Approval of September 6, 2023 Minutes**
 - B. **AB 101-2023 Approval of September 20, 2023 Minutes**
 - C. **AB 102-2023 Approval of September 21, 2023 through October 4, 2023 claims checks #413707 through 413738 totaling \$923,395.03**
 - D. **AB 103-2023 Approval of payroll claims consisting of Eighteen EFT's totaling \$65,223.30**
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 104-2023 Public Hearing - 7:10 PM, or soon thereafter**
For consideration of Ordinance No. 1043-2023 - Six Month Sewer Moratorium
 - B. **AB 105-2023 2024 Budget Review 2 - Budget of revenues from all sources and all expenses, including the Budget prepared by the City Clerk/Finance for consideration of setting the property tax levy and planning resource allocation for 2024**

- C. AB 106-2023 Council consideration of Comprehensive Plan Periodic Update priority issues for November 14, 2023 Council/Planning Commission Joint Workshop
- D. AB 107-2023 Consideration to award the siding replacement and painting of old City Hall
- E. AB 108-2023 Consideration of Interlocal Agreement with the Snohomish County Sheriff's Office for Law Enforcement Services

- 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.**



Agenda Bill # 100-2023

CITY COUNCIL AGENDA BILL

Subject:

AB 100-2023 Approval of September 6, 2023 Minutes

Meeting Date: Wednesday, October 4, 2023

Date Submitted: September 6, 2023

Originating Department: City Clerk

Action Required:

Approval of consent agenda

Clearances:

☐ Mayor

☐ Police

☐ Public Works

☐ Attorney

Exhibits:

[09/06/2023 Minutes](#)

☐ Engineering

☐ Planning

☒ Other: City Clerk

Budgeted Amount:

Summary Statement:

The city council minutes are the official action taken and direction given at the meetings of the city council. Any councilmember may remove items from the consent agenda for discussion and the items would be voted on separately from the other consent agenda items.

Background:

Recommended Motion:

- 1) Motion to approve the minutes as shown. This can be accomplished as part of the motion to approve the consent agenda.
- 2) Motion to amend the [state date] minutes and approve the minutes as amended.



GRANITE FALLS

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

P (360) 691-6441
F (360) 691-6734
www.ci.granite-falls.wa.us

CITY COUNCIL MEETING MINUTES SEPTEMBER 6, 2023 7:00 PM

1. CALL TO ORDER (Via In-Person & Online Via Zoom)

Mayor Hartman called the City Council Meeting to order at 7:00 PM.

2. FLAG SALUTE

Mayor Hartman led the Council, Staff and Audience in the Pledge of Allegiance to the Flag.

3. ROLL CALL

City Council

Mayor Matthew Hartman	Present
Steven Glenn	Present
Tom FitzGerald	Present
Erin Hogan	Absent
David Griggs	Present

City Staff

City Clerk Darla Reese
City Manager Brent Kirk
Deputy City Manager Jeff Balentine

Consultants

Thomas Graafstra – Thompson, Guildner & Assoc.
Police Chief Tom Dalton – S.C.S.O.

Councilmember Glenn moved to excuse Councilmember Hogan due to vacation. Councilmember Griggs seconded. Motion carried.

4. CONSENT AGENDA

- A. AB 085-2023 Approval of August 2, 2023 Minutes
- B. AB 086-2023 Approval of August 9, 2023 Minutes
- C. AB 087-2023 Approval of August 16, 2023 Minutes
- D. AB 088-2023 Approval of August 17, 2023 through September 6, 2023 claims checks #413618 through #413669 totaling \$669,376.89
- E. AB 089-2023 Approval of August 1, 2023 through August 15, 2023 payroll claims checks consisting of Nineteen EFT's totaling \$66,940.95

Councilmember Glenn moved to approve the Consent Agenda. Councilmember Griggs seconded. Motion carried.

Mayor Hartman read two letters into the record:

1. Letter from Rachel McCrea, State of WA Dept. of Ecology
Re: Outstanding Wastewater Treatment Plant Award for the Granite Falls Wastewater Treatment Plant under National Pollutant Discharge Elimination System (NPDES) Permit #WA0021130
2. Letter from Carolyn Eslick – State Representative – 39th LD
Re: Washington State Department of Ecology Outstanding Performance Awards

Mayor Hartman and the Council congratulated the Wastewater Treatment Plant Employees for winning the 2022 Wastewater Treatment Plant Outstanding Performance Award. Recipients present at the meeting included Supervisor Lyle Bjornson, Darin Jackson and Nathaniel Stoneking.

5. STAFF REPORTS

Consultant Police Chief Dalton reported on the following items:

- Was out on vacation last week
- Collisions increasing in area
- School meeting with the High School and Middle School teachers
 - Discussed safety concerns/new staff needing training
 - First day of school

Deputy City Manager Balentine discussed the following items:

- Passport updates
- Budget updates
- Bid opening for Wastewater Treatment Plant

Mayor Hartman asked to place on a future meeting – Discussion on engineer's estimate (future workshop).

Wastewater Treatment Plant Supervisor Bjornson mentioned the rebuild on the north clarifier drive unit and reducer – the bridge and drive unit have been replaced. Unit should be operational tomorrow.

City Manager Kirk gave a Public Works update on the following items:

- Frank Mason project complete (restroom)
- Staff are removing bench shelters (3 vandalized)
- Backflow and leak detection done last month
- N. Alder project will be completed next week
- Galena St. Extension project update
- H&H (805 W. Stanley St) project update
- McDaniel's Hardware project update

6. PUBLIC COMMENTS/RECOGNITION OF VISITORS-NON-ACTION ITEMS

There were no public comments submitted for the record. No one online opted to speak during this portion of the meeting.

7. NEW BUSINESS

A. AB 090-2023 Preliminary 2024 Budget Review

Deputy City Manager Balentine gave a PowerPoint Presentation and discussed the following slides:

- Granite Falls 2024 Budget – Calendar
- Your 2023 Tax Dollar Breakdown
- Granite Falls 2024 General Fund Preliminary Data
 - Granite Falls 2024 Trend – Preliminary Estimates
 - 2024 Estimated General Fund Revenues
 - 2024 Estimated General Fund Revenues – Category w/ ARPA
 - 2024 Estimated General Fund Revenues – Category w/o ARPA
 - Estimated General Fund Expenses – Category
 - Estimated General Fund Reserves
- 2024 Street Fund Preliminary Trend
 - 2024 Estimated Street Fund Revenues
 - 2024 Estimated Street Fund Expenses – Department
 - Estimated Street Fund Reserves
- Granite Falls 2024 Preliminary Trend - Park Impact Fees
- Granite Falls 2024 Preliminary Trend - CIF Streets
- Granite Falls 2024 Preliminary Trend - CIF Arterial Route
- Granite Falls 2024 Preliminary Trend - CIF
- Granite Falls 2024 Preliminary Trend – REET Fund
- Granite Falls 2024 Water Fund Preliminary Trend
 - 2024 Estimated Water Fund Revenues
 - 2024 Estimated Water Fund Expenses – Category
 - Estimated Water Fund Reserves
- Granite Falls 2024 Preliminary Trend – Water Capital Improvement Fund
- Granite Falls 2024 Sewer Fund Preliminary Trend
 - 2024 Estimated Sewer Fund Revenues
 - 2024 Estimated Sewer Fund Expenses – Category
 - Estimated Sewer Fund Reserves
- Granite Falls 2024 Preliminary Trend – Sewer Capital Improvement Fund
- Granite Falls 2024 Storm Fund Preliminary Trend
 - 2024 Estimated Storm Fund Revenues

- 2024 Estimated Storm Fund Expenses – Category
- Estimated Storm Fund Reserves
- Granite Falls 2024 Preliminary Trend – Storm Capital Improvement Fund
- Granite Falls 2024 Preliminary Trend – Solid Waste Fund
- Debt Load
- 2023 Non-Exempt Positions
- 2022 Exempt Positions

B. AB 091-2023 Consideration of Approving Resolution 2023-09 A Resolution of the City of Granite Falls, Washington, Authorizing Membership in the Association of Washington Cities (AWC) Risk Management Service Agency (RMSA)

Councilmember Glenn moved to approve Resolution 2023-09, A Resolution of the City of Granite Falls, Washington, Authorizing Membership in the Association of Washington Cities (AWC) Risk Management Service Agency (RMSA). Councilmember FitzGerald seconded. Motion carried.

C. AB 092-2023 Consideration of Adopting Ordinance No. 1042-2023 Deferral of Water and Sewer Connection charges for Nonresidential construction

Councilmember Griggs moved to adopt Ordinance No. 1042-2023 and authorize the Mayor to sign. Councilmember Glenn seconded. Motion carried.

D. AB 093-2023 Consideration of Approving Resolution 2023-10, A Resolution of the City of Granite Falls, Washington, for Authorizing signature of Washington Recreation and Conservation Office Local Parks maintenance grants fund application for Acquisition of Equipment to Support Trail Deferred Maintenance in the amount of \$100,000.

Councilmember Glenn moved to approve Resolution 2023-10 to authorize signature for the purpose of submitting grant application. Councilmember FitzGerald seconded. Motion carried.

E. AB 094-2023 Consideration to Approve the Snohomish County Housing and Community Development Urban County Consortium Interlocal Cooperation Agreement Amendment #2.

Councilmember Glenn moved to approve Amendment #2 of the Interlocal Cooperation Agreement for Snohomish County Housing and Community Development Urban County Consortium and authorize the Mayor to sign. Councilmember Griggs seconded. Motion carried.

8. CURRENT BUSINESS

There were no Current Business items for the Agenda.

9. MAYOR'S COMMENTS

Mayor Hartman discussed the following items:

- Update on Congresswoman Shrier's Office
- Hope Within Luncheon
- Had lunch with Warren Perkins, walked the Galena St. Ext. Project
- McDaniel's Hardware project

10. COUNCIL COMMENTS

Councilmember Glenn mentioned the following items in his comments:

- N. Alder project
- Crosswalk striping
- Active school groups, Scouts

Councilmember FitzGerald discussed the following items:

- Football on Friday night at 6:30pm, grand opening of new field at 6:15 pm
- Vacation = will miss October 11th and 18th meetings
- Wants meeting on Water & Sewer Mitigation fees within the next 6 months
- Thoughts on rebidding the Wastewater Treatment Plant
- Was in a bad accident = may/may not miss future meetings

Councilmember Griggs mentioned grandson is a big fan of backhoes. Added \$4,097.00 was donated to the Boys & Girls Club from the Show N' Shine car show.

11. CITY MANAGER

City Manager Kirk mentioned the following information:

- PSE Franchise Agreement is being updated
- County Franchise Agreement currently being updated for utility lines
- Police Department Contract
- Railroad Days = 5 food trucks and 1 trailer
- Back & Neck surgery forthcoming
- Agendease is done (business closed end of September)
- Revize = working on site map for website

12. ADJOURNMENT

Mayor Hartman adjourned the meeting.

City Clerk Darla Reese, MMC

Mayor Matthew Hartman



Agenda Bill # 101-2023

CITY COUNCIL AGENDA BILL

Subject:

AB 101-2023 Approval of September 20, 2023 Minutes

Meeting Date: Wednesday, October 4, 2023

Date Submitted: September 20, 2023

Originating Department: City Clerk

Action Required:

Approval of consent agenda

Clearances:

☐ Mayor

☐ Police

☐ Public Works

☐ Attorney

Exhibits:

[09/20/2023 Minutes](#)

☐ Engineering

☐ Planning

☒ Other: City Clerk

Budgeted Amount:

Summary Statement:

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Background:

Recommended Motion:

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CITY COUNCIL MEETING MINUTES SEPTEMBER 20, 2023 7:00 PM

1. CALL TO ORDER (Via In-Person & Online Via Zoom)

Mayor Hartman called the City Council Meeting to order at 7:00 PM.

2. FLAG SALUTE

Mayor Hartman led the Council, Staff and Audience in the Pledge of Allegiance to the Flag.

3. ROLL CALL

City Council

Mayor Matthew Hartman	Present
Steven Glenn	Present
Tom FitzGerald	Present
Erin Hogan	Present
David Griggs	Present

City Staff

City Clerk Darla Reese
City Manager Brent Kirk
Deputy City Manager Jeff Balentine
Community Dev. Director Eric Jensen
Wastewater Treatment Plant Supervisor –
Lyle Bjornson

Consultants

Emily Guildner – Thompson, Guildner & Assoc.
Police Chief Tom Dalton – S.C.S.O.
Stacey Clear, P.E. – Gray & Osborne, Inc.
Doug Welch, P.E. – Gray & Osborne, Inc.

4. CONSENT AGENDA

- A. AB 095-2023 Approval of September 7, 2023 through September 20, 2023 claims checks #413670 through #413706 and One EFT totaling \$238,588.12
- B. AB 096-2023 Approval of August 16, 2023 through August 31, 2023 payroll claims checks #27530 through #27533 and Twenty-Three EFT's totaling \$123,845.56

Councilmember Hogan moved to approve the Consent Agenda. Councilmember Griggs seconded. Motion carried.

5. STAFF REPORTS

Community Development Director Jensen mentioned there will be a Special Planning Commission meeting tomorrow night. He also reported on the community survey efforts.

Consultant Police Chief Dalton reported on the following items:

- Construction site; 150 gallons of fuel stolen
- IGA Theft
- Assault in front of the Teriyaki Wok/Smoke Shop
- School update; open windows and doors, stadium found open

Deputy City Manager Balentine discussed the following items:

- Department heads have turned in their budget numbers
- Passport update

City Manager Kirk gave a Public Works update on the following items:

- Galena St. Extension project update
- Alder Avenue final fixes
- Frank Mason Park (bathrooms)
- Budget numbers in from department heads
- Stormwater capacity grant = \$130,000.00 for 2 years
- Helicopter crash

6. PUBLIC COMMENTS/RECOGNITION OF VISITORS-NON-ACTION ITEMS

There were no public comments submitted for the record. No one online opted to speak during this portion of the meeting.

7. NEW BUSINESS

A. AB 097-2023 Consideration of Proposal for Engineering Services related to development of City's required Wastewater Treatment Plant Outfall Receiving Water Study Plan

Councilmember Griggs moved to approve Scope and Fee Proposal from Gray & Osborne, Inc. for Engineering Services related to development of a WWTP Outfall Receiving Water Study Plan and authorize City Manager to sign. Councilmember Hogan seconded. Motion carried.

8. CURRENT BUSINESS

A. AB 098-2023 Consideration of Bid Award to lowest responsive bidder for construction of the City's Wastewater Treatment Plant upgrade

Councilmember Glenn moved to award bid to Harbor Pacific Contractors, Inc. for Wastewater Treatment Plant Facility Upgrade in the amount of \$31,420,800.00. Councilmember Griggs seconded. Motion carried.

B. AB 099-2023 Consideration of Contract with Gray & Osbornes, Inc. for Construction Management and Administration/Engineering Services related to the Granite Falls WWTP Upgrade

Councilmember Griggs moved to approve Scope of Work and Fee Proposal from Gray & Osborne, Inc. for the Wastewater Treatment Plant Upgrade Construction Administration Services and authorize City Manager to sign. Councilmember Glenn seconded. Motion carried.

9. MAYOR'S COMMENTS

Mayor Hartman mentioned we are two weeks away from Railroad Days!

10. COUNCIL COMMENTS

Councilmember Glenn mentioned the following items in his comments:

- School's back in session
- Getting good comments by people coming to football games and new construction
- Compliments heard about our Passport Office
- Railroad Days

Councilmember FitzGerald discussed the following items:

- Workshop within the next 2 months Water/Sewer construction cost increases
 - Sewer = new FCS results/costs going forward
 - GFC Cost increases
- Next 2 Friday nights = home football games at High School

Councilmember Hogan had no comments.

Councilmember Griggs mentioned he just got over Covid last week.

11. CITY MANAGER

City Manager Kirk mentioned the following information:

- GFC's = wait to discuss until January/February due to new Councilmember(s) coming onboard
 - Council to give input to City Manager Kirk regarding thoughts on this
- Department of Ecology

12. EXECUTIVE SESSION per RCW 42.30.110(1)(i) to discuss pending litigation for 15 minutes

8:53 PM –

Councilmember Hogan moved to recess to Executive Session to discuss potential litigation for 15 minutes with no action to follow. Councilmember Griggs seconded. Motion carried.

9:08 PM –

City Clerk Reese went to the Council room doors, opened them, and voiced that Executive Session had ended. All in the lobby and online were welcome to rejoin the meeting at this time.

The meeting returned to regular session.

13. ADJOURNMENT

Mayor Hartman adjourned the meeting.

City Clerk Darla Reese, MMC

Mayor Matthew Hartman



CITY COUNCIL AGENDA BILL

Subject:

AB 102-2023 Approval of September 21, 2023 through October 4, 2023 claims checks #413707 through 413738 totaling \$923,395.03

Meeting Date: Wednesday, October 4, 2023

Date Submitted: September 29, 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 = \$10,157.79

101 Streets = \$382.36

303 Cif/Streets = \$897,992.74

401 Water = \$8,528.07

403 Sewer = \$5,391.79

405 Storm Drainage = \$558.28

630 Trust Agency = \$384.00

Summary Statement:

Claims are for September 21, 2023 through October 4, 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.



Agenda Bill # 103-2023

CITY COUNCIL AGENDA BILL

Subject:

AB 103-2023 Approval of payroll claims consisting of Eighteen EFT's totaling \$65,223.30

Meeting Date: Wednesday, October 4, 2023

Date Submitted: September 14, 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 = \$26,765.00

101 Streets = \$5,975.60

401 Water = \$10,501.25

403 Sewer = \$19,042.75

405 Storm Drainage = \$2,938.70

Summary Statement:

Payroll claims are for September 1, 2023 through September 15, 2023.

Background:

Recommended Motion:

1) Motion to accept the payroll 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.



Agenda Bill # _____

CITY COUNCIL AGENDA BILL

Subject:

Finance - Passport Dashboard through September 27, 2023

Meeting Date: Wednesday, October 4, 2023

Date Submitted: September 28, 2023

Originating Department: City Treasurer

Action Required:

NA

Clearances:

☒ Mayor

☒ Police

☒ Public Works

☒ Attorney

Exhibits:

[Passport Dashboard](#)

☒ Engineering

☒ Planning

☒ Other: Passports

Budgeted Amount:

Summary Statement:

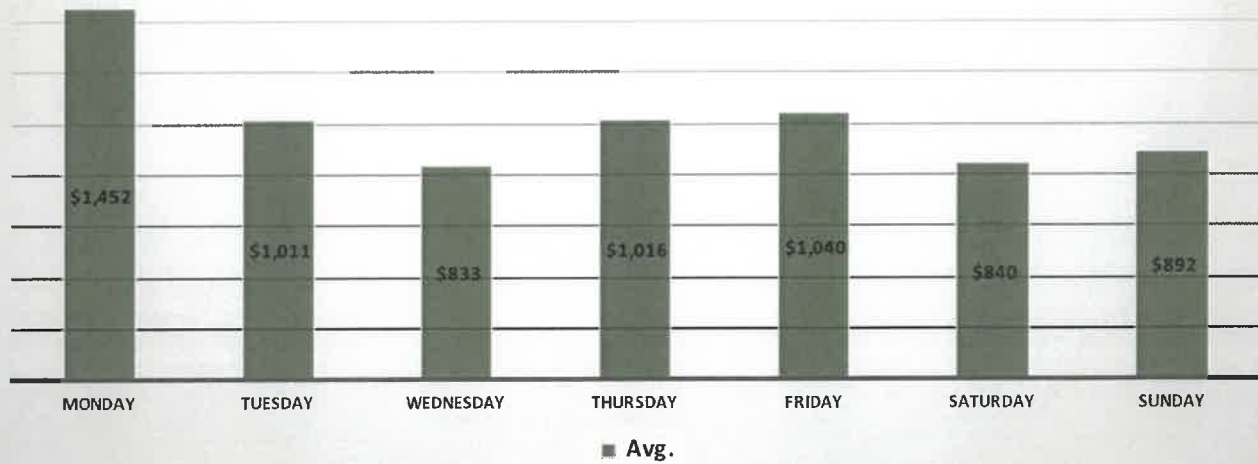
Dashboard through September 27, 2023

Background:

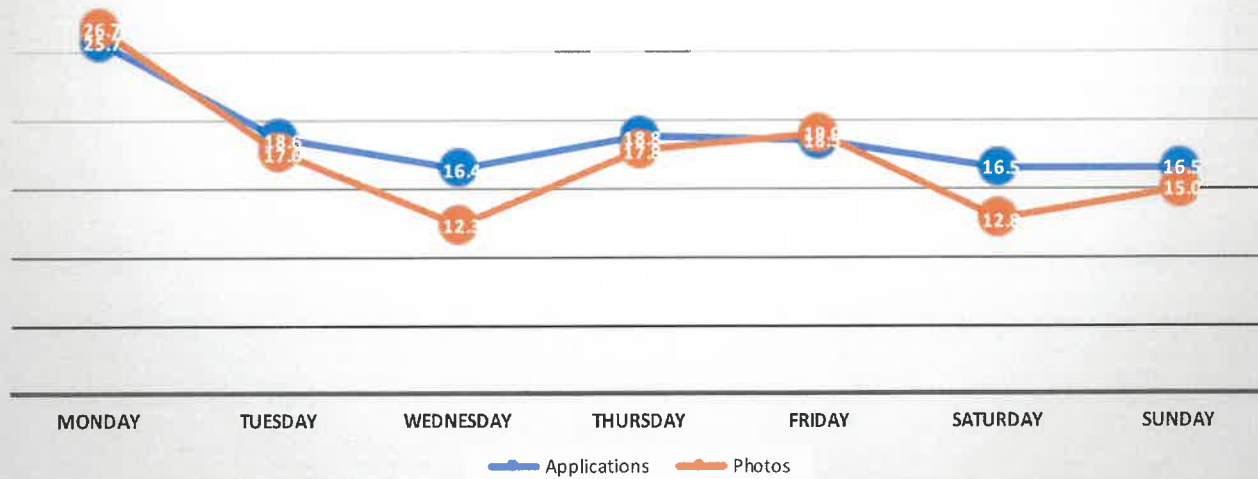
Recommended Motion:

As of September 27, 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)	\$ 602,840.74	\$ 418,984.74	\$ 125,820.33
30-day Annualized Revenue Trend	\$ 566,405.30		30.0%
	Gross Margin	% Sales	
Total Gross Margin (since 6-6-2022)	\$ 185,149.18	30.7%	
30-day Annual Projected Gross Margin	\$ 168,699.12	29.8%	
	# Processed	Last 30 day Avg. per day	Break Even
Total Passport Applications Processed	11,450	18.4	21.6
Total Passport Photos Taken	9,811	16.8	18.5



Agenda Bill # N/A

CITY COUNCIL AGENDA BILL

Subject:

Staff Reports

Meeting Date: Wednesday, October 4, 2023

Date Submitted: September 29, 2023

Originating Department: City Clerk

Action Required:

For review and information

Clearances:

☐ Mayor

☒ Police

☐ Public Works

☐ Attorney

Exhibits:

[10/04/2023 Police Chief Report](#)

[10/04/2023 City Clerk Report](#)

[10/04/2023 Community Development Director's Staff Report](#)

☐ Engineering

☒ Planning

☒ Other: City Clerk

Budgeted Amount:

Summary Statement:

Attached, please find the City Clerk, Police Chief and Community Development Director's staff reports for your review and information.

Background:

Recommended Motion:



Lead the Way

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



Sheriff Adam Fortney

City Manager Brent Kirk

I attended a Chiefs and Sheriff's meeting on September 28th, 2023, and heard from most of the Chiefs in Snohomish County and learned that "violent crime" is up in almost every city. As you are well aware, we have little violent crime directly in our city but just outside the city we have had an increase as well. Last Friday, September 22nd, we had an attempted carjacking at the 15300 block of 84th ST NE, Lake Stevens.

This attempted carjacking took place on a main arterial leading to our city. Due to the proximity to our city, Granite Falls Deputies were amongst the first to arrive on scene. This is not the first time this has occurred this year. I must give praise to our Deputies for their calm and professional demeanor while dealing with these volatile scenes and being the first on scene.

Mayor Cassie Franklin greeted us with opening remarks for the meeting I attended. If you recall, last year, she and many other Mayors in our county came together to advocate for changes to our current state laws governing various issues. Some of those issues have been modified but not completely fixed. Mayor Franklin advised us that now other Mayors around the state have reached out to her and the coalition of Mayors to see what they can do, if anything to try and get this next legislative session to continue to move forward with fixing our state laws. She asked should we or anyone else have any suggestions to please reach out to them with our concerns.

One other area of concern that came from the meeting was the initial budget talks from the County Executive. The 2024 proposed budget, which would directly impact our city would be the proposed budget cut of 6 Deputy Prosecuting Attorneys. Last Year, the Prosecutors Office requested 4 additional DPA's and had been denied. An example given was that that since "2008 the PA's Office budget has increased by 6% while the defense funding has increased 122%".

If there is any way, during conversations with County Councilmembers, that our concerns could be brought to light, about budgetary cuts to DPA or requests from the Sheriff's Office for additional Deputies, would be greatly appreciated. Especially for trying to obtain an SRO for our school district, should the Sheriff's Office get up to staffing.

When we round tabled events and issues around the room, it was discussed about juveniles being "armed" with various weapons, such as a fully automatic machine pistol and other firearms. We have been lucky, keeping the major criminal activity from our city and I hope with the diligence of our Deputies and community we keep it this way. We discussed the burglary of a gun store in Monroe and speaking with our business owners about securing the weapons during non-business hours.

We also discussed the new regional academy set to open in 2024 in Skagit County. Like everything, there has been some issues with the original venue, and they are looking for a new venue in northern Snohomish County or south Skagit County.

We continue to work on traffic issues in and around Granite Falls. We had another fatal collision on the Mountain Loop Highway, on September 23rd. Speed was a factor. This is the fifth major collision in the same one mile stretch of roadway in 1 ½ months. We worked the Loop on Wednesday and issued multiple citations for speeding, in the rain at speeds in excess of 70 MPH. We also issued several citations for school zone speed violations for as much as 42MPH in a 20 MPH School zone. We are trying to get the traffic issues under control. We have deployed the speed trailer on West Galena ST, prior to the opening of the Galena Street extension in hopes to educate motorists.

As always, I am one of the luckiest Chiefs of Police for having such a great council and city staff to work with, thank you!

