



**CITY COUNCIL MEETING  
AGENDA**

**June 17, 2024  
7:00 PM  
Civic Center**

The Granite Falls City Council will hold it's meeting in person. Comments in this meeting are encouraged and may be e-mailed to the city clerk in advance on the meeting or given in person.

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**Pages**

- 1. CALL TO ORDER (Via In Person & Online Via Zoom)**
- 2. FLAG SALUTE**
- 3. ROLL CALL**
- 4. CONSENT AGENDA**
  - 4.a AB 063-2024 Approval of June 5, 2024 Minutes** 3
  - 4.b AB 064-2024 Approval of June 17, 2024 claims check #414371 through 414401 and Two EFT's totaling \$2,206,362,95** 10
  - 4.c AB 065-2024 Approval of May 16, 2024 through May 31, 2024 payroll claims checks #27567 through 27570 and Twenty-Two EFT's totaling \$129,153.00** 11
- 5. STAFF REPORTS**
  - 5.a 06/17/2024 Public Works Staff Report** 12
  - 5.b 06/17/2024 Passports Staff Report** 18
  - 5.c 06/17/2024 City Clerk Staff Report** 19
  - 5.d 06/17/2024 Community Development Staff Report** 21
- 6. PUBLIC COMMENTS/RECOGNITION OF VISITORS-NON-ACTION ITEMS**

(The public is encouraged to submit written comments prior to the meeting by emailing them directly to the city clerk at: [darla.reese@ci.granite-falls.wa.us](mailto:darla.reese@ci.granite-falls.wa.us); and should be submitted no later than 5PM. Public comment speakers can sign up prior to the meeting, or wait for the public comment section of the meeting to be open by the presiding officer. Individual comments shall be limited to three minutes. Group comments shall be limited to five minutes).
- 7. NEW BUSINESS**
  - 7.a AB 066-2024 Public Hearing - 7:10 PM, or soon thereafter - Granite Falls 6 Year Transportation Improvement Program** 55  
To receive comments regarding Resolution 2024-04, adopting the 6-Year

Transportation Improvement Plan (TIP)

- |            |  |           |
|------------|--|-----------|
| <b>7.b</b> | <b>AB 067-2024 Consideration of Adopting Ordinance No. 1052-2024, An Ordinance of the City of Granite Falls, Washington, Establishing a Community Events, Arts, and Recreation Fund by Adoption of Section 3.24.120 GFMC</b>   | <b>63</b> |
| <b>7.c</b> | <b>AB 068-2024 Consideration of Adoption of Ordinance No. 1053-2024, Budget Amendment 1 of the 2024 Budget</b><br>Consideration of Adopting Ordinance No. 1053-2024, an Ordinance of the City of Granite Falls, Washington, Relating to the 2024 City Budget; and Amending Ordinance No. 1047-2023 Adopting the 2024 Budget to Adjust Revenue Estimates and Appropriations for Funds as included in Exhibit "A". | <b>68</b> |
| <b>7.d</b> | <b>AB 069-2024 Consideration to award the Alpine Street Overlay project</b>  | <b>74</b> |
| <b>8.</b>  | <b>CURRENT BUSINESS</b>  |           |
| <b>9.</b>  | <b>MAYOR'S COMMENTS (5 minutes)</b>  |           |
| <b>10.</b> | <b>COUNCIL COMMENTS (15 minutes)</b>   |           |
| <b>11.</b> | <b>CITY MANAGER (5 minutes)</b>  |           |
| <b>12.</b> | <b>ADJOURNMENT</b>   |           |



CITY COUNCIL AGENDA BILL

**Subject:** AB 063-2024

**Originating Dept.:** ☒ City Clerk

**Action Recommended:** Approval of consent agenda

**Approval(s):** City Manager

Public Works

Finance

Planning

Attorney

Other: \_\_\_\_\_

**Meeting Date:** June 17, 2024

**Date Submitted:** June 5, 2024

**Exhibit(s):** 06/05/2024 Minutes

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**Budgeted Amount:** N/A  
**BARS Code:**

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**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 item(s) from the consent agenda for discussion and the item(s) would be voted on separately from the other consent agenda items.

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**Background:**

N/A

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**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.

**CITY COUNCIL  
MEETING MINUTES**

**June 5, 2024  
7:00 PM  
Civic Center**

City Council	Councilmember Hartman, Councilmember Glenn, Councilmember Griggs, Councilmember FitzGerald, Councilmember Straughn
City Staff	City Clerk Darla Reese, City Manager Brent Kirk, Deputy City Manager Jeff Balentine, Community Development Director Jensen
Consultants	Consultant Police Chief Thom Dalton Consultant Attorney Thom Graafstra

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**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**

See Above.

**4. CONSENT AGENDA**

**Resolution Number: Moved to approve consent agenda**

**Moved by:** Councilmember Glenn

**Seconded by:** Councilmember Straughn

**Carried**

**4.a AB 056-2024 Approval of May 15, 2024 Minutes**

**4.b AB 057-2024 Approval of June 5, 2024 claims checks #414332  
through 414370 totaling \$163,096.98**

- 4.c AB 058-2024 Approval of May 1, 2024 through May 15, 2024 payroll consisting of Nineteen EFT's totaling \$70,806.31**

**5. STAFF REPORTS**

**5.a 06/05/2024 City Clerk Report**

**City Clerk Reese** had nothing further to add to her report.

**5.b 06/05/2024 Community Development Director Report**

**Community Development Director Jensen** discussed the following items:

- Western Washington University students attending the planning commission meeting next Tuesday to give their findings on the Middle Housing Concept how it relates to the property on Galena St.
- Asher Schoepflin (planning intern) to attend last planning commission meeting to receive a Certificate of Appreciation from the city.
- Snohomish County notice regarding Hazardous Mitigation Planning

**5.c 06/05/2024 Public Works Department Report**

**City Manager Kirk** discussed the following items:

- Stanley Street Sidewalk Bid results
- McDaniel's paving on June 11th
- Galena St. Extension ribbon cutting (end of June)

**5.d 06/05/2024 Deputy City Manager/Passports Reports**

**Deputy City Manager Balentine** discussed the following items:

- Mohanna Goravanchi closed the books for May, and is also assisting with payroll
- May dashboards
- Tomorrow is 2-Year Anniversary for Passport Office
- Wastewater Treatment Plant update
- Sewer GFC Model rates
- Fund summary highlights
- Executive session

**5.e 06/05/2024 Police Chief Report**

**Consultant Police Chief Dalton** discussed the following items:

- Calls for service
- Report supplied to Snohomish County PRO for a reflection over previous year
- Sheriff Johnson reached out regarding (School Resource Officer)
- Issues with a re-offender back in town

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

**7. NEW BUSINESS**

**7.a AB 059-2024 Consideration of Adopting Ordinance No. 1052-2024, An Ordinance of the City of Granite Falls, Washington, Establishing a Community Events, Arts, and Recreation Fund by Adoption of Section 3.24.120 GFMC**

**Deputy City Manager Balentine** reviewed the proposed ordinance, discussed details. This item was discussion only. Will be brought back to Council for action as well as how it would be funded by the city.

**7.b AB 060-2024 Consideration to Award the Jim Holm Park Lighting and CCTV project**

**Resolution Number: Motion to award the Jim Holm Park lighting and camera project to the lowest responsive bidder, Renfro Electric, in an amount not to exceed \$131,380.43**

**Moved by:** Councilmember Glenn

**Seconded by:** Councilmember Griggs

**Carried**

**7.c AB 061-2024 Consideration to Purchase Public Works Vehicle for the Wastewater Treatment Plant**

**Resolution Number: Motion to approve the Public Works Vehicle purchase from Bud Clary, in an amount not to exceed \$59,802.11**

**Moved by:** Councilmember Griggs

**Seconded by:** Councilmember Glenn

**Carried**

**7.d AB 062-2024 Consideration of Approval of Hearing Examiner Personal Services Agreement**

**Resolution Number: Motion to approve contract with Peregrin Sorter of Laminar Law, PLLC and authorize the City Manager to sign**

**Moved by:** Councilmember Straughn  
**Seconded by:** Councilmember Glenn

**Carried**

**8. CURRENT BUSINESS**

**8.a AB 054-2024 Consideration of Adoption of Ordinance No. 1051-2024 - PSE Franchise Agreement**

Motion to adopt Ordinance 1051-2024, granting Puget Sound Energy Inc., a Washington corporation, its successors and assigns, the right, privilege, authority and franchise, to set, erect, lay, construct, extend, support, attach, connect, maintain, repair, replace, enlarge, operate and use Facilities in, upon, over, under, along, across, and through the Franchise Area to provide for the transmission, distribution, and sale of gas for power, heat, light, and such other purposes for which gas may be used.

**Moved by:** Councilmember Griggs  
**Seconded by:** Councilmember Glenn

**Carried**

**9. MAYOR'S COMMENTS (5 minutes)**

**Mayor Hartman** had the following comments:

- Senior center breakfast - this Sat 8-11AM
- He and City Manager Kirk met with County Councilman Nehring on our quarterly update
  - Increase in public safety = raise of 2/10 of 1 percent
- Fish stocking in Lake Gardner
- Memorial Day celebration at the cemetery - thanked Fred/Tom for helping clean up cemetery for event

**10. COUNCIL COMMENTS (15 minutes)**

**Councilmember FitzGerald** had the following comments:

- High School graduation Friday at 7pm (stadium)
- School Board opening (Veatch resigned)
- AWC Conference
- Perrigoue Memorial Fields (Saturday last games of season)
- All Star baseball starts on Monday

- Plan for mitigation - building facility that is part of a complex (discuss future site of a community park)

**Councilmember Griggs** - Memorial Day (Explained purpose of holiday)

**Councilmember Straughn** - No comments

**Councilmember Glenn** - Discussed the Memorial Day service and how the scouts helped out

**11. CITY MANAGER (5 minutes)**

**City Manager Kirk** discussed the REET grant offered by Snohomish County (use for dock at Lake Gardner)

**12. EXECUTIVE SESSION per RCW 42.30.110(1)(g) for the performance of the public employee (30 minutes) with possible action to follow**

**8:45 PM -**

Motion to recess into executive session under RCW 42.30.110 to review the performance of a public employee for 30 minutes to end at 9:15 PM with no action to follow.

**Moved: FitzGerald**

**Seconded: Griggs**

**Result: Carried**

**City Manager Kirk** went to the Council room doors, opened them, and voiced that the Executive Session was beginning. They would be out at 9:15 PM with no action to follow.

**9:15 PM -**

Motion to recess into executive session to continue discussion under RCW 42.30.110 to review the performance of a public employee for and additional 10 minutes to end at 9:26 PM with no action to follow.

**Moved: Councilmember FitzGerald**

**Seconded: Councilmember Griggs**

**Result: Carried**

**Deputy City Manager Balentine** went to the Council room doors, opened them, and voiced that the Executive Session had ended. However, they were going back into executive session for an additional 10 minutes to end at 9:26 PM with no action to follow.

**9:26 PM -**

Council came out of executive session.



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

**13. ADJOURNMENT**

**Mayor Hartman** adjourned the meeting at 9:26 PM

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City Clerk Darla Reese, MMC

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Mayor Matthew Hartman



CITY COUNCIL AGENDA BILL

**Subject:** AB 064-2024

**Approval(s):** ☒ City Manager

**Action Recommended:** Approval of consent agenda

☐ Public Works

☒ Finance

☐ Planning

☐ Attorney

☐ Other: \_\_\_\_\_

**Meeting Date:** June 17, 2024

**Date Submitted:** June 12, 2024

**Exhibit(s):** None

**Originating Dept.:** Deputy City Manager

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**Budgeted Amount:** \$2,206,362.95

**Fund(s):**

001 Current Expense = \$21,720.03

101 Streets = \$3,141.37

303 Cif/Streets = \$185.76

401 Water = \$58,208.92

402 Cif/Water = \$194.76

403 Sewer = \$51,634.82

404 Cif/Sewer = \$2,066,763.89

405 Storm Drainage = \$3,926.40

630 Trust Agency = \$587.00

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**Summary Statement:**

Claims are for June 6, 2024 through June 17, 2024.

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**Background:**

N/A

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**Recommended Motion:**

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



CITY COUNCIL AGENDA BILL

**Subject:** AB 065-2024

**Approval(s):** ☒ City Manager

**Action Recommended:** Approval of consent agenda

Public Works

☒ Finance

Planning

Attorney

Other: \_\_\_\_\_

**Meeting Date:** June 17, 2024

**Date Submitted:** May 31, 2024

**Exhibit(s):** None

**Originating Dept.:** Deputy City Manager

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**Budgeted Amount:** \$129,153.00

**Fund(s):**

001 Current Expense = \$55,298.91

101 Streets = \$10,092.90

401 Water = \$20,718.27

403 Sewer = \$37,734.25

405 Storm Drainage = \$5,308.67

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**Summary Statement:**

Payroll claims are for May 16, 2024 through May 31, 2024.

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**Background:**

N/A

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**Recommended Motion:**

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

## Public Works Staff Report

### June 17, 2024

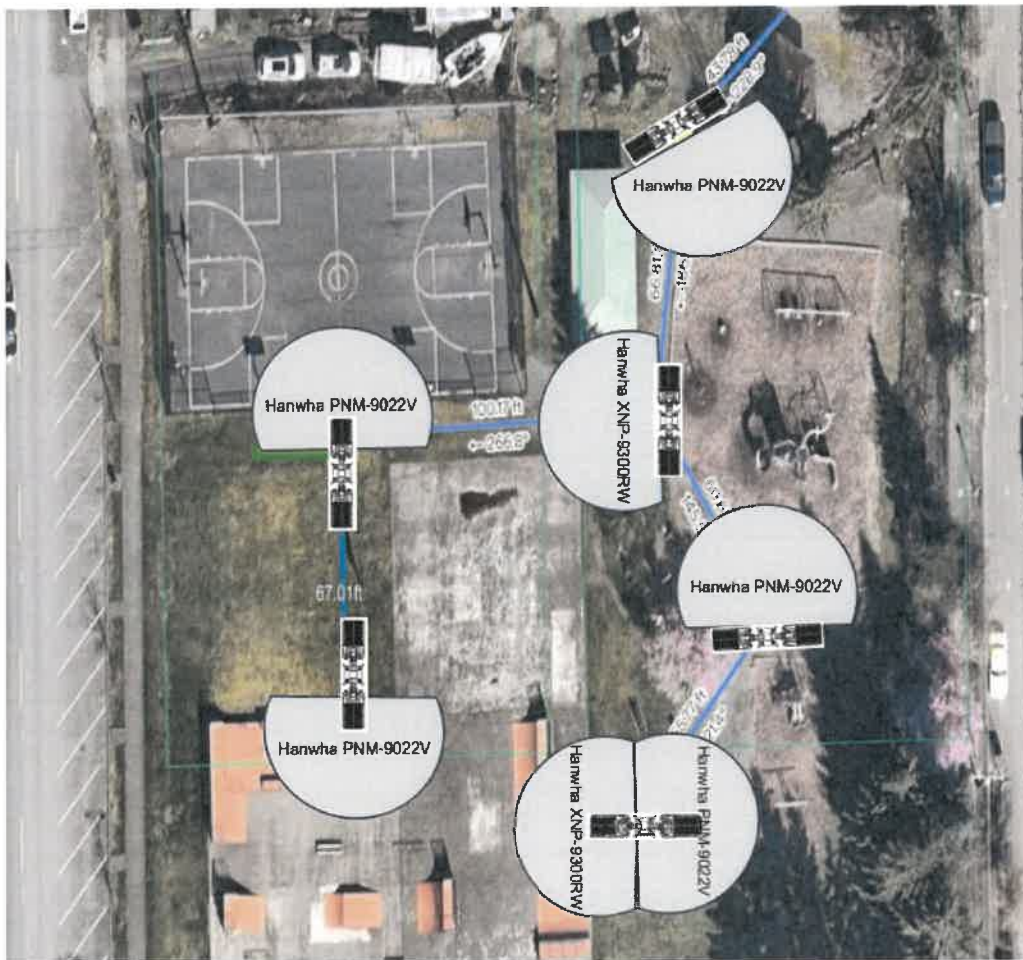
#### SEWER DEPARTMENT

Staff worked on troubleshooting a low voltage issue on the standby generator at the Suncrest Farms lift station. The problem appeared to be a failed block heater on the generator. Cummin's was contacted with the trouble code and confirmed the problem. An estimate was provided totaling \$2,105.07. A new block heater, identical to the stock one was purchased through Amazon for \$127.00 and installed by staff.

#### PARKS

The contractor for the Jim Holm Lighting/CCTV Project was notified of the council's decision and has begun ordering materials for the project. Work will start in the next couple of weeks.

Jim Holm lighting and camera layout for reference:



Staff is working on an application for Snohomish County REET funding related to park improvements. The application is due July 1<sup>st</sup>. The grant award would be between \$25,000 and \$50,000. Initial thoughts are to apply for funding related to the dock replacement at the lake, however, staff recently spoke with Broken Tool Trails, a mountain bike trail building group about the potential addition of downhill bike trails behind the WWTP. They have walked the site and indicated the area has high potential. They will be presenting information to the

council at the first meeting in July. If we would like to pursue this for funding, the application will need to be submitted prior to the presentation.

## **STREET DEPARTMENT**

The bid opening for the Stanley Street Sidewalks was on Wednesday, June 5th. Five companies bid on the project. The lowest responsive bid was \$994,125.70, and the high bid was \$1,451,820. The engineer's estimate for the project was \$1,030,000. Five bid additives were included in the bidding process to allow items to be pulled out depending on the cost. One additive is decorative lighting (7 green lights). While the base bid includes the conduct pathways and pole bases, the lights and wiring can be pulled out and revisited later as an option.

A ribbon-cutting ceremony is planned for June 28<sup>th</sup>. The contractor is working to finalize portions of the project in preparation. While the road will be open to the public following the ceremony, the contractor will still be onsite completing minor punch list items for the project.

## **STORMWATER DEPARTMENT**

Public Works staff inspected detention ponds and outfalls following the atmospheric river that hit the area towards the beginning of the month. Inspections are required following heavy rainfall/ storms. No significant damage or deficiencies were observed.

## **WATER DEPARTMENT**

Lead and copper samples were dropped off for analysis at the lab last week. 21 samples were collected by homeowners primarily in the older portion of the city. Once we receive the results, the results will be passed along to the homeowners. This is a Washington State Department of Health requirement and is required once every three years.

## **CURRENT PROJECTS**

H&H Market (gas station) started installing the sanitary sewer for the project. The sewer line will run from the property and terminate at the intersection of Jordan Rd and 100<sup>th</sup> St Ne, near the power substation.

**Gas station building:**



McDaniel's Do It Center is continuing site preparation for paving. Store shelving and some items are in place. Public Works ran the push camera through the onsite sewer to inspect for deficiencies, none were noted. The stormwater system was lamped for problems, none were noted. Lamping is a form of inspection, where a mirror is placed in one basin and a lighted is placed in an adjacent basin. Staff observes for a "full moon," meaning the pipe is free of obstructions and undamaged. This is done prior paving so repairs can be made without cutting the asphalt.



**McDaniel's store frontage:**



Harbor Pacific continued work on the oxidation ditches and the new influent head works. They have recently begun demolition of the old chlorine contact chamber. The chlorine contact chamber will be converted into the new effluent filtration and U.V. disinfection portion of the process.

**New influent headworks under construction:**



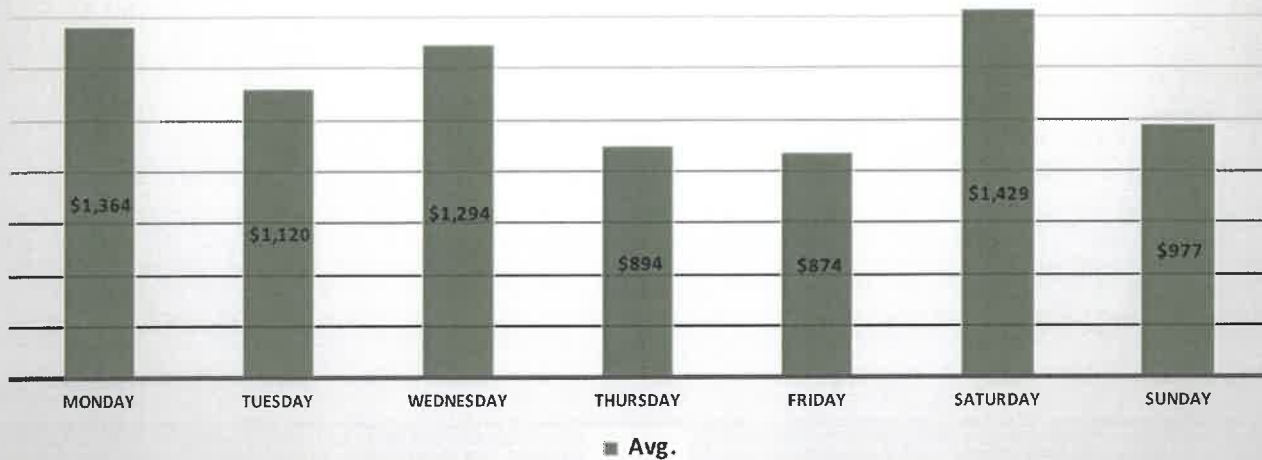


**Blower/ MCC (motor control center) building foundation hole:**

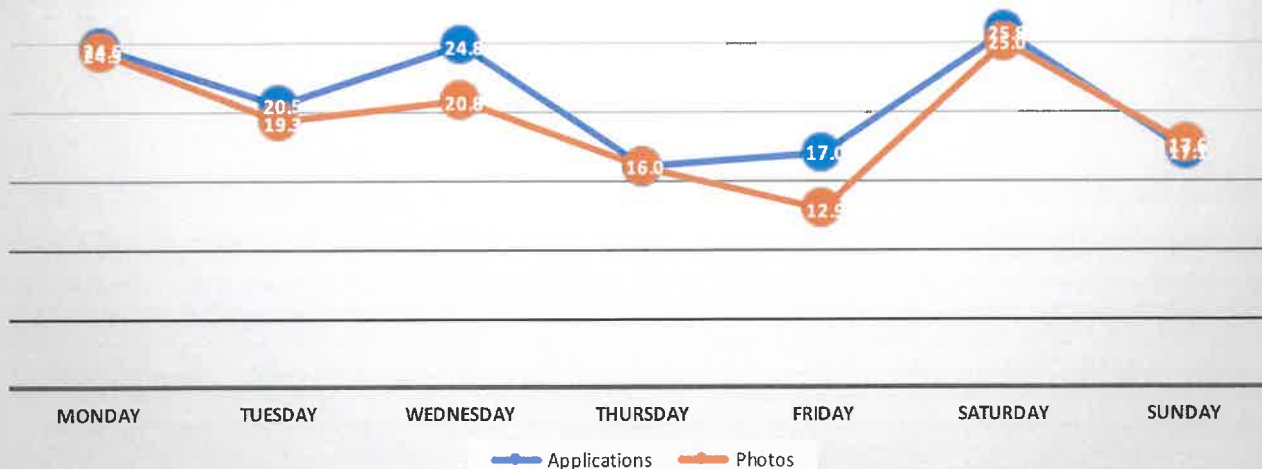


As of June 10, 2024

### 30-day Statistics By Day



### 30-day Application & Photo Processing By Weekday



	Revenue since 6-6-2022	Revenue YTD 2024	Gross Margin YTD 2024	
Total Revenue (since 6-6-2022)	\$ 921,043.45	\$ 230,936.72	\$ 116,662.27	
30-day Annualized Revenue Trend	\$ 520,320.39		50.5%	
	Gross Margin	% Sales		Revenue Change v prior year
Total Gross Margin (since 6-6-2022)	\$ 313,984.28	34.1%		\$ (62,380.23)
30-day Annual Projected Gross Margin	\$ 322,210.28	61.9%		-21.3%
	# Processed	Last 30 day Avg. per day	Break Even	
Total Passport Applications Processed	17,341	20.8	11.0	
Total Passport Photos Taken	15,207	19.5	9.7	

## City Clerk Staff Report

### June 17, 2024

#### **Business Licenses (inside City):**

*A Sunlight Nail Spa (Helen's Nail Spa, LLC)*  
204 W. Stanley St.  
Granite Falls, WA 98252  
Nails, manicurist

*GRRRPHX, Rice, Richard R*  
17603 Quartz St.  
Granite Falls, WA 98252  
Computer graphics

*Camo Coffee Company (Ehrgood, Jeremy Joseph)*  
1114 Hughes Lane  
Granite Falls, WA 98252  
Coffee roaster

#### **Business Licenses (outside City):**

*Pacific Glass and Door, Inc.*  
4700-56<sup>th</sup> PL NE, Ste. A  
Marysville, WA 98270

*CRO Software Solutions (CRO US Corp.)*  
24 Lee Chatfield Way  
Sequim, WA 98382  
Software SAAS

*Moline Enterprises LLC*  
22204 Pilchuck PL  
Granite Falls, WA 98252  
Project management, business consulting

*Assurance Real Estate and Management Services LLC*  
1024-1<sup>st</sup> St, Ste. 202  
Snohomish, WA 98290  
Property management, real estate broker

*RROC LLC*  
160 NW Gilman Blvd., Ste. 221  
Issaquah, WA 98027  
Contractor, construction

-OVER-

*Service King Electric LLC*

2326-134<sup>th</sup> St SE

Mill Creek, WA 98012

Journeyman electrician, electrician, electrical administrator, electrical contractor

*Inland Waterproofing Services, Inc.*

120 W Clayton Ave.

Coeur D Alene, ID 83835

Waterproofing

*CBMM HVAC (CBMM LLC)*

9429-55<sup>th</sup> Dr. NE

Marysville, WA 98270

Provide heating, air conditioning and ventilation services for residential homes and commercial buildings

**Building Permits Issued:**

*Ritch Parker*

204 Mt. View St.

Residential re-roof with sheathing

*Building Permit #2024-032*

*Brian Kelley*

110 S. Bogart Ave.

Residential forced air furnace

*Building Permit #2024-035*

*Tim Holland*

704 Poplar Lane

Residential tankless water heater with gas piping

*Building Permit #2024-037*

*Snohomish County Fire District #17*

20217 Gun Club Rd.

Plumbing & Mechanical Work for New Fire Station

*Building Permit #2024-041*



# Memo

To: City Council  
From: Eric Jensen, Community Development Director  
CC: City Manager Brent Kirk  
Date: June 12, 2024  
Re: **Community Development Report to City Council**

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

- We recently received two separate inquiries into the possible development of a northerly property for the collective purpose of residential construction and/or placement of a container home, siting of a storage building with an upper floor residential unit and adjacent agricultural orchard business.
- At the Planning Commission meeting last night:
  - the Planning Commission approved the staff proposed draft Land Use Element's goals and policies in support of the Comp Plan Periodic Update.
  - a presentation was given to the Planning Commission by students from a Western Washington University Planning Class. This presentation was a result of a project assignment exploring conceptual site opportunities for middle housing development on the City-owned property at 808 E. Galena Street. The presentational material is attached to this memo.
  - the Planning Commission and City staff recognized the great contribution by our departing student intern, Asher Schoepflin. Asher provided exceptional support to the City's long-term planning effort, in particular, helping with the Comprehensive Plan's updated housing analysis, climate planning, and among other tasks, the land capacity analysis. Becky and Darla put together a very nice *Certificate of Appreciation* form for Mayor Hartman to sign and us to present to Asher last night.
- The Granite Falls School District has forward to the City a SEPA Determination for a proposed update to the District's Capital Facilities Plan (CFP). This CFP

lays out proposed District capital project expenditures for the years 2024-2029 and will go before the School Board on or about June 26<sup>th</sup>. The SEPA comment period is open and I am currently reviewing the environmental information and have requested a copy of the draft CFP to review as well.

- We have also received Community Transit's proposed draft 6-Year TIP and associated DSEPA Determination to review and comment. I will be distributing this information out to other affected and interested staff.
- City Manager Kirk recently signed the Hazard Mitigation Plan (HMP) Letter of Intent to begin coordination with the County on updating the existing HMP.
- I am meeting with the Washington Department of Fish and Wildlife tomorrow to go over their agency contributions and resources in support of the Com Plan Update effort.



# East Galena Street Cottage Village

Presenters: Urban Planning and  
Sustainable Development Students

Professor: Elizabeth Miller

June 11, 2024



# Introduction

## UEPP 474 Planning for Sustainable Communities (Capstone)

### Teams:

- (1) Connectivity (roads, pedestrians, bike, multi-modal, public transit)
- (2) Built-Environment (infrastructure, typologies, age, basic figure-ground, morphology)
- (3) Socio-Cultural/Socio-Economic (demographics, culture, economy)

**Phase 1:  
(Community Assessment)**

**Phase 2:  
(Site Analysis &  
SWOT)**

**Phase 3:  
Final Site Layout & Presentation**



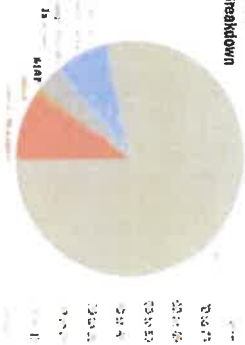
# Phase 1: Community Assessment

## Demographics

Population:  
4,450

Graduate Rate	19.0%	Median Income	\$9,600	Poverty Ratio	7.8%	Average Household Size	2.88	Population Density	2,425	Population Growth Rate	3.96%
Washington	35.5%		\$9,306		10.0%		2.53	Bellevue	3,332	Bellevue	4.41%

### Race Breakdown



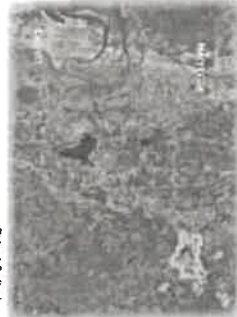
### Age Distribution



## Granite Falls Socio-Cultural-Economic Findings

### Key Takeaways

- Mostly homeowners but more are beginning to rent
- Middle aged population with kids
- Flourishing tourism industry
- Commuter city



### Household Compositions

Extent Indicator

	Median Home Value	Median Rent
Granite Falls	\$608,487	\$2,525
Washington	\$512,499	\$1,950

### Changes in Homeownership



## Economy

### Types of Businesses



### Average Commute

Washington: 26.3

### Commuter by Car

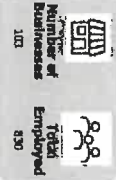
74.8%

### Work from Home

9.8%

### Where Workers Are Traveling

Everett	18.9%
Seattle	11.9%
Metrolink	4.7%
Airport	4.3%
Bellevue	3.3%



## Culture

### Map of Community Spaces



Key: Park, Church, Cemetery, School, Library, etc.

### Number of Places to Gather

Restaurants	8
Fast Food	2
Cafe	1
Schools & Daycares	10
Libraries	1
Parks	3
Churches	7

### Percent Homeownership



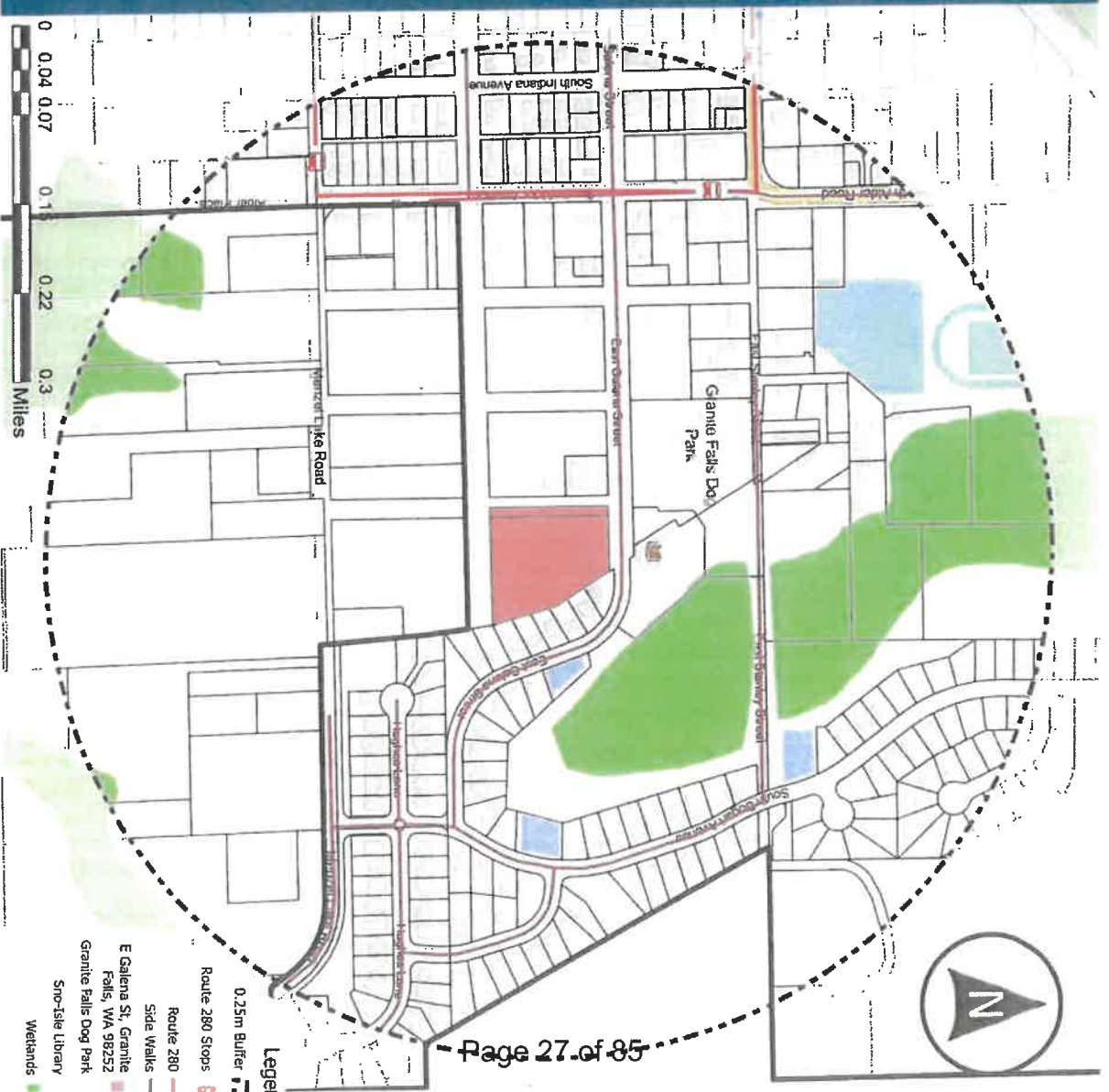
Data Source: US Census Bureau, 2010, Washington State, 2010, Granite Falls, 2010

## Phase 2: (Site Analysis & SWOT)

Strengths	Weaknesses	Opportunities	Threats
Galena Street has sidewalks on both sides	Insufficient pedestrian infrastructure	Walkability	Wetland damage and mitigation//runoff
Desire to provide Middle Housing for the city (increase affordability)	Lack of accessible transit options	Connectivity to the downtown area	City isn't interested in property ownership
Small, close-knit community	Lack of resources (Medical, Healthy Food, Senior Services)	Implementing ground water management	High median rent/property values
Proximity to community buildings (Library)	High Water Table	Set a precedent for middle housing in smaller cities	Community Recoil

# Built Environment

- Located just within Granite Falls's city limits.
- Library & Dog Park
- Surrounded by single-family residential and downtown residential zoning
- Connectivity
  - Bus Routes
  - Sidewalks
  - Two-Lane-Roads





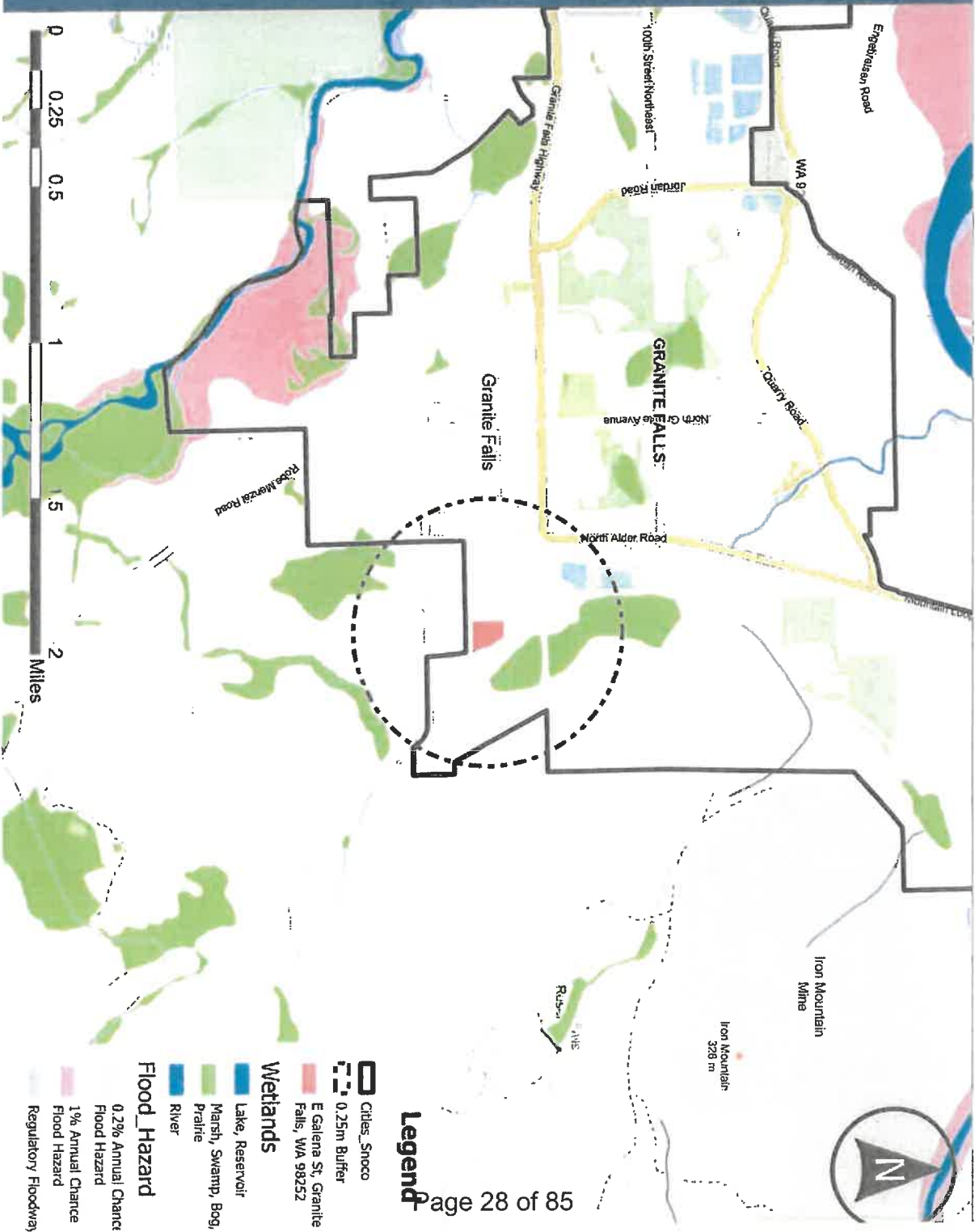
# Natural Environment

Soil composition is gravelly, sandy, and silty.

High Water Table - roughly 80 inches below the surface.

Risk of flooding is not relevant to the site.

Risk of wildfire is low to moderate.



# Socioeconomic & Demographics

- Population: 4,450
- Large middle age population: 1,458 (30–49 year olds)
- Large young age population: 1,379 (0–19 year olds)

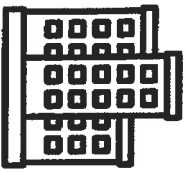
**Table H-5**  
Granite Falls, Washington  
Age of Housing: 2013

Year Housing Built	Number of Units	% of Total
2012 to 2013	7	0.5
2005 to 2011	147	9.8
2000 to 2004	381	25.3
1990 to 1999	469	31.1
1980 to 1989	80	5.3
1970 to 1979	151	10.0
1960 to 1969	58	3.9
1950 to 1959	22	1.5
1940 to 1949	30	1.9
1939 or earlier	161	10.7
<b>TOTALS</b>	<b>1,506</b>	<b>100.0</b>

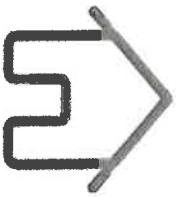
Source: U.S. Census of Population and Housing Bureau American Community Survey 2011.

	<b>Median Home Value</b>	<b>Median Rent</b>
<i>Granite Falls</i>	\$608,487	\$2,525
<i>Washington</i>	\$512,499	\$1,950

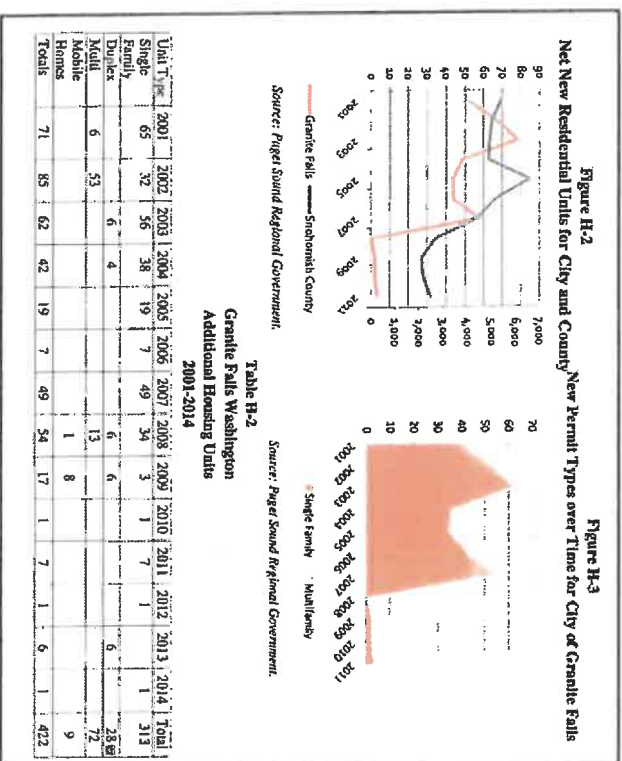
# Why a Cottage Village?



Very slow recovery after 2008 housing crisis means there may be untapped demand.



Increasing density through multi-family housing without out-of-place development.



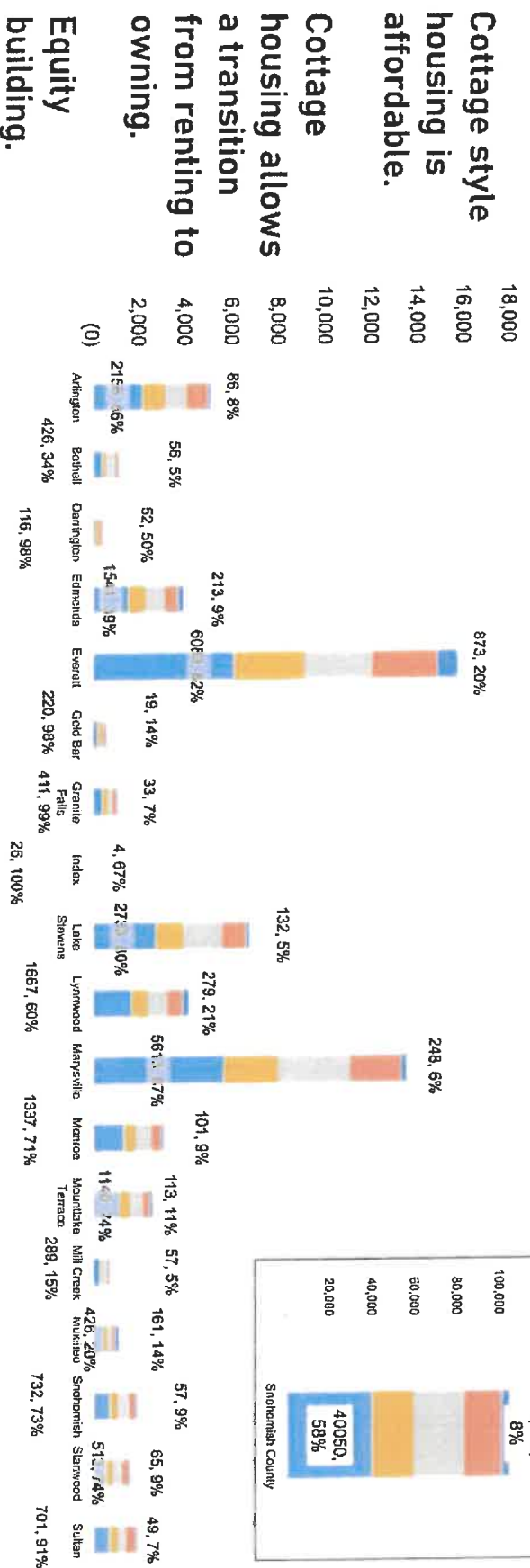
Source: Granite Falls 2015 Comprehensive Plan: Housing Element

# Affordability

## What Sells for <\$400k?

(SF/Townhome/Condo, Cities)

# & % Homes Sold <\$400k By 5-year Group, + 2020-2023

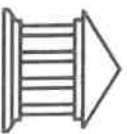


2000-2004 2005-2009 2010-2014 2015-2019 2020-2023  
Source: Snohomish County Assessors Office; AHA Staff

Source: Chris Collier, Alliance for Housing Affordability (presented on 4/25/2024)



# Feasibility



Enabling legislation: E2SHB110

TURNER  
CENTER  
HOUSING  
INNOVATION

A TURNER CENTER BRIEF - DECEMBER 2022

## Unlocking the Potential of Missing Middle Housing



Significant quantity of units



Possible funding from  
Granite falls, land trust  
considerations.

DAVID GARCIA  
FOUNDER, DIRECTOR, TURNER CENTER  
MUHAMMAD ALAMELIDIN  
SOCIETY ASSOCIATE, TURNER CENTER  
BEN METCALF  
MANAGING DIRECTOR, TURNER CENTER  
WILLIAM FULTON  
TURNER FELLOW



# Case Studies

## Erickson Cottages

11 units on 0.9 Acres

1050 – 1090 sq. Ft. Units

12 Dwelling Units / Acres

Large Common Outdoor  
Spaces & Community  
Building



Images Courtesy: The Cottages Comm

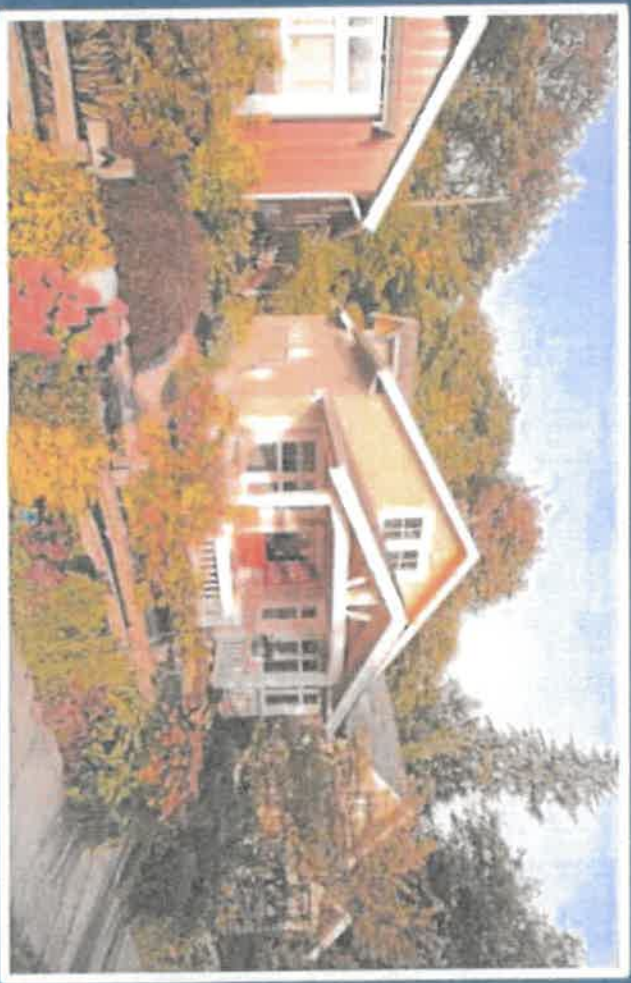
# Case Studies

## Conover Commons

25 units on 3.16 Acres

1000 sq. Ft. Units

8 Dwelling Units / Acres

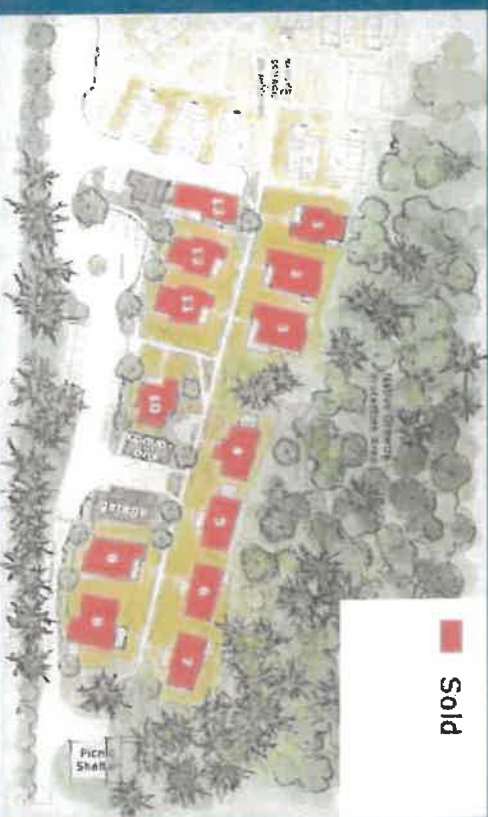


Images Source: The Cottage Company



# Case Studies

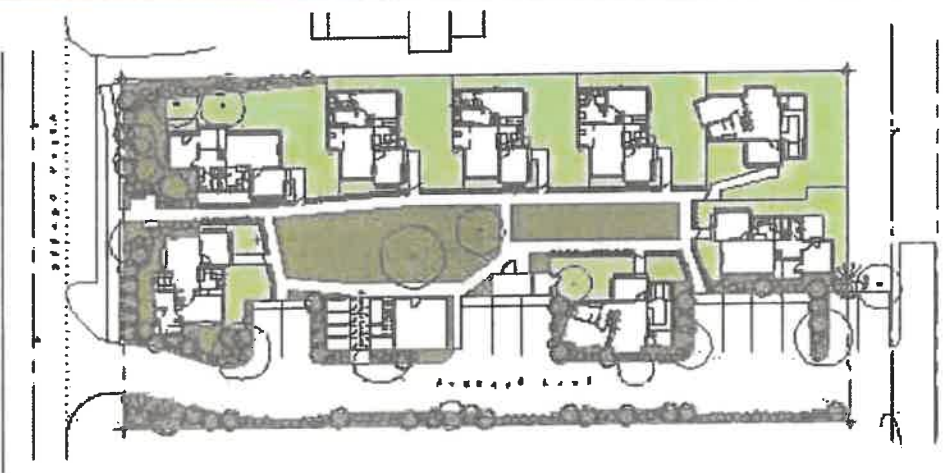
## Conover Commons + Extension



# Case Studies

## Third Street Cottages

- Units < 900 Sq. Ft.
- 8 Units on 0.7 Acres
- 10 Units/Acre

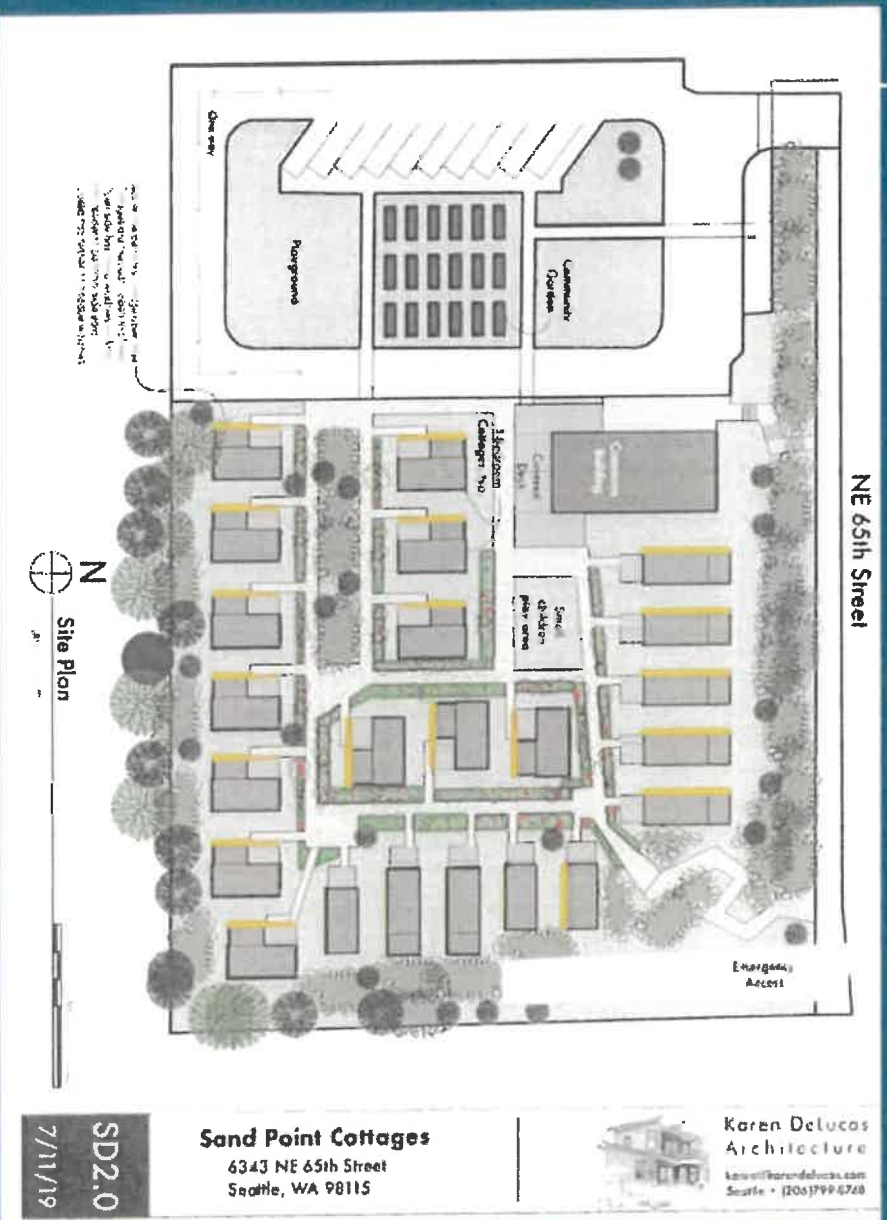


Images Source: The Cottage Company



# Case Studies

Sand Point Cottages  
600 Sq. Ft. Units  
23 Units on 2 Acres  
12 DU / Acre



# Case Studies

## Sand Point Cottages

Developed by The Low  
Income Housing  
Institute

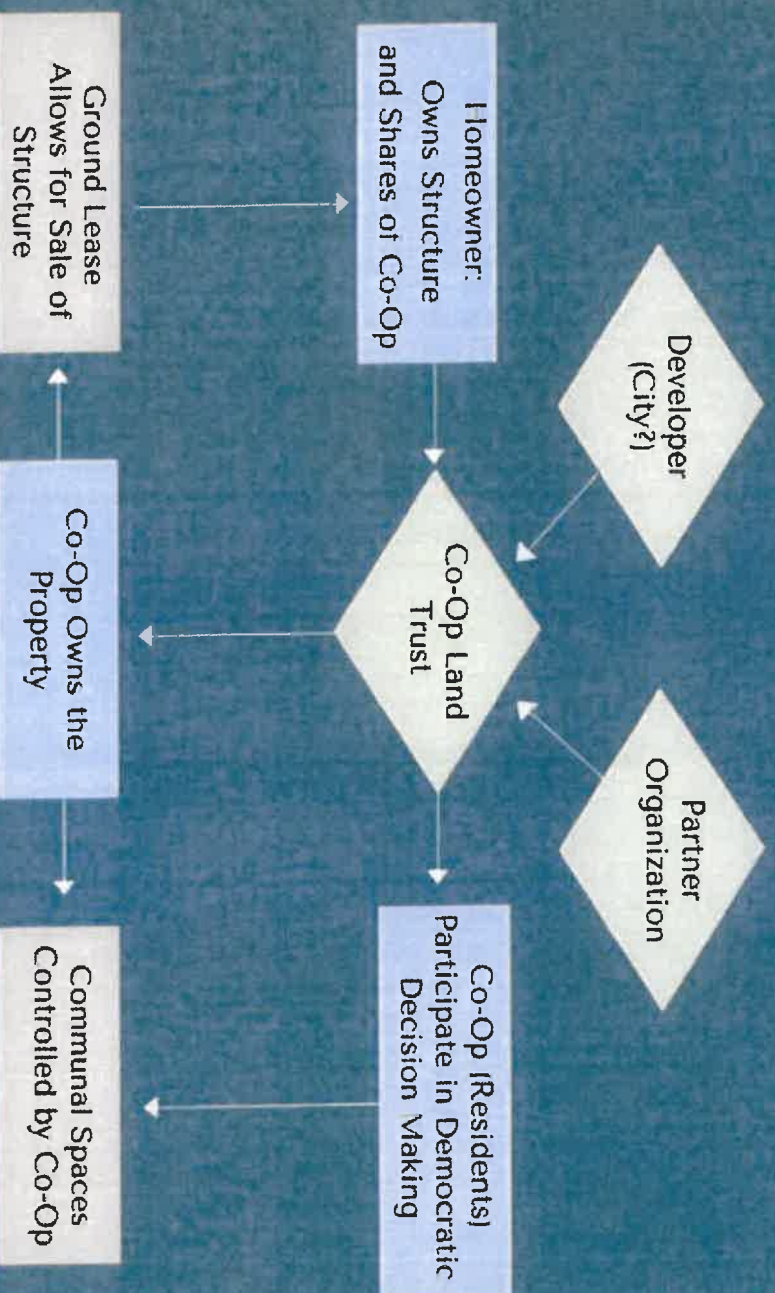
Targeted at formerly  
homeless senior  
individuals





# Funding Structure & Ownership Options

## CO-OP LAND TRUST HOUSING



# Funding Structure & Ownership Options

Partner Organizations Possibilities:

Homes & Hope: Newley established non-profit developer in Everett & Snohomish County in the land trust model.

Kulshan Community Land Trust: Long established housing land trust non-profit in Whatcom County.





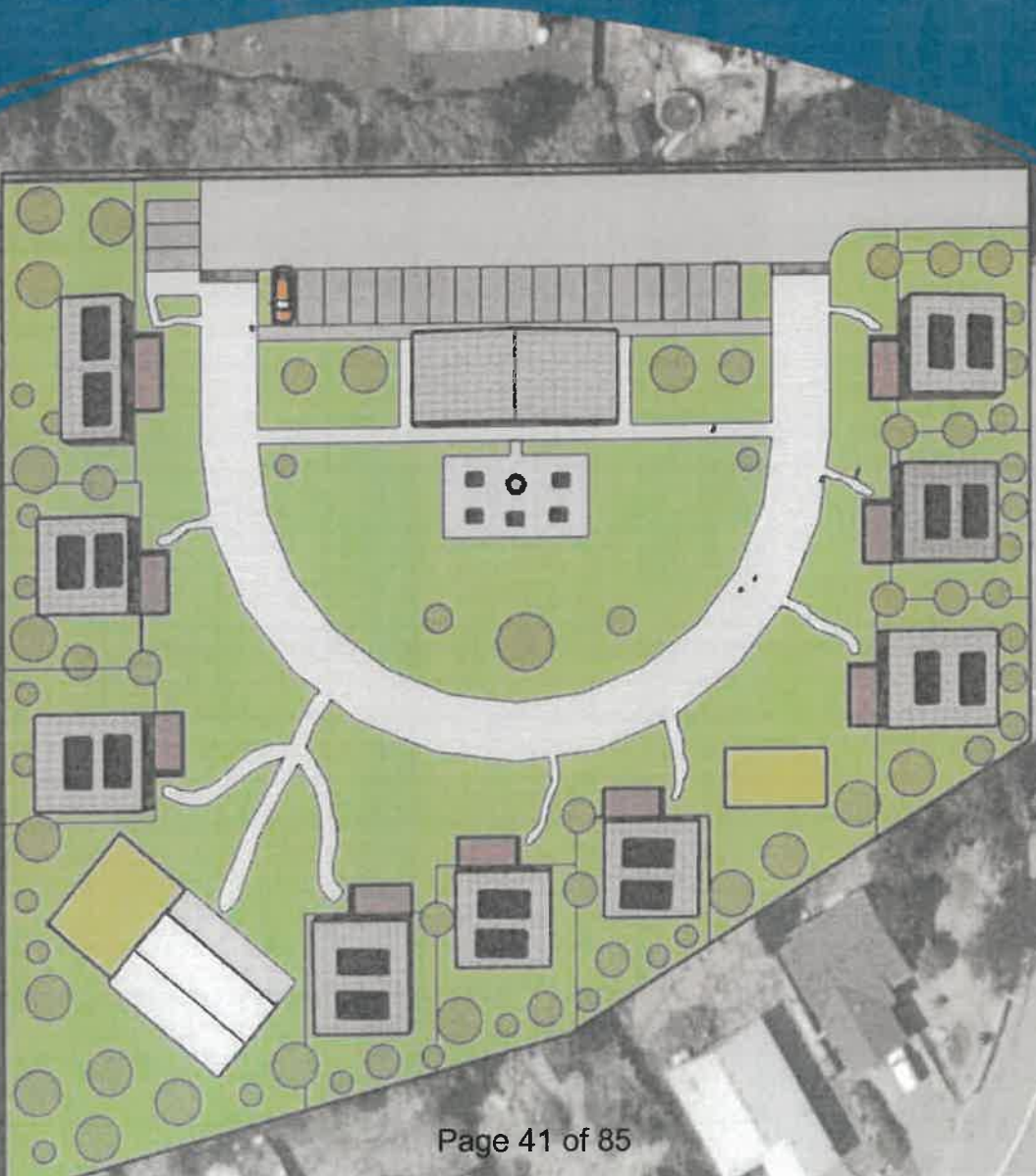
# TEAM 1 SITE PROPOSAL

9 Units broken into clusters of 3

Each unit under 1,000sqft

Emphasis on community & abundance

- Community center building
- Central patio/fireplace area
- 2 community gardens
- Covered BBQ area
- Communal walkway/green space



# TEAM 1 SITE PROPOSAL

- Community living/building
  - Clusters of 3
- Green space
  - Greenbelt
  - Private & Communal space
- Abundance of food/energy
  - Communal Gardens & Solar Panels

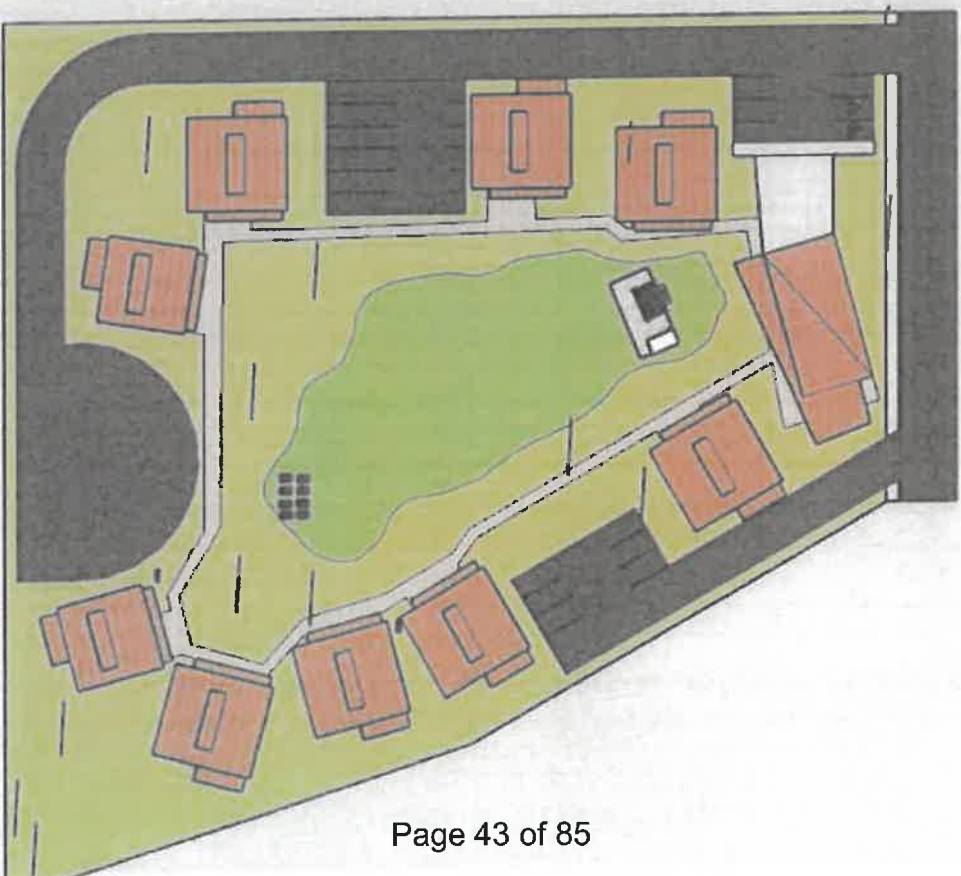
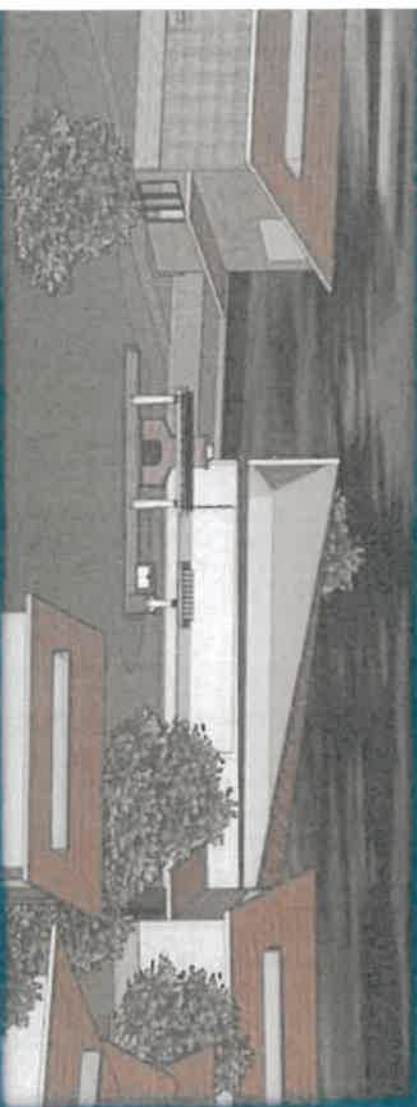


- 21 parking spaces
  - 2 spaces/unit
  - 3 guest spaces
- Fire access
  - U-shaped walkway
  - Grasscrete
- Solar panels



# TEAM 2 Site Proposal

- 9 units (992 sq ft per unit)
  - 31'x32'
- 24 parking spaces
- Centralized Community Spaces
  - Garden beds
  - Patio/BBQ spaces
  - Open green space
- Community Center on Street Front



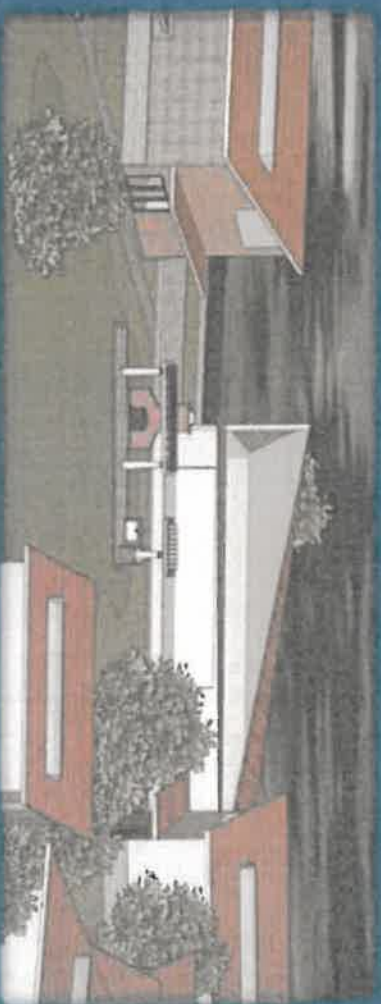
# TEAM 2 CONTINUED

## Community Center

- Shared Kitchen
- Storage Space
- Entertainment/Event Space
- Administrative Office

## Nine Units

- Passive Solar Design
- Single-pitch roof, optimal for solar panels and rainwater collection
- Private yard





# TEAM 3 SITE PROPOSAL

- 12 units
- 1,000 sq ft per unit
- Clustered layout
- Emphasis on community
- Adaptive recreational/green space in rear of lot
- 24 parking spaces



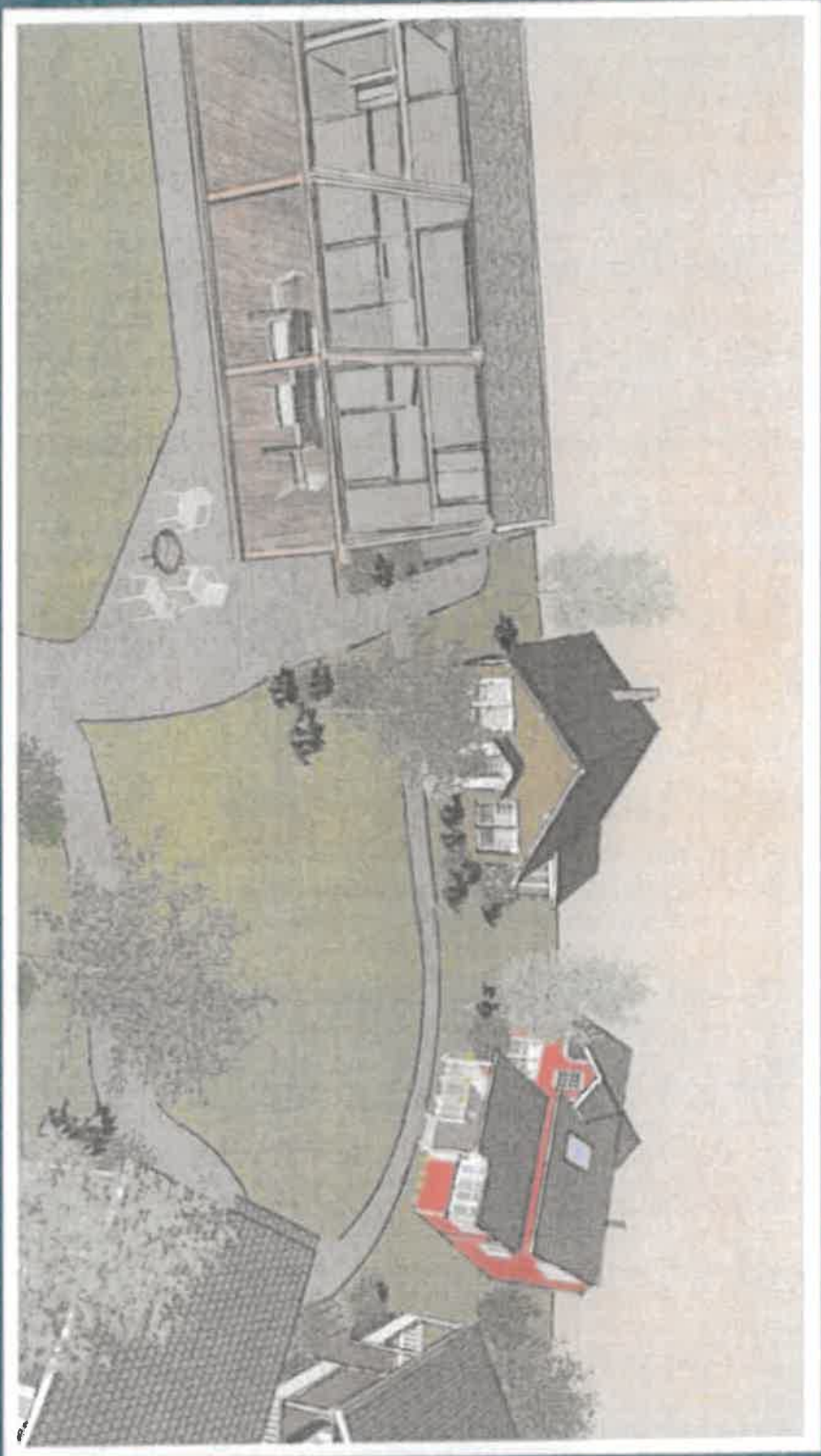


# TEAM 3 SITE PROPOSAL

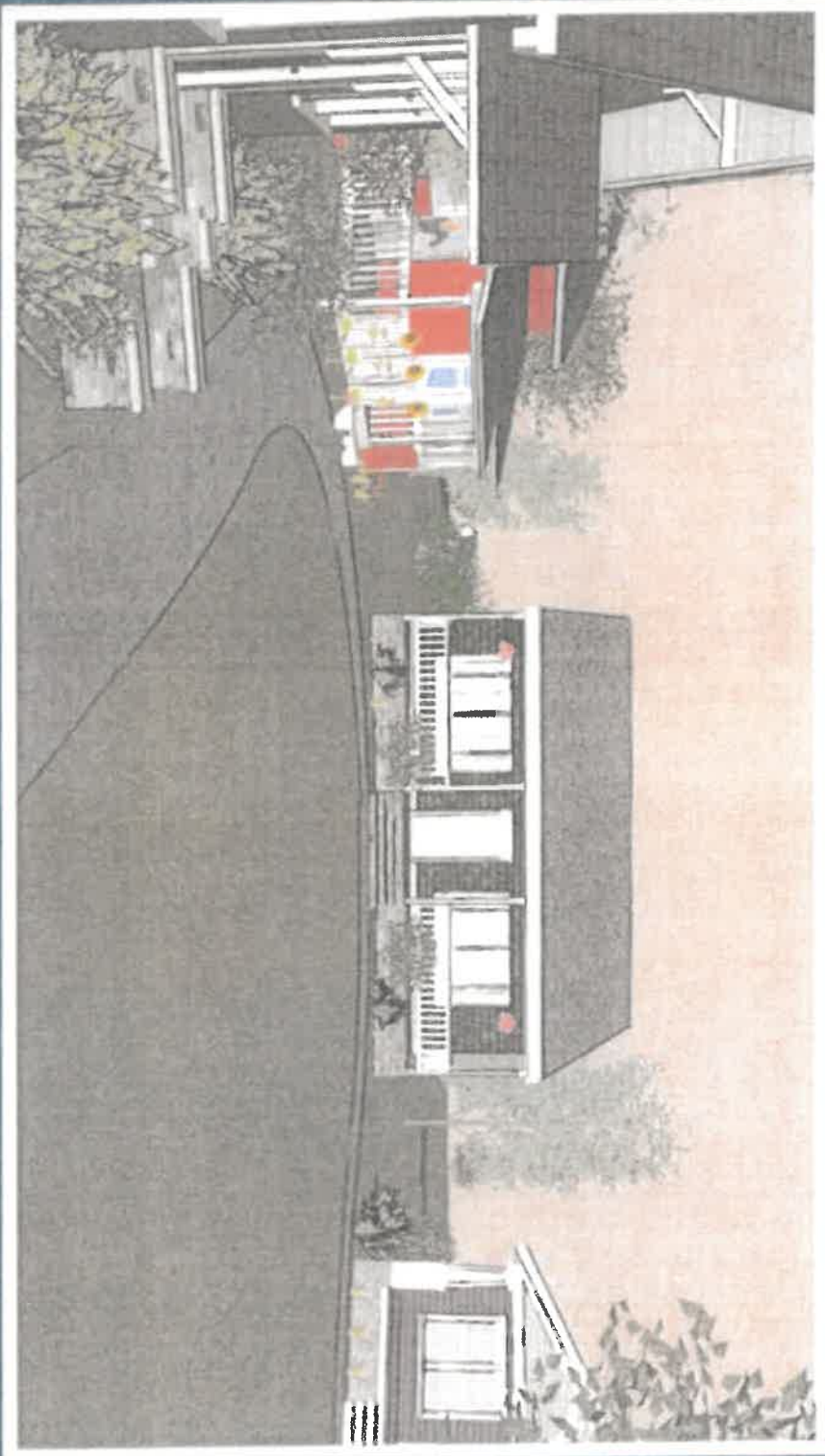
- Private and public green space
- Form & Function informed by fire-access radius
- Minimizes paved surfaces while remaining fire code compliant
- Community building featuring recreation space, storage, kitchen, etc.



# TEAM 3 SITE PROPOSAL



# TEAM 3 SITE PROPOSAL





# Shared Values

1. Comfortable, affordable units.
2. Emphasis on community and ability to build connections.
3. Green, sustainable design.

Thank you for your  
time.



# Sources

Granite Falls, (2024). Granite Falls Municipal Code. Current through Ordinance 1050, passed March 20, 2024.

Snohomish County, (2024). Snohomish County Code Chapter 30.41G: Cottage Housing. current through legislation passed May 1, 2024.

Ross Chapin – Cottage Housing

The Cottage Company



808 E Galena Street  
Granite Falls, WA 98252

Why  
Cottage  
Court?


- Granite Falls lacks multi-family options
- Effectively increases density while retaining the character of single-family development.
- Affordable option that benefits a diverse array of residents.

## Granite Falls Cottage Court Development Proposal



### Important Site Characteristics:

- High Water Table - risk for flooding
- Easement/Right-of-way/Greenway at the South end of property
- Within single-family development close to downtown

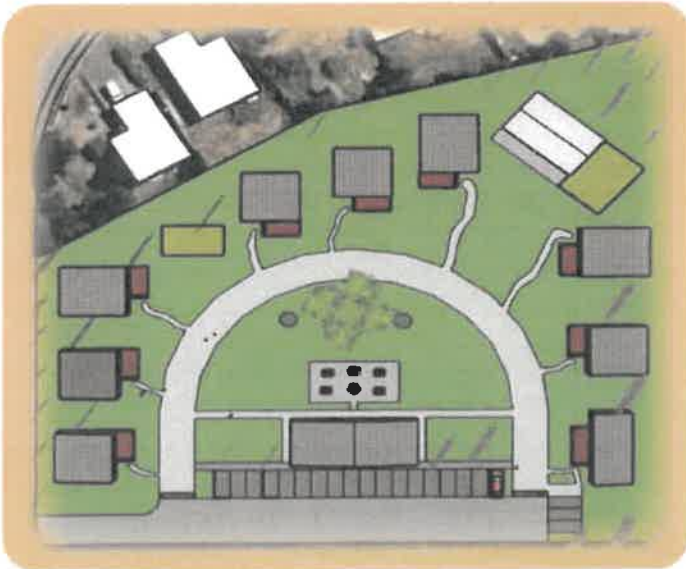

Sustainable and resilient design
Maximizing green space
Placemaking - reinforcing community structure and Identity
Affordable units
Ample, shared community spaces

Goals,  
Priorities,  
& Values

Western Washington University  
College of the Environment | Department of  
Urban and Environmental Policy and Planning



## Proposal #1



### Features

- 9 units
- 21 parking spaces
- Emphasis on community and abundance
- Central gathering/ fireplace area

### Features

- 9 units
- 24 parking spaces
- Centralized community spaces such as patio/BBQ/ garden beds
- Street front community center



## Proposal #2



### Features

- 12 units
- 24 parking spaces
- Clustered layout
- Adaptive recreational/ green space at back of lot



**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](http://www.ci.granite-falls.wa.us)

## **PUBLIC HEARING NOTICE**

City of Granite Falls

**JUNE 17, 2024**

**7:10 p.m., or soon thereafter**

---

### **BEFORE THE GRANITE FALLS CITY COUNCIL**

\*\*\*\*\*

NOTICE IS HEREBY GIVEN THAT, in the Granite Falls City Hall Council Chambers at 215 S. Granite Avenue, Granite Falls, WA on Monday, the 17<sup>th</sup> day of June, 2024, at 7:10 p.m., or soon thereafter, a public hearing will occur to receive comments regarding Resolution 2024-04, adopting the 6-Year Transportation Improvement Plan (TIP).

Any person may appear at the hearing and may comment on the proposed revenue sources. If you are unable to attend the public hearing in person, you may submit your written comments by 4:00 p.m., June 17, 2024, 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, City Clerk

Dated this 6<sup>th</sup> day of June, 2024.

**Notice – All Proceedings of this meeting are sound recorded**





**VERIFICATION OF PUBLIC HEARING POSTING**  
**FOR CONSIDERATION OF RESOLUTION 2024-04 –**  
**ADOPTING THE 6-YEAR TIP**

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 Monday, June 17, 2024, 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: 6/6/2024

Granite Falls Public Library, 815 East Galena Street by: TL date: 6/6/2024

Granite Falls Post Office, 205 East Stanley Street by: TL date: 6/6/2024

Emailed to the media parties of record

by: Darla date: 6/6/2024

Certified this 6<sup>th</sup> day of June, 2024

Darla Reese  
By Darla Reese, MMC, City Clerk

# Everett Daily Herald

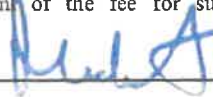
## Affidavit of Publication

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 EDH997302 PUBLIC HEARING 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 06/06/2024 and ending on 06/06/2024 and that said newspaper was regularly distributed to its subscribers during all of said period.

The amount of the fee for such publication is \$37.84.



Subscribed and sworn before me on this

16th day of June,

2024



Notary Public in and for the State of  
Washington.

City Of Granite Falls/LEGALADS | 14102095  
DARLA REESE



PUBLIC HEARING NOTICE  
City of Granite Falls  
JUNE 17, 2024  
7:10 p.m., or soon thereafter

BEFORE THE GRANITE FALLS CITY COUNCIL  
NOTICE IS HEREBY GIVEN THAT, in the Granite Falls City Hall Council Chambers at 215 S. Granite Avenue, Granite Falls, WA on Monday, the 17th day of June, 2024, at 7:10 p.m., or soon thereafter, a public hearing will occur to receive comments regarding Resolution 2024-04, adopting the 6-Year Transportation Improvement Plan (TIP).

Any person may appear at the hearing and may comment on the proposed revenue sources. If you are unable to attend the public hearing in person, you may submit your written comments by 4:00 p.m., June 17, 2024, 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, City Clerk

Published: June 6, 2024.

EDH997302

**CITY OF GRANITE FALLS  
RESOLUTION NO. 2024-04**

**A RESOLUTION OF THE CITY OF GRANITE FALLS ADOPTING THE SIX YEAR  
TRANSPORTATION IMPROVEMENT PROGRAM DURING THE PERIOD 2025-2030.**

**WHEREAS**, the City of Granite Falls ("City") has previously adopted a Six Year Transportation Improvement Program; and

**WHEREAS**, state law generally requires the City to annually review and update its Six Year Transportation Improvement Program; and

**WHEREAS**, as part of this annual review and update process, the City Council held a public hearing on June 19, 2024, to solicit public input regarding its Six Year Transportation Improvement Program; and

**WHEREAS**, the City has reviewed the work performed under its Transportation Improvement Program and has considered and determined current transportation needs;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GRANITE FALLS, WASHINGTON, DOES HEREBY RESOLVE AS FOLLOWS:**

**Section 1.** The attached "Six Year Transportation Improvement Program" is found to be consistent with the City's Comprehensive Plan, including its Transportation Element, and is hereby adopted for the period of 2025-2030 and is incorporated herein by this reference.

**Section 2.** The City Clerk shall file or cause to be filed a copy of the Six Year Transportation Improvement Program with the Washington State Secretary of Transportation within thirty (30) days of passage and adoption of this resolution.

**PASSED** by the City Council this \_\_\_\_ day of June, 2024.

**APPROVED** by the Mayor this \_\_\_\_\_ day of June, 2024.

\_\_\_\_\_  
Matthew Hartman, Mayor

Attest:

\_\_\_\_\_  
Darla Reese, MMC, City Clerk



Approved as to form:

---

Thomas H. Graafstra, City Attorney  
Emily Guildner, City Attorney

MAILED TO:

Department of Transportation  
Northwest Region  
P.O. Box 330310  
Seattle, WA 98133-9710

City of Lake Stevens  
Attn: Eric Durpos  
Public Works Director  
P.O. Box 257  
Lake Stevens, WA 98258

Snohomish County Public Works  
Attn: Aaron Lee  
Senior Transportation Planner  
3000 Rockefeller Ave. M/S 607  
Everett, WA 98201

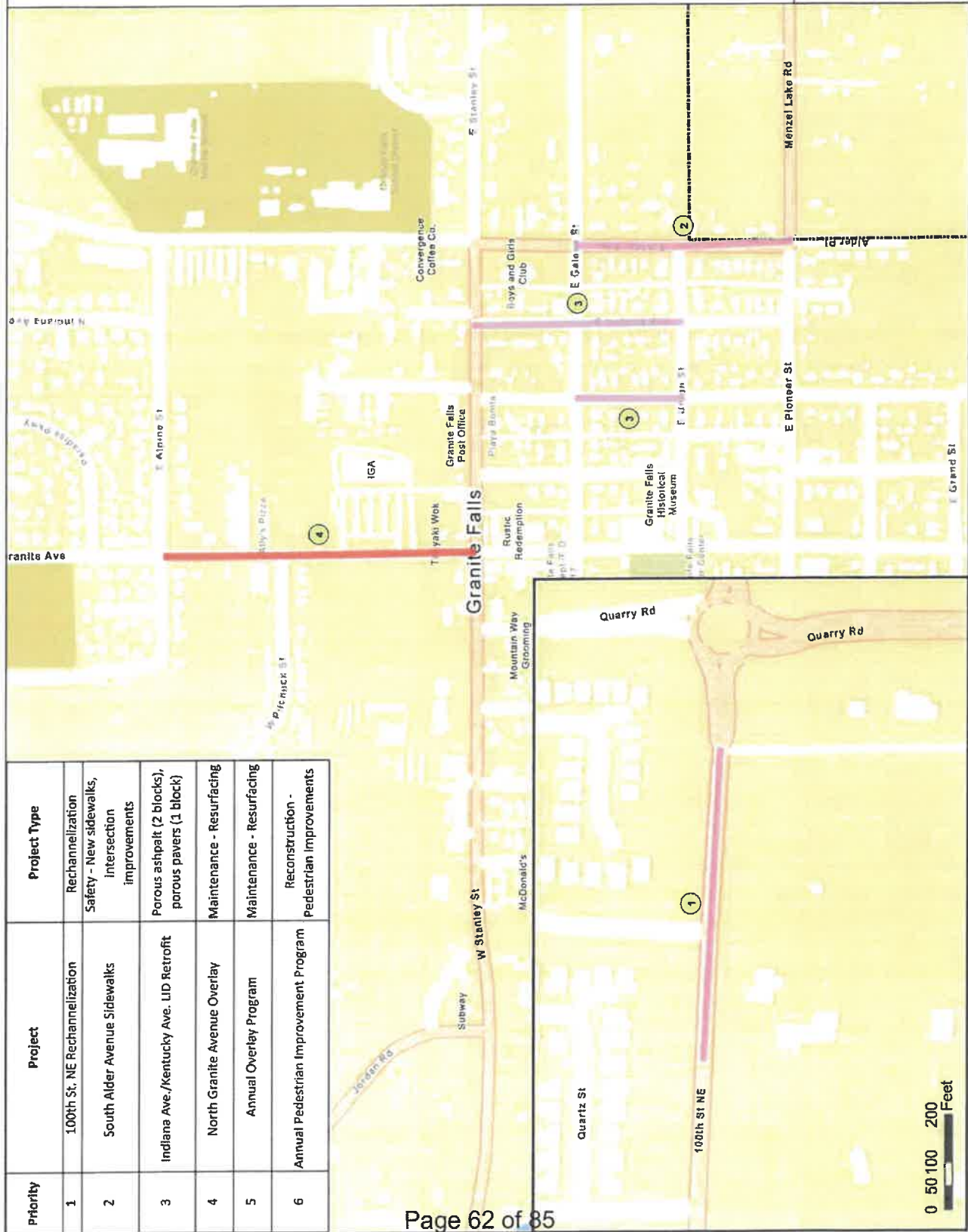
Puget Sound Regional Council  
Information Center  
1011 Western Avenue, Suite 500  
Seattle, WA 98104-1035

Roger Millar  
Secretary of Transportation  
Washington State Dept. of Transportation  
P.O. Box 47316  
Olympia, WA 98133-9710

City of Granite Falls  
6-Year Transportation Improvement Plan  
For Period 2025-2030  
Prepared: May 24, 2024

Priority	Project	Project Type	Extents	Design Year	Design Cost		Construction Year	Construction Cost		Total
					City Match	State		City Match	State	
1	100th St. NE Rechannelization	Rechannelization	Hwy 92 to 250' W. of Suncrest Blvd.	2025	\$340	\$3,059	2025	\$2,266	\$20,394	\$26,059
2	South Alder Avenue Sidewalks	Safety - New sidewalks, intersection improvements	E. Pioneer St. to E. Galena St.	2025	\$16,269	\$146,420	2025	\$108,459	\$976,131	\$1,247,279
3	Indiana Ave./Kentucky Ave. LID Retrofit	Porous asphalt (2 blocks), porous pavers (1 block)	Indiana Ave. (Stanley St. to Union Ave.); Kentucky Ave. (Galena to Union Ave.)	2025	\$26,559	\$239,027	2025	\$177,057	\$1,593,513	\$2,036,156
4	North Granite Avenue Overlay	Maintenance - Resurfacing	Stanley St. to Alpine St.	2027	\$7,917	\$71,251	2027	\$52,779	\$475,008	\$606,955
5	Annual Overlay Program	Maintenance - Resurfacing	N/A	2024-2029	\$11,693	\$105,234	2028	\$77,951	\$701,557	\$896,434
6	Annual Pedestrian Improvement Program	Reconstruction - Pedestrian improvements	N/A	2024-2029	\$18,189	\$163,697	2029	\$121,257	\$1,091,311	\$1,394,453
*Costs reflect cost in the anticipated year of construction									<b>Total:</b>	<b>\$6,207,336</b>

Priority	Project	Project Type
1	100th St. NE Rechannelization	Rechannelization
2	South Alder Avenue Sidewalks	Safety - New sidewalks, Intersection improvements
3	Indiana Ave./Kentucky Ave. LID Retrofit	Porous asphalt (2 blocks), porous pavers (1 block)
4	North Granite Avenue Overlay	Maintenance - Resurfacing
5	Annual Overlay Program	Maintenance - Resurfacing
6	Annual Pedestrian Improvement Program	Reconstruction - Pedestrian Improvements



CITY OF GRANITE FALLS  
8-YEAR TIP (2025-2030)  
FIGURE 1  
TIP PROJECTS





## CITY COUNCIL AGENDA BILL

**Subject:** Consideration of Adopting Ordinance No. 1052-2024, An Ordinance of the City of Granite Falls, Washington, establishing a Community Events, Arts, and Recreation Fund by Adoption of Section 3.24.120 GFMC

**Action Recommended:** Adopt Ordinance No. 1052-2024, An Ordinance of the City of Granite Falls, Washington, Establishing a Community Events, Arts, and Recreation Fund by Adoption of Section 3.24.120 GFMC

**Meeting Date:** June 17, 2024

**Date Submitted:** June 11, 2024

**Exhibit(s):** Ordinance 1052-2024  
Attachment A GFMC 3.24.120

**Originating Dept.:** Deputy City Manager

**Approval(s):** ☒ City Manager  
☐ Public Works  
☒ Finance  
☐ Planning  
☒ Attorney  
Other: \_\_\_\_\_

---

**Budgeted Amount:** FUND 103  
**BARS Code:** TBD

---

**Summary Statement:**

The City Council of Granite Falls proposes creating a Community Events, Arts, and Recreation Fund. This fund aims to support and enhance community events, arts, and recreational activities in the city. It will be responsible for funding, managing, organizing, and promoting arts, events, and activities that contribute to the overall health, well-being, and cultural richness of the city. The fund will be financed using 10% of the past and future Passport Revenues.

---

**Background:**

The City Council discussed and supported the creation of a Community Fund through Ordinance No. 1052-2024 during their June 5, 2024 meeting. The fund will support community events, arts, and recreation programs in Granite Falls, Washington. The Council requested that staff include a funding mechanism for both initial and future contributions, and it was recommended to allocate 33% of the Gross Margin from the city's Passport Services operation, equivalent to approximately 10% of the Passport Services revenue.

---

**Recommended Motion:** Adopt Ordinance No. 1052-2024, an Ordinance of the City of Granite Falls, Washington, establishing a Community Events, Arts, and Recreation Fund by Adoption of Section 3.24.120 GFMC



**CITY OF GRANITE FALLS  
GRANITE FALLS, WASHINGTON**

**ORDINANCE NO. 1052-2024**

**AN ORDINANCE OF THE CITY OF GRANITE FALLS, WASHINGTON, ESTABLISHING A  
COMMUNITY EVENTS, ARTS, AND RECREATION FUND BY ADOPTION OF SECTION  
3.24.120 GPMC**

**WHEREAS**, the City of Granite Falls' Council recommended establishing a Community Events, Arts, and Recreation Fund to support and enhance community events, arts, and recreational activities in the City. The fund will be used to sponsor, coordinate, and promote various events and activities that contribute to the city's overall health, well-being, and cultural vitality.

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

**Section 1. Establishment of Fund.** A new Section 3.24.120 is hereby adopted and added to the Granite Falls Municipal Code as set out in Attachment A.

**Section 2. Repealer.** All ordinances, or parts of ordinances, of the City of Granite Falls in conflict herewith, be and the same are hereby repealed.

**Section 3. Severability.** If any section, sentence, clause, or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this Ordinance.

**Section 4. Publication and Summary.** This Ordinance or summary thereof consisting of the title shall be published in the City's official newspaper.

**Section 5. Effective Date.** This ordinance will take full force and effect five (5) days after the publication of the summary, which consists of the title.

Said Ordinance was passed in open session by the City Council of the City of Granite Falls on the \_\_\_\_\_ day of \_\_\_\_\_, 2024, and signed in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Matthew Hartman, Mayor

ATTEST:

\_\_\_\_\_  
Darla Reese, MMC, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Thom Graafstra, City Attorney  
Emily Guildner, City Attorney

DATE OF FIRST AND FINAL READING:  
DATE OF PUBLICATION:  
EFFECTIVE DATE:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Attachment A

A new section, 3.24.120 **COMMUNITY EVENTS, ARTS, AND RECREATION FUND**, is hereby adopted and added to Chapter 3.24 Funds to read as follows:

### 3.24.120 Community Events, Arts and Recreation Fund.

- A. A fund to be known and designated as the Community Events, Arts, and Recreation Fund is hereby created and established to be administered on the terms of this section.
- B. The Community Events, Arts, and Recreation Fund ("Community Fund") shall support community events, arts, and recreational activities in the City of Granite Falls.
- C. The Community Fund shall be funded by 10.0% of the Passport Services revenue or as adopted per the Annual Budget.
- D. The Community Fund shall be managed by the Finance Department, under the oversight of the City Manager. The finance department shall maintain accurate records of all funds received and expenditures from the fund and provide regular reports to the City Council.
- E. Expenditures from the Community Fund may be used for the following purposes:
  - a. To support and promote community events, such as festivals, concerts, and parades, that unite residents and foster community pride.
  - b. To provide financial assistance to local artists and performers through grants or stipends for producing and displaying their work in public spaces.
  - c. To enhance city-owned parks and recreational facilities, including playgrounds, sports fields, and trails, for the enjoyment of residents and visitors.
  - d. To provide financial support for recreational activities, such as sports competitions and community classes, that promote physical fitness, learning, and healthy lifestyles.
- F. To be eligible for funding from the Community Fund, an event or project must:
  - a. Support and promote community events, such as festivals, concerts, and parades, that unite residents and foster community pride.
  - b. Provide financial assistance to local artists and performers through grants or stipends for producing and displaying their work in public spaces.
  - c. Enhance city-owned parks and recreational facilities, including playgrounds, sports fields, and trails, for the enjoyment of residents and visitors.

- d. Provide financial support for recreational activities in the city, such as sports competitions and community classes, that promote physical fitness, learning, and healthy lifestyles.
- G. To receive funding from the Community Fund. An applicant or sponsor must submit a written request to the Finance Department. The request must include a detailed description of the event or activity, its expected impact on the community, and a proposed budget. The Finance Department shall review all requests, determine if they fall within the Budget, and make recommendations to the City Council for final approval. Approval shall be by the City Council.
- H. Funds disbursed from the Community Fund shall be used only for expenses related to the approved event or activity. Reimbursable expenses may include but are not limited to, marketing and advertising costs, venue rental fees, and equipment rental fees. Applicants and sponsors shall provide a written report after their event in the form required by the Finance Department documenting how funds were used for audit purposes.
- I. All events and activities must:
  - a. Be open and accessible to all members of the city.
  - b. Be non-discriminatory and in compliance with all relevant laws and regulations.
  - c. Align with the City's goals and values, as determined by the City Council.





## CITY COUNCIL AGENDA BILL

**Subject:** Consideration of Adopting Ordinance No. 1053-2024, an Ordinance of the City of Granite Falls, Washington, Relating to the 2024 City Budget; and Amending Ordinance No. 1047-2023 Adopting the 2024 Budget to Adjust Revenue Estimates and Appropriations for Funds as included in Exhibit "A".

**Meeting Date:** June 17, 2024

**Date Submitted:** June 11, 2024

**Exhibit(s):** Ordinance 1053-2024

**Originating Dept.:** Deputy City Manager

**Action Recommended:** Adopt Ordinance No. 1053-2024, an Ordinance of the City of Granite Falls, Washington, Relating to the 2024 City Budget; and Amending Ordinance No. 1047-2023 Adopting the 2024 Budget to Adjust Revenue Estimates and Appropriations for Funds as included in Exhibit "A".

**Approval(s):** ☒ City Manager  
☒ Public Works  
☒ Finance  
☒ Planning  
☒ Attorney  
Other: \_\_\_\_\_

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**Budgeted Amount:**

Fund #	Fund Name	BARS #	BARS Name	Current Budget
001	General	576 80 63 00	Park Improvements	\$-
001	General	597 00 17 00	Transfer to Street CIF	\$-
001	General	597 00 20 00	Transfer to Community Fund	\$-
101	Street	542 30 31 01	Operating Supplies	\$6,000.00
101	Street	542 30 48 00	Repairs and Maintenance	\$8,000.00
103	Community	397 00 20 00	Interfund Transfer From General Fund	\$-
303	CIF Street	397 00 16 00	Interfund Transfer From General Fund	\$-
303	CIF Street	334 03 80 14	TIB Grant - TIB Grant - P-P-820(P05)-1 W Stanley St Sidewalk, Jordan to Prospect	\$-
303	CIF Street	334 03 80 15	TIB Grant - TIB Grant - 2-P-820(009)-1 Alpine St Overlay	\$-
303	CIF Street	334 03 80 16	TIB Grant - TIB Grant Rectangular Rapid Flashing Beacon (RRFB)	\$-
303	CIF Street	595 30 63 19	TIB Grant - P-P-820(P05)-1 W Stanley St Sidewalk, Jordan to Prospect	\$-
303	CIF Street	595 42 63 20	TIB Grant 2-P-820(009)-1 Alpine St Overlay	\$-
303	CIF Street	595 42 63 21	TIB Grant Rectangular Rapid Flashing Beacon (RRFB)	\$-
402	CIF Water	534 20 42 02	General Facilities Charge - PUD	\$-
402	CIF Water	594 34 63 13	Water Line Replace-N Alder	\$-

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**Summary Statement:**

This City Ordinance amends the 2024 budget for the City of Granite Falls, Washington by adjusting revenue estimates and appropriations for various funds. The amendments include increases in expenses for the General Fund, Streets Fund, and Water Capital Improvement Fund, as well as increases in revenues for the Streets Capital Improvement Fund and the newly added Community Events, Arts, and Recreation Fund. The changes include adding security cameras to a park, transfers between funds, and expenses for specific projects such as sidewalk and road improvements. The budget also includes a new wage scale for Passport Technicians.

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**Background:**

The City Council of Granite Falls has determined the need to make further adjustments to the 2024 city budget, adopted by Ordinance No. 1047-2023, to reflect revenue and expense estimates accurately. These adjustments include creating a Community Events, Arts, and Recreation Fund, increases in expenses for park improvements and transfers, and adjustments in revenue and expenses for various capital improvement projects. This ordinance, No. 1053-2024, amends the previous budget ordinance and authorizes the necessary changes to be made by the City Treasurer. The effective date of this ordinance will be five days after its publication in the city's official newspaper.

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**Recommended Motion:** Adopt 1053-2024, an Ordinance of the City of Granite Falls, Washington, relating to the 2024 City Budget; and Amending Ordinance No. 1047-2023 Adopting the 2024 Budget to Adjust Revenue Estimates and Appropriations for Funds as included in Exhibit "A".

**CITY OF GRANITE FALLS**

**ORDINANCE NO. 1053-2024**

**AN ORDINANCE OF THE CITY OF GRANITE FALLS, WASHINGTON, RELATING TO THE 2024 CITY BUDGET; AND AMENDING ORDINANCE NO. 1047-2023 ADOPTING THE 2024 BUDGET TO ADJUST REVENUE ESTIMATES AND APPROPRIATIONS FOR FUNDS AS INCLUDED IN EXHIBIT “A”.**

**WHEREAS**, the City Council of the City of Granite Falls, Washington (the “City”) adopted the 2024 Budget by Ordinance No. 1047-2023 on December 6, 2023, establishing necessary and proper allocations for each department and fund; and

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

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

- General Fund increase in Expense
  - Add security cameras to Jim Holm Park
  - Transfer to Streets CIF
  - Transfer to Community Events, Arts, and Recreation Fund
- Streets Fund increase in Expense
  - Flag Poles and Guardrail replacement
  - Fuel
- Streets Capital Improvement Fund increases in Revenue
  - Transfer from General Fund
  - TIB Project – Stanley Street Sidewalk
  - TIB Project – Alpine Street Overlay
  - TIB Project - Rectangular Rapid Flashing Beacon (RRFB)
- Streets Capital Improvement Fund increase in Expense
  - TIB Project – Stanley Street Sidewalk
  - TIB Project – Alpine Street Overlay
  - TIB Project - Rectangular Rapid Flashing Beacon (RRFB)
- Water Capital Improvement Fund increase in Expense
  - General Facility Charges - PUD
  - 2023 N Alder Waterline Replacement
- Add Community Events, Arts, and Recreation Fund and Increase Revenue
  - Transfer from General Fund
- Wage Scale for Passport Technicians

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

**Section 1. Amendment of 2024 Budget and Appropriation of Funds.** The 2024 annual budget, adopted by Ordinance No. 1047-2023 for the period January 1, 2024, through

December 31, 2024, is hereby amended further to reflect the Salary Scale for the Passport Technicians, creation and funding of a Community Events, Arts, and Recreation Fund, and expense increases in the General Fund's park improvements and transfers, Street Fund's operating supplies and repairs and maintenance, Street Capital Improvement Fund's TIB grants for Stanley St. Sidewalk and Alpine St. Overlay, the Water Capital Improvement Fund's General Facilities Charges – PUD and the Water Line Replacement for North Alder, and the revenue increase in the Streets Capital Improvement Fund for the General Fund transfer and TIB funding for Stanley St. Sidewalk and Alpine St. Overlay all in accordance with Exhibit A.

**Section 2.** The City Treasurer is hereby authorized and instructed to make the necessary changes to the 2024 annual budget adopted by Ordinance No. 1047-2023 and make any necessary and appropriate line item entries and adjustments in order to reflect the amendments contained in this Ordinance.

**Section 3.** Ordinance No. 1047-2023 is hereby amended as necessary to reflect the budget amendments contained in this Ordinance.

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

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

**PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE \_\_\_\_ DAY OF \_\_\_\_\_ 2024.**

CITY OF GRANITE FALLS

\_\_\_\_\_  
Matthew Hartman, Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Darla Reese, City Clerk

Approved as to form:



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Thom Graafstra, City Attorney  
Emily Guildner, City Attorney

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

**ORDINANCE No: 1053-2024**  
**EXHIBIT A**

Fund #	Fund Name	BARS #	BARS Name	Current Budget	Budget Amendment	Difference	Notes
001	General	576 80 63 00	Park Improvements	\$ -	\$ 131,000.00	\$ 131,000.00	JimHolm Park Lighting and CCTV
001	General	597 00 17 00	Transfer to Street CIF	\$ -	\$ 300,000.00	\$ 300,000.00	Transfer
001	General	597 00 20 00	Transfer to Community Fund	\$ -	\$ 92,000.00	\$ 92,000.00	Transfer
101	Street	542 30 31 01	Operating Supplies	\$ 6,000.00	\$ 15,000.00	\$ 9,000.00	Light Poles/Cold Patch/Flags (rev reimbursed \$19K)
101	Street	542 30 48 00	Repairs and Maintenance	\$ 8,000.00	\$ 20,000.00	\$ 12,000.00	Light Poles/guard rail (rev reimbursed \$19K)
103	Community	397 00 20 00	Interfund Transfer From General Fund	\$ -	\$ 92,000.00	\$ 92,000.00	New Fund - Initial Funding 10% Passport Revenue
303	CIF Street	397 00 16 00	Interfund Transfer From General Fund	\$ -	\$ 300,000.00	\$ 300,000.00	Transfer
303	CIF Street	334 03 80 14	TIB Grant - TIB Grant - P-P-820(P05)-1 W Stanley St Sidewalk, Jordan to Prospect	\$ -	\$ 232,600.00	\$ 232,600.00	TIB Funding
303	CIF Street	334 03 80 15	TIB Grant - TIB Grant - 2-P-820(009)-1 Alpine St Overlay	\$ -	\$ 568,860.00	\$ 568,860.00	TIB Funding
303	CIF Street	334 03 80 16	TIB Grant - TIB Grant Rectangular Rapid Flashing Beacon (RRFB)	\$ -	\$ 54,900.00	\$ 54,900.00	TIB Funding
303	CIF Street	595 30 63 19	TIB Grant - P-P-820(P05)-1 W Stanley St Sidewalk, Jordan to Prospect	\$ -	\$ 732,525.70	\$ 732,525.70	
303	CIF Street	595 42 63 20	TIB Grant 2-P-820(009)-1 Alpine St Overlay	\$ -	\$ 251,205.00	\$ 251,205.00	Estimated cost +5% contingency
303	CIF Street	595 42 63 21	TIB Grant Rectangular Rapid Flashing Beacon (RRFB)	\$ -	\$ 63,736.00	\$ 63,736.00	Estimated cost +5% contingency
402	CIF Water	534 20 42 02	General Facilities Charge - PUD	\$ -	\$ 32,805.00	\$ 32,805.00	GFC - PUD FD17 +
402	CIF Water	594 34 63 13	Water Line Replace-N Alder	\$ -	\$ 13,623.00	\$ 13,623.00	Timing 2023 Project Retainage

Salary Scale												
Passport Technician												
Classification	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G	STEP H	STEP I	STEP J	STEP K	
No. Months	0 to 6	7 to 12	13 to 24	25 to 36	37 to 48	49 to 60	61 to 120	121 to 180	181 to 240	241 to 300	301 to 360	
	6	12	24	36	48	60	120	180	240	300	360	
Passport Technician												
2024	1/1/24	\$ 26.00	\$ 26.65	\$ 27.32	\$ 28.00	\$ 28.70	\$ 29.42	\$ 30.15	\$ 30.91	\$ 31.68	\$ 32.47	\$ 33.28



# GRANITE FALLS

## CITY COUNCIL AGENDA BILL

**Subject:**

Award of contract for the Alpine Street Overlay project to the lowest responsive bidder - Konnerup Construction, Inc.

**Meeting Date:** Monday, June 17, 2024

**Date Submitted:** Thursday, June 13, 2024

**Originating Department:** Public Works

**Action Required:**

Approval to award the Alpine Street overlay to Konnerup Construction, Inc.

**Exhibits:**

TIB Award Letter  
Bid Review Letter

**Clearances:**

- |  |  |
|--|--|
| <input type="checkbox"/> Mayor                                 | <input type="checkbox"/> Police              |
| <input type="checkbox"/> Public Works                          | <input checked="" type="checkbox"/> Attorney |
| <input type="checkbox"/> Engineering                           | <input type="checkbox"/> Planning            |
| <input checked="" type="checkbox"/> Other: <u>City Manager</u> |  |

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**Budgeted Amount:**

(303 fund) \$285,000

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**Summary Statement:**

This project will replace cracked and deteriorated sections of pavement along both East and West Alpine Street. The overlay process requires the contractor to perform pavement repairs, this includes saw cutting, removal, and stabilization to areas that show signs of heavy cracking or settling before grinding down approximately 2" of the existing roadway, before applying and compacting hot mix asphalt (HMA).

**Background:**

The two sections of roadway this project will address are from the intersection of North Granite Ave, West, to the intersection at Hemming Way. This section has previously been crack-sealed and chip sealed. Additionally, East Alpine Street from 201, East, to the Alder Avenue intersection.

**Recommended Motion:**

Motion to award the contract to Konnerup Construction for the Alpine Street Overlay project in the amount of \$221,205.00 and authorize City Manager to sign.



# Washington State Transportation Improvement Board

## TIB Members

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Councilmember Sam Low  
Snohomish County

Vice Chair  
Mayor Hilda González  
City of Granger

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Mason Transit Authority

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Thurston County

Jane Wall  
County Road Administration Board

May 31, 2024

Mr. Brent Kirk  
City Manager  
City of Granite Falls  
Post Office Box 1440  
Granite Falls, WA 98252-1440

Dear Mr. Kirk:

Based on your Updated Cost Estimate for the Alpine Street Overlay project, TIB # 2-P-820(009)-1, your authorized TIB funds are \$222,213, which reflects a decrease of \$10,387.

You may now award the construction contract.

We would be happy to assist you with any questions. You can contact Greg Armstrong, TIB Project Engineer, at (360) 586-1142 or via e-mail at [GregA@TIB.wa.gov](mailto:GregA@TIB.wa.gov).

Sincerely,

Ashley Probart  
Executive Director

cc: Darla Reese

Ashley Probart  
Executive Director

P. O. Box 40901





June 4, 2024

Mr. Brent Kirk  
City Manager  
City of Granite Falls  
215 South Granite Avenue  
Granite Falls, Washington 98252

SUBJECT: REVIEW OF BIDS, ALPINE STREET OVERLAY  
CITY OF GRANITE FALLS, SNOHOMISH COUNTY, WASHINGTON  
G&O #24468.00

Dear Mr. Kirk:

On May 29, 2024, the City of Granite Falls received nine responsive bids for the Alpine Street Overlay Project. The responsive bids ranged from \$221,205.00 to \$303,732.00. The Engineer's Estimate was \$243,610.00. Each proposal was checked for correctness of extensions of the prices per unit and the total price. No corrections were made. We have provided a bid summary with this letter. The bidders and their respective bid amounts, including sales tax where applicable, are as follows.

1.	Konnerup Construction, Inc. (Stanwood, Washington).....	\$221,205.00
2.	Fidalgo Paving & Construction, LLC (Arlington, Washington) .....	\$221,897.00
3.	Quilceda Paving & Construction, Inc. (Everett, Washington)...	\$223,529.00
4.	Lakeside Industries, Inc. (Monroe, Washington).....	\$229,112.00
5.	Welwest Construction, Inc. (Monroe, Washington) .....	\$234,002.00
	<b>Engineer's Estimate .....</b>	<b>\$243,610.00</b>
6.	Granite Construction, Inc. (Everett, Washington) .....	\$252,000.00
7.	Central Paving, LLC (Ellensburg, Washington).....	\$274,830.00
8.	Reece Construction Company (Marysville, Washington) .....	\$279,675.00
9.	JB Asphalt Paving, Inc. (Edmonds, Washington).....	\$303,732.00

The lowest responsive bidder, Konnerup Construction, Inc. of Stanwood, Washington, is currently a Washington State registered and licensed Contractor and appears to have the relevant qualifications and experience to successfully perform the work the project will require. To our knowledge, the lowest bidder has not claimed bid error and no formal bidding protests have been recorded. In accordance with RCW 39.04, we have verified the lowest bidder, Konnerup Construction, Inc. of Stanwood, Washington, has met the responsibility criteria. The Mandatory Bidder Responsibility Checklist, including documentation, is attached for the City's file. We have also reviewed the Supplemental Bidder Criteria information submitted by Konnerup Construction, Inc. and they appear to meet the requirements of the Supplemental Bidder Responsibility Criteria.



Mr. Brent Kirk  
June 4, 2024  
Page 2

Based on our evaluation, we recommend that the project be awarded to the lowest responsive, responsible bidder:

Konnerup Construction, Inc.  
P.O. Box 882  
Stanwood, Washington 98292

Please contact us if you have any questions and/or require additional information.

Sincerely,

GRAY & OSBORNE, INC.

A handwritten signature in black ink, appearing to read 'Kevin Brown', written over a horizontal line.

Kevin Brown, P.E.

KWB/sr  
Encl.

cc: Mr. Greg Armstrong, P.E., Region Engineer, Washington State Transportation Improvement Board

BIDDER		ENGINEER'S ESTIMATE		KONNERUP CONSTRUCTION, INC.		FIDALGO PAVING & CONSTRUCTION, LLC		QUILCEDA PAVING & CONSTRUCTION, INC.		LAKESIDE INDUSTRIES, INC.	
BIDDER ADDRESS				P.O. Box 882		16825 45 Road		3403 16th Street		P.O. Box 247	
WASHINGTON STATE WORKMAN'S COMP. ACCT. NO.				Stanwood, WA 98292		Arlington, WA 98223		Everett, WA 98201		Monroe, WA 98272	
WASHINGTON STATE CONTRACTOR'S REG. NUMBER				049-627-01		106-218-00		043-133-00		700-227-00	
BID BOND OR OTHER GOOD FAITH TOKEN				KONNECI98DZ		FIDALPC946BK		QUILCPC971B2		LAKESI*274J0	
				5% BID BOND		5% BID BOND		5% BID BOND		5% BID BOND	
NO.	ITEM	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	AMOUNT
1	Mobilization, Cleanup and Demobilization	1 LLS	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$25,000.00	\$25,000.00	\$20,000.00	\$20,000.00	\$9,900.00
2	Project Temporary Traffic Control	1 LLS	\$10,000.00	\$10,000.00	\$20,000.00	\$20,000.00	\$25,000.00	\$25,000.00	\$20,000.00	\$20,000.00	\$32,550.00
3	Work Zone Safety Contingency	1 FA	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
4	Removal of Existing Cement Conc. Curb, Gutter and Sidewalk	10 SY	\$100.00	\$1,000.00	\$50.00	\$500.00	\$100.00	\$1,000.00	\$1,000.00	\$1,000.00	\$580.00
5	Crushed Surfacing Top Course	280 TN	\$50.00	\$14,000.00	\$65.00	\$18,200.00	\$35.00	\$9,800.00	\$55.00	\$15,400.00	\$15,960.00
6	Pavement Repair Excavation, Incl. Haul	200 CY	\$80.00	\$16,000.00	\$30.00	\$6,000.00	\$95.00	\$19,000.00	\$60.00	\$12,000.00	\$79.00
7	Planing Bituminous Pavement	1,580 SY	\$15.00	\$23,700.00	\$4.50	\$7,110.00	\$9.40	\$14,852.00	\$10.00	\$15,800.00	\$15,800.00
8	HMA for Pavement Repair Cl. 1/2" PG 58H-22	170 TN	\$250.00	\$42,500.00	\$205.00	\$34,850.00	\$190.00	\$32,300.00	\$174.00	\$29,580.00	\$12,640.00
9	HMA Cl. 1/2" PG 58H-22	660 TN	\$152.00	\$100,320.00	\$144.00	\$95,040.00	\$123.00	\$81,180.00	\$128.00	\$84,480.00	\$33,660.00
10	Job Mix Compliance Price Adjustment	1 CALC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11	Compaction Price Adjustment	1 CALC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12	Replace Manhole Ring and Cover	2 EA	\$1,500.00	\$3,000.00	\$2,000.00	\$4,000.00	\$1,250.00	\$2,500.00	\$1,750.00	\$3,500.00	\$3,126.00
13	Adjust Valve Box	5 EA	\$700.00	\$3,500.00	\$500.00	\$2,500.00	\$250.00	\$1,250.00	\$750.00	\$3,750.00	\$2,020.00
14	Erosion Control and Water Pollution Prevention	1 LLS	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$623.00
15	Adjust Monument Case and Cover	1 EA	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$750.00	\$750.00	\$1,023.00
16	Permanent Signing	1 LLS	\$2,500.00	\$2,500.00	\$4,000.00	\$4,000.00	\$2,000.00	\$2,000.00	\$5,400.00	\$5,400.00	\$6,400.00
17	Paint Line	1,270 LF	\$2.00	\$2,540.00	\$2.50	\$3,175.00	\$2.00	\$2,540.00	\$2.70	\$3,429.00	\$3,175.00
18	Plastic Stop Line	60 LF	\$20.00	\$1,200.00	\$30.00	\$1,800.00	\$20.00	\$1,200.00	\$48.00	\$2,880.00	\$1,920.00
19	Plastic Crosswalk Line	85 SF	\$10.00	\$850.00	\$18.00	\$1,530.00	\$15.00	\$1,275.00	\$36.00	\$3,060.00	\$1,615.00
	Subtotal			\$243,610.00		\$221,205.00		\$221,897.00		\$223,529.00	\$229,112.00
	Sales Tax @ 0% (Per W.S. Revenue Rule 171)			\$0.00		\$0.00		\$0.00		\$0.00	\$0.00
	TOTAL CONSTRUCTION COST			\$243,610.00		\$221,205.00		\$221,897.00		\$223,529.00	\$279,112.00

DATE: 5/2024  
DRAWN: SC  
CHECKED: KB  
APPROVED: KB

Page 7 of 85

CITY OF GRANITE FALLS, WASHINGTON  
ALPINE STREET OVERLAY  
GRAY & OSBORNE #24468

GRAY & OSBORNE, INC.  
CONSULTING ENGINEERS

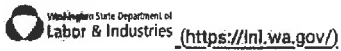




## Mandatory Bidder Responsibility Checklist

The following checklist will be used in documenting that a Bidder meets the mandatory responsibility criteria. The Engineer should print a copy of documentation from the appropriate website to include with this checklist in the contract file.

<b>General Information</b>	
Owner/Project Name: <i>CITY OF GRANITE FALLS / ALPINE STREET OVERLAY</i>	Project Number: <i>24468</i>
Bidder's Business Name: <i>KONNERUP CONSTRUCTION, INC.</i>	Bid Submittal Deadline: <i>5/29/24</i>
<b>Contractor Registration</b>	
<a href="https://secure.lni.wa.gov/verify/">https://secure.lni.wa.gov/verify/</a> License Number: <i>KONNEC1958DZ</i>	Status: Active: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Effective Date (must be effective on or before Bid Submittal Deadline): <i>3/9/2005</i>	Expiration Date: <i>3/9/2025</i>
<b>Current UBI Number</b>	
<a href="https://secure.lni.wa.gov/verify/">https://secure.lni.wa.gov/verify/</a> UBI Number: <i>602 459 400</i>	Account: Open <input checked="" type="checkbox"/> Closed <input type="checkbox"/>
<b>Industrial Insurance Coverage/Worker Compensation</b>	
<a href="https://secure.lni.wa.gov/verify/">https://secure.lni.wa.gov/verify/</a> Account Number: <i>049,627-01</i>	Account Current: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>Employment Security Department Number</b>	
Employment Security Department Number: <i>000-293197-003</i>	
<ul style="list-style-type: none"> <li>• Has Bidder provided account number on the Bid Form? <span style="float: right;">Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></span></li> <li>• And/or have you asked the Bidder for documentation from Employment Security Department on account number? <span style="float: right;">Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></span></li> </ul>	
<b>State Excise Tax Registration Number</b>	
<a href="https://secure.lni.wa.gov/verify/">https://secure.lni.wa.gov/verify/</a> Tax Registration Number: <i>20-2133565</i>	Account: Open <input checked="" type="checkbox"/> Closed <input type="checkbox"/>
<b>Certification of Compliance with Wage Payment Statutes Clause Signed</b>	
(See Proposal for Required Clause or Signed Certification Form) <span style="float: right;">Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></span>	
<b>Not Disqualified from Bidding</b>	
<a href="https://secure.lni.wa.gov/debarandstrike/ContractorDebarList.aspx">https://secure.lni.wa.gov/debarandstrike/ContractorDebarList.aspx</a>	
Is the Bidder listed on the "Contractors Not Allowed to Bid" list of the Department of Labor and Industries? <span style="float: right;">Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></span>	
<b>Public Works Requirements Training</b>	
<a href="https://secure.lni.wa.gov/verify/">https://secure.lni.wa.gov/verify/</a>	
Contractor:      Is Exempt from this Requirement <input checked="" type="checkbox"/> Has Completed Training <input type="checkbox"/> Has Not Completed Training <input type="checkbox"/>	
<b>Excluded Parties Listing System (Federal Funded Projects)</b>	
<a href="https://www.sam.gov/">https://www.sam.gov/</a>	
Does the Bidder have an Active Exclusion? <i>N/A</i> <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span>	
<b>Checked by:</b>	
Name: <i>KEVIN BROWN</i>	Date: <i>5/30/24</i>



# Contractors

## KONNERUP CONSTRUCTION INC

**Owner or tradesperson****Principals**

KONNERUP, JUSTIN THOMAS, PRESIDENT

**Doing business as**

KONNERUP CONSTRUCTION INC

**P O BOX 882**

STANWOOD, WA 98292

360-387-0005

SNOHOMISH County

**WA UBI No.**

602 459 400

**Business type**

Corporation

## Registration

Verify the contractor's active registration / license / certification (depending on trade) and any past violations.

**Construction Contractor****Active**

Meets current requirements.

**License specialties****GENERAL****License no.****KONNECI958DZ****Effective — expiration****03/09/2005 — 03/09/2025****L&I Contractor Registration:****1-800-647-0982 - Email: ContReg@Lni.wa.gov****Bond****Granite Re Inc**

\$12,000.00

**Bond account no.****GRWA56750****Received by L&I****07/22/2022****Effective date****07/26/2022****Expiration date****Until Canceled****Bond history****Insurance****Federated Mutual Ins Co**

\$1,000,000.00

**Policy no.****1823014****Received by L&I****11/06/2023****Effective date****12/26/2022****Expiration date****12/26/2024****Insurance history****Savings****Savings history****Lawsuits against the bond or savings****Cause no.****19-2-00534-15****Complaint filed by****DIANA ESTEP AND LARRY ESTEP****Open****Complaint against bond(s) or savings****71406656****Complaint date****09/10/2019****Complaint amount****\$33,970.81**

**L&I Tax debts**

No L&I tax debts are recorded for this contractor license during the previous 6 year period, but some debts may be recorded by other agencies.

**License Violations**

No license violations during the previous 6 year period.

**Certifications & Endorsements**

**OMWBE Certifications**

No active certifications exist for this business.

**Apprentice Training Agent**

Registered training agent. Check their eligible programs and occupations.

**Workers' Comp**

Do you know if the business has employees? If so, verify the business is up-to-date on workers' comp premiums.

L&I Account ID

049,627-01

**Account is current.**

Doing business as

**KONNERUP CONSTRUCTION INC**

Estimated workers reported

**Quarter 1 of Year 2024 "11 to 20 Workers"**

L&I account contact

**TO / MICHELE GARRETT (360) 902-4620 - Email: GAMI235@lni.wa.gov**

**Public Works Requirements**

Verify the contractor is eligible to perform work on public works projects.

**Required Training- Effective July 1, 2019**

Exempt from this requirement.

**Contractor Strikes**

No strikes have been issued against this contractor.

**Contractors not allowed to bid**

No debarments have been issued against this contractor.

**Workplace Safety & Health**

Check for any past safety and health violations found on jobsites this business was responsible for.

Inspection results date

10/31/2019

No violations

Inspection no.

317956430

Location

311 North Olympic Ave

Arlington, WA 98223

Inspection results date

05/09/2018

Violations

Inspection no.

317949235

Location

1300 Commercial Street

Bellingham, WA 98225



STATE OF WASHINGTON

Department of Labor & Industries

# Certificate of Workers' Compensation Coverage

May 30, 2024

WA UBI No.	602 459 400
L&I Account ID	4962701
Legal Business Name	KONNERUP CONSTRUCTION INC
Doing Business As	KONNERUP CONSTRUCTION INC
Workers' Comp Premium Status:	Account is current.
Estimated Workers Reported (See Description Below)	Quarter 1 of Year 2024 "11 to 20 Workers"
Account Representative	Employer Services Help Line, (360) 902-4817
Licensed Contractor?	Yes
License No.	KONNECI958DZ
License Expiration	03/09/2025

**What does "Estimated Workers Reported" mean?**

Estimated workers reported represents the number of full time position requiring at least 480 hours of work per calendar quarter. A single 480 hour position may be filled by one person, or several part time workers.

**Industrial Insurance Information**

Employers report and pay premiums each quarter based on hours of employee work already performed, and are liable for premiums found later to be due. Industrial insurance accounts have no policy periods, cancellation dates, limitations of coverage or waiver of subrogation (See [RCW 51.12.050](#) and [51.16.190](#)).

# Washington State Department of Revenue



< Business Lookup

## License Information:

[New search](#) [Back to results](#)

Entity name:

KONNERUP CONSTRUCTION, INC.

Business name:

KONNERUP CONSTRUCTION, INC.

Entity type:

[Profit Corporation](#)

UBI #:

602-459-400

Business ID:

001

Location ID:

0001

Location:

Active

Location address:

215 GOODRICH RD  
CAMANO ISLAND WA 98282-8705

Mailing address:

PO BOX 882  
STANWOOD WA 98292-0882

Excise tax and reseller permit status:

[Click here](#)

Secretary of State status:

[Click here](#)

## Endorsements

Endorsements held	License #	Count	Details	Status	Expiration	First issue
▼						



Endorsements held	License #	Count	Details	Status	Expiration	First issue
Stanwood General Business - Non- Resident	117			Active	Jan-31-20	Nov-26-2

Governing People *May include governing people not registered with Secretary of State*

Governing people	Title
KONNERUP, JUSTIN	
KONNERUP, LINDSAY	

The Business Lookup information is updated  
nightly. Search date and time: 5/30/2024  
10:02:35 AM

Contact us

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