



# McCleary City Council

## PROPOSED AGENDA

September 2, 2009

6:30 Worksession

7:00 Council Meeting

Flag Salute  
Roll Call  
Minutes  
Public Comment  
Mayor's Report

Staff Reports:       Busse Nutley, City Administrator  
                          Dan Glenn, City Attorney  
                          Department Heads  
                          July Financial Report

Old Business:

New Business:       Bid Award – Hydroseeding for Beerbower Park  
                          Bid Award/Negotiations – Automated Meter Reading  
                          Grant Application – Stormwater Improvement or Reservoir Repair  
                          Contract Amendment 13 – Deed Research – Gray & Osborne

Resolutions:       Wellhead Protection Plan  
                          Cemetery and Park & Recreation Capital Improvement Plans  
                          Interfund Loan from Light & Power to Ambulance

Ordinances:         Amend Budget for USDA Water Loan, Simpson Sidewalk ARRA Funds  
                          (Streets), Technical Correction for Stormwater Fund

Vouchers  
Mayor/Council Comments  
Public Comment  
Executive Session  
Adjournment

Americans with Disabilities Act (ADA)  
Accommodation is Provided Upon Request

Please Turn Off Cell Phones – Thank You



USDA LOAN	The city will be moving forward on the USDA loan for the entire amount since we do not qualify for a grant. Ms. Nutley researched City of Coulee Dam because they have the same configuration as McCleary. Coulee Dam implemented the same meter reading system and it only took 20 minutes to take their meter readings. The new reading system will not only save the city staff time, but will also improve accuracy. The loan amount is for \$105,000 for 20 years, which will specifically cover the water meters. The electrical portion will be paid out of Light and Power. It was moved by Councilman Vessey, seconded by Councilman Vatne, to move forward on the USDA loan. Councilwoman Lake voted No. Motion Carried.
BIOSOLID DISPOSAL EVALUATION	Nick Bird is concerned about the current treatment plant disposal facility where the city takes the biosolids. The current facility has indicated they may not continue accepting the disposal material because it does not meet standards. The city needs to evaluate options to bring the biosolids up to acceptable standards. Mr. Bird's recommendation is to make the evaluation first, then go after funding, as not to cause any delays. It was moved by Councilman Vatne, seconded by Councilman Vessey to sign a Gray & Osborne contract, not to exceed \$7,500.00, to evaluate various options. Motion Carried.
DEVELOPMENT STANDARDS CONTRACT AMENDMENT 12	Ms. Nutley gave a development standards update regarding contract Amendment 12 with Gray & Osborne. Ms. Nutley recommends we contract with Gray & Osborne to update the development standards. It was moved by Councilman Vatne, seconded by Councilman Vessey to have the Mayor sign the Gray & Osborne contract amendment 12, not to exceed \$4,800. Motion Carried.
VOUCHERS	It was moved by Councilman Boling, seconded by Councilman Vessey, to pay the vouchers. Motion Carried.
POLICE RECOGNITION	Councilmember Vessey thanked everyone involved with trying to locate the missing child and stated how much the Council appreciates the excessive hours the McCleary Police have put into finding her. Councilwoman Lake would like to see the Police Chief get some type of compensation for all the hours he has dedicated during this crucial time. The Mayor stated he would like to discuss this at a later time as this is an ongoing investigation and more additional hours may be required in the coming weeks.
WELCOME NEW CITY CLERK-TREASURER	Councilmember Vatne welcomed Wendy Collins to the city staff and thanked Christiane Mercer for all her assistance during the City Clerk transition.
SIGN-IN SHEET DISCUSSION	Councilwoman Lake requested we start using sign-in sheets again. Discussion pursued regarding the need for one. It was decided to have the public state their name and address for the recorded record.
EXECUTIVE SESSION	7:44pm Councilmember Vessey made a motion for an Executive Session on real estate for 15 minutes. Action will be taken.
BIRINDELLI PROPERTY PURCHASE	7:55 The City Council meeting was back in session. It was moved by Councilmember Vatne, seconded by Councilwoman Lake to make an offer for the purchase of the Birindelli property subject to septic tank and drain field inspection and disclosure statement, and to name the park Brookside Park, for the price of \$150,000, to be paid for out of the Retail Excise Tax over 5 years at 5% interest. Motion Carried.
RECESSED MEETING	It was moved by Councilman Boling, seconded by Councilman Vatne, to recess the meeting until September 2, 2009. Motion Carried.

## **STAFF REPORT**

To: Mayor and City Council  
From: Busse Nutley, City Administrator   
Date: August 31, 2009  
Re: Current Non-Agenda Activity

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### **Worksession**

There are three items that should be discussed at the 6:30 worksession, the first two of which require preliminary information that is behind this report.

1. Goals for 2010 Budget – any changes from 2009?
2. Draft Interlocal agreement with Grays Harbor County for joint management of the Wildcat Creek Aquifer – is it OK to set up a joint public hearing for adoption?
3. Presentation by Jon Hinton and Nick Bird of Gray & Osborne, city engineers – status of contract amendment projects.