Respectfully submitted,

Tom Dalton #1508

Chief Tom Dalton

City Clerk Staff Report October 4, 2023

Business Licenses (outside City):

The Fire Place Gurus

9710 NE 188th St., Apt 2

Bothell, WA 98011

Heating, Ventilation and Air Conditioning, HVAC, Handyman

5 Star Excavation Demo (5 Star General Contractor Corp.)

10827-189th Ave. NE

Granite Falls, WA 98252

Construction; cleanup, contractor, demolition

Lamb Renovation LLC

610-1st St.

Snohomish, WA 98290

Real estate sales

Slamdump LLC

16414 Engebretsen Rd.

Granite Falls, WA 98252

Garbage hauling, garbage dump, garbage disposal

Artistic Edge Painting LLC

17831 Bradshaw Rd.

Mt. Vernon, WA 98273

Painting-construction

Azah, Amazon (Long, Andrew)

18217-115th St. NE

Granite Falls, WA 98252

Real estate rental-short term residential (under 30 days)

Harvold Tree Service

1916-113th Dr. SE

Lake Stevens, WA 98258

Pruning and removal of trees

Coffee Tile & Marble LLC

14701 Main St. NE, Ste. A1-B

Duvall, WA 98019

Contract and subcontract work installing tile and marble countertops, baths and flooring

-OVER-

H&S Roofing/Waterproofing LLC

814 S. Davies Rd.

Lake Stevens, WA 98258

Roofing, roofing inspection, water proofing-construction

Building Permits Issued:

Shannon Lagerstrom

17916 Maple St.

Residential A/C Unit

Building Permit #2023-060

Memo

To: City Council
From: Eric Jensen, Community Development Director
CC: City Manager Brent Kirk
Date: September 28, 2023
Re: **Community Development Report to City Council**

Here is a summary of some recent activity in Community Development:

- Work continues on preparing the GMA mandated Racial Disparity Impact analysis in the Comp Plan Housing chapter. This includes a considerable amount of review and coordination with PSRC, Commerce and the County.
- At last week's Planning Commission meeting, final review of the Permanent Supportive housing and Transitional housing code provisions were reviewed and approved by the Planning Commission. The Commission took action to forward their recommendation for approval to the Council at an upcoming Council meeting.
- After presentation to, and resulting discussion with, the Planning Commission, further material and information will be researched and brought forward for consideration of the rules surrounding RV parks in the Municipal Code. This proposal will also be forwarded to the Council at an upcoming meeting for consideration and action once a position on the matter is determined by the PC.
- The last proposed GFMC Title 19 code amendment is being put together for the Planning Commission's review in October. Specifically, the Commission is looking at a change to a portion of the sign code as it relates to free standing pole signs. The Council should expect to see this provision and other proposed land use amendments to Title 19 once they have completed review and action by the PC.
- Review and revisions are underway with the Transportation consultant, Kimley Horn for the Transportation Element chapter.



Agenda Bill # 104-2023

CITY COUNCIL AGENDA BILL

Subject:

AB 104-2023 Public Hearing - 7:10 PM, or soon thereafter
For consideration of Ordinance No. 1043-2023 - Six Month Sewer Moratorium

Meeting Date: Wednesday, October 4, 2023

Date Submitted: September 29, 2023

Originating Department: City Clerk

Action Required:

Public Hearing
Consideration of Adoption of Ordinance No. 1043-2023

Clearances:

☐ Mayor

☐ Police

☒ Public Works

☒ Attorney

Exhibits:

[Exhibit 1 - Verification of Public Hearing Notice dated September 22, 2023](#)

[Exhibit 2 - Verification of Public Hearing Posting - Dated September 25, 2023](#)

[Exhibit 3 - Affidavit of Publication from the Everett Daily Herald dated September 25, 2023](#)

[Exhibit 4 - Ordinance No. 1043-2023 - Sewer Moratorium](#)

☒ Engineering

☒ Planning

☐ Other: _____

Budgeted Amount:

Summary Statement:

Due to a limited capacity at the City's Wastewater Treatment Plant (WWTP) and the continued demand for development of new residential units in the City limits, Staff has drafted an ordinance for an interim six month moratorium on new sewer connections with the following exclusions:

- 1) A single-family residence on a single building lot
- 2) A duplex (2-unit) residence on a single building lot
- 3) Any Commercial development in the General Commercial, Central Business District, or Industrial zones subject to available capacity at the time of complete application submittal.

No applications will be accepted for any other development projects while the moratorium is in place. This moratorium would be in effect for six months. The City has been awarded a loan from Department of Ecology and has accepted a bid from Harbor Pacific Contractors in the amount of \$31,420,800. Bid award was approved by City Council on September 20th, 2023 and construction of the WWTP upgrade is scheduled to begin in late October 2023. This project will address new discharge permit requirements for water quality as well as additional capacity to accommodate projected future growth targets through year 2044. The City estimates that this project will be complete within 18 months, at which time the sewer moratorium can be lifted. The City may elect to lift the moratorium at some point prior to the completion of the plant upgrade to allow time for application submittals to be processed and approved for construction once the upgrade is 100% complete and online.

As the City deals with the high flows from the wastewater system in the fall and winter months, WWTP staff has ongoing concerns about the amount of influent flows being more than 100% of the allowed amount in our current permit, which happened several times last year and became more frequent last winter with all the new housing that has come online in this last three years. The management and disposal of the biosolids created from the additional flows has also increased significantly, resulting in a project 400% increase in dry tons hauled off from 2020 to 2023. This is in addition to the ongoing compost processing currently handled on site and hauled off by City Staff to disposal sites.

Assuming that construction begins in late October of 2023, the WWTP upgrade contract allows for 455 working days to complete and is thus anticipated to be complete in Spring to Summer of 2025. If high flows continue to be an issue throughout the construction timeframe, the City may choose to further limit the exclusions currently listed this Ordinance.

Background:

The city has been in a sewer moratorium since April 11, 2018. This will be the twelfth 6-month moratorium imposed by the City. The new ordinance updates the needs of the city as it relates to the restriction of development until the Wastewater Treatment Plant can be upgraded for additional capacity and to meet the new permit regulations for water quality to accommodate future residential growth.

Recommended Motion:

After close of the public hearing -

- 1) Motion to adopt Ordinance No. 1043-2023 and authorize Mayor to sign



GRANITE FALLS

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

Exhibit 1, page 1 of 1

P 360/691-6441
F 360/691-6734
www.ci.granite-falls.wa.us

PUBLIC HEARING NOTICE

City of Granite Falls
OCTOBER 4, 2023
7:10 p.m., or soon thereafter

BEFORE THE GRANITE FALLS CITY COUNCIL

NOTICE IS HEREBY GIVEN THAT via Zoom Meeting Online and in person, on Wednesday, the 4th Day of OCTOBER, 2023, at 7:10 p.m., or soon thereafter, a public hearing will be held by the Granite Falls City Council for consideration of Ordinance No. 1043-2023 an interim ordinance of the City of Granite Falls, Washington. Extending for six months a previous six-month moratorium on filing with and processing by the city of applications for development activities requiring connection to the city's sewer system and ratifying ordinances, 1015-2021, 1024-2022 and 1032-2022, 1039-2023 and chapter 19.12.010 relating to concurrency determinations and sewer connections within the city with exceptions; declaring an emergency; providing for severability; and establishing an effective date.

Any person may appear at the Zoom Meeting online hearing, or in person, or may call in at the designated meeting number +1(253) 215-8782, Meeting ID: 844 0005 8146. You may submit your written comments by 4:00 p.m., October 4, 2023, to the attention of the City Clerk at Granite Falls City Hall, 215 S Granite Avenue, Granite Falls, WA, 98252, in order for your comments to be considered as part of the formal record. Additional information may be obtained at City Hall from 8:30 a.m. to 5:00 p.m. by calling 360-691-6441.

GRANITE FALLS CITY COUNCIL

Darla Reese, MMC, City Clerk

Dated this 22nd day of September 2023.

Notice – All Proceedings of this meeting are sound recorded



GRANITE FALLS

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

Exhibit 2, page 1 of 1

P 360/691-6441
F 360/691/6734
www.cityofgranitefalls.com

VERIFICATION OF PUBLIC HEARING POSTING
FOR CONSIDERATION OF ORDINANCE NO. 1043-2023 –
SEWER MORATORIUM

I, Darla Reese, City Clerk for the City of Granite Falls, WA hereby certifies the Notice of Public Hearing for the Granite Falls City Council was posted in three public places as described below. This Public Hearing will be held on Wednesday, October 4, 2023, at 7:10 p.m., or soon thereafter, online via Zoom meeting online and in person.

City Hall, 215 South Granite Avenue by: Darla date: 9/21/2023

Granite Falls Public Library, 815 East Galena Street by: TA date: 9/22/23

Granite Falls Post Office, 205 East Stanley Street by: TA date: 9/22/23

Emailed to the media parties of record

by: Darla date: 9/21/2023

Certified this 25th day of September, 2023

Darla Reese

By Darla Reese, MMC, City Clerk

Everett Daily Herald**Affidavit of Publication**

State of Washington }

County of Snohomish } ss

Michael Gates being first duly sworn, upon oath deposes and says: that he/she is the legal representative of the Everett Daily Herald a daily newspaper. The said newspaper is a legal newspaper by order of the superior court in the county in which it is published and is now and has been for more than six months prior to the date of the first publication of the Notice hereinafter referred to, published in the English language continually as a daily newspaper in Snohomish County, Washington and is and always has been printed in whole or part in the Everett Daily Herald and is of general circulation in said County, and is a legal newspaper, in accordance with the Chapter 99 of the Laws of 1921, as amended by Chapter 213, Laws of 1941, and approved as a legal newspaper by order of the Superior Court of Snohomish County, State of Washington, by order dated June 16, 1941, and that the annexed is a true copy of EDH984494 PH & SEWER MORATOR. as it was published in the regular and entire issue of said paper and not as a supplement form thereof for a period of 1 issue(s), such publication commencing on 09/22/2023 and ending on 09/22/2023 and that said newspaper was regularly distributed to its subscribers during all of said period.

The amount of the fee for such publication is \$51.60.

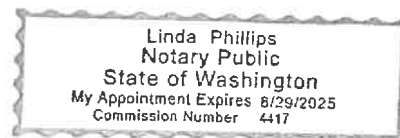
Subscribed and sworn before me on this

25th day of September,
2023.

Linda Phillips

Notary Public in and for the State of Washington.

City Of Granite Falls LEGAL ADS | 14102095
DARLA REESE

**RECEIVED****SEP 28 2023**

City of Granite Falls

Classified Proof

PUBLIC HEARING NOTICE
City of Granite Falls
OCTOBER 4, 2023
7:10 p.m., or soon thereafter

BEFORE THE GRANITE FALLS CITY COUNCIL
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Any person may appear at the Zoom Meeting online hearing, or in person, or may call in at the designated meeting number +1(253) 215-8762, Meeting ID: 844 0005 8146. You may submit your written comments by 4:00 p.m., October 4, 2023, to the attention of the City Clerk at Granite Falls City Hall, 215 S Granite Avenue, Granite Falls, WA, 98252, in order for your comments to be considered as part of the formal record. Additional information may be obtained at City Hall from 8:30 a.m. to 5:00 p.m. by calling 360-691-6441.

GRANITE FALLS CITY COUNCIL
Daria Reese, MMC, City Clerk
Published: September 22, 2023. EDH984494

**CITY OF GRANITE FALLS,
WASHINGTON**

ORDINANCE NO. 1043-2023

AN INTERIM ORDINANCE OF THE CITY OF GRANITE FALLS, WASHINGTON, EXTENDING FOR SIX MONTHS A PREVIOUS SIX-MONTH MORATORIUM ON FILING WITH AND PROCESSING BY THE CITY OF APPLICATIONS FOR DEVELOPMENT ACTIVITIES REQUIRING CONNECTION TO THE CITY'S SEWER SYSTEM AND RATIFYING ORDINANCES 1015-2021, 1024-2022, 1032-2022, 1039-2023 AND CHAPTER 19.12.010 RELATING TO CONCURRENCY DETERMINATIONS AND SEWER CONNECTIONS WITHIN THE CITY WITH EXCEPTIONS; DECLARING AN EMERGENCY; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City's sewer system has capacity limitations while the City is experiencing an unprecedented amount of residential development and some commercial development;

WHEREAS, the estimated number of remaining sewer connections available in the City may not exceed 75 as of the date of this Ordinance;

WHEREAS, the City needs to insure that some sewer connections remain to address hardships;

WHEREAS, commercial development is important to the City and may provide critical tax revenues;

WHEREAS, the City needs to insure that some sewer connections remain for commercial development with the City;

WHEREAS, if the City's waste water treatment plant is at full capacity there is a risk of adverse impacts and consequences to public health, safety, welfare and property within the City;

WHEREAS, both federal and state law recognize that local governments have broad police powers to impose measures addressing local issues where the measure "promotes public safety, health or welfare and bears a reasonable and substantial relationship to accomplishing the purpose pursued" and the measure does not conflict with the general law of the State (quoting *Weden v. San Juan County*, 135 Wn.2d 678, 700 (1998));

WHEREAS, Washington law recognizes that imposition of development moratoria and interim regulation is within this police power granted to local governments under article XI, section

11 of the Washington State Constitution (“While no positive grant of authority exists under the SMA to impose a moratorium, such an explicit grant is not required in the face of Washington Constitution article XI, section 11’s broad delegation of police power to the local governments.” *Biggers v. City of Bainbridge Island*, 162 Wn.2d 683, 704 (2007) (Opinion of Justice Chambers “concurring in result”), and Washington courts have historically upheld moratoria on a variety of grounds (see, e.g.: *Jablinske v. Snohomish County*, 28 Wash.App. 848, 626 P.2d 543 (Div. 1 1981), *Matson v. Clark County Bd. of Com’rs*, 79 Wash. App. 641, 647-48, 904 P.2d 317, 320 (Div. 2 1995), and *Ord v. Kitsap County*, 84 Wash. App. 602, 929 P.2d 1172 (Div. 2 1997));

WHEREAS, Federal law precedent recognizes that imposition of development moratoria or interim regulation is within the broad police power granted to local governments, and that such regulation or moratoria are important and useful tools to manage land development and growth, and to allow time for thoughtful and proper planning, as well as to deal with emergent and unforeseen situations (“moratoria, or ‘interim development controls’ as they are often called, are an essential tool of successful development,” *Tahoe-Sierra Preservation Council, Inc. v. Tahoe Regional Planning Agency*, 535 U.S. 302 (2002), and temporary planning moratoria provide local governments with “an important land-use planning tool with a well-established tradition,” *Tahoe-Sierra Pres. Council, Inc. v. Tahoe Reg’l Planning Agency*, 216 F.3d 764, 777 (9th Cir. 2000));

WHEREAS, the State Legislature has expressly authorized cities like the City of Granite Falls to adopt interim regulations or a moratorium for up six months, which can be renewed, or up to one year pursuant to a work plan, pursuant to RCW 35.63.200 (the State Planning Enabling Act), RCW 35A.63.220 (authorizing non-charter code cities to enact interim regulation or moratoria), and RCW 36.70A.390 (authorizing interim regulation or moratoria as part of the GMA);

WHEREAS, and additionally, under RCW 35A.11.020 and RCW 35A.21.160 code cities such as the City of Granite Falls have all the powers which any city or any class may have consistent with the state constitution and not specifically denied to code cities by law;

WHEREAS, due to the above-described circumstances, it is requested that the City Council declare that a public emergency exists and that a six (6) month moratorium be imposed and extended regarding the filing and processing of applications for certain development activities within the City limits in order to ensure that the sewer system capacity within the City is not exceeded which could result in significant adverse impacts and consequences to public health, safety, welfare and property;

WHEREAS, due to the above-described circumstances, it is further requested that interim regulation, and a six (6) month moratorium be imposed and extended with regard to the connection to the City’s sewer system with exceptions in order to ensure that the sewer system capacity within the City is not exceeded which would result in significant adverse impacts and consequences to public health, safety, welfare and property;

WHEREAS, the City recognizes that large amounts of money can be spent in the development process long before application for a building permit is made;

WHEREAS, by Ordinance 945-2018 interim regulations and moratoria to address the City's limited wastewater capacity were imposed;

WHEREAS, the 2018 interim regulations and moratoria were extended by Ordinances 957-2018, 964-2019, 971-2019 and 984-2020;

WHEREAS, by Ordinance 992-2020 interim regulations and moratoria to address the City's limited wastewater capacity were re-imposed;

WHEREAS, by Ordinance 1006-2021 the interim regulations and moratoria of Ordinance 992-2020 were extended;

WHEREAS, the interim regulations and moratoria expired but the underlying conditions related to the capacity of the City's wastewater plant remain;

WHEREAS interim regulations and a moratorium were reestablished by Ordinances 1015-2021 and 1024 – 2022 which after public hearing were ratified by the City council;

WHEREAS the interim regulations related to concurrency were codified as Section 19.12.010 when adopted by Ordinance 1021-2022;

WHEREAS by Ordinance 1032-2022 the moratorium was readopted

WHEREAS, a state of emergency has been in effect in the State of Washington since March 2020 to deal with the corona virus (COVID 19) has not ended;

WHEREAS, improvements to the City's wastewater plant have been made but capacity has not been increased;

WHEREAS, the City applied for, and was recently awarded, a \$30,000,000.00 loan from the Washington State Department of Ecology subject to Legislative approval in spring of 2023 for the construction of the Wastewater Treatment Plant (WWTP) Upgrade.

WHEREAS, the engineering design of the WWTP Upgrade is now 90% complete and expected to be 100% complete by April 1, 2023.

WHEREAS, the City went to bid to bid for the construction of the WWTP Upgrade this summer 2023, but rejected all bids, and a rebid is expected in October 2023 with construction to begin before the end of 2023 and the City expects to have construction complete by the end of 2025 with additional capacity needed to accommodate future projected residential growth through 2044;

WHEREAS, the City Council finds that it is in the interest of the public health, safety, welfare and economic viability of the City of Granite Falls to ratify, extend and confirm the interim regulation and impose a six (6) month moratorium on the filing and processing of applications for certain development activities within the City limits with exceptions and to presently limit further

connections to the City sewer system within the City in order to ensure that the sewer system capacity within the Area is not exceeded, and further finds an emergency justifying immediate adoption of the interim regulation and moratorium without prior notice.

WHEREAS, the City Council finds that a public emergency continues with the lack of capacity for connection to the City's wastewater treatment facilities;

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

Section 1. Purpose. The purpose of the interim regulation and moratorium is to temporarily suspend additional demands on the capacity of the sewer system in the City and to withhold certain concurrency determinations finding capacity except as allowed in Section 1 of Chapter 19.12 Granite Falls Municipal Code.

Section 2. Findings of Fact. The above "Whereas" clauses constitute findings of fact in support of the interim regulation and moratorium established by this Ordinance and said findings are fully incorporated into this Ordinance.

Section 3. Public Hearing. A public hearing concerning this Ordinance and the existing interim regulation in Section 19.12.010 GFMC and the moratorium imposed by this Ordinance is set for October 4, 2023.

Section 4. Ratification and Extension of GFMC 19.12.010 interim regulations on concurrency. The interim regulations on concurrency set out in Section 19.12.010 adopted by Ordinance 1021-2022 are hereby readopted, ratified and extended for the period set out in Section 11 below.

Section 5. Moratorium on Development Activities Established. Subject to the exemptions provided GFMC 19.12 and the variance process adopted in said section, a moratorium is hereby established and extended, effective immediately upon the adoption of this Ordinance, upon the filing of and processing by the City of new applications for the following development activities within the City of Granite Falls:

- a. Short plats;
- b. Subdivisions;
- c. Planned residential developments;
- d. Binding Site Plans;
- e. Administrative development plans;
- f. Shoreline permits, including but not limited to shoreline substantial development permits and shoreline conditional use permits;
- g. Building permits for nonexempt commercial buildings, industrial buildings, multi-family residential buildings, single-family residential buildings and/or accessory uses thereto and any other building or structure;
- h. Conditional use, special use or unclassified use permits;
- i. Annexations, except those for municipal purposes;

- j. Rezones, except those initiated by the City and those associated with comprehensive plan amendments; and
- k. Any other development activities not exempt under GFMC 19.12 that would result in increased sewer usage and/or increased demands on the sewer system within the City.

Section 6. Moratorium on Connections to City Sewer System. Subject to the exemptions provided in GFMC 19.12 and the variance process adopted in GFMC 19.12 a moratorium is hereby established, and extended effective immediately upon the adoption of this Ordinance, upon any affirmative concurrency determinations and any further connections to the City sewer system for development activities that are not exempt under GFMC 19.12.

Section 7. Interpretation of Ordinance. The City Engineer shall have authority to interpret and provide written interpretations of this Ordinance upon request. Application for such an administrative interpretation of this Ordinance shall be in writing and filed with the City Engineer together with a filing fee as established by resolution of the City Council. Each administrative interpretation of this Ordinance shall be considered on a case-by-case basis, and shall not create any vested rights or be construed as setting precedent for any subsequent application or request.

Section 8. Declaration of Emergency. Based on the recitals set forth above, and in recognition that the sewer capacity within the City is at or almost at its capacity and that new sewer connections and/or increased sewage flow/usage could likely overwhelm the sewer system within the City and thereby poses an unacceptable risk to the public health, public safety, the public welfare, and/or public property, the City Council hereby declares that a public emergency exists necessitating that this Ordinance take effect immediately upon passage of this Ordinance by a majority plus one of the whole membership of City Council.

Section 9. No Special Duty Created. It is expressly the purpose of this Ordinance to provide for and promote the health, safety and welfare of the general public and not to create or otherwise establish or designate any particular individual, class or group of persons who will or should be especially protected or benefited by the terms of this Ordinance.

No provision or term used in this Ordinance is intended to impose any duty whatsoever upon the City or any of its officers, agents, or employees, for whom the implementation or enforcement of this Ordinance shall be discretionary and not mandatory.

Nothing contained in this Ordinance is intended nor shall be construed to create or form the basis of any liability on the part of the City, or its officers, employees, or agents, for any injury or damage resulting from any action or inaction on the part of the City, its officers, employees, or agents.

Section 10. Severability. Should any section, paragraph, sentence, clause and/or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional, illegal or otherwise invalid for any reason by a court of competent jurisdiction, or should any portion of this Ordinance be preempted by state or federal law or regulations, such decision or preemption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 11. Effective Period of Interim Regulations and Moratorium. The interim regulations and moratorium established by this Ordinance shall become effective as set forth in Section 12 below and shall continue in effect for six (6) months thereafter unless repealed, renewed, or modified by the City Council after a subsequent public hearing and entry of findings of fact.

Section 12. Effective Date. As a public emergency exists, this Ordinance shall take effect immediately upon passage by an affirmative vote of the City Council.

Section 13. Publication. This Ordinance shall be published by an approved summary which shall consist of the title of the Ordinance.

ADOPTED by the City Council and **APPROVED** by the Mayor this ____ day of _____, 2023.

CITY OF GRANITE FALLS

By: _____
Matthew Hartman, Mayor

ATTEST/AUTHENTICATED:

By: _____
Darla Reese, MMC, City Clerk

APPROVED AS TO FORM:

By: _____
Thom H. Graafstra, City Attorney
Emily Guildner, City Attorney

Date of Publication: _____

Effective Date: _____



Agenda Bill # 105-2023

CITY COUNCIL AGENDA BILL

Subject:

AB 105-2023 2024 Budget Review 2 - Budget of revenues from all sources and all expenses, including the Budget prepared by the City Clerk/Finance for consideration of setting the property tax levy and planning resource allocation for 2024

Meeting Date: Wednesday, October 4, 2023

Date Submitted: September 28, 2023

Originating Department: City Treasurer

Action Required:

Discussion Only

Clearances:

☐ Mayor

☐ Police

☐ Public Works

☐ Attorney

Exhibits:

[DRAFT 2024 Budget Rv #2](#)

☐ Engineering

☐ Planning

☒ Other: Deputy City Manager

Budgeted Amount:

2024 All

Summary Statement:

According to Washington State RCW 35A.33, a City must follow the following process to create an annual budget:

1. City Manager's Budget Message: The City Manager of the city must submit a budget message to the city council, outlining the City's financial status and highlighting any issues or changes that may impact the budget.
2. Preparation of Budget Estimates: The City Manager, or any other designated officer, shall prepare and submit the estimated revenue and expenditure statement for the upcoming fiscal year to the city council.
3. Public Hearing: The City must hold a public hearing to allow citizens to provide input on the proposed budget. This hearing must be held at least ten days before the city council considers the budget.
4. City Council Consideration and Adoption: The city council must review the proposed budget and make any necessary revisions before adopting it by a majority vote.

5. Budget Certification: The city council must adopt a resolution certifying the budget, including a certification that the budget complies with RCW 35A.33 and has been entered into the city's records.

6. Publication of Budget: Once the budget has been adopted, the city must publish it within ten days in a newspaper of general circulation in the city or post it on the city's website.

Background:

1. The City Clerk/Finance requested the 2024 Budget from the Departments on August 26, 2023.
2. The City reviewed the preliminary 2024 Budget on September 6, 2023.
3. The Department Heads prepared their 2024 Budget requests and filed them with the City Clerk/Finance on September 25, 2023.
4. The City Clerk/Finance provided the 2024 Budget filed by department heads to the City Manager, showing a complete financial program across all funds.
5. On October 4, 2023, the City Manager provides the Council with a Budget of revenues from all sources, including the Budget prepared by the City Clerk/Finance to set the 2024 property tax levy and allocate resources.
6. The City Clerk will publish notice of the public hearings for the 2024 Budget meetings.
7. On November 1, 2023, the City Manager will deliver the final 2024 Budget proposal to the Clerk/Finance and Council.
8. The City will conduct two public hearings on the 2024 Budget; November 1, 2023, Public hearing on revenue sources for levy setting - Property Tax Ordinance adoption; November 15, 2023, Public hearing on the DRAFT 2024 Budget.
9. The City will file its 2024 property tax ordinance with the County (we have until November 30, 2023.)
10. On November 19, 2023, the City Clerk will publish notice of the public hearing for the final 2024 Budget meeting scheduled for December 6, 2023.
11. Public hearing and possible adoption of the 2024 Budget on December 6, 2023 (we have until December 31, 2023 to adopt the 2024 Budget.)

Recommended Motion:

N/A



Jeff Balentine

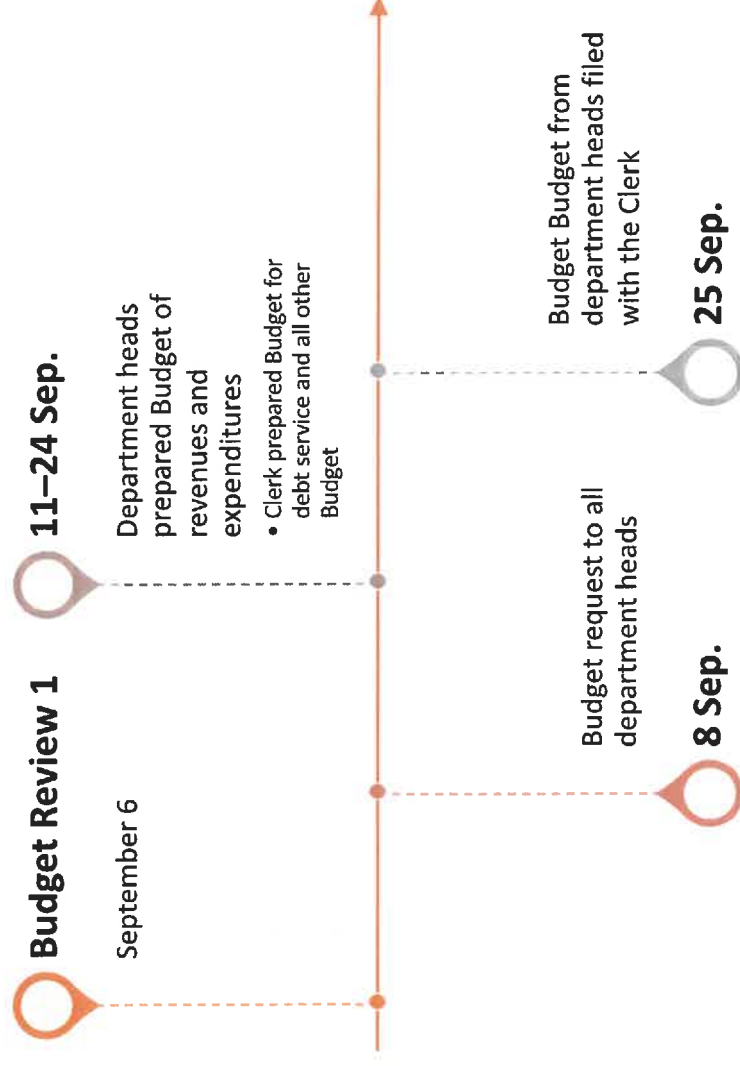
October 4, 2023

2024 DRAFT Budget Review

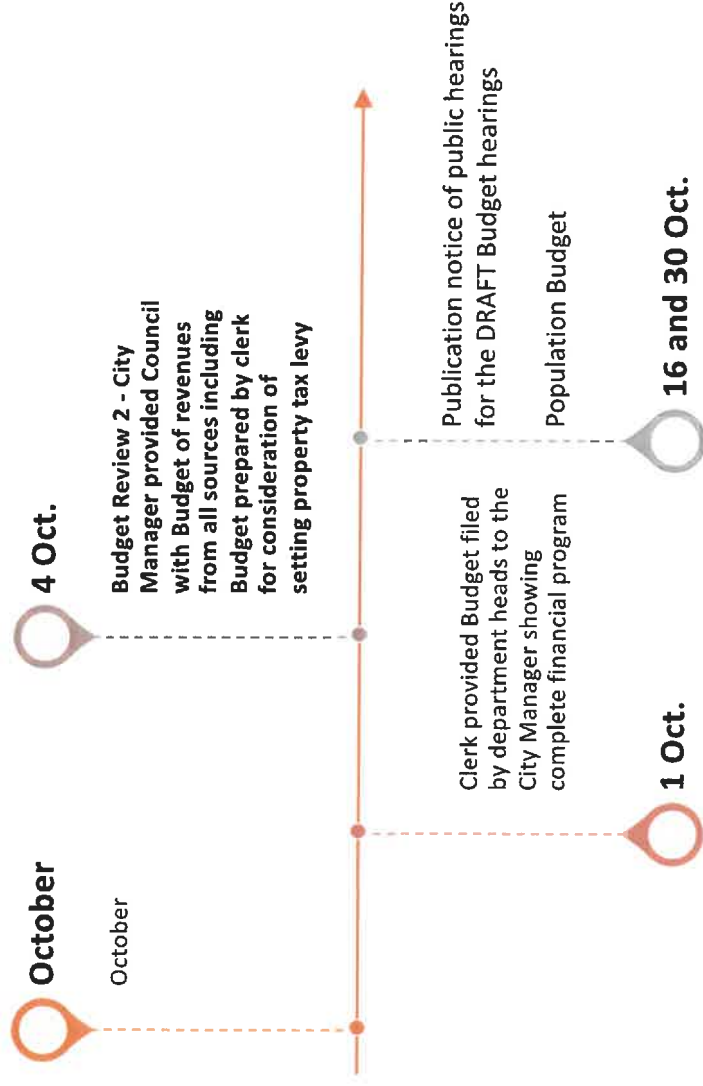
Granite Falls 2024 Calendar



Granite Falls Budget - Calendar



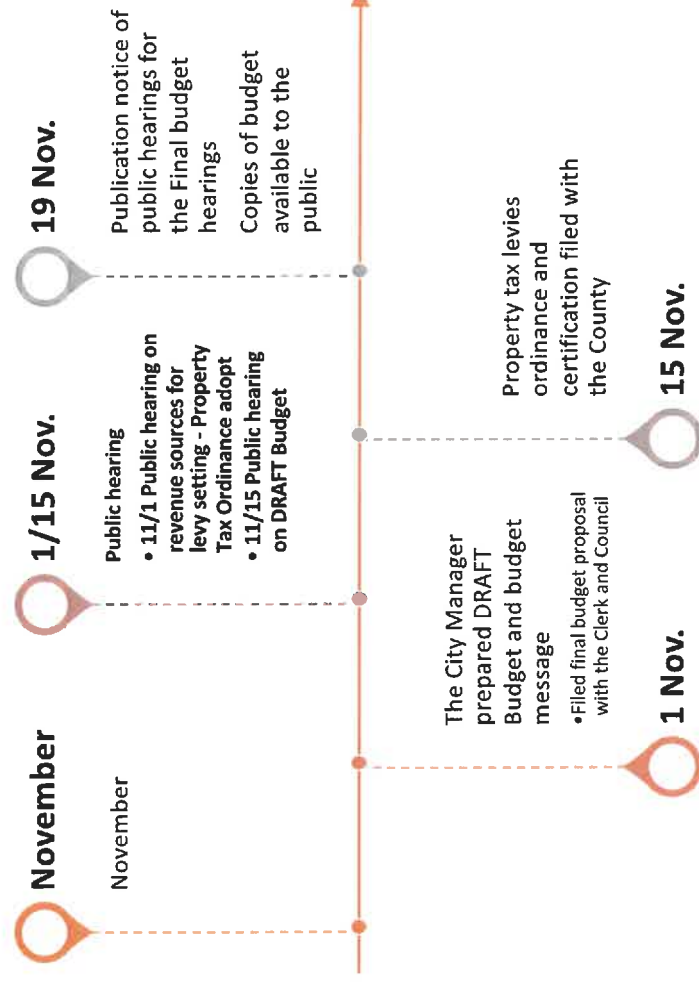
Granite Falls 2024 Calendar



Granite Falls 2024 Calendar



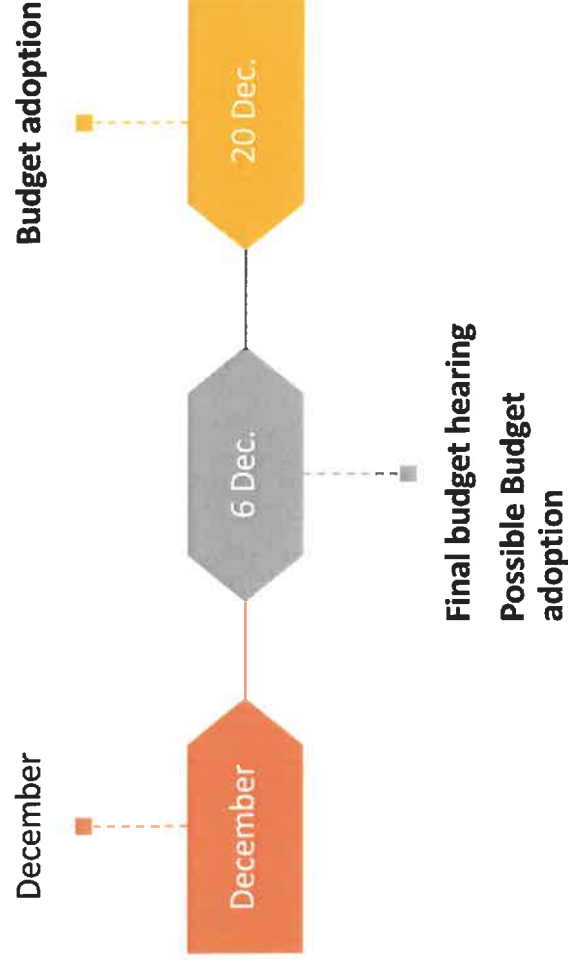
Granite Falls Budget - Calendar



Granite Falls 2024 Calendar



Granite Falls Budget - Calendar

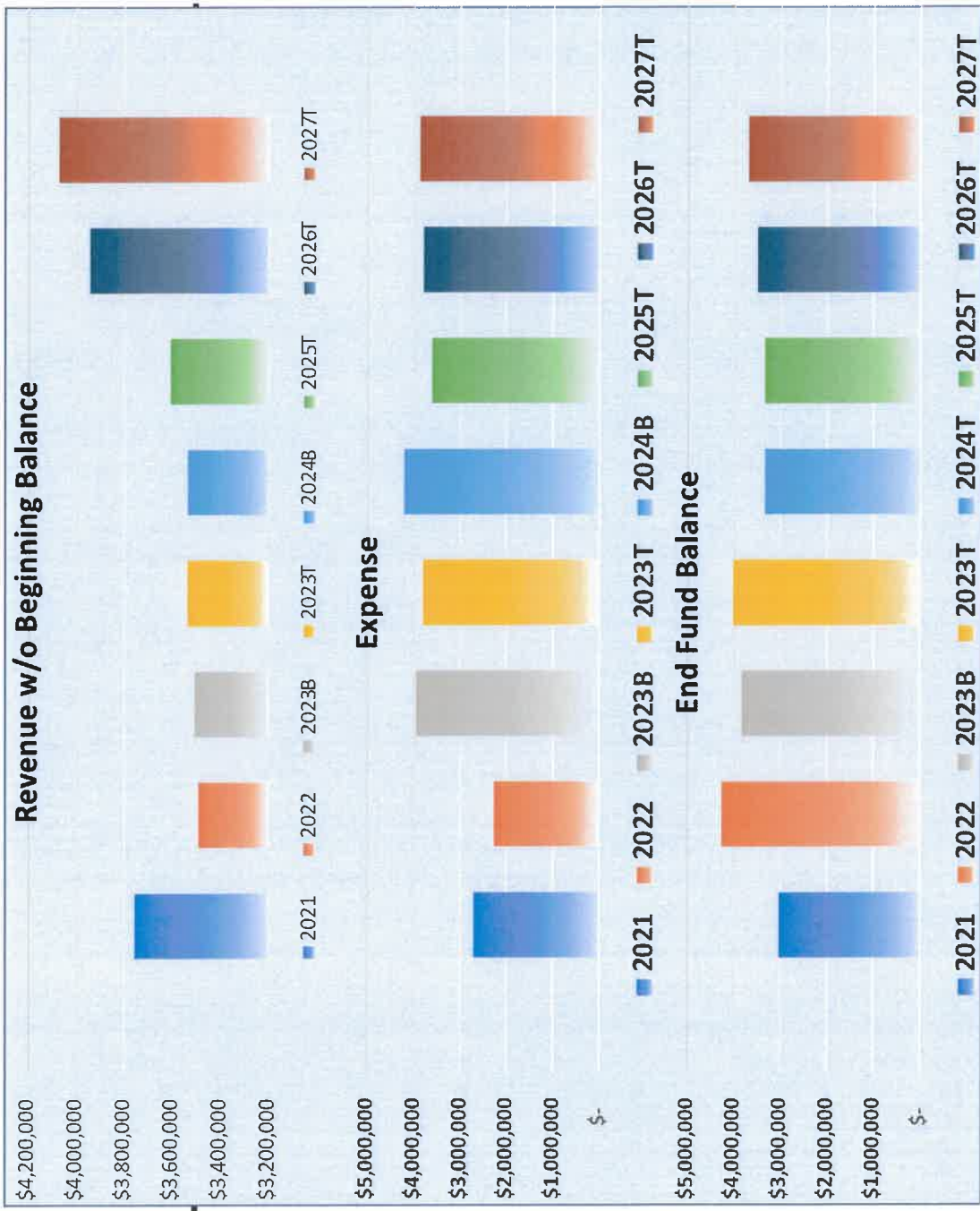


Your 2023 Tax Dollar Breakdown – Residence \$556K Valuation

Annual Property Tax ~\$4,452



Granite Falls School District #332	\$0.34	Washington State	\$0.27	Fire District 17	\$0.17	City of Granite Falls	\$0.10	Snohomish County	\$0.06	Sno-Isle Library	\$0.04	Storm
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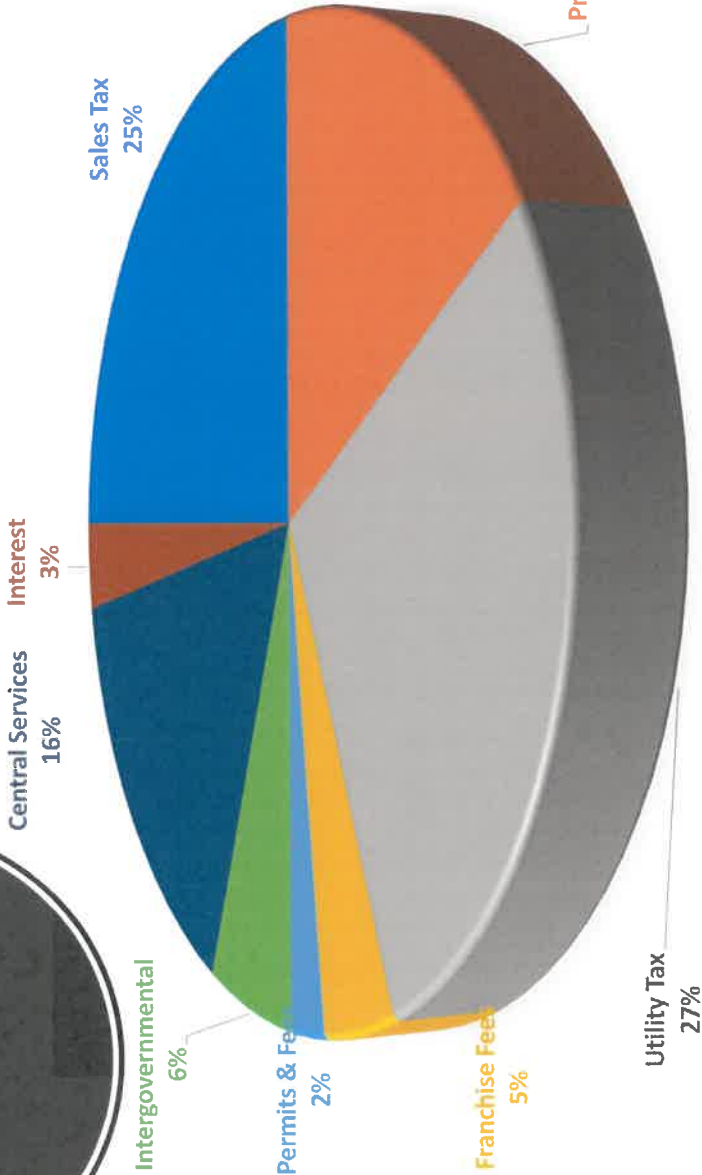


Granite Falls 2024 General Fund DRAFT Budget

- 2024 – 2027
- 50% Utility Tax Transfer Back to Enterprise Funds
 - Balance of ARPA spent \$498K
 - New SnoCo Law Enforcement ILA



2024 Estimated General Fund Revenues



Category	2024B
Sales Tax	\$ 876,758
Property Tax	\$ 569,044
Utility Tax	\$ 961,962
Franchise Fees	\$ 157,757
Permits & Fees	\$ 77,864
Intergovernmental	\$ 204,700
Central Services	\$ 576,370
Interest	\$ 111,346
Total Revenue	\$ 3,535,801

Granite Falls 2024 DRAFT Budget

Estimated General Fund Revenues



\$4,200,000
\$4,000,000
\$3,800,000
\$3,600,000
\$3,400,000
\$3,200,000



General Fund	2021	2022	2023B	2023T	2024B	2025T	2026T	2027T
Sales Tax	\$ 901,550	\$ 878,321	\$ 855,279	\$ 863,801	\$ 876,758	\$ 889,909	\$ 903,258	\$ 916,807
Property Tax	\$ 529,467	\$ 557,832	\$ 531,526	\$ 531,526	\$ 569,044	\$ 574,735	\$ 580,482	\$ 586,287
Utility Tax	\$ 816,808	\$ 833,720	\$ 857,339	\$ 908,993	\$ 961,962	\$ 1,061,464	\$ 1,202,471	\$ 1,262,346
Franchise Fees	\$ 120,008	\$ 130,281	\$ 134,258	\$ 153,162	\$ 157,757	\$ 162,489	\$ 167,364	\$ 172,385
Permits & Fees	\$ 200,709	\$ 68,413	\$ 62,201	\$ 81,067	\$ 77,864	\$ 75,730	\$ 76,622	\$ 77,541
Intergovernmental	\$ 1,138,130	\$ 713,985	\$ 194,471	\$ 199,379	\$ 204,700	\$ 145,631	\$ 149,145	\$ 152,744
Central Services	\$ 37,055	\$ 255,623	\$ 738,986	\$ 609,387	\$ 576,370	\$ 600,801	\$ 768,959	\$ 803,309
Interest	\$ 11,534	\$ 53,644	\$ 134,818	\$ 190,067	\$ 111,346	\$ 97,437	\$ 97,574	\$ 102,162
Total Revenue	\$ 3,755,259	\$ 3,491,819	\$ 3,506,878	\$ 3,537,383	\$ 3,535,801	\$ 3,608,197	\$ 3,945,876	\$ 4,073,581

Granite Falls
2024 DRAFT
Budget



CITY OF
GRANITE FALLS

Estimated General Fund Expenses - Category

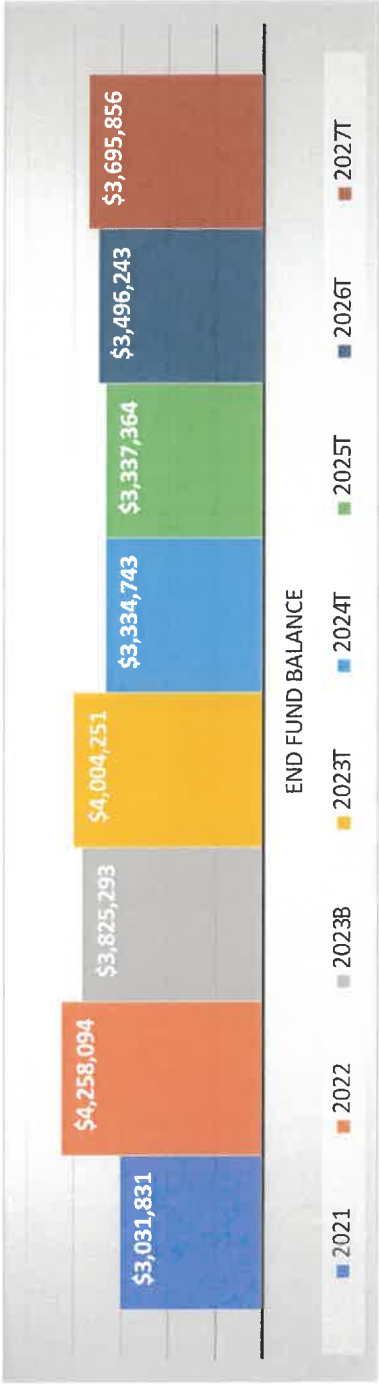
\$5,000,000
\$4,000,000
\$3,000,000
\$2,000,000
\$1,000,000
\$-

2021 2022 2023B 2023T 2024B 2025T 2026T 2027T

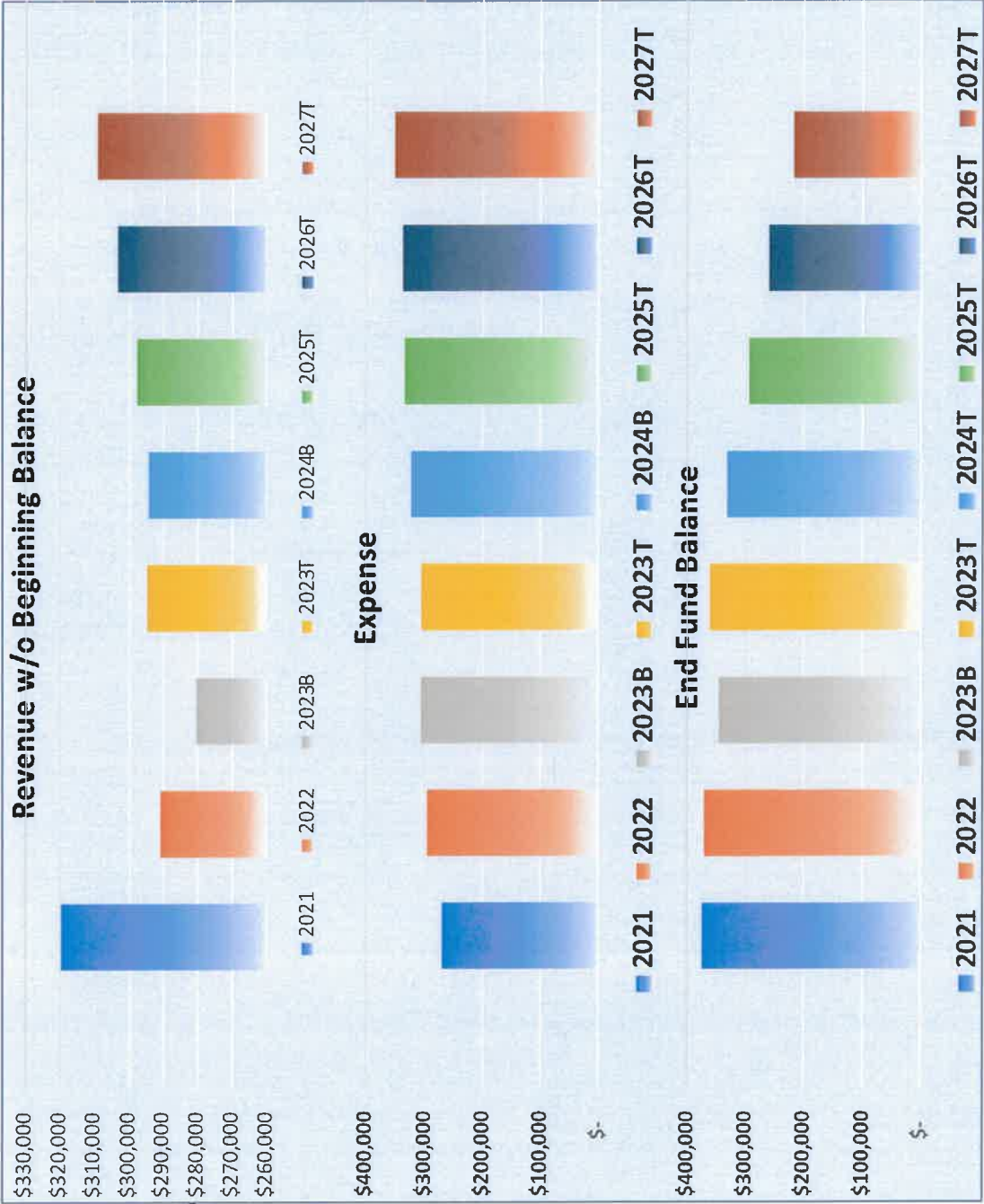
	2021	2022	2023B	2023T	2024B	2025T	2026T	2027T
Payroll related	\$ 436,905	\$ 666,860	\$ 1,062,084	\$ 1,081,999	\$ 1,203,486	\$ 1,238,428	\$ 1,274,486	\$ 1,311,699
Utilities/Supplies/R&M/ARPA	\$ 251,445	\$ 70,181	\$ 326,519	\$ 239,435	\$ 787,379	\$ 96,724	\$ 98,717	\$ 100,760
Prof. Svc	\$ 106,389	\$ 148,157	\$ 152,132	\$ 147,031	\$ 259,183	\$ 248,247	\$ 254,172	\$ 257,208
Training & Travel	\$ 12,597	\$ 20,002	\$ 29,033	\$ 32,174	\$ 30,925	\$ 31,419	\$ 31,925	\$ 32,444
Insurance	\$ 34,512	\$ 35,375	\$ 39,777	\$ 57,222	\$ 27,435	\$ 28,121	\$ 28,824	\$ 29,545
IT Svc & Software	\$ 23,926	\$ 21,915	\$ 63,848	\$ 26,598	\$ 28,000	\$ 28,700	\$ 29,418	\$ 30,153
Planning Svc	\$ 102,841	\$ 51,968	\$ 107,627	\$ 51,508	\$ 102,150	\$ 104,704	\$ 107,321	\$ 110,004
Public Safety	\$ 868,465	\$ 887,296	\$ 1,006,406	\$ 996,379	\$ 1,150,048	\$ 1,205,643	\$ 1,256,455	\$ 1,287,816
Transfers	\$ 424,227	\$ 98,923	\$ 218,010	\$ 818,010	\$ 303,431	\$ 347,856	\$ 412,873	\$ 437,160
Debt Service	\$ 261,273	\$ 260,831	\$ 261,843	\$ 261,813	\$ 262,075	\$ 261,192	\$ 262,163	\$ 261,930
Capital	\$ 184,049	\$ 4,050	\$ 74,410	\$ 79,108	\$ 51,195	\$ 14,543	\$ 30,641	\$ 15,247
Total Expense	\$ 2,706,629	\$ 2,265,556	\$ 3,941,679	\$ 3,791,226	\$ 4,205,309	\$ 3,605,576	\$ 3,786,997	\$ 3,873,967



Estimated General Fund Reserves

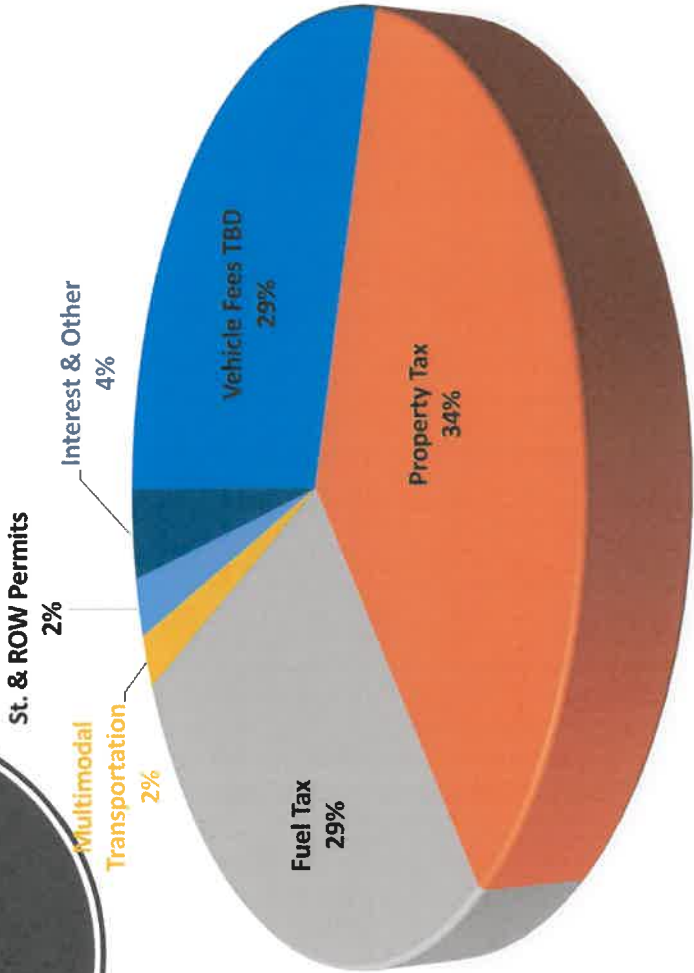


Granite Falls 2024 Street Fund DRAFT Budget





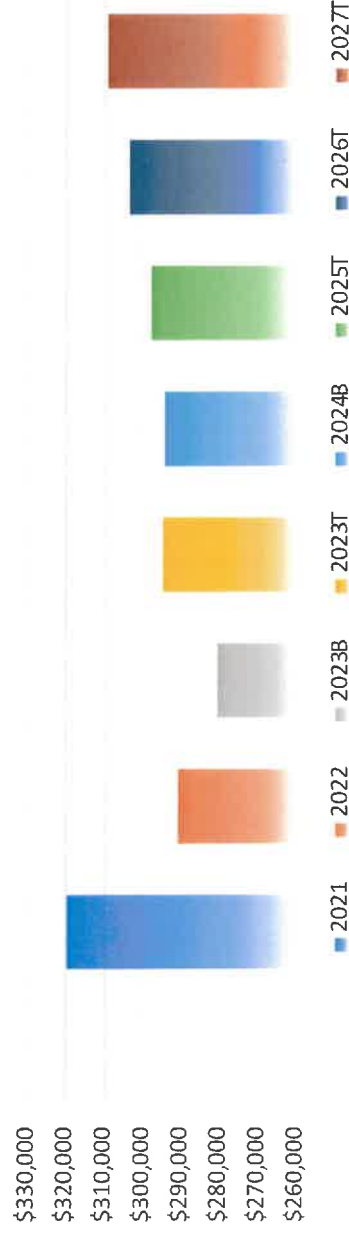
2024 Estimated Street Fund Revenues



Category	2024B
Vehicle Fees TBD	\$ 86,000
Property Tax	\$ 100,420
Fuel Tax	\$ 84,100
Multimodal Transportati	\$ 6,100
St. & ROW Permits	\$ 7,000
Transfers	\$ -
Interest & Other	\$ 10,584
Total Revenue	\$ 294,203

Granite Falls 2024 DRAFT Budget

Estimated Street Fund Revenues



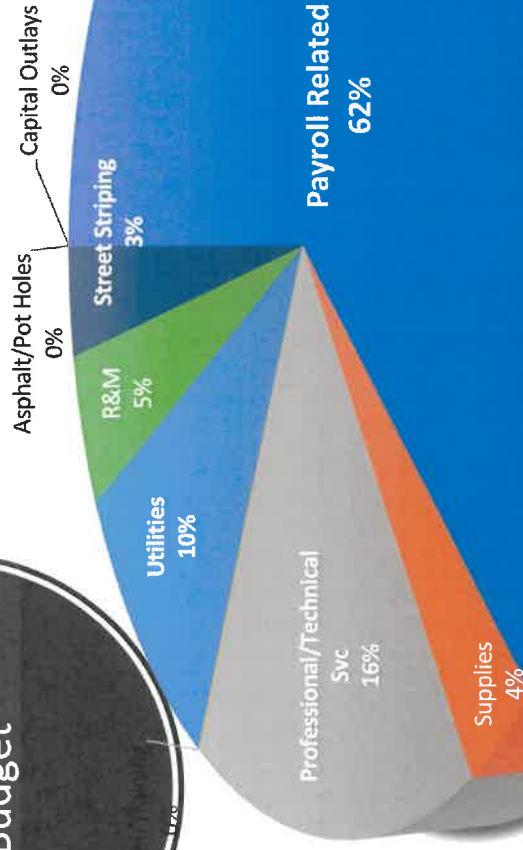
Streets	2021	2022	2023B	2023T	2024B	2025T	2026T	2027T
Vehicle Fees TBD	\$ 87,278	\$ 85,714	\$ 84,914	\$ 85,954	\$ 86,000	\$ 88,150	\$ 90,354	\$ 92,613
Property Tax	\$ 93,435	\$ 98,441	\$ 93,799	\$ 93,799	\$ 100,420	\$ 101,424	\$ 102,438	\$ 103,462
Fuel Tax	\$ 84,189	\$ 84,280	\$ 86,136	\$ 84,122	\$ 84,100	\$ 86,203	\$ 88,358	\$ 90,567
Multimodal Transportation	\$ 5,932	\$ 5,914	\$ 5,908	\$ 6,108	\$ 6,100	\$ 6,100	\$ 6,100	\$ 6,100
St. & ROW Permits	\$ 48,713	\$ 7,069	\$ 6,000	\$ 7,295	\$ 7,000	\$ 5,000	\$ 5,000	\$ 5,000
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Other	\$ 213	\$ 9,324	\$ 3,649	\$ 17,359	\$ 10,584	\$ 10,848	\$ 11,119	\$ 11,397
Total Revenue	\$ 319,761	\$ 290,742	\$ 280,406	\$ 294,636	\$ 294,203	\$ 297,725	\$ 303,369	\$ 309,139



CITY OF
GRANITE FALLS

2024 Estimated Street Fund Expenses - Department

Granite Falls
2024 DRAFT
Budget



Category	2024B
Payroll Related	\$ 193,646
Supplies	\$ 11,070
Professional/Technical Svc	\$ 48,806
Travel/Training	\$ 250
Utilities	\$ 32,428
R&M	\$ 11,019
Street Striping	\$ 11,300
Asphalt/Pot Holes	\$ -
Capital Outlays	\$ -
Total Expense	\$ 308,519



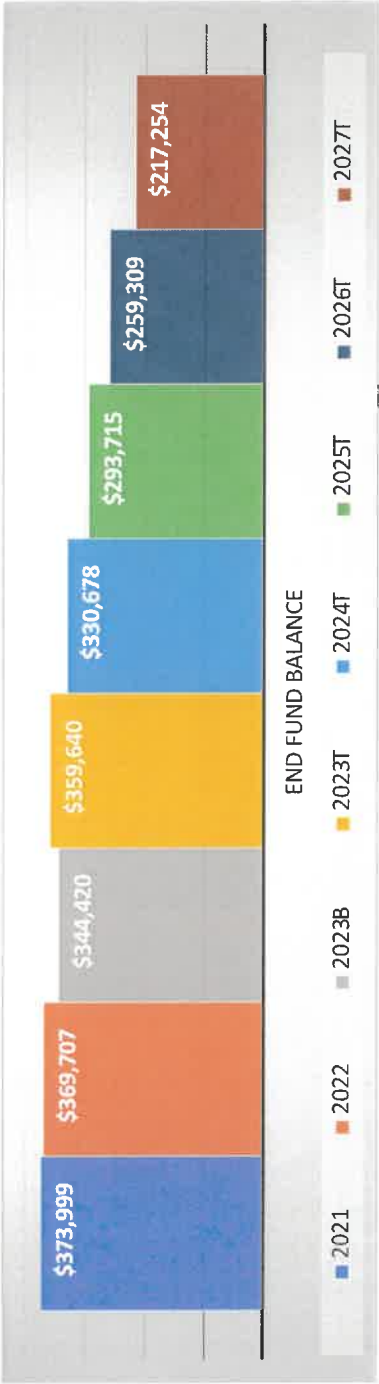
Estimated Street Fund Expenses - Department



	2021	2022	2023B	2023T	2024B	2025T	2026T	2027T
Payroll Related	\$ 153,378	\$ 174,901	\$ 187,795	\$ 183,450	\$ 199,494	\$ 205,647	\$ 212,007	\$ 218,581
Supplies	\$ 9,623	\$ 11,597	\$ 10,973	\$ 7,417	\$ 11,850	\$ 10,950	\$ 11,053	\$ 11,158
Professional/Technical Svc	\$ 18,541	\$ 54,890	\$ 47,249	\$ 51,986	\$ 52,272	\$ 53,135	\$ 54,090	\$ 55,149
Travel/Training	\$ -	\$ -	\$ 500	\$ -	\$ 250	\$ -	\$ -	\$ -
Utilities	\$ 30,270	\$ 30,873	\$ 31,857	\$ 31,598	\$ 32,500	\$ 33,156	\$ 33,824	\$ 34,507
R&M	\$ 57,932	\$ 13,748	\$ 11,019	\$ 15,253	\$ 15,500	\$ 15,500	\$ 15,500	\$ 15,500
Street Striping	\$ -	\$ 9,024	\$ 11,300	\$ 10,000	\$ 11,300	\$ 11,300	\$ 11,300	\$ 11,300
Asphalt/Pot Holes	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ 5,000
Capital Outlays	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expense	\$ 269,744	\$ 295,033	\$ 305,693	\$ 304,703	\$ 323,166	\$ 334,688	\$ 337,774	\$ 351,194



Estimated Street Fund Reserves





• Park Impact Fees



Fund	Account	Title	2021	2022	Budget 2023	Trend 2023	Budget 2024	Projection 2025	Projection 2026	Projection 2027
102	308 31 01 00	Beginning Cash & Investments	\$ 38,568	\$ 46,644	\$ 48,193	\$ 48,193	\$ 50,037	\$ 51,327	\$ 52,650	\$ 54,005
102	345 85 00 02	Impact Fees	\$ 8,050	\$ 970	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
102	361 11 00 01	Investment Interest	\$ 26	\$ 629	\$ 485	\$ 1,843	\$ 1,290	\$ 1,323	\$ 1,356	\$ 1,390
102		Total Revenue	\$ 46,644	\$ 48,193	\$ 48,678	\$ 50,037	\$ 51,327	\$ 52,650	\$ 54,005	\$ 55,395
102	508 31 00 00	Ending Balance	\$ 46,644	\$ 48,193	\$ 48,678	\$ 50,037	\$ 51,327	\$ 52,650	\$ 54,005	\$ 55,395



• CIF Streets



Fund	Account	Title	2021	2022	Budget 2023	Trend 2023	Budget 2024	Projection 2025	Projection 2026	Projection 2027
303	308 91 09 00	Beginning Cash & Investment	\$ 703,931	\$ 1,097,787	\$ 1,167,901	\$ 1,167,901	\$ 365,186	\$ 931,726	\$ 1,024,514	\$ 1,118,173
303	334 03 80 11	TIB Grant - Galena Street Extension - 6-P-8-	\$ -	\$ -	\$ 690,000	\$ 690,000	\$ -	\$ -	\$ -	\$ -
303	334 03 80 12	TIB Grant - Citywide Crack Seal Program - 2-	\$ -	\$ 33,323	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
303	334 03 80 13	TIB Grant - TIB Grant - 2-P-820(008)-1 N A-	\$ -	\$ -	\$ 408,000	\$ 408,000	\$ -	\$ -	\$ -	\$ -
303	334 03 80 14	TIB Grant - TIB Grant - P-P-820(P05)-1 W-	\$ -	\$ -	\$ 496,400	\$ 496,400	\$ -	\$ -	\$ -	\$ -
303	345 84 01 00	Mitigation 60% Developer.	\$ 145,100	\$ 31,847	\$ 25,000	\$ 25,000	\$ -	\$ 25,000	\$ 25,000	\$ 25,000
303	345 84 02 00	Mitigation 60% Cemex	\$ 24,022	\$ 24,334	\$ 22,336	\$ 15,211	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
303	345 84 05 00	Mitigation 60% Lake Industries	\$ 14,073	\$ 20,819	\$ 24,956	\$ 24,956	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
303	361 11 04 00	Investment Interest	\$ 612	\$ 16,980	\$ 13,099	\$ 48,486	\$ 33,940	\$ 34,789	\$ 35,658	\$ 36,550
303	397 00 00 00	Transfer From REET 306 Fund	\$ 150,000	\$ 250,000	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -
303	397 00 00 17	Interfund Transfer From General Fund	\$ -	\$ -	\$ 501,573	\$ 501,573	\$ 497,600	\$ -	\$ -	\$ -
303		Total Revenue	\$ 1,214,920	\$ 1,649,885	\$ 3,649,266	\$ 3,677,527	\$ 931,726	\$ 1,026,514	\$ 1,120,173	\$ 1,214,723
303	544 20 41 07	Professional Services - Engineering	\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
303	595 10 41 03	Galena Extension - Design	\$ 63,349	\$ 120,050	\$ -	\$ 60,521.14	\$ -	\$ -	\$ -	\$ -
303	595 10 41 04	Sidewalks - Union and Alpine	\$ -	\$ 149,078	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
303	595 10 41 05	Park and Ride - Design	\$ -	\$ -	\$ 50,000.00	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -
303	595 20 61 00	Land Acquisition - Galena Ext.	\$ -	\$ -	\$ -	\$ 659.40	\$ -	\$ -	\$ -	\$ -
303	595 30 63 11	TIB Grant - 2019 Stanley St & Cascade Ave	\$ 13,249	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
303	595 30 63 12	TIB Grant - 2019 Alder Ave Sidewalk	\$ 10,022	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
303	595 30 63 13	TIB Grant - 2020 Jordan Rd & Galena St-	\$ 30,312	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
303	595 30 63 14	TIB Grant - 2021 Overlay 2-P-820(005)-1	\$ -	\$ 137,517	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
303	595 30 63 15	TIB Grant - 2021 Small City Maintenance	\$ -	\$ 40,264	\$ 2,586,419.67	\$ 2,249,060.58	\$ -	\$ -	\$ -	\$ -
303	595 30 63 16	TIB Grant - Galena Street Extension - 6-P-8-	\$ -	\$ 35,076	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
303	595 30 63 17	TIB Grant - Citywide Crack Seal Program 2-	\$ -	\$ -	\$ 429,500.00	\$ 429,500.00	\$ -	\$ -	\$ -	\$ -
303	595 30 63 18	TIB Grant - 2-P-820(008)-1 N Alder Ave Ov	\$ -	\$ -	\$ 522,600.03	\$ 522,600.03	\$ -	\$ -	\$ -	\$ -
303	595 30 63 19	TIB Grant - P-P-820(P05)-1 W Stanley St-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
303		Total Expense	\$ 117,133	\$ 481,984	\$ 3,590,519.70	\$ 3,312,341.15	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
303	508 91 09 00	Ending Cash & Investment	\$ 1,097,787	\$ 1,167,901	\$ 58,745.84	\$ 365,185.83	\$ 931,726	\$ 1,024,514	\$ 1,118,173	\$ 1,212,723

Granite Falls 2024 DRAFT Budget

• CIF Arterial Route



CITY OF
GRANITE FALLS

Fund	Account	Title	2021	2022	Budget 2023	Trend 2023	Budget 2024	Projection 2025	Projection 2026	Projection 2027
304	308 31 02 00	Beginning Cash & Investment	\$ 58,780	\$ 55,615	\$ 57,645	\$ 57,645	\$ 6,103	\$ 6,147	\$ 26,466	\$ 22,065
304	345 84 00 01	Mitigation 40% Developer	\$ 96,400	\$ 21,231	\$ 20,000	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 20,000
304	345 84 00 02	Mitigation 40% Cemex	\$ 16,015	\$ 16,223	\$ 18,434	\$ 10,140	\$ 10,000	\$ 10,100	\$ 10,201	\$ 10,303
304	345 84 00 05	Mitigation 40% Lake Industries	\$ 9,382	\$ 13,879	\$ 15,883	\$ 10,875	\$ 13,333	\$ 13,467	\$ 13,601	\$ 13,737
304	361 11 05 00	Investment Interest	\$ 37	\$ 697	\$ 543	\$ 2,443	\$ 1,710	\$ 1,753	\$ 1,797	\$ 1,842
304		Total Revenue	\$ 180,615	\$ 107,645	\$ 112,505	\$ 81,103	\$ 31,147	\$ 51,466	\$ 72,065	\$ 67,947
304	595 30 63 00	City Share Snohomish Cty	\$ 125,000	\$ 50,000	\$ 100,000	\$ 75,000	\$ 25,000	\$ 25,000	\$ 50,000	\$ 50,000
304		Total Expense	\$ 125,000	\$ 50,000	\$ 100,000	\$ 75,000	\$ 25,000	\$ 25,000	\$ 50,000	\$ 50,000
304	508 31 10 00	Ending Cash & Investment	\$ 55,615	\$ 57,645	\$ 12,505	\$ 6,103	\$ 6,147	\$ 26,466	\$ 22,065	\$ 17,947

Granite Falls 2024 DRAFT Budget

• CIF



Fund	Account	Title	2021	2022	Budget 2023	Trend 2023	Budget 2024	Projection 2025	Projection 2026	Projection 2027
305	308 91 11 00	Beginning Cash & Investment	\$ 396,199	\$ 49,067	\$ 34,971.10	\$ 34,971.10	\$ 51,232	\$ 51,835	\$ 52,452	\$ 53,085
305	337 00 00 04	SnoCo SCPP REET - Jim Holm Park B-Ball C	\$ 10,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
305	337 00 00 05	SnoCo DCNR REET 2 - Frank Mason Park In	\$ -	\$ 259	\$ 43,000.00	\$ 43,000.00	\$ -	\$ -	\$ -	\$ -
305	361 11 06 00	Investment Interest	\$ 167	\$ 699	\$ 606.54	\$ 860.85	\$ 603	\$ 618	\$ 633	\$ 649
305	397 00 12 00	Interfund Transfer From Current Expense	\$ 424,227	\$ -	\$ 28,000.00	\$ 28,000.00	\$ -	\$ -	\$ -	\$ -
305	397 00 13 01	Transfer From REET - Civic Ctr	\$ 198,882	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
305		Total Revenue	\$ 1,029,475	\$ 65,025	\$ 106,577.64	\$ 106,831.95	\$ 51,835	\$ 52,452	\$ 53,085	\$ 53,734
305	594 59 61 10	Capital Land Acquisition - 808 E Galena St	\$ 301,138	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
305	594 59 62 05	Capital Improvement Projects - Police Sta	\$ 478,304	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
305	594 59 62 06	Capital Improvement Projects - Frank Mas	\$ -	\$ 41	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
305	594 59 62 08	Capital Improvement Projects - Pole Buli	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -
305	594 76 63 03	Park Improvements - Jim Holm B-Ball Cou	\$ 29,204	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
305	594 76 63 04	Park Improvements - Jim Holm Skate Park	\$ 171,762	\$ 9,040	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
305	594 76 63 05	Park Improvements - Frank Mason Park -	\$ -	\$ 20,973	\$ 55,600	\$ 55,600	\$ -	\$ -	\$ -	\$ -
305		Total Expense	\$ 980,408	\$ 30,054	\$ 80,600	\$ 55,600	\$ -	\$ -	\$ -	\$ -
305	508 91 11 00	Ending Cash & Investments	\$ 49,067	\$ 34,971	\$ 25,978	\$ 51,232	\$ 51,835	\$ 52,452	\$ 53,085	\$ 53,734

Granite Falls 2024 DRAFT Budget

• REET Fund

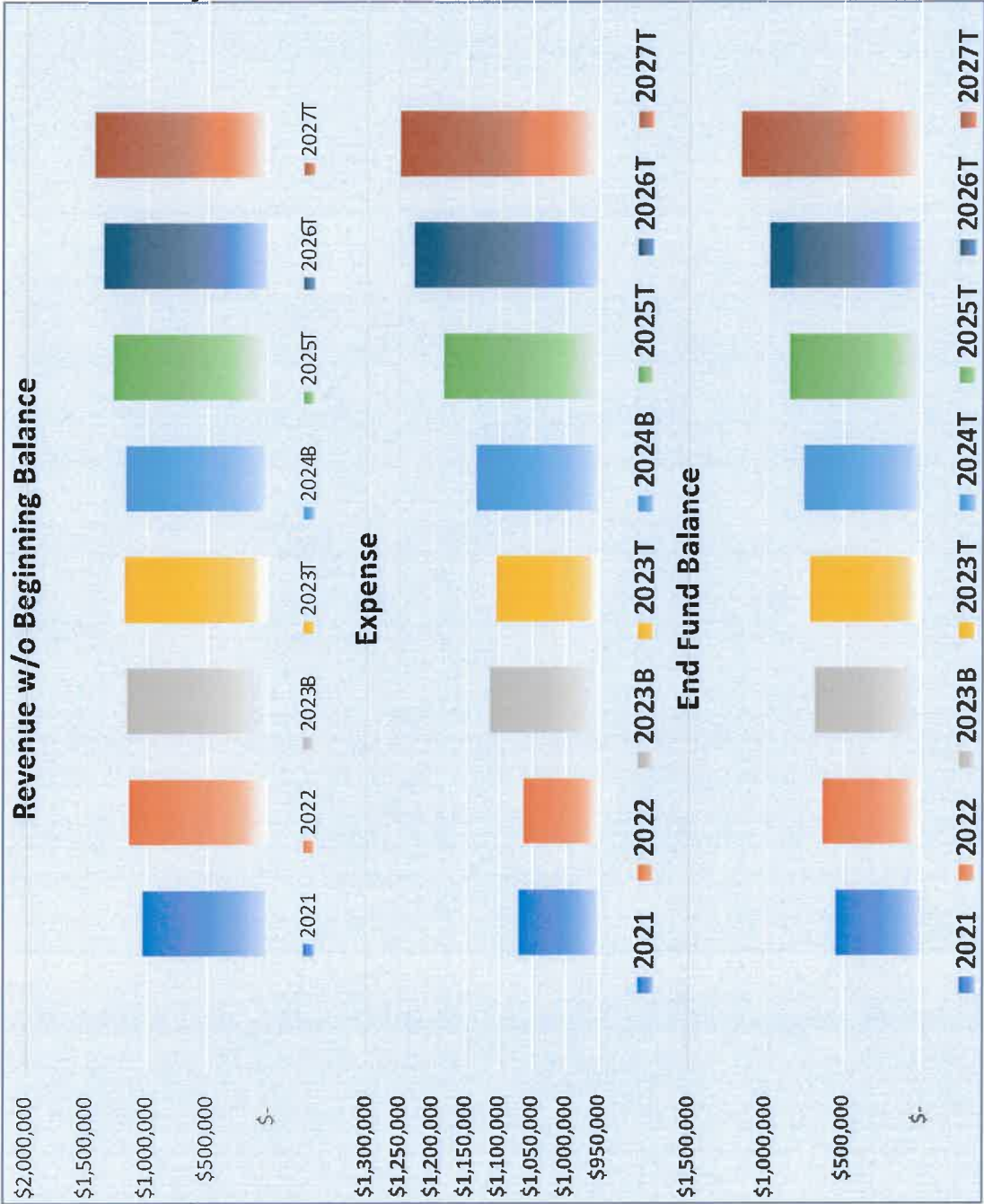


CITY OF
GRANITE FALLS

Fund	Account	Title	2021	2022	Budget 2023	Trend 2023	Budget 2024	Projection 2025	Projection 2026	Projection 2027
306	308 31 03 00	Beginning Cash & Investments	\$ 284,500	\$ 463,578	\$ 672,578.78	\$ 672,578.78	\$ 503,533	\$ 723,555	\$ 944,088	\$ 1,165,145
306	318 34 00 01	Real Estate Excise Tax-1st 1/2%	\$ 263,899	\$ 225,688	\$ 114,287.50	\$ 110,885.33	\$ 99,797	\$ 99,797	\$ 99,797	\$ 99,797
306	318 34 00 02	Real Estate Excise Tax-State	\$ 817	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
306	318 35 00 01	Real Estate Excise Tax-2nd 1/2%	\$ 263,082	\$ 225,688	\$ 114,287.50	\$ 110,885.30	\$ 99,797	\$ 99,797	\$ 99,797	\$ 99,797
306	361 11 00 06	Investment Interest	\$ 163	\$ 7,675	\$ 5,815.87	\$ 29,183.79	\$ 20,479	\$ 20,939	\$ 21,463	\$ 21,999
306		Total Revenue	\$ 812,460	\$ 922,579	\$ 906,969.65	\$ 923,533.19	\$ 773,555	\$ 944,088	\$ 1,165,145	\$ 1,386,738
306	594 59 61 11	Capital Land Acquisition - REET 2 - Church	\$ -	\$ -	\$ 120,000.00	\$ 120,000.00	\$ -	\$ -	\$ -	\$ -
306	597 00 01 00	TrfTo Capital Improve Fund	\$ 198,882	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
306	597 00 01 03	Transfers-Out - Cif/Streets Road Construct	\$ 150,000	\$ 250,000	\$ 300,000.00	\$ 300,000.00	\$ -	\$ -	\$ -	\$ -
		Total Expense	\$ 348,882	\$ 250,000	\$ 420,000.00	\$ 420,000.00	\$ -	\$ -	\$ -	\$ -
306	508 31 00 01	Ending Cash & Investment	\$ 463,578	\$ 672,579	\$ 486,969.65	\$ 503,533.19	\$ 723,555	\$ 944,088	\$ 1,165,145	\$ 1,386,738

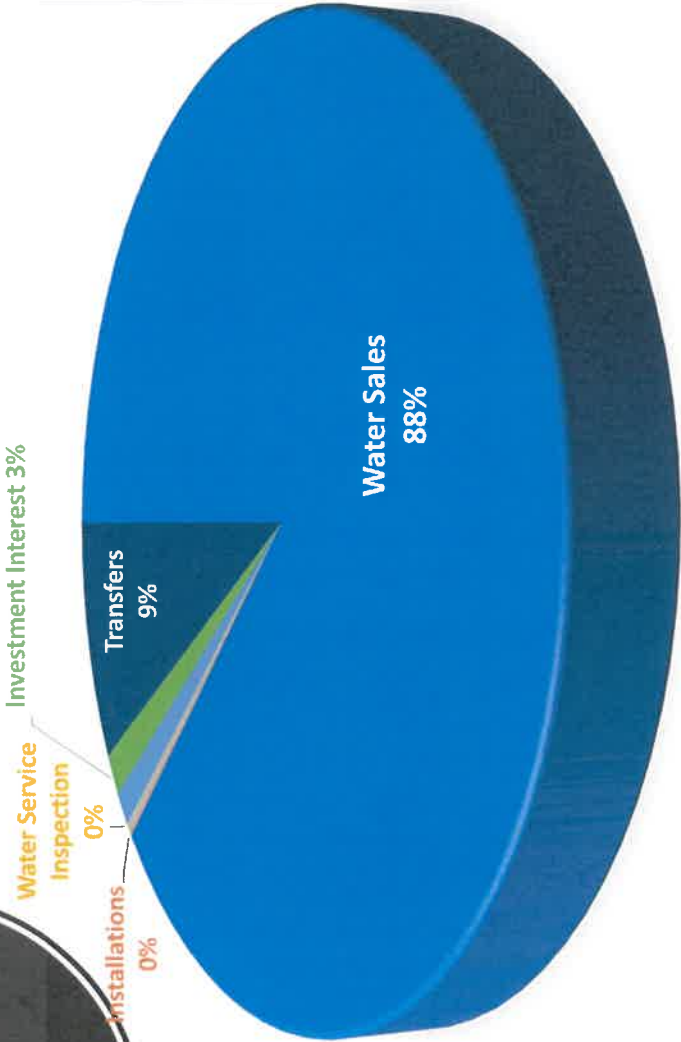
Granite Falls
2024 Water
Fund DRAFT
Budget

- Add ERU:
 - 2024+40
 - 2025+100
 - 2026+100
 - 2027+100
 - 2025 price increase 2.5%





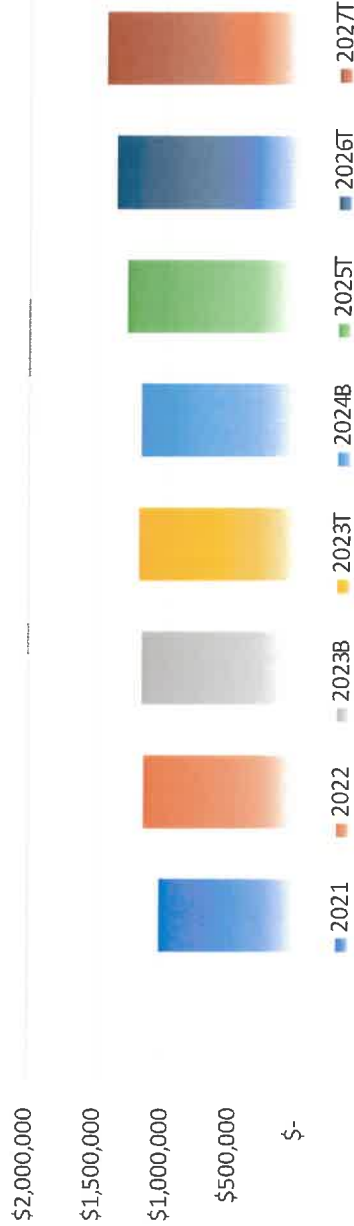
2024 Estimated Water Fund Revenues



Category	2024B
Water Sales	\$ 1,028,965
Installations	\$ 1,000
Reconnect Fees	\$ 5,000
Water Service Inspection	\$ -
Late Fees	\$ 15,000
Investment Interest	\$ 18,247
Transfers	\$ 103,496
Total Revenue	\$ 1,171,709

Granite Falls 2024 DRAFT Budget

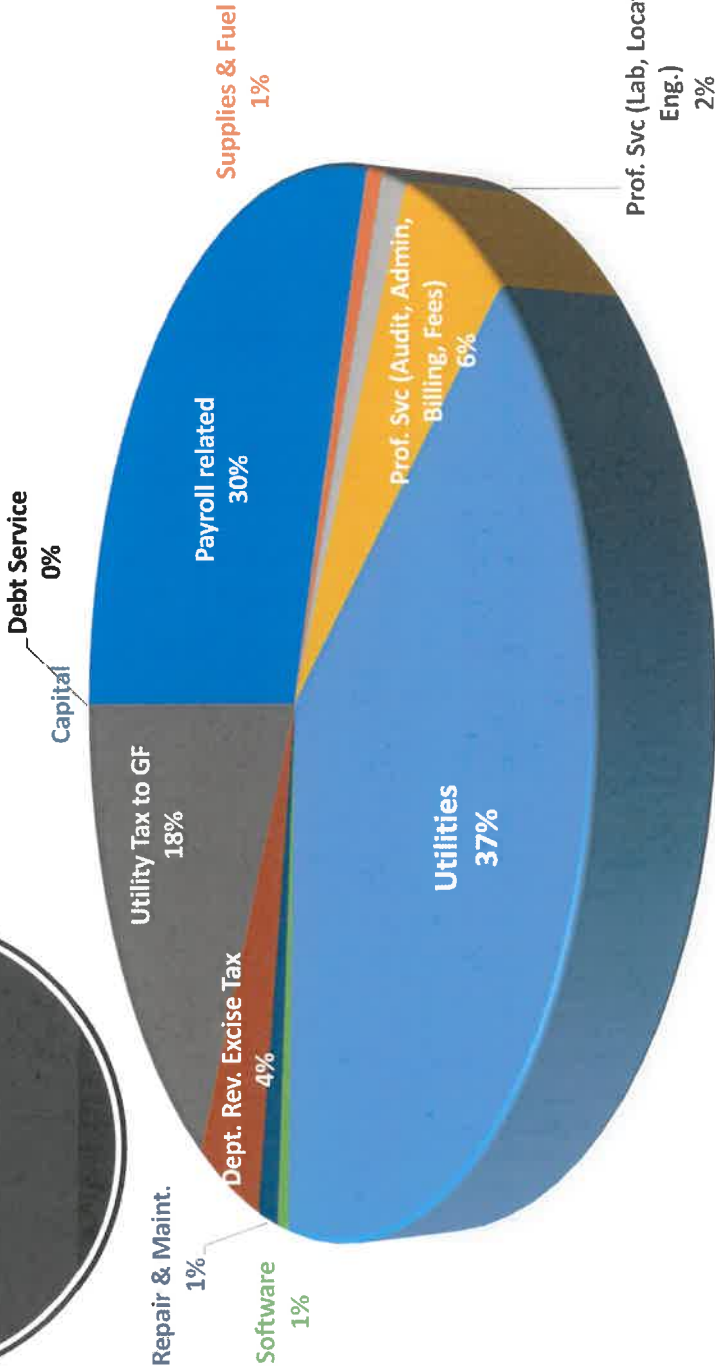
Estimated Water Fund Revenues



Water Fund	2021	2022	2023B	2023T	2024B	2025T	2026T	2027T
Water Sales	\$ 986,781	\$ 993,379	\$ 1,011,064	\$ 1,028,965	\$ 1,028,965	\$ 1,125,084	\$ 1,195,401	\$ 1,265,719
Installations	\$ 35,251	\$ 31,570	\$ 25,000	\$ 600	\$ 1,000	\$ -	\$ -	\$ -
Reconnect Fees	\$ 59	\$ 3,682	\$ 2,653	\$ 4,954	\$ 5,000	\$ 5,467	\$ 5,809	\$ 6,150
Water Service Inspection	\$ 6,400	\$ 500	\$ -	\$ 375	\$ -	\$ -	\$ -	\$ -
Late Fees	\$ 2,462	\$ 12,103	\$ 13,085	\$ 19,148	\$ 15,000	\$ 16,401	\$ 17,426	\$ 18,451
Investment Interest	\$ 362	\$ 8,329	\$ 6,250	\$ 26,067	\$ 18,247	\$ 18,703	\$ 19,171	\$ 19,650
Transfers	\$ -	\$ 98,923	\$ 105,180	\$ 105,180	\$ 103,496	\$ 113,055	\$ 120,121	\$ 127,187
Total Revenue	\$ 1,031,315	\$ 1,149,486	\$ 1,163,232	\$ 1,185,289	\$ 1,171,709	\$ 1,278,710	\$ 1,357,928	\$ 1,437,158



2024 Estimated Water Fund Expenses - Category



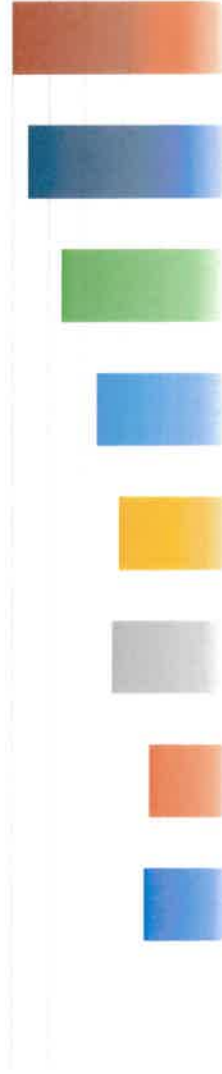
Category	2024B
Payroll related	\$ 335,793
Supplies & Fuel	\$ 10,550
Prof. Svc (Lab, Locate, Eng.)	\$ 16,700
Prof. Svc (Audit, Admin, Billing, Fees)	\$ 69,425
Utilities	\$ 423,000
Software	\$ 8,000
Repair & Maint.	\$ 14,500
Dept. Rev. Excise Tax	\$ 50,032
Utility Tax to GF	\$ 206,993
Debt Service	\$ -
Capital	\$ -
Total Expense	\$ 1,134,994

Granite Falls
2024 DRAFT
Budget

Estimated Water Fund Expenses - Category



\$1,300,000
\$1,250,000
\$1,200,000
\$1,150,000
\$1,100,000
\$1,050,000
\$1,000,000
\$950,000

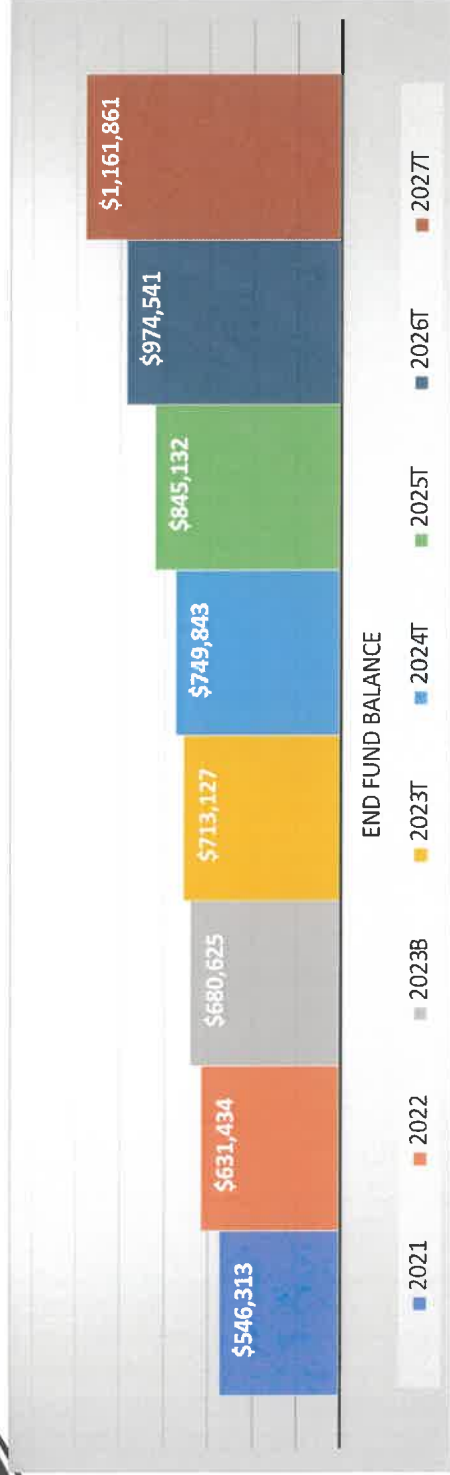


2021 2022 2023B 2023T 2024B 2025T 2026T 2027T

	2021	2022	2023B	2023T	2024B	2025T	2026T	2027T
Payroll related	\$ 265,136	\$ 300,493	\$ 318,731	\$ 312,745	\$ 335,793	\$ 346,543	\$ 357,681	\$ 369,223
Supplies & Fuel	\$ 3,999	\$ 5,141	\$ 9,927	\$ 1,453	\$ 10,550	\$ 10,731	\$ 10,917	\$ 11,107
Prof. Svc (Lab, Locate, Eng.)	\$ 51,435	\$ 15,346	\$ 16,012	\$ 15,068	\$ 16,700	\$ 17,118	\$ 17,545	\$ 17,984
Prof. Svc (Audit, Admin, Billing, Fees)	\$ 28,005	\$ 94,022	\$ 55,106	\$ 71,368	\$ 69,425	\$ 69,567	\$ 70,902	\$ 46,726
Utilities	\$ 404,972	\$ 365,819	\$ 423,524	\$ 426,000	\$ 423,000	\$ 435,675	\$ 448,730	\$ 462,176
Software	\$ 9,444	\$ 7,230	\$ 7,000	\$ 7,500	\$ 8,000	\$ 8,200	\$ 8,405	\$ 8,615
Repair & Maint.	\$ 5,270	\$ 18,718	\$ 13,852	\$ 13,308	\$ 14,500	\$ 14,863	\$ 15,234	\$ 15,615
Dept. Rev. Excise Tax	\$ 65,360	\$ 50,709	\$ 49,530	\$ 50,075	\$ 50,032	\$ 53,847	\$ 58,480	\$ 64,018
Utility Tax to GF	\$ 209,289	\$ 204,986	\$ 210,360	\$ 206,979	\$ 206,993	\$ 226,110	\$ 240,242	\$ 254,374
Debt Service	\$ 27,856	\$ -	\$ -	\$ -	\$ -	\$ 767	\$ 383	\$ -
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expense	\$ 1,070,766	\$ 1,063,364	\$ 1,114,041	\$ 1,104,495	\$ 1,134,994	\$ 1,183,421	\$ 1,228,520	\$ 1,249,838



Estimated Water Fund Reserves



Granite Falls 2024 DRAFT Budget

• CIF Water

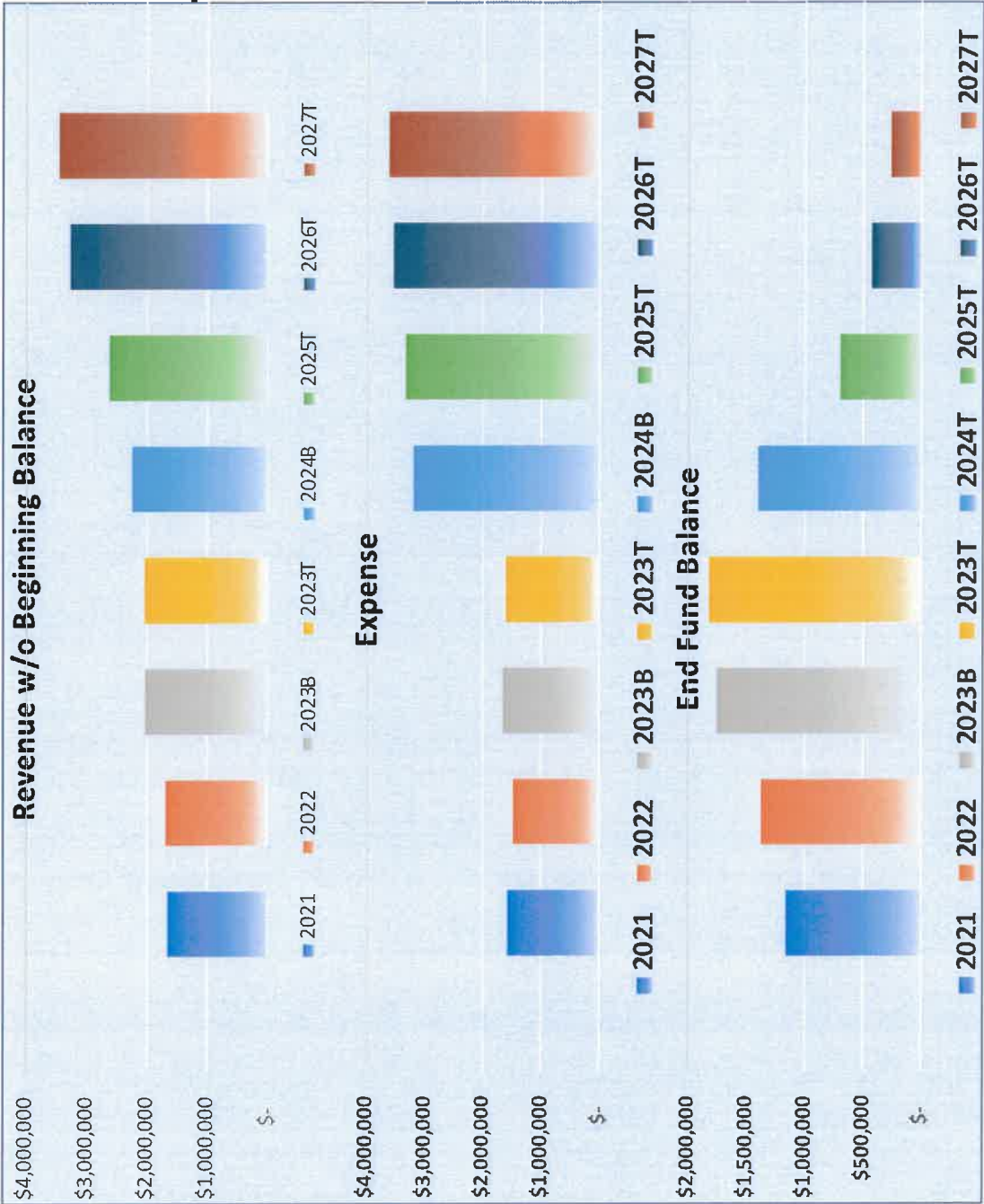


CITY OF
GRANITE FALLS

Fund	Account	Title	2021	2022	Budget 2023	Trend 2023	Budget 2024	Projection 2025	Projection 2026	Projection 2027
402	308 91 02 00	Beginning Cash & Investment	\$ 980,005	\$ 1,590,091	\$ 1,642,229	\$ 1,642,229	\$ 1,369,019	\$ 1,459,925	\$ 1,729,715	\$ 2,264,056
402	343 40 00 01	CIF Water Sales	\$ 45,133	\$ 45,838	\$ 43,722	\$ 45,518	\$ 45,518	\$ 49,770	\$ 52,881	\$ 55,991
402	343 40 00 02	General Facilities Charges	\$ 845,628	\$ 32,580	\$ -	\$ -	\$ -	\$ 325,800	\$ 814,500	\$ 814,500
402	361 11 08 00	Investment Interest	\$ 874	\$ 21,585	\$ 16,702	\$ 70,394	\$ 49,276	\$ 50,508	\$ 51,771	\$ 53,065
402		Total Revenue	\$ 1,871,640	\$ 1,690,094	\$ 1,702,653	\$ 1,758,142	\$ 1,463,813	\$ 1,886,002	\$ 2,648,866	\$ 3,187,612
402	534 20 44 01	Intergovernmental - DOR Excise Tax	\$ 2,223	\$ 2,302	\$ 1,255	\$ 2,309	\$ 1,888	\$ 8,488	\$ 18,310	\$ 18,398
402	534 20 42 02	General Facilities Charge - PUD	\$ 279,307	\$ 45,563	\$ -	\$ 58,320	\$ -	\$ 145,800	\$ 364,500	\$ 364,500
402	594 34 63 13	Water Line Replace-Alder	\$ -	\$ -	\$ 500,000	\$ 328,494	\$ -	\$ -	\$ -	\$ -
402	594 34 64 04	Meter Replacement Program	\$ 20	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
402	594 38 65 02	Capital Expense - Pole Building	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -
402		Total Expense	\$ 281,549	\$ 47,864	\$ 528,255	\$ 389,123	\$ 3,888	\$ 156,288	\$ 384,810	\$ 384,898
402	508 91 02 00	Ending Cash & Investment	\$ 1,590,091	\$ 1,642,229	\$ 1,174,398	\$ 1,369,019	\$ 1,459,925	\$ 1,729,715	\$ 2,264,056	\$ 2,802,714
		Sewer					\$ 1,888	\$ 154,288	\$ 382,810	\$ 382,898

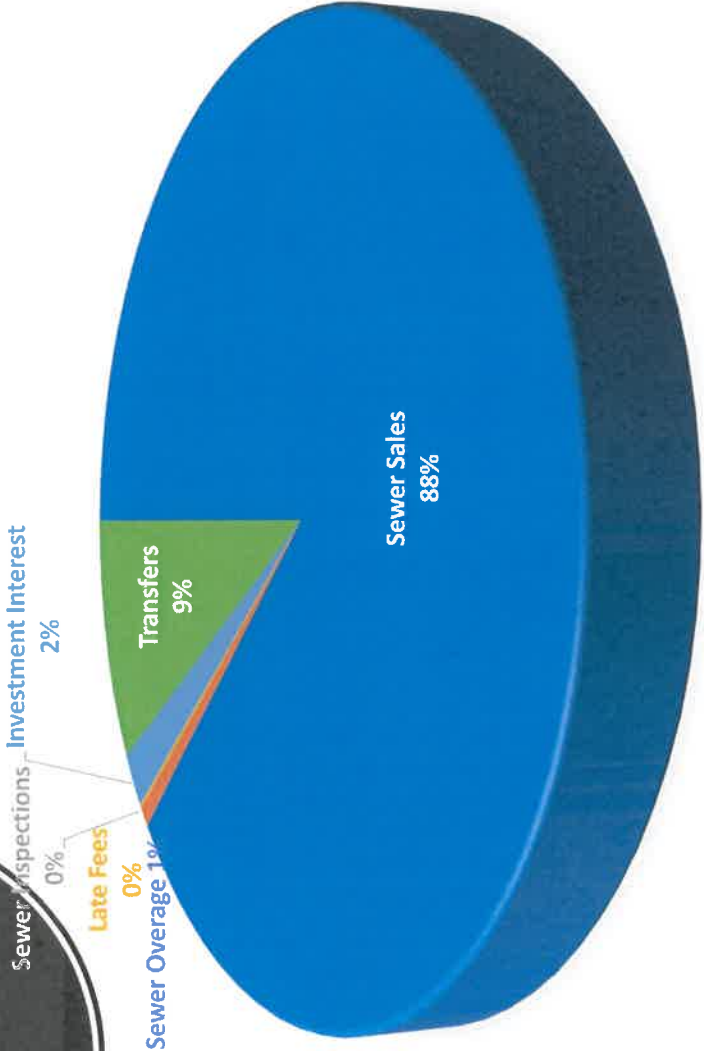
Granite Falls 2024 Sewer Fund DRAFT Budget

Est annual debt service \$1.44M





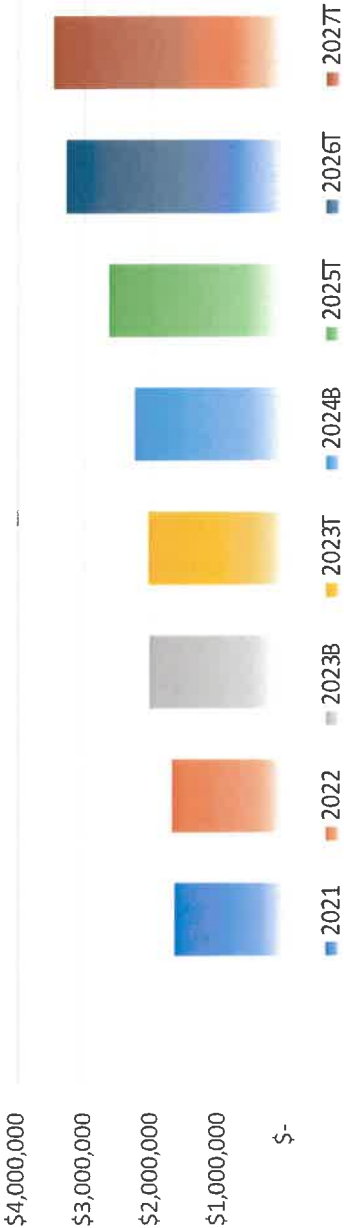
2024 Estimated Sewer Fund Revenues



Category	2024B
Sewer Sales	\$ 1,982,098
Sewer Overage	\$ 17,000
Sewer Inspections	\$ 250
Late Fees	\$ 2,500
Investment Interest	\$ 46,623
Transfers	\$ 199,935
Total Revenue	\$ 2,248,406



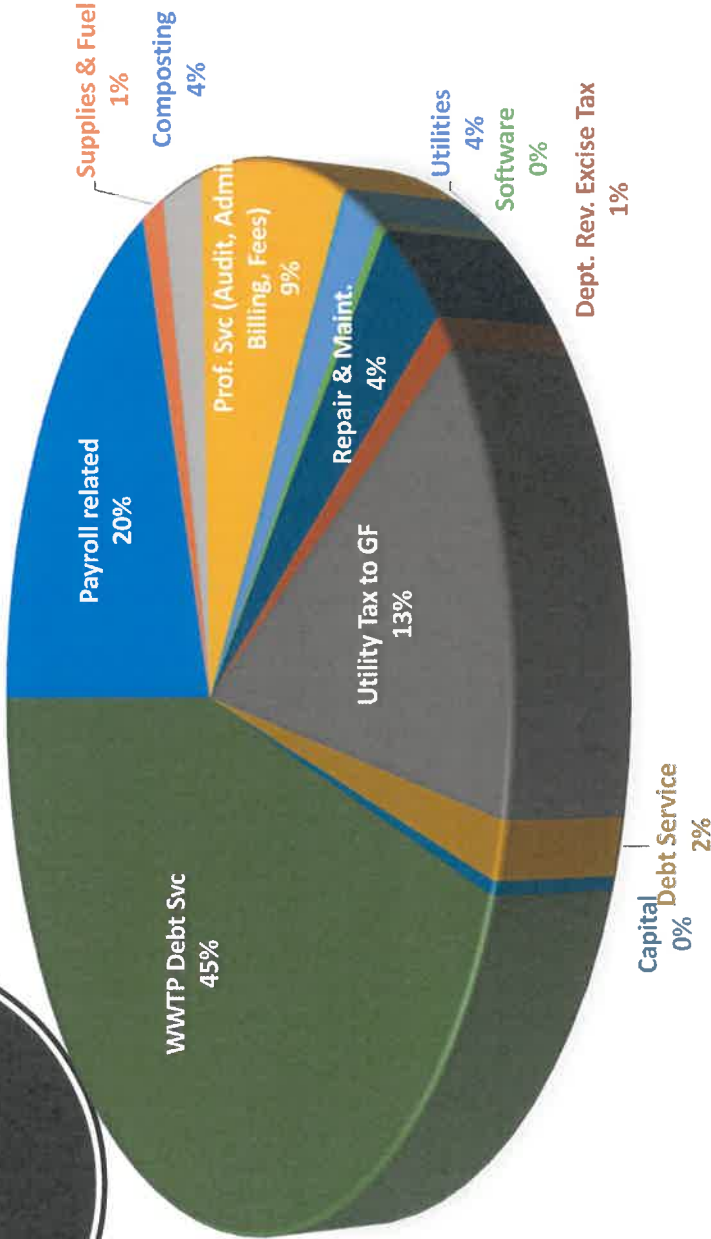
Estimated Sewer Fund Revenues



Sewer Fund	2021	2022	2023B	2023T	2024B	2025T	2026T	2027T
Sewer Sales	\$ 1,616,146	\$ 1,645,888	\$ 1,803,932	\$ 1,768,602	\$ 1,982,098	\$ 2,328,038	\$ 2,902,624	\$ 3,073,366
Sewer Overage	\$ 18,238	\$ 17,250	\$ 15,609	\$ 16,936	\$ 17,000	\$ 19,967	\$ 24,895	\$ 26,360
Sewer Inspections	\$ 16,000	\$ 250	\$ -	\$ 1,350	\$ 250	\$ -	\$ -	\$ -
Late Fees	\$ 2,048	\$ 11,633	\$ 13,024	\$ 3,015	\$ 2,500	\$ 2,936	\$ 3,661	\$ 3,876
Investment Interest	\$ -	\$ 16,771	\$ 12,911	\$ 66,604	\$ 46,623	\$ 47,788	\$ 48,983	\$ 50,208
Transfers	\$ -	\$ -	\$ 183,257	\$ 183,257	\$ 199,935	\$ 234,800	\$ 292,752	\$ 309,973
Total Revenue	\$ 1,653,051	\$ 1,691,791	\$ 2,028,734	\$ 2,039,764	\$ 2,248,406	\$ 2,633,530	\$ 3,272,915	\$ 3,463,782



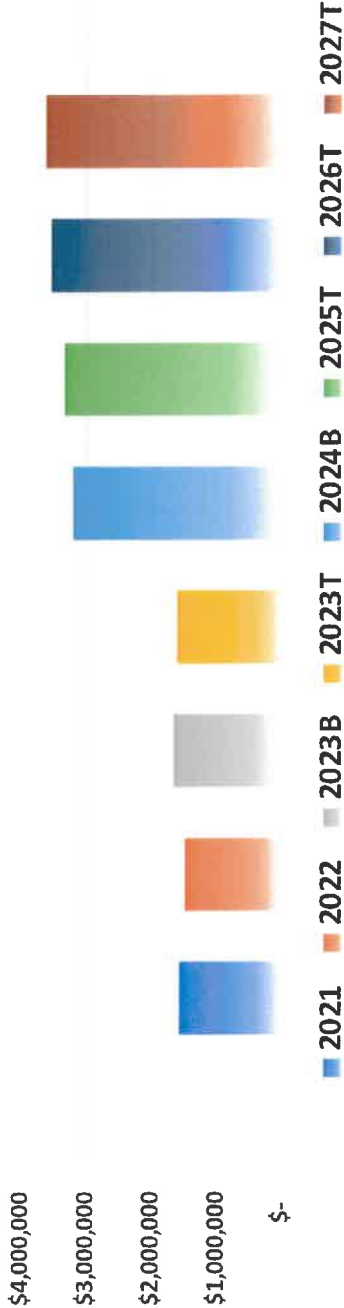
2024 Estimated Sewer Fund Expenses - Category



Category	2024B
Payroll related	\$ 648,234
Supplies & Fuel	\$ 46,050
Composting	\$ 87,000
Prof. Svc (Audit, Admin, Billing, Fees)	\$ 282,634
Utilities	\$ 68,200
Software	\$ 15,000
Repair & Maint.	\$ 117,000
Dept. Rev. Excise Tax	\$ 34,689
Utility Tax to GF	\$ 399,870
Debt Service	\$ 49,792
Capital	\$ 12,500
WWTP Debt Svc	\$ 1,440,106
Total Expense	\$ 3,201,073



Estimated Sewer Fund Expenses - Category



	2021	2022	2023B	2023T	2024B	2025T	2026T	2027T
Payroll related	\$ 521,393	\$ 571,837	\$ 595,135	\$ 601,858	\$ 648,234	\$ 668,925	\$ 690,360	\$ 712,570
Supplies & Fuel	\$ 33,009	\$ 40,229	\$ 44,550	\$ 32,603	\$ 46,050	\$ 47,201	\$ 48,381	\$ 49,591
Composting	\$ 71,850	\$ 77,998	\$ 85,000	\$ 72,868	\$ 87,000	\$ 89,175	\$ 91,404	\$ 93,689
Prof. Svc (Audit, Admin, Billing, Fees)	\$ 118,849	\$ 177,634	\$ 181,795	\$ 175,739	\$ 282,634	\$ 313,862	\$ 363,438	\$ 380,504
Utilities	\$ 54,407	\$ 54,313	\$ 54,517	\$ 48,982	\$ 68,200	\$ 69,905	\$ 71,653	\$ 73,444
Software	\$ 10,500	\$ 9,041	\$ 7,000	\$ 1,008	\$ 15,000	\$ 15,375	\$ 15,759	\$ 16,153
Repair & Maint.	\$ 17,658	\$ 130,167	\$ 215,160	\$ 210,155	\$ 117,000	\$ 119,925	\$ 122,923	\$ 125,996
Dept. Rev. Excise Tax	\$ 58,441	\$ 34,164	\$ 38,014	\$ 31,255	\$ 34,689	\$ 40,620	\$ 50,466	\$ 53,407
Utility Tax to GF	\$ 328,778	\$ 330,501	\$ 366,513	\$ 357,258	\$ 399,870	\$ 469,601	\$ 585,504	\$ 619,945
Debt Service	\$ 50,506	\$ 50,268	\$ 50,030	\$ 50,030	\$ 49,792	\$ 49,553	\$ 49,315	\$ 49,077
Capital	\$ -	\$ 1,832	\$ 12,000	\$ 12,000	\$ -	\$ 12,500	\$ 13,133	\$ 13,461
WWTP Debt Svc	\$ 302,348	\$ -	\$ -	\$ -	\$ 1,440,106	\$ 1,440,106	\$ 1,440,106	\$ 1,440,106
Total Expense	\$ 1,567,741	\$ 1,477,985	\$ 1,649,715	\$ 1,593,755	\$ 3,201,073	\$ 3,337,060	\$ 3,542,443	\$ 3,827,943



Estimated Sewer Fund Reserves



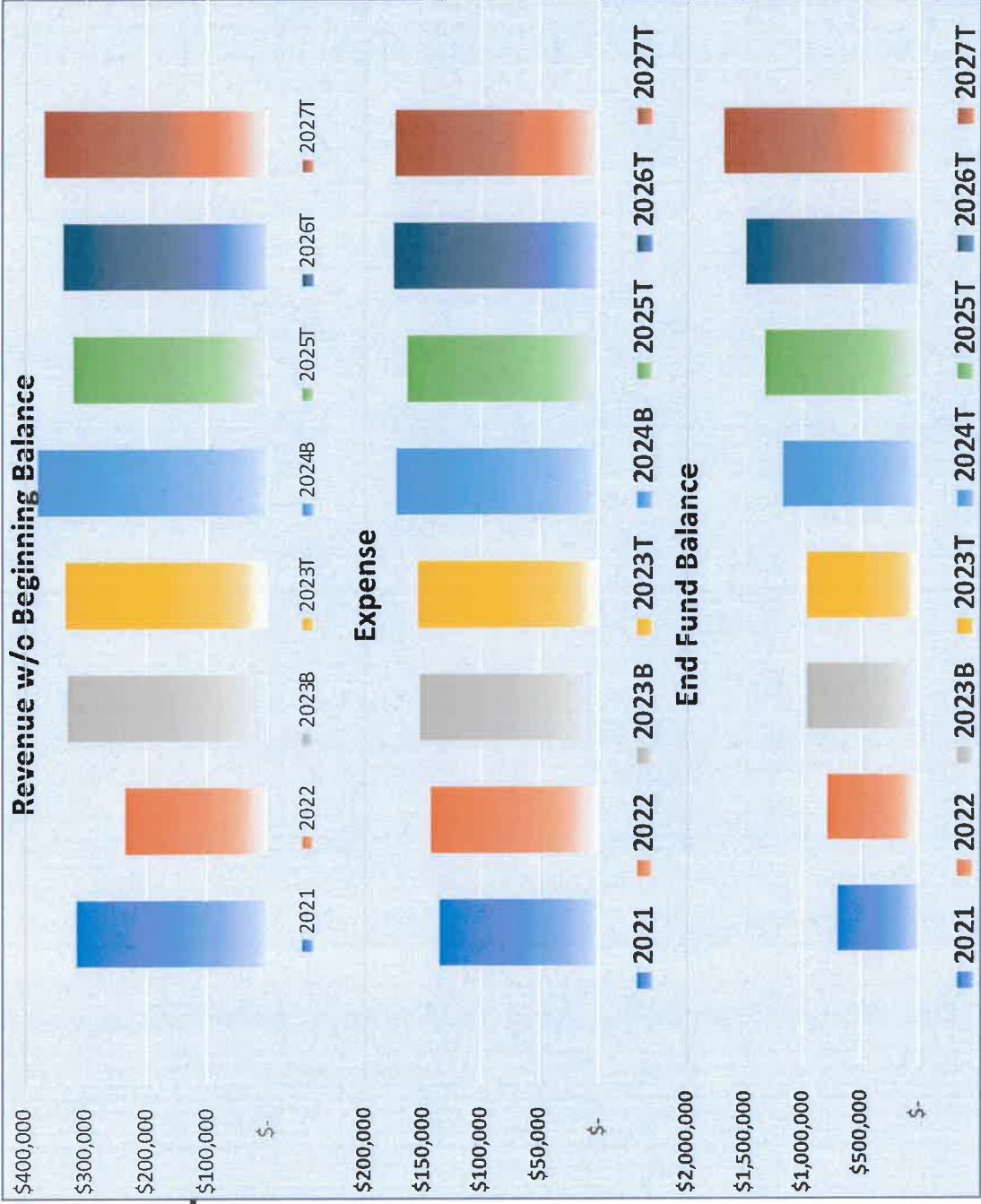
Granite Falls 2024 DRAFT Budget

• CIF Sewer



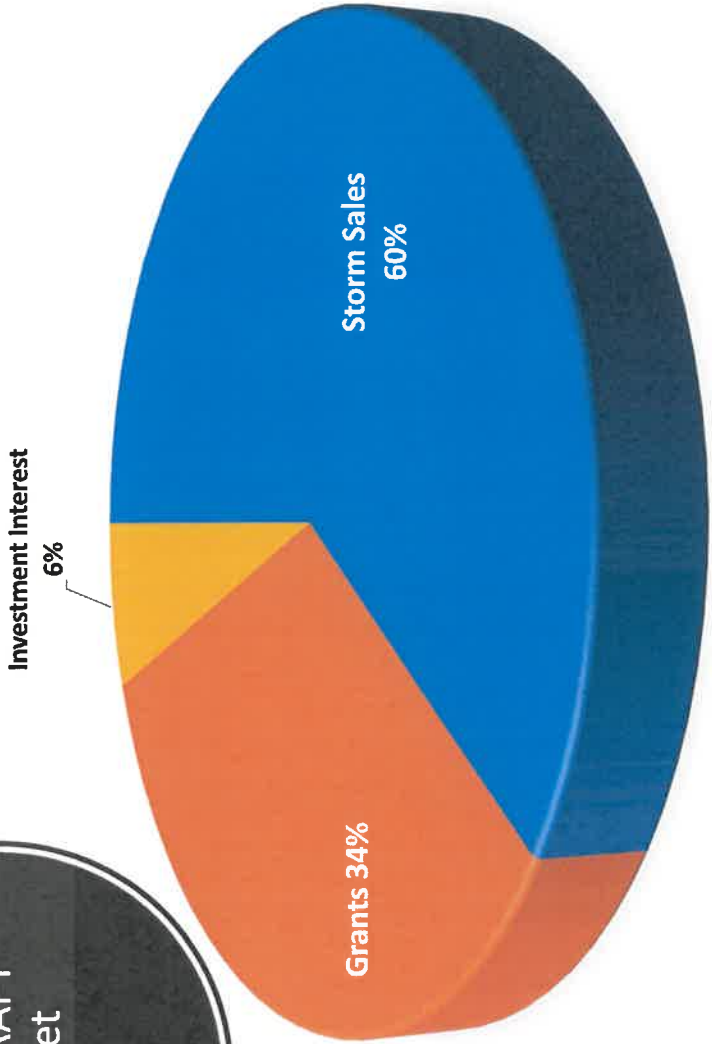
CITY OF
GRANITE FALLS

Fund	Account	Title	2021	2022	Budget 2023	Trend 2023	Budget 2024	Projection 2025	Projection 2026	Projection 2027
404	308 91 04 00	Beginning Cash & Investment	\$ 2,793,487	\$ 4,546,681	\$ 3,280,290.15	\$ 3,280,290.15	\$ 3,409,383	\$ 3,362,748	\$ 4,011,332	\$ 5,496,172
404	343 50 00 04	General Facilities Charges	\$ 1,432,637	\$ 41,697	\$ -	\$ -	\$ -	\$ 555,960	\$ 1,389,900	\$ 1,389,900
404	343 50 00 05	General Facilities Charges (New Growth)	\$ 17,684	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
404	361 11 10 00	Investment Interest	\$ 2,410	\$ 50,651	\$ 41,063	\$ 129,093	\$ 90,365	\$ 92,624	\$ 94,940	\$ 97,313
404	369 91 02 02	Misc Rev - Admin Fees	\$ -	\$ 8,025	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
404	391 80 35 01	Loan Proceeds	\$ -	\$ -	\$ 18,333.333	\$ 8,525,000	\$ 25,630,000	\$ -	\$ -	\$ -
404	397 00 08 00	Interfund Transfer From Sewer Fund (403)	\$ 302,348	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
404		Total Revenue	\$ 4,548,566	\$ 4,647,053	\$ 21,654,686.51	\$ 11,934,382.90	\$ 29,129,748	\$ 4,011,332	\$ 5,496,172	\$ 6,983,385
404	535 20 41 00	Research & Development - Engineer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
404	594 35 62 01	Cap Expend - Storage Shed	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -
404	594 35 62 02	Cap Expend - Vehicle	\$ -	\$ -	\$ -	\$ -	\$ 77,000	\$ -	\$ -	\$ -
404	594 35 63 00	Capital Improvement - Lift Station	\$ -	\$ 2,135	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
404	594 35 63 02	Capital Improvement - I&I Repairs	\$ 1,886	\$ (2,739)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
404	594 35 63 14	Cap Expend - Pole Building	\$ -	\$ -	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
404	594 35 63 10	Capital Expenditures/Expenses - WWTP (C)	\$ -	\$ 1,281,963	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
404	594 35 63 11	Capital Expenditures/Expenses - WWTP (C)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
404	594 35 63 12	Capital Expenditures/Expenses - WWTP (S)	\$ -	\$ 85,405	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
404	594 35 63 15	Capital Expenditures/Expenses - WWTP (S)	\$ -	\$ -	\$ 16,333.333	\$ 8,525,000.00	\$ 25,630,000	\$ -	\$ -	\$ -
404		Total Expense	\$ 1,886	\$ 1,366,763	\$ 18,343,333.33	\$ 8,525,000.00	\$ 25,767,000	\$ -	\$ -	\$ -
404	508 91 04 00	Ending Cash & Investment	\$ 4,546,681	\$ 3,280,290	\$ 3,311,353.18	\$ 3,409,382.90	\$ 3,362,748	\$ 4,011,332	\$ 5,496,172	\$ 6,983,385





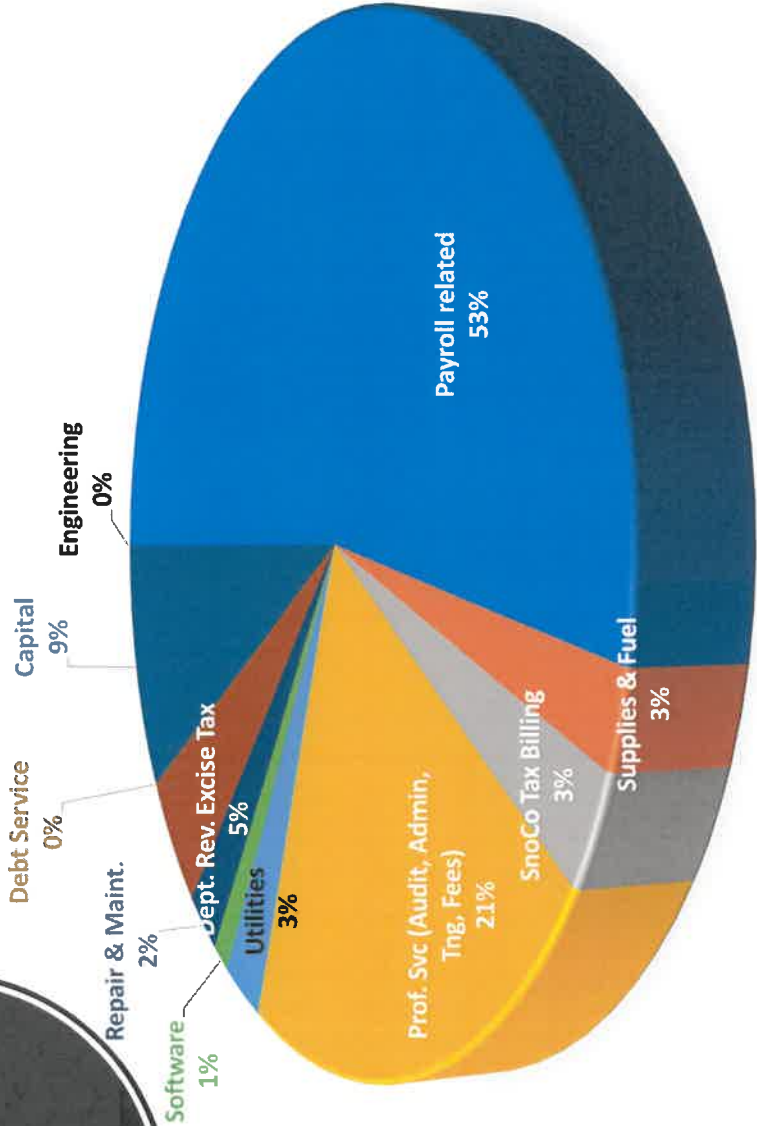
2024 Estimated Storm Fund Revenues



Category	2024B
Storm Sales	\$ 226,000
Grants	\$ 130,000
Sewer Fees	\$ -
Investment Interest	\$ 22,891
Total Revenue	\$ 378,891

Granite Falls
2024 DRAFT
Budget

2024 Estimated Storm Fund Expenses - Category



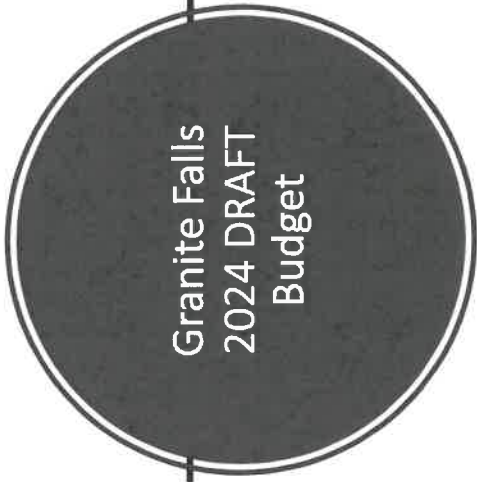
Category	2024B
Payroll related	\$ 91,669
Supplies & Fuel	\$ 4,800
SnoCo Tax Billing	\$ 6,000
Prof. Svc (Audit, Admin, T	\$ 36,498
Utilities	\$ 4,500
Software	\$ 2,000
Repair & Maint.	\$ 4,000
Dept. Rev. Excise Tax	\$ 8,069
Locates	\$ 200
Debt Service	\$ -
Capital	\$ 15,000
Engineering	\$ -
Total Expense	\$ 172,736

Granite Falls
2024 DRAFT
Budget

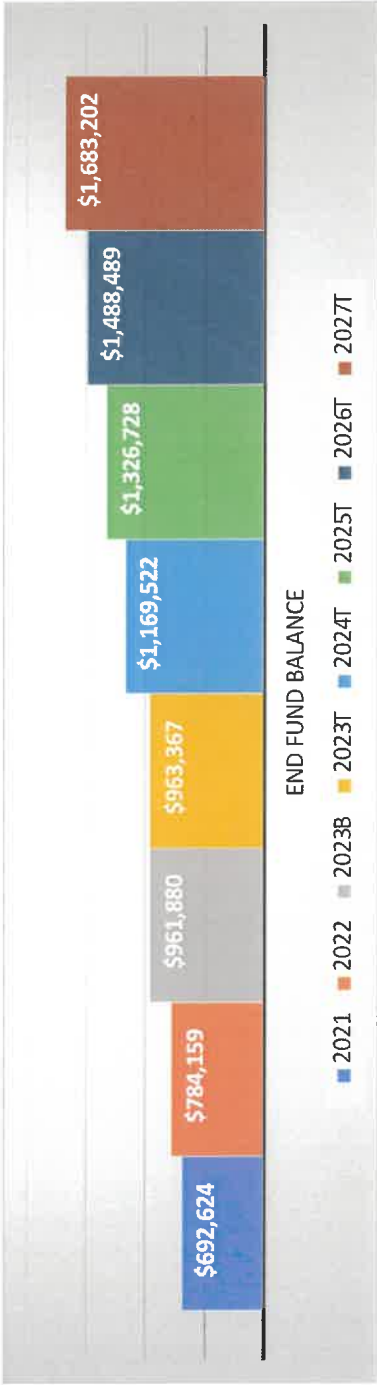
Estimated Storm Fund Expenses - Category



	2021	2022	2023B	2023T	2024B	2025T	2026T	2027T
Payroll related	\$ 71,958	\$ 82,437	\$ 88,027	\$ 86,177	\$ 91,669	\$ 94,452	\$ 97,328	\$ 100,299
Supplies & Fuel	\$ 2,038	\$ 3,221	\$ 3,638	\$ 4,108	\$ 4,800	\$ 4,920	\$ 5,043	\$ 5,169
SnoCo Tax Billing	\$ 3,171	\$ 4,626	\$ 9,482	\$ 5,421	\$ 6,000	\$ 6,150	\$ 6,304	\$ 6,461
Prof. Svc (Audit, Admin, Tng. Fees)	\$ 24,468	\$ 31,315	\$ 27,359	\$ 44,403	\$ 36,498	\$ 35,710	\$ 38,345	\$ 37,518
Utilities	\$ 3,732	\$ 3,945	\$ 4,059	\$ 4,309	\$ 4,500	\$ 4,613	\$ 4,728	\$ 4,846
Software	\$ 4,702	\$ 998	\$ 1,023	\$ 496	\$ 2,000	\$ 2,050	\$ 2,101	\$ 2,154
Repair & Maint.	\$ 1,201	\$ 3,172	\$ 3,500	\$ 768	\$ 4,000	\$ 4,100	\$ 4,203	\$ 4,308
Dept. Rev. Excise Tax	\$ 5,678	\$ 4,034	\$ 6,000	\$ 8,069	\$ 8,069	\$ 8,292	\$ 8,848	\$ 9,961
Locates	\$ 282	\$ 165	\$ 166	\$ 166	\$ 200	\$ 205	\$ 210	\$ 215
Debt Service	\$ 352	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital	\$ -	\$ -	\$ 3,000	\$ -	\$ 15,000	\$ 3,000	\$ 8,000	\$ 3,000
Engineering	\$ 18,082	\$ 9,407	\$ 6,252	\$ 576	\$ -	\$ -	\$ -	\$ -
Total Expense	\$ 135,665	\$ 143,318	\$ 152,507	\$ 154,494	\$ 172,736	\$ 163,492	\$ 175,109	\$ 173,931



Estimated Storm Fund Reserves



Granite Falls 2024 DRAFT Budget

• CIF Storm



CITY OF
GRANITE FALLS

CIF / Storm Drainage		21.6%									13.4%	12.2%
Fund	Account	Title	2021	2022	Budget 2023	Trend 2023	Budget 2024	Projection 2025	Projection 2026	Projection 2027		
406	308 91 06 00	Beginning Cash & Investment	\$ 257,126	\$ 361,799	\$ 366,045.98	\$ 366,045.98	\$ 666,303	\$ 676,093	\$ 796,128	\$ 1,081,414		
406	343 11 00 01	General Facilities Charges	\$ 104,486	\$ 5,406	\$ -	\$ 286,271.64	\$ -	\$ 110,000	\$ 275,000	\$ 275,000		
406	361 11 12 00	Investment Interest	\$ 186	\$ 4,841	\$ 3,725.37	\$ 13,985.73	\$ 9,790	\$ 10,035	\$ 10,286	\$ 10,543		
406		Total Revenue	\$ 361,799	\$ 372,046	\$ 369,771.35	\$ 666,303.35	\$ 676,093	\$ 796,128	\$ 1,081,414	\$ 1,366,957		
406	594 31 65 01	Capital Improvements	\$ -	\$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
406	594 59 62 09	Capital Improvement Projects - Pole Build	\$ -	\$ -	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ -		
406		Total Expense	\$ -	\$ 6,000	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ -		
406	508 91 06 00	Ending Cash & Investment	\$ 361,799	\$ 366,046	\$ 344,771.35	\$ 666,303.35	\$ 676,093	\$ 796,128	\$ 1,081,414	\$ 1,366,957		

Granite Falls 2024 DRAFT Budget

• Solid Waste Fund

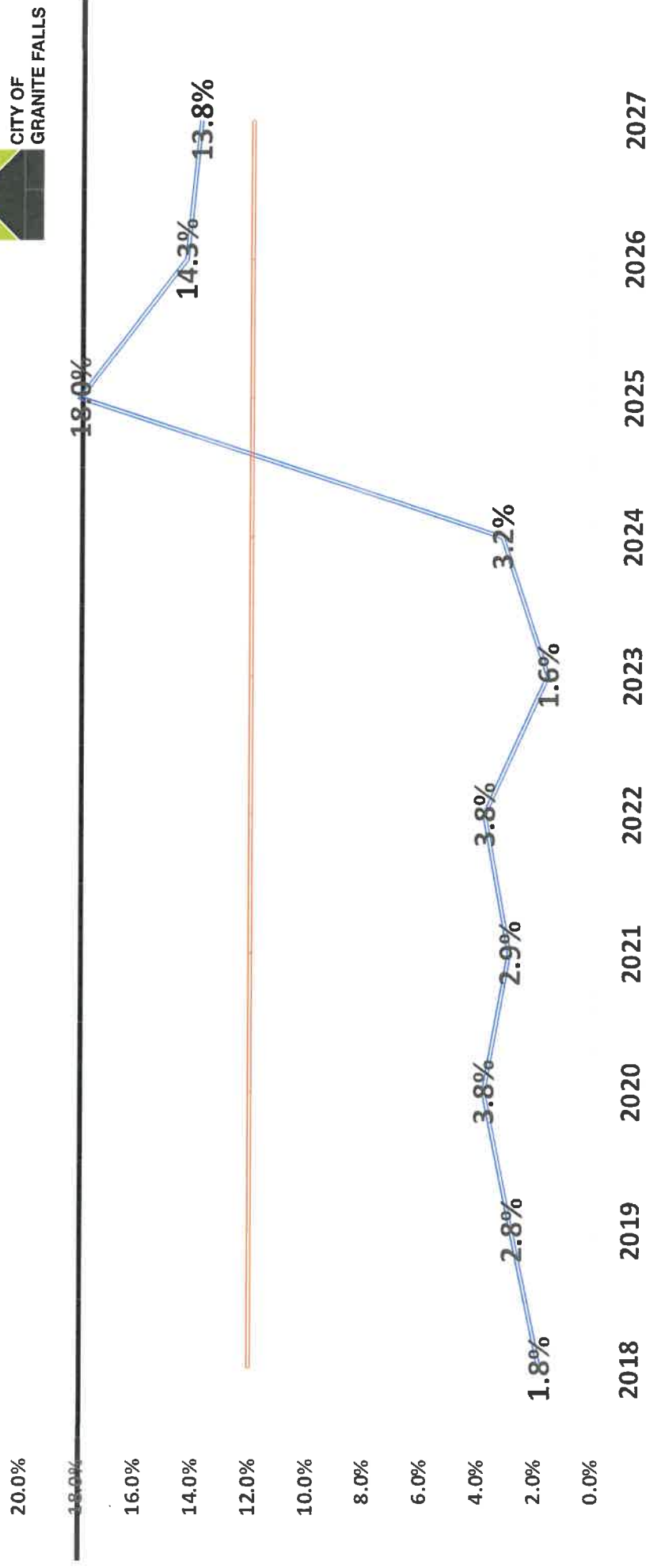


CITY OF
GRANITE FALLS

Fund	Account	Title	2021	2022	Budget 2023	Trend 2023	Budget 2024	Projection 2025	Projection 2026	Projection 2027
407	308 91 07 00	Beginning Cash & Investment	\$ 88,056	\$ 88,113	\$ 89,279.48	\$ 89,279.48	\$ 93,163	\$ 95,881	\$ 98,668	\$ 101,524
407	361 11 13 00	Investment Interest	\$ 57	\$ 1,166	\$ 899.75	\$ 3,883.46	\$ 2,718	\$ 2,786	\$ 2,856	\$ 2,927
407	397 00 14 00	Transfer From Current Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
407		Total Revenue	\$ 88,113	\$ 89,279	\$ 90,179.23	\$ 93,162.94	\$ 95,881	\$ 98,668	\$ 101,524	\$ 104,451
407		Total Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
407	508 91 07 00	Ending Cash & Investment	\$ 88,113	\$ 89,279	\$ 90,179.23	\$ 93,162.94	\$ 95,881	\$ 98,668	\$ 101,524	\$ 104,451

Debt Load

— Cash Position — SAO Benchmark



This ratio shows the percent of the total governmental fund revenues that are used to pay the principal and interest on loans and other debt.

2023 Non-Exempt Positions As of Jan 1, 2023



Position	Annualized (less OT) Min (2080 hours)	Annualized (less OT) Max (2080 hours)
Maint. Worker I	\$55,771 + OT	\$83,442 + OT
Maint. Worker II/ WWTP I	\$68,190 + OT	\$85,129 + OT
WWTP II	\$71,117 + OT	\$91,249 + OT
WWTP Supervisor	\$79,258 + OT	\$102,655 + OT
PW Ops Supervisor	\$83,802 + OT	\$107,199 + OT
Casual	\$40,496 + OT	\$52,576 + OT
Clerk	\$78,066 + OT	\$99,911 + OT
Deputy Clerk/Utilities	\$68,976 + OT	\$88,299 + OT
Passport	\$54,080 + OT	\$58,406 + OT
<i>Grandfathered</i>		
WWTP Supervisor	\$109,359 + OT	\$111,902 + OT
Maint. Worker II		
Prior to 1-1-2022	\$56,828 + OT	\$85,129 + OT

2022 Exempt Positions As of Jan 1, 2022



Position	Annual
City Manager (Note 1)	\$181,692
Deputy City Manager (Note 2)	\$137,177 (net from \$40,002 credit from FD17)
Passport Manager	\$80,638
Community Development Director	\$113,636

Note 1: 2024 City Manager contingency of 4%
Note 2: 2024 Deputy City Manager 4% COLA

Granite Falls Budget

Questions?

Thank You!

Granite Falls
Budget



CITY COUNCIL AGENDA BILL

Subject:

AB 106-2023 Council consideration of Comprehensive Plan Periodic Update priority issues for November 14, 2023 Council/Planning Commission Joint Workshop

Meeting Date: Wednesday, October 4, 2023

Date Submitted: September 29, 2023

Originating Department: Planning

Action Required:

Clearances:

☐ Mayor

☐ Police

☐ Public Works

☐ Attorney

Exhibits:

[Memo of Planning Commission recommendations for November 14th Joint Workshop](#)

☐ Engineering

☒ Planning

☐ Other: _____

Budgeted Amount:

\$0

Summary Statement:

Background:

Recommended Motion:



Memo

To: City Council
From: Eric Jensen, Community Development Director
CC: City Manager Brent Kirk
Date: September 28, 2023
Re: **Planning Commission recommendation for Joint Workshop topics to discuss**

At their meeting last week, the Planning Commission agreed upon a short list of priority issues they wish to discuss at the Comprehensive Plan Joint Workshop with the City Council. This meeting of both bodies is a next step in the effort for the City to incorporate sound study of priority issues to include/highlight in the updated Plan. This workshop is scheduled for Tuesday November 14, 2023 at 7:00pm.

The Commission wishes to discuss:

- Looking at more affordable housing products and concurrent land use rules to allow greater density in appropriate areas of the City via single family inspired “missing middle housing” products. These products can provide efficient and alternative living units with attractive residential design.
- The Galena St. extension and its potential future growth impacts/opportunities for greater residential and commercial activity along Galena Street (possibly resulting in a “second Main Street”).
- The future use of some of the City-owned properties and whether there may be a good fit for locating park and recreational facilities and activities.



GRANITE FALLS WASHINGTON

GATEWAY TO THE MOUNTAIN LOOP

Agenda Bill # AB 107-2023

CITY COUNCIL AGENDA BILL

Subject:

AB 107-2023 Consideration to award the siding replacement and painting of old City Hall

Meeting Date: Wednesday, October 4, 2023

Date Submitted: September 28, 2023

Originating Department: Public Works

Action Required:

Motion to award the siding replacement and painting of old City Hall to the lowest responsive, responsible bidder.

Clearances:

☐ Mayor

☐ Police

☐ Public Works

☐ Attorney

Exhibits:

[Customer Bid Form - GPA Enterprises, Inc](#)

☐ Engineering

☐ Planning

☒ Other: Finance

Budgeted Amount:

(001) 518.30.48.00 \$155,000

Summary Statement:

For the project, the MRSC Small Works Roster was used. Out of the four companies listed under the siding section of the roster, only one was responsive and provided a bid. The work involves replacing the current deteriorating vinyl siding, window and door trim boards, and removing the veneer stacked stone. The replacement materials and overall architectural design will match the new City Hall and the Police Station. James Hardie siding, window and door trim, and board and batten will be used instead of the stacked stone. The building will also be painted with colors that mirror the new City Hall.

Background:

The old City Hall is deteriorating, which may result in water leakage and mold and rot growth. Additionally, the building's appearance is not very attractive. However, the goal is to conserve the structure for future usage or tenant occupancy.

Recommended Motion:

Motion to award the siding replacement and painting of old City Hall to the lowest responsive, responsible bidder, GPA Enterprises, Inc., in an amount not to exceed \$104,952.32 excluding WSST.

Customer Bid Form

GPA Enterprises, Inc.

Customer:	City of Granite Falls	Bid Date:	9/15/2023
Scope:	Siding Replacement	Bid Expires:	12/15/2023
Project:	206 S Granite ST Granite Falls WA 98252		

Total Price Labor Only	\$104952.32*
-------------------------------	---------------------

Project Scope includes but is not limited to the following items:

- Removal of existing single layer of vinyl siding
- Removal of existing window trim
- Removal of garbage from the jobsite

Installation of

- Single layer of Tyvek paper
- Sticky adhesive around windows
- Sticky adhesive on corners
- Corners
- Window trim
- New Belly Band
- 8.25 Hardie lap siding
- Trim around door
- Light blocks
- Horizontal flashing
- Caulking
- Board and Batten on the front 4 ft to match new City Hall.

Excludes:

- Permits
- Material

Options

- Painting exterior with Sherwin Williams mid-grade paint \$19560.00

Bid Proposed By:

Pavel Andreyanov
Project Manager
GPA Enterprises, Inc.

*Tax is not included and will be added at the time of billing.

Authorizing Signature (Print and Sign)		Date	
---	--	------	--

CITY COUNCIL AGENDA BILL

Subject:

AB 108-2023 Consideration of Interlocal Agreement with the Snohomish County Sheriff's Office for Law Enforcement Services

Meeting Date: Wednesday, October 4, 2023

Date Submitted: 9/29/23

Originating Department: City Manager

Action Required:

Approval of Interlocal Agreement between Snohomish County and the City of Granite Falls for Law Enforcement Services

Clearances:

☐ Mayor

☒ Police

☐ Public Works

☒ Attorney

Exhibits:

[2024-2026 SCSO Contract and Cost Breakdown](#)
[2019-2023 SCSO Contract Cost Breakdown](#)

☐ Engineering

☐ Planning

☒ Other: City Manager

Budgeted Amount:

\$911,482 for 2024

Summary Statement:

The new SCSO contract proposal reflects the same regional service model that has been provided to the City in the past. An overview of the changes in the new contract include the following:

- The duration of the contract has been reduced from five years to three years to improve the accuracy of the costs over the life of the contract, which are typically tied to three year labor agreements.
- All of the agreements with contract Cities now start and end at the same time and are all negotiated concurrently to streamline the process for SCSO staff and eliminate inconsistencies in costs, terms, etc, between different city contracts
- Labor costs have increased resulting from the recent labor contract approved between SCSO and the deputies, which included wage scale adjustments to be competitive with similar size agencies and future cost of living increases to occur annually over the life of the contract
- Overtime costs have increased significantly due primarily to a shortage of deputies

available to cover regular shifts throughout the SCSO coverage areas. This has resulted in deputies and officers working that have already worked a full week of shifts working overtime to cover for others that are out for training, vacation, or sick, etc.

- Liability costs related to the deputies have been added into the new contract. The County is self insured and in the past there has been no direct or indirect costs passed on to the contract cities for their share of the estimated annual cost of coverage for the equivalent of “liability insurance coverage”. The county estimated that those costs are currently \$16,480 per full time employee (FTE). We pay for a total of 3.8 FTEs in the contract and this new contract cost is listed as “Risk Management/Indirect Costs” in the cost breakdown.
- The rent credit received by the City for the SCSO’s use of the Police Station building as a regional substation has been reinstated in this contract. This credit was eliminated in the current five year contract due to the poor condition of the previous police station building

The basic structure of this regional service model consists of the SCSO providing the City with a full time Police Chief (100% paid for by the City), a full time Law Enforcement Secretary (50% paid for by the City), and four full time Deputies (50% paid for by the City) that are responsible for patrolling the City limits and a large portion of the unincorporated area outside of the City extending east to Barlow Pass. Other Sheriff’s vehicles that frequent the Police Station are typically Deputies patrolling the unincorporated areas North and South of the City limits. They are not part of the regional contract with the City, but they do work with our contract Deputies providing mutual aide and coverage when needed. The Police Station itself is open to the public for people both in and outside of the City limits and they are provide fingerprinting and CPL services in the building.

Background:

In 2013, the City was financially unable to continue providing reasonable law enforcement services for the City locally with their own Police Department. After careful consideration and debate over the course of several years from 2010 through 2013, and taking into account numerous factors including ongoing rising costs, reduced general fund revenue, liability issues, and a deteriorating level of service to the community, the City Council eventually made the decision to dissolve their local Police Department and contract out law enforcement services to the Snohomish County Sheriff’s Office (SCSO). The SCSO provided help with the transition in 2013 and the City entered into a five year contract for services at the beginning of 2014. At the end of 2018 another five year contract was approved that is good through the end of 2023. The breakdown of costs associated with the 2019-2023 contract are also attached for background cost comparison.

Recommended Motion:

Motion to approval Interlocal Agreement between Snohomish County and the City of Granite Falls for law Enforcement Services and authorize City Manager to sign.

**INTERLOCAL AGREEMENT BETWEEN
SNOHOMISH COUNTY AND THE CITY OF GRANITE FALLS
FOR LAW ENFORCEMENT SERVICES**

This Interlocal Agreement Between Snohomish County And The City Of Granite Falls For Law Enforcement Services (the Agreement), is entered into by and between Snohomish County, a political subdivision of the State of Washington (hereinafter referred to as the COUNTY), and the City of Granite Falls, a municipal corporation of the State of Washington (hereinafter referred to as the CITY).

WITNESSES THAT:

WHEREAS, the CITY'S geographical boundaries lie entirely within the COUNTY; and,

WHEREAS, the CITY possesses the power, legal authority, and responsibility to provide law enforcement services to the citizens within its boundaries; and

WHEREAS, the COUNTY, through the Snohomish County Sheriff's Office (hereinafter referred to as the SHERIFF), provides law enforcement services to the citizens of Snohomish County; and

WHEREAS, the COUNTY has the power and legal authority to extend those law enforcement services into the geographical area of the CITY; and

WHEREAS, the CITY desires that the COUNTY extend its law enforcement services into the geographical area of the CITY; and

WHEREAS, the CITY desires to enter into an agreement with the COUNTY whereby the COUNTY, through the SHERIFF, will extend its law enforcement services into the geographical boundaries of the CITY, and the CITY will compensate the COUNTY for the equitable share of extending such law enforcement services into the CITY; and

WHEREAS, the COUNTY agrees to extend such law enforcement services into the geographical boundaries of the CITY; and

WHEREAS, Chapter 39.34 RCW authorizes two or more public entities to contract with each other to perform functions that each may individually perform.

NOW THEREFORE, in consideration of covenants, conditions, performances, and promises hereinafter contained, the parties agree as follows:

1.0 BASE-LEVEL LAW ENFORCEMENT SERVICES. The COUNTY will provide base-level law enforcement services described in paragraphs 1.1 through 1.7 within the geographical boundaries of the CITY. Unless otherwise stated in this Agreement, the COUNTY will render such services at the same level, degree, and type as is customarily provided by the COUNTY in the unincorporated areas of Snohomish County surrounding the geographical boundaries of the CITY.

1.1 PATROL SERVICES. The COUNTY will provide Police Patrol Services as the first response for the enforcement of state law and city-adopted municipal, criminal, and traffic codes. Patrol services shall include: reactive patrol to respond to calls for service, proactive patrol to prevent and deter criminal activity, and traffic patrol to enforce applicable traffic codes and investigate collisions. The personnel providing services pursuant to this Agreement will provide patrol services to the CITY during their scheduled work shifts.

1.2 INVESTIGATIVE SERVICES. The COUNTY will provide Investigative Services consisting of: criminal investigations by detectives assigned to patrol precincts to investigate crimes, such as burglary, fraud, and auto theft. Detectives assigned to the Investigations Division and Collision Investigations Unit will investigate crimes such as homicide, felony assaults, special assaults, missing persons, vice, child abuse, and major accidents. These detectives are supported by computer forensics, polygraph, evidence control and the Automatic Fingerprint Identification System ("AFIS").

1.3 SPECIAL SERVICES. The COUNTY will provide Special Services that may include, but not limited to, K-9 patrol, hostage negotiations, Special Weapons and Response Team ("SWAT"), bomb disposal, sex offender registration, dive team, volunteer, and community crime prevention.

1.4 SUPPORT SERVICES. The COUNTY will provide Support Services that include but are not limited to: planning and research, subpoena control, training, accounting, payroll, personnel, labor relations, media relations, fleet management, radio maintenance, purchasing, network administration, internal investigations, and contract administration.

1.5 RECORDS. The COUNTY will perform required data entry into the Records Management System in accordance with this Agreement and shall maintain records in the police department facility.

1.6 EVIDENCE. The COUNTY will process and maintain evidence and property collected as a result of investigations occurring within the CITY in the same manner used for SHERIFF investigations occurring in the unincorporated portions of the COUNTY.

1.7 CIVILIAN SUPPORT STAFF. To provide civilian support staff, the COUNTY and

CITY will share the expense of a Law Enforcement Secretary dedicated exclusively to the needs of the police department and Sheriff's Office sub-station, as determined by the City Manager and the Chief of Police, during the term of this Agreement;

1.8 SPECIAL EVENT HOURS. The COUNTY will provide additional staffing for special events within the geographical boundaries of the CITY for a total of 100 hours each calendar year. The allocation of hours by event shall be determined by the Police Chief with input from the City Manager. Given that special events benefit citizens in the city as well as the region, the cost is included in Addendum 1 with the same allocation as all base services.

2.0 ORGANIZATION. The COUNTY will provide the services identified in Section 1.0 and extend its law enforcement services into the geographical boundaries of the CITY through the following organization:

2.1 CHIEF OF POLICE. The COUNTY will designate a SHERIFF Sergeant (the "Sergeant") to act as the Chief of Police and as a liaison between the COUNTY and the CITY. The Sergeant will coordinate service delivery, attend Council and other public meetings as required by the CITY, prepare budget requests, schedule and supervise SHERIFF employees as required by this Agreement and by his/her regular duties, maintain the integrity of records and evidence, and generally manage the law enforcement activities within the CITY. The SHERIFF has no interest in defining law enforcement issues and priorities of importance to the CITY to the extent that the CITY'S directives to the Chief of Police are lawful. The CITY'S City Manager (the "City Manager") shall maintain the authority to define law enforcement issues and priorities of the CITY. The Sergeant and all other personnel providing services under this Agreement will respond to the general law enforcement issues and priorities identified by the City Manager.

2.2 ASSIGNED DEPUTY SHERIFF PERSONNEL. In addition to the Sergeant, the COUNTY will direct full-time dedicated SHERIFF Deputies to patrol both the unincorporated areas of Snohomish County surrounding the geographical boundaries of the CITY and to provide the services identified in Section 1 within the geographical boundaries of the CITY.

2.3 GRANITE FALLS SUBSTATION. The CITY will provide office space to all SHERIFF employees providing services under this Agreement. This location will be referred to as the SHERIFF Granite Falls Substation. Additionally, SHERIFF personnel not providing services under this Agreement may also use said Substation.

2.4 MARKING OF VEHICLES AND UNIFORMS. The vehicles and uniforms of the full-time deputies providing services under this Agreement may display identification of the CITY and/or region. The Snohomish County Sheriff will determine the form of identification after consulting with the City Manager.

3.0 REPORTING.

3.1 REPORTING DISTRICTS. The COUNTY will maintain reporting districts that are coterminous with the CITY'S boundaries to enable accurate data collection on criminal and traffic activity and on dispatched calls for service.

3.2 SIGNIFICANT OCCURRENCE. The City Manager will provide the Sergeant with a list of events that are considered significant criminal occurrences. The Sergeant will promptly notify the City Manager in the event of a significant criminal occurrence or other major event within the CITY.

3.3 ACTIVITY REPORTS. The COUNTY, through the Sergeant, will provide the CITY with quarterly reports on criminal and traffic activity within the CITY limits.

3.4 MEDIA RELEASES. The SHERIFF's Director of Communications (the "DOC") will prepare news releases concerning major crime investigations conducted by the SHERIFF investigators and will send a copy to the Chief of Police and the City Manager or the City Manager's designee. The Chief of Police, or the Chief of Police, and the DOC will prepare media releases concerning law enforcement activities performed by the deputies assigned to the CITY under this Agreement. Any such release of information to the media that is deemed to be sensitive or likely to cause concern or alarm shall be prepared jointly by the Chief of Police and the DOC and provided to the City Manager or the City Manager's designee before its release. All other routine media releases concerning law enforcement activities in Granite Falls will be forwarded to the City Manager or the City Manager's designee for review, concurrent with or before release to the media. Information concerning performance under this agreement shall not be released to the media by either party without first discussing the issues involved with the other party.

4.0 PERSONNEL AND EQUIPMENT.

4.1 INDEPENDENT CONTRACTOR. The COUNTY is acting hereunder as an independent contractor so that:

4.1.1 SERVICE PROVIDED BY COUNTY EMPLOYEES. All COUNTY Employees rendering services hereunder shall be considered employees of the COUNTY for all purposes.

4.1.2 CONTROL OF PERSONNEL. With the exception of CITY-guided priorities, the COUNTY shall control the conduct of personnel, including standards of performance, discipline, and all other aspects of performance.

4.1.3 OPERATIONAL CONTROL BY SERGEANT. Operational control of personnel, including but not limited to assignments, training requirements, overtime, etc., shall be the responsibility of the Snohomish County Sheriff through the Sergeant. Notwithstanding the terms and conditions contained in this agreement, such operational control shall be consistent with provisions contained in the SCSO's Manual of Policy and Procedures and Collective Bargaining Agreements.

4.1.4 CHIEF OF POLICE WORK SCHEDULE. The CITY shall establish the work schedule of the Police Chief in accordance with the labor agreement executed between Snohomish County and the Snohomish County Deputy Sheriff's Association.

4.1.5 CITY RIGHT TO REQUIRE REPLACEMENT OF PERSONNEL. The CITY shall have the right to require the COUNTY to replace COUNTY personnel assigned to provide services under this Agreement, except as provided in paragraph 4.1.6, provided such requirement is made for reasonable cause. Reasonable cause shall include, but not limited to, the following: Documented inability to correct performance deficiencies without resorting to formal discipline; abrasive style that generates repeated citizen complaints; an inability or unwillingness to perform law enforcement duties required by the CITY that are not normally performed by SHERIFF'S deputies in unincorporated Snohomish County.

4.1.6 REPLACEMENT OF POLICE CHIEF. The Chief of Police designated under paragraph 2.1 may be replaced in the following manner:

4.1.6.1 CITY REQUEST. The COUNTY will replace the Chief of Police, designated under paragraph 2.1, for reasonable cause within fifteen (15) days of receipt of a written request from the City Manager. Any written request for the replacement of the Chief of Police shall be delivered to the Sheriff personally or by certified or registered mail.

4.1.6.2 COUNTY REQUEST. The COUNTY may replace the Chief of Police designated under paragraph 2.1; provided,

1. The Sergeant serving as Police Chief has been assigned to the CITY in that capacity for three (3) consecutive years; or
2. The Sergeant assigned to the CITY as Police Chief has been promoted to a higher rank within the Sheriff's Office; or

3. The CITY agrees to the COUNTY'S request to replace the Sergeant.

The COUNTY will provide the CITY with a minimum of thirty (30) days notice of its intent to replace the Sergeant assigned to the CITY as the Police Chief. If the replacement is a result of the Sergeant being promoted to a higher rank within the Sheriff's Office, the CITY may request to retain the person assigned beyond the thirty (30) day notice period, and with agreement from the COUNTY, may do so by paying the COUNTY the difference in salary and benefits between Sergeant and the higher ranking position.

4.1.7 TEMPORARY REPLACEMENT OF CHIEF OF POLICE. If the Sergeant, Chief of Police, is absent from duty due to illness or injury for longer than the average annual sick leave usage for the LEOFFII patrol deputy workforce, the COUNTY will provide a replacement on the first working day after the average annual sick leave period has been exceeded. If the absence is due to disciplinary action for a period of excess of one (1) work day, the COUNTY will provide a replacement during the remaining term of discipline at no additional expense to the CITY. If the absence is due to annual leave, training, or any unplanned reason for a period of twenty (20) consecutive work days, the COUNTY will provide a replacement Chief of Police at the rank of Sergeant or above, beginning on the twenty-first (21) work day until such time as the Chief of Police assigned to the CITY is able to return to his duties.

4.2 MINIMUM STAFFING. The minimum staffing under this Agreement shall be one (1) deputy on duty to patrol both the CITY and unincorporated areas of Snohomish County surrounding the geographical boundaries of the CITY, with the exclusion as follows: The COUNTY represents, and the CITY acknowledges, that the potential exists that there may not be a Deputy specifically assigned to the region from 0200 to 0600. That situation will occur no more often than once per week.

4.3 TRANSFER OF EQUIPMENT. Equipment purchased by the COUNTY with funds provided by the CITY for the purpose of providing services under this agreement or any predecessor agreement and any money contributed towards reserve accounts for future replacement, purchase, or upgrade of this equipment shall be disposed of pursuant to Section 9.4.

4.4 EQUIPMENT REPLACEMENT. Equipment purchased by the COUNTY with funds provided by the CITY for the purpose of providing services under this Agreement shall be maintained in a manner, and replaced at a point in time, no later than is consistent with the customary maintenance and replacement schedule for like equipment provided by the COUNTY in policing unincorporated Snohomish County. All attempts will be made to determine the extent of infrastructure, hardware, and software upgrades that will be necessary for implementation, and such costs are to be reflected separately in Addendum

5.0 PERFORMANCE REVIEW SCHEDULE. The Snohomish County Sheriff or his/her designee shall meet with the CITY as needed to discuss performance under this Agreement. The CITY shall have an opportunity to comment on its satisfaction with the service delivered and request adjustments or modifications.

6.0 COMPENSATION.

6.1 **CONTRACT AMOUNT.** In consideration for the base-level law enforcement services provided by the COUNTY, the CITY promises to pay the COUNTY a quarterly sum equal to one-quarter of the yearly cost determined according to Addendum 1, which is attached hereto and incorporated herein by reference. In the event direct costs to the COUNTY to provide such services increase by a rate that is more than one percent (1%) over the amount of anticipated inflation as indicated in Addendum 1, the parties agree that the costs for the remainder of the term of this Agreement shall be renegotiated based on actual direct costs.

6.2 **BILLING.** The COUNTY will bill the CITY in equal quarterly amounts for services rendered. The payments are due within thirty (30) days after invoicing by the COUNTY. Payment shall be made to:

Snohomish County Sheriff's Office
Finance Division
3000 Rockefeller, M/S 606
Everett, WA 98201

6.3 **REDUCTION TO LEVEL OF STAFF SERVICES.** In the event the CITY is unable to fund this Agreement in its entirety, the CITY will notify the COUNTY in writing at least sixty (60) days prior to any changes regarding the level of staff services, related capital equipment, or operational expenditures. The COUNTY shall make good faith efforts to accommodate such changes requested by the CITY and if the COUNTY is able to do so, the parties agree to amend this Agreement pursuant to section 14

7.0 CITY RESPONSIBILITIES. In support of the COUNTY providing the services described in Section 1.0 and Section 2.0 above, the CITY promises:

7.1 **MUNICIPAL AUTHORITY.** To hereby confer municipal police authority on all COUNTY deputies for the purposes of carrying out this Agreement.

7.2 **CRIMINAL JUSTICE SYSTEM SERVICES (JAIL, PROSECUTION, DISTRICT COURT, AND ASSIGNED COUNSEL).** To provide for criminal justice system services necessary to support this Agreement that are directly attributable to the enforcement of state and

municipal laws within CITY limits, including entry of misdemeanor warrant/court order data, and maintaining agreements for services with the Snohomish Regional Drug and Gang Task Force, and Dawson Place Child Advocacy Center.

7.3 CITY PROVIDES SPECIAL SUPPLIES. To supply at its own cost and expense any special supplies, stationery, notices, forms, and the like where such is required by the CITY or must be issued in the name of the CITY;

7.4 SERS CONTRACT. To maintain an agreement with Snohomish County and Snohomish County Emergency Radio System (SERS) for the use of the Radio System;

7.5 SNOHOMISH COUNTY 911 CONTRACT. To maintain its contract with Snohomish County 911 for radio communication, dispatch services, and CAD/RMS terminal assessments;

7.6 VIOLATIONS BUREAU-CITY RETAINS REVENUE. To retain its Violations Bureau and to retain revenue from traffic infractions in the same manner as it did before this Agreement was implemented.

7.7 CITY MAINTAINS BUILDING. The CITY agrees to maintain, at CITY'S sole expense, the police department building and its related utilities, janitorial services, furnishings, fixtures, and CITY-owned equipment at the same level of maintenance as other CITY-owned and operated buildings. Any repairs to rectify the damage caused by COUNTY employees who are not assigned to the CITY shall be paid by the COUNTY. To the best of the CITY'S knowledge, the CITY is not aware of any material defect in the building and represents that it is safe for occupancy for the intended purpose. Upon completion of upgrades to the police department building, the parties agree to negotiate a credit for COUNTY use of the space for the remainder of the term of this Agreement.

8.0 DURATION.

8.1 TERM. The term of this Agreement shall begin on January 1, 2024, or as soon thereafter as it is duly authorized, signed by both parties and shall end at midnight on December 31, 2026, unless terminated earlier as provided in this Agreement. It is understood and agreed, however, that the obligations in this Agreement are contingent upon sufficient legislative appropriation made by each party in each year beyond 2026.

8.2 CONTRACT RENEWAL. If the CITY desires to renew this Agreement, written notice of intent shall be provided to the COUNTY no less than one hundred and twenty (120) days prior to the end date of this Agreement. Upon receipt of the CITY'S written notice, the parties shall commence negotiations. If the new agreement is not fully executed by December 31, 2026, the COUNTY and CITY agree to continue operating under the terms of this Agreement until a new

agreement is in place, or until the termination process is complete in order to provide for continuity of law enforcement services.

9.0 TERMINATION PROCESS.

Either party may initiate a process to terminate this Agreement as follows:

9.1 **WRITTEN NOTICE REQUIRED.** The party desiring to terminate this Agreement shall provide written notice to the other party.

9.2 **TRANSITION PLAN.** Upon receipt of written notice, the parties agree to commence work on and to complete within one hundred twenty (120) days from the date of such notice, an orderly transition of responsibilities from the COUNTY to the CITY over a minimum time frame of twelve (12) months; **PROVIDED**, that the minimum time frame to complete and implement a transition plan may be shortened as necessary if this Agreement is terminated due to lack of legislative appropriation by either party. The transition plan shall identify and address personnel, capital equipment, workload, and any other issues related to the transition. Each party shall bear its respective costs in developing the transition plan.

9.3 **FINAL NOTICE OF INTENT TO TERMINATE.** Upon completion of a mutually agreed upon transition plan, or as necessary if this Agreement is terminated due to lack of legislative appropriation, either party may provide official written notice of its intent to terminate this Agreement consistent with the contents of the plan, or as necessary due to lack of legislative appropriation.

9.4 **RETURN OF EQUIPMENT AND FUNDS.** Upon termination of this Agreement, the COUNTY shall deliver to the CITY all equipment used to provide service to the CITY under this Agreement that was purchased (either directly or through reimbursement) with CITY funds. The COUNTY shall also deliver to the CITY any funds in the Equipment Rental and Revolving (ER&R) or other reserve accounts accumulated for future vehicle or equipment purchases on behalf of the CITY.

10.0 DISPUTE RESOLUTION.

10.1 In the event differences between the CITY and the COUNTY should arise over the terms and conditions of this Agreement, the Snohomish County Sheriff and the City Manager, or their representative designees, shall attempt to resolve any problems on an informal basis.

10.2 If the problem cannot be resolved informally, the matter shall be referred to the Snohomish County Dispute Resolution Center for mediation.

10.3 If mediation is not successful, either party may institute legal action to enforce the terms and conditions of this Agreement. The prevailing party in any legal action shall be entitled to reasonable attorney's fees and court costs.

11.0 NOTICES.

Any notice provided for or concerning this Agreement shall be in writing and shall be deemed sufficiently given when delivered personally or when sent by certified or registered mail, and if to be given to the County shall be sent or delivered to:

Administrative Services Bureau Chief
Snohomish County Sheriff's Office
3000 Rockefeller, M/S 606
Everett, WA 98201

And if to be given to the City shall be sent or delivered to:

City Manager
City of Granite Falls
206 South Granite Avenue
P.O. Box 1440
Granite Falls, WA 98252

12.0 INDEMNIFICATION.

12.1 COUNTY RESPONSIBILITY. The COUNTY shall protect, save, and hold harmless, indemnify, and defend the CITY, its elected and appointed officials, officers, employees, and agents, from and against any loss or claim for damages of any nature whatsoever, including claims by third parties or COUNTY employees against which it would otherwise be immune under Title 51 RCW or other law, arising out of any act or omission of the COUNTY in performance of this Agreement, its elected or appointed officials, officers, employees, or agents, except to the extent the loss or claim is attributable to the negligence or willful misconduct of the CITY, its elected or appointed officials, officers, employees, or agents.

12.2 CITY RESPONSIBILITY. The CITY shall protect, save, and hold harmless, indemnify, and defend the COUNTY, its elected and appointed officials, officers, employees, and agents from and against any loss or claim for damages of any nature whatsoever, including claims by third parties or the CITY employees against which it would otherwise be immune under Title 51 RCW or other law, arising out of any act or omission of the CITY in performance of this Agreement, its elected or appointed officials, officers, employees, or agents, except to the extent the loss or claim is attributable to the negligence or willful misconduct of the COUNTY, its elected or appointed officials, officers, employees, or agents.

12.3 CITY ORDINANCES. In executing this Agreement, the COUNTY does not assume liability or responsibility for or in any way releases the CITY from any liability or responsibility that arises in whole or in part from the existence or effect of CITY ordinances, rules, or regulations. In any cause, claim, suit, action, or administrative proceeding in which the enforceability and/or validity of any such CITY ordinance, rule, or regulation is at issue, the CITY shall defend on that issue at its sole expense, and if judgment is entered or damages are awarded against the CITY, the COUNTY, or both, on that issue, the CITY shall satisfy the same, including all chargeable costs and attorney's fees, attributable to the existence or effect of a CITY ordinance, rule, or regulation. In any such cause, claim, suit, or action, each party shall otherwise remain responsible for its own acts or omissions, as well as those of its elected and appointed officials, officers, employees, and agents, as provided in paragraphs 12.1 and 12.2 to this Agreement.

13.0 INSURANCE.

13.1 COUNTY INSURANCE: The COUNTY maintains a fully funded self-insurance program as defined in Snohomish County Code 2.90 for the protection and handling of the COUNTY's liabilities, including injuries to persons and damage to property. The self-funded program will respond if an incident occurs involving the negligence of COUNTY employees acting in the scope of their employment.

The CITY acknowledges, agrees, and accepts that the COUNTY is self-funded for its liability exposures. The COUNTY agrees, at its own expense, to maintain through its self-funded program, coverage for its liability exposures. The COUNTY agrees to provide the CITY at least thirty (30) calendar days prior written notice of any material change in the COUNTY's self-funded program.

The CITY further acknowledges, agrees, and understands that the COUNTY does not purchase Commercial General Liability insurance, and is a self-insured governmental entity; therefore, the COUNTY does not have the ability to add any party as an additional insured.

13.2 CITY INSURANCE. During the term of this Agreement, the CITY agrees to keep in full force and effect insurance, self-insurance, or membership in an insurance pooling entity authorized pursuant to Chapter 48.62 RCW with such coverages and limits as are in effect at the time of execution of this Agreement to the extent such cover the CITY's actions in carrying out and/or failing to carry out its duties and obligations under this Agreement. Not less than sixty (60) days written notice shall be provided to the COUNTY in the event of any change in coverages or limits of insurance or the cancellation thereof.

14.0 AUDITS AND INSPECTIONS. The records and documents with respect to all matters covered by this agreement shall be subject to inspection, review, or audit by the COUNTY or the CITY during the term of this agreement and for a period of three (3) years after termination. All records shall be

retained in accordance with the Local Government Common Records Retention Schedule prescribed by the Washington State Archivist.

15.0 AMENDMENTS. This Agreement may be amended at any time by mutual written agreement of the parties.

16.0 NO THIRD-PARTY BENEFICIARY. The COUNTY and the CITY agree that this Agreement shall not confer third-party beneficiary status on any non-party, including the citizens of either the COUNTY or the CITY.

17.0 LEGAL REQUIREMENTS. Both parties shall comply with all applicable federal, state, and local laws in performing this agreement.

18.0 VENUE. The laws of the State of Washington shall apply to the construction and enforcement of this agreement. Any action at law, suit in equity, or judicial proceedings for the enforcement of this agreement or any provision hereto shall be in the Superior Court of Snohomish County, Everett, Washington.

19.0 ENTIRE AGREEMENT, WAIVER OF DEFAULT. The parties agree that this agreement is the complete expression of the terms hereto and any oral representations or understandings not incorporated herein are excluded. Both parties recognize that time is of the essence in the performance and the provisions of this Agreement. Waiver of any default shall not be deemed as a waiver of any subsequent default. Waiver or breach of any provision of this Agreement shall not be deemed to be a waiver of any other or subsequent breach and shall not be construed to be a modification of the terms of this Agreement unless stated to be such through written approval by the COUNTY, which shall be attached to the original Agreement.

20.0 SEVERABILITY. Should any clause, phrase, sentence, or paragraph of this Agreement be declared invalid or void, the remaining provisions of this agreement shall remain in full force and effect.

In witness whereof, the parties have executed this Agreement.

SNOHOMISH COUNTY

CITY OF GRANITE FALLS

County Executive

DATE: _____

City Manager

DATE: _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Deputy Prosecuting Attorney

DATE: _____

City Attorney

DATE: _____

APPROVAL RECOMMENDED:

Sheriff

DATE: _____

REVIEWED BY RISK MANAGEMENT:

APPROVED () OTHER ()

Risk Manager

DATE: _____

2024-2026 ADDENDUM 1
COST OF SERVICE

GRANITE FALLS

2024-2026 Personnel	FTE Count	Alloc.	2024 FTE Cost	Prior Contract Cost 2023	2024 Base Costs	2025	2026
Sergeant Salary - Dedicated Chief	1.0	100%	\$ 143,719	\$ 122,626	\$ 143,719	\$ 150,905	\$ 158,450
Sergeant Benefits			\$ 42,093	\$ 40,653	\$ 42,093	\$ 51,144	\$ 53,923
Sergeant Overtime			\$ 26,767	\$ 9,454	\$ 26,767	\$ 28,105	\$ 29,511
Sergeant Salary - Regional Supervision	4.0	8%	\$ 143,719	\$ 37,278	\$ 45,990	\$ 48,290	\$ 50,704
Sergeant Benefits			\$ 42,093	\$ 12,359	\$ 13,470	\$ 14,348	\$ 15,086
Sergeant Overtime			\$ 26,767	\$ 2,874	\$ 8,565	\$ 8,994	\$ 9,443
Deputy Sheriff Salary - Regional Service	4.0	50%	\$ 121,347	\$ 203,377	\$ 242,694	\$ 254,829	\$ 267,570
Deputy Sheriff Benefits			\$ 40,511	\$ 75,830	\$ 81,022	\$ 84,903	\$ 88,563
Deputy Sheriff Overtime			\$ 16,872	\$ 23,185	\$ 33,743	\$ 35,430	\$ 37,202
LES Salary	1.0	50%	\$ 61,127	\$ 30,139	\$ 30,564	\$ 32,092	\$ 33,696
LES Benefits			\$ 19,011	\$ 16,738	\$ 9,505	\$ 9,981	\$ 10,480
LES Overtime			\$ 2,838	\$ 563	\$ 1,419	\$ 1,490	\$ 1,565
Personnel Subtotal	3.8			\$ 575,077	\$ 679,552	\$ 720,509	\$ 756,193

Add'l Overtime	OT HOURS	Alloc.	Hrly Rate \$95.82	Prior Contract Cost 2023	2024	2025	2026
Deputy Sheriff Overtime Staffing	937	50%	\$ 84,564	\$ 47,589	\$ 44,894	\$ 47,138	\$ 49,495
Training Overtime	80	50%	\$ 7,666	\$ 4,063	\$ 3,833	\$ 4,025	\$ 4,226
Special Events Overtime	100	50%	\$ 9,582	\$ 5,079	\$ 4,791	\$ 5,031	\$ 5,282
Personnel Add'l Overtime Subtotal				\$ 56,731	\$ 53,518	\$ 56,194	\$ 59,004
Personnel Subtotal				\$ 631,807	\$ 733,070	\$ 776,703	\$ 815,196
TOTAL OVERTIME (NOTE ONLY - included; not a separate line item)				\$ 62,807	\$ 124,013	\$ 130,214	\$ 136,724

Annual Operating Costs	Count		Unit Cost	2023	2024	2025	2026
Sergeant Vehicle Operating Cost	1	100%	\$ 15,953	\$ 17,389	\$ 15,953	\$ 16,432	\$ 16,924
Sergeant Vehicle Operating Cost	4	8%	\$ 15,953	\$ 5,286	\$ 5,105	\$ 5,258	\$ 5,416
Deputy Vehicle Operating Cost	4	50%	\$ 15,953	\$ 34,778	\$ 31,906	\$ 32,863	\$ 33,849
Cellular Phone Service	3.8		\$ 1,323	\$ 3,447	\$ 5,028	\$ 5,179	\$ 5,335
Risk Mgmt / Indirect Costs	3.8		\$ 16,340	\$ -	\$ 62,090	\$ 63,953	\$ 65,871
Outside training	3.8		\$ 600	\$ 3,304	\$ 2,280	\$ 2,348	\$ 2,419
Contract Administration Services	3.8		\$ 821	\$ 2,577	\$ 3,121	\$ 3,277	\$ 3,441
Evidence Facility Services*	3.3		\$ 1,916	\$ 5,601	\$ 6,323	\$ 6,512	\$ 6,708
Records Mgmt Services*	3.3		\$ 2,217	\$ 7,651	\$ 7,315	\$ 7,534	\$ 7,760
Training Unit / Range*	3.3		\$ 2,241	\$ 5,620	\$ 7,396	\$ 7,618	\$ 7,847
DIS/Phones/PC/Info Services	3.8		\$ 9,291	\$ 29,295	\$ 35,306	\$ 36,365	\$ 37,456
Investigative Services*	3.3		\$ 7,428	\$ 22,954	\$ 24,512	\$ 25,248	\$ 26,005
Operational Supplies	1		\$ 3,446	\$ 2,863	\$ 3,446	\$ 3,549	\$ 3,656
Copy Lease Maintenance	1.0		\$ 3,798	\$ -	\$ 3,798	\$ 3,912	\$ 4,029
Warrant and Court Entry		Avg.	Unit Cost				
Misdemeanor Warrant Entry**	0	12	\$ 5.90	\$ 336	\$ 71	\$ 73	\$ 75
Court Ordered/Protection Entry**	0	18	\$ 18.70	\$ 187	\$ 337	\$ 347	\$ 357
Annual Operating Cost Subtotal				\$ 141,288	\$ 213,987	\$ 220,469	\$ 227,148

Annual Operating Credits	2023	2024	2025	2026
Credit for Police Facility***		\$ (35,575)	\$ (36,287)	\$ (37,012)
Annual Operating Credits Subtotal		\$ (35,575)	\$ (36,287)	\$ (37,012)

Grand Total	\$ 773,095	\$ 911,482	\$ 960,885	\$ 1,005,332
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Notes:

**Misdemeanor Warrant and Court Ordered/Protection Entry are based on 2022 Totals

*** Credit for Police facility is based on \$14.64 per square foot @ 2430 square feet in 2024 with a 2% annual increase

Snohomish County 911 and other County service contracts (PA, Jail, SRDTF, Auditor) are not included in this proposal.

*Assessed only for commissioned personnel

**Indirect/Direct costs (SCC 10.60.040) includes County Premium, Workers Compensation,

Unemployment Compensation and County Training Costs.

Based on 3 year average (2021-2023) w/2024 being an estimate until Sno Co County Council adopts budget.

Addition of Risk Management costs beginning in 2023.

Projected Inflaters	2025	2026
Salaries	5%	5%
Benefits	6%	6%
Contract Administration	5%	5%
Other Expenses	3%	3%

Addendum 1

City Of Granite Falls
Police Services - Regional Model
2019 - 2023 Detailed Layout
Option: Additional Overtime Staffing

Personnel	FTE Count	FTE Alloc.	FTE Cost	2019	2020	2021	2022	2023
Sergeant Salary - Dedicated Chief	1.0	100%	\$ 108,951	\$ 108,951	\$ 112,220	\$ 115,587	\$ 119,054	\$ 122,626
Sergeant Benefits			\$ 36,120	\$ 36,120	\$ 37,204	\$ 38,320	\$ 39,469	\$ 40,653
Sergeant Overtime			\$ 8,400	\$ 8,400	\$ 8,652	\$ 8,912	\$ 9,179	\$ 9,454
Sergeant Salary - Regional Supervision	4.0	8%	\$ 108,951	\$ 33,121	\$ 34,115	\$ 35,138	\$ 36,192	\$ 37,278
Sergeant Benefits			\$ 36,120	\$ 10,981	\$ 11,310	\$ 11,649	\$ 11,999	\$ 12,359
Sergeant Overtime			\$ 8,400	\$ 2,554	\$ 2,630	\$ 2,709	\$ 2,790	\$ 2,874
Deputy Sheriff Salary - Regional Service	4.0	50%	\$ 90,349	\$ 180,698	\$ 186,118	\$ 191,702	\$ 197,453	\$ 203,377
Deputy Sheriff Benefits			\$ 33,687	\$ 67,374	\$ 69,395	\$ 71,477	\$ 73,621	\$ 75,830
Deputy Sheriff Overtime			\$ 10,300	\$ 20,600	\$ 21,218	\$ 21,855	\$ 22,510	\$ 23,185
Law Enforcement Secretary Salary	1.0	50%	\$ 53,556	\$ 26,778	\$ 27,581	\$ 28,409	\$ 29,261	\$ 30,139
Law Enforcement Secretary Benefits			\$ 29,744	\$ 14,872	\$ 15,318	\$ 15,778	\$ 16,251	\$ 16,738
Law Enforcement Secretary Overtime			\$ 1,000	\$ 500	\$ 515	\$ 530	\$ 546	\$ 563
	3.8							
				\$ 510,948	\$ 526,276	\$ 542,065	\$ 558,327	\$ 575,076
Add'l Overtime	OT HOURS	Alloc.	Hrly Rate	2019	2020	2021	2022	2023
Deputy Sheriff Overtime Staffing	937	50%	\$ 84,564	\$ 42,282	\$ 43,551	\$ 44,857	\$ 46,203	\$ 47,589
Training Overtime	80	50%	\$ 7,220	\$ 3,610	\$ 3,718	\$ 3,830	\$ 3,945	\$ 4,063
Special Events Overtime	100	50%	\$ 9,025	\$ 4,513	\$ 4,648	\$ 4,787	\$ 4,931	\$ 5,079
Personnel Add'l Overtime				\$ 50,405	\$ 51,917	\$ 53,474	\$ 55,078	\$ 56,731
Personnel Subtotal				\$ 561,353	\$ 578,193	\$ 595,539	\$ 613,405	\$ 631,807
TOTAL OVERTIME (NOTE ONLY - not a separate line item)				\$ 82,458	\$ 84,932	\$ 87,480	\$ 90,104	\$ 92,807

Addendum 1

City Of Granite Falls
Police Services - Regional Model
2019 - 2023 Detailed Layout
Option: Additional Overtime Staffing

Annual Operating Cost		FTE Count	FTE Alloc.	2018 Unit Cost	2019	2020	2021	2022	2023
Sergeant Vehicle Operating Cost		1	100%	\$ 15,000	\$ 15,450	\$ 15,914	\$ 16,391	\$ 16,883	\$ 17,389
Sergeant Vehicle Operating Cost		4	8%	\$ 15,000	\$ 4,697	\$ 4,838	\$ 4,983	\$ 5,132	\$ 5,286
Deputy Vehicle Operating Cost		4	50%	\$ 15,000	\$ 30,900	\$ 31,827	\$ 32,782	\$ 33,765	\$ 34,778
Sergeant Cellular Phone Service		1	100%	\$ 900	\$ 927	\$ 955	\$ 983	\$ 1,013	\$ 1,043
Sergeant Cellular Phone Service		4	8%	\$ 900	\$ 282	\$ 290	\$ 299	\$ 308	\$ 317
Deputy Cellular Phone Service		4	50%	\$ 900	\$ 1,854	\$ 1,910	\$ 1,967	\$ 2,026	\$ 2,087
Contract Administration Services		3.8		\$ 585	\$ 2,290	\$ 2,358	\$ 2,429	\$ 2,502	\$ 2,577
Phones/PCs/Information Services		3.8		\$ 6,650	\$ 26,028	\$ 26,809	\$ 27,613	\$ 28,442	\$ 29,295
Evidence Facility Services*		3.3		\$ 1,464	\$ 4,976	\$ 5,125	\$ 5,279	\$ 5,438	\$ 5,601
Records Management Services*		3.3		\$ 2,000	\$ 6,798	\$ 7,002	\$ 7,212	\$ 7,428	\$ 7,651
Investigative Services		3.3		\$ 6,000	\$ 20,394	\$ 21,006	\$ 21,636	\$ 22,285	\$ 22,954
Training Unit / Range		3.3		\$ 1,469	\$ 4,993	\$ 5,143	\$ 5,297	\$ 5,456	\$ 5,620
Outside Training		3.8		\$ 750	\$ 2,936	\$ 3,024	\$ 3,114	\$ 3,208	\$ 3,304
Operational Supplies		3.8		\$ 650	\$ 2,544	\$ 2,620	\$ 2,699	\$ 2,780	\$ 2,863
Warrant and Court Entry			Avg.	Unit Cost					
Misdemeanor Warrant Entry**		0	57	\$ 5.08	\$ 298	\$ 307	\$ 316	\$ 326	\$ 336
Court Ordered/Protection Entry**		0	10	\$ 16.10	\$ 166	\$ 171	\$ 176	\$ 181	\$ 187
Annual Operating Cost Subtotal					\$ 125,532	\$ 129,298	\$ 133,177	\$ 137,173	\$ 141,288
Annual Operating Credits									
***Credit for Police Facility					\$ -	\$ -	\$ -	\$ -	\$ -
Annual Operating Credits Subtotal					\$ -	\$ -	\$ -	\$ -	\$ -
Grand Total by Year					\$ 686,885	\$ 707,491	\$ 728,716	\$ 750,578	\$ 773,095
					Grand Total for 5 years: \$ 3,646,765				

Notes:

PERSONNEL COSTS: Jan 1 - Mar, 31, 2019 are actual personnel costs. Apr 1, 2019 through Dec 31, 2023 reflect a 3% overall cost increase for personnel.
OPERATION COSTS: Years 2019 through 2023 reflect a 3% overall cost increase for operating costs.
SNOPAC, SERS and other County service contracts (PA, Jail, SRDTF, Auditor, Warrant entry) are not included in this proposal
Uniforms are included in BENEFITS

*Evidence and Records Service costs are assessed only for commissioned personnel

**Misdemeanor Warrant and Court Ordered/Protection Entry are based on 3 year averages (2015-2017)

***Removed: Annual Police Facility credit calculation is deferred until building upgrades are complete