### **Budget**

I am assembling the information for the 2010 budget. State law requires the Mayor to provide you with his preliminary budget no later than Monday, October 5. Although the recession has impacted all of the city's revenues in several ways, the city is still in fairly stable financial shape, overall. The water budget will continue to be of concern; however, it is expected to end the year with a positive cash balance without utilizing any investment reserves.

### **Simpson Sidewalks**

WSDOT has informed us that an additional \$100,000 has now been awarded to our sidewalk project. This will significantly increase the scope of what can be accomplished, although a preliminary assessment is that we will still be short funds for completing the entire project.

### **M & M Properties Apartment Development**

The site plan for the new apartment complex at the intersection of Mox-Chehalis and McCleary Road has been approved and construction should begin soon. Current plans are for one of the two buildings (12 units) to be completed prior to the end of the year.

## LEGISLATIVE (COUNCIL)

### PURPOSE

The purpose of the five elected Council members is to enact legislation and to make other decisions, after due consideration, that they believe will benefit the community.

### GOALS

The goals of the Council are the goals of the City:

#### Prepare for Growth

- Improve the maintenance of streets, sidewalks, parks and city facilities
- Restore cemetery turf, build fence and expand facility
- Expand water system capacity
- Implement recommendations of Wildcat Creek Aquifer studies
- Implement plan for improved drinking water quality
- Plan for completion of Light & Power cutover to new substation
- Plan for emergencies, protection of the City's infrastructure
- Process applications for new developments to comply with regulations and in a timely manner

#### Improve Public Safety and Health

- Maintain current level of police
- Increase efforts to eliminate "nuisances" – comply with codes
- Begin planning for a new fire station

### BUDGET

LEGISLATIVE	2006 ACTUAL	2007 ACTUAL	2008 BUDGET	2009 BUDGET	2008-2009 % CHANGE
Personnel	5,919	5,922	6,600	6,600	0.0%
Supplies & Other Services	200	449	900	900	0.0%
<b>TOTAL LEGISLATIVE</b>	<b>6,119</b>	<b>6,371</b>	<b>7,500</b>	<b>7,500</b>	<b>0.0%</b>

**INTERLOCAL AGREEMENT  
BETWEEN  
GRAYS HARBOR COUNTY AND THE CITY OF MCCLEARY  
TO  
PROTECT AND MANAGE THE WILDCAT CREEK AQUIFER  
BY  
COORDINATING LAND USE DEVELOPMENT  
AND  
ESTABLISHING THE WILDCAT CREEK AQUIFER  
JOINT MANAGEMENT PROGRAM**

THIS AGREEMENT is made and entered into this date by Grays Harbor County, a political subdivision of the State of Washington (hereinafter referred to as the “County,”) and the City of McCleary, a code city, incorporated under the laws of the State of Washington (hereinafter referred to as the “City.”)

WHEREAS, because of concerns about potential detrimental effects of land use development on the Wildcat Creek Aquifer, the County Board of Commissioners declared a six-month emergency moratorium on development on land above the Aquifer by adopting Ordinance 357 on February 12, 2007; and,

WHEREAS, the County subsequently extended the moratorium three times by adopting Ordinances 366, 369, and 375; and

WHEREAS, during the moratorium the County, the City, and the Washington State Department of Health and the Department of Community, Trade and Economic Development financed studies of the Wildcat Creek Aquifer area’s hydrogeology and of regulatory alternatives; and

WHEREAS, key findings of these hydrogeologic studies are that: (1) Wildcat Creek Aquifer is the only practical water supply for several hundred individual domestic wells and six public water systems, including the City’s; (2) the Aquifer serves as a naturally replenishing reservoir; (3) local soils and geologic deposits are relatively permeable, enabling potential transmission of contaminants to the Aquifer; (4) Aquifer management will always be characterized by uncertainty and, therefore, should allow for a margin of safety; and (5) management is further complicated by fragmented land ownership and the several governmental jurisdictions, unlike a municipal watershed under single ownership and management; and

WHEREAS, based on these hydrogeologic studies, the County established critical aquifer recharge areas around each public water system well in the Wildcat Creek Aquifer by amending Grays Harbor County Code 17.56.180 and affirmed the appropriateness of the existing Grays Harbor County Comprehensive Plan Rural Lands Element policies and zoning designations for low-density land use above the Aquifer, Ordinance 377 adopted October 6, 2008; and,

WHEREAS, the County found that these two actions plus ongoing collaboration with the City on a joint management program for the Aquifer constituted a three-part strategy that eliminated the emergency condition on which the development moratorium was based; and,

WHEREAS, based on this three-part strategy the County canceled the moratorium under Ordinance 378 on October 6, 2008; and

WHEREAS, the County Comprehensive Plan's Community Plan Coordination Element encourages city comprehensive plans to designate Urban Services Areas and also encourages the coordination and integration of county and city development plans, programs, and policies; and

WHEREAS, the County and City wish to enter into an Interlocal Agreement for coordinating land use development and joint management of the aquifer;

NOW, THEREFORE, in consideration of the terms and conditions contained herein, the City and County agree as follows:

## SECTION A. LAND USE COORDINATION

### **Section A1. The Wildcat Creek Aquifer – An Area of High Natural Resource Value.**

The Rural Lands Element of the County's Comprehensive Plan sets forth objectives and policies for a low-density mix of forestry, agriculture, and lot sizes of five acres or more. Under certain conditions lot sizes smaller than five acres may also be created. However, the County Plan states that such smaller lot sizes are to be avoided in "areas of high natural resource values." (Grays Harbor County, *Rural Lands Study, Part Two: Recommendations*, July 1982. Policies for the Rural Residential Area, 2.1, policy (f) under "Areas to be avoided by this designation, page 5; and policy (e) under R-1 and R-2 Zones, page 14.)

The County and City recognize that the Wildcat Creek Aquifer is an "area of high natural resource value," as stated in the County Comprehensive Plan. Therefore, rezones that would allow the subdivision of land into lots smaller than five acres should be avoided on land located on top of the Aquifer. The County and City recognize that additional lots smaller than five acres may be subdivided within areas under County jurisdiction that are already zoned RR and R2, if developed in accordance with County Code. The City and County also recognize that property within the City that overlies the Aquifer may also be developed in accordance with existing zoning, provided that such development is served by City water and sewer.

**Section A2. Transition and Coordination Policy.**

- a. The purposes of this policy are:
1. to improve County-City Coordination for land use within the Aquifer boundaries in accordance with the Grays Harbor County Comprehensive Plan Coordination Element; and
  2. to provide guidance for development, comprehensive plan changes, and rezones of land within the Aquifer boundaries and under County jurisdiction that, as growth occurs, is anticipated to become part of the City.
- b. In addition to improved coordination, the intent of this policy is that development or rezones that occur on land presently under County jurisdiction, which will need City services, be located, designed, and developed so that the City can provide such services economically.
- c. It is City policy to provide services, including water and sewer, only within City boundaries, unless such services are provided based on conditions expressly stating that the area will be annexed in the future.
- d. Following adoption of this Interlocal agreement, the City will identify its Urban Services Area. The term “urban services area” is from Grays Harbor County, *Rural Lands Study, Part Two: Recommendations*, Policy 9 of the Community Plan Coordination Element, page 31. The term is also commonly known as “urban growth area.” An urban services area – or urban growth area – is land that the City recognizes may, at some stage, be subject to consideration for annexation and/or provision of City utility services, whether within the City or while in the County.
- e. For purposes of this policy, land within Aquifer boundaries that is under County jurisdiction is understood to be of three types of areas (please see attached map):
1. Type A refers to the City’s wellhead protection area, which is also designated as a Critical Aquifer Recharge Area under the County’s Critical Areas Ordinance.
  2. Type B refers to areas that the City has designated as its Urban Services Area.
  3. Type C refers to all other areas within Aquifer boundaries that are under County jurisdiction.
- f. The City Planning Commission shall review, and report to the City Council, all proposals for County Comprehensive Plan changes and rezones that are proposed for Type A and Type B areas. The City Council shall review the Planning Commission and submit City recommendations to the County.

- g. City staff shall review all County Comprehensive Plan changes and rezone applications that are proposed for Type C areas and shall review all development applications proposed for Type A and Type B areas.
- h. If, during the interim period between adoption of this Interlocal Agreement and the City's designation of its Urban Services Area, the County receives either a pre-application or an application for a Comprehensive Plan change, rezone, or development for land within the Aquifer, the County and the City will seek to agree on guidance concerning the proposal that is consistent with the intent of this section. Such guidance shall be for use by the County during its review process. The County retains all decision-making authority over applications for Comprehensive Plan changes, rezones, and land development within County jurisdiction.
- i. Any agreement reached by the City and the County under this section shall include appropriate provision for filing notice of a proposed action in compliance with Chapter 36.93 RCW, if applicable, with the Grays Harbor County Boundary Review Board.

**Section A3. Extension of City water and sewer to existing R-2 Zones.**

Several areas adjacent to the City and above the Aquifer are zoned R2. They are located south and west of Highway 108 on the west end of the City and in the vicinity of Lynch and Larson Roads, immediately north of the City. Although the County's R2 zone allows lots small enough to make municipal water and sewer more economical to provide than would the RR zone, most lots in the two existing R2 areas have already been platted at lot sizes that are not efficient for provision of City services. (See map.)

The City and County will seek means for providing existing R-2 zones with City services, including joint applications for grants. Any such provision of City services would be conditioned by an annexation covenant.

**SECTION B. WILDCAT CREEK AQUIFER  
JOINT MANAGEMENT PROGRAM**

**Section B1. Establishing the Wildcat Creek Aquifer Joint Management Program.**

The County and City hereby establish the Wildcat Creek Aquifer Joint Management Program.

**Section B2. Maximizing the quantity of groundwater.**

The County and City agree:

- a. To encourage water conservation.
- b. Where appropriate, to use low impact development techniques that increase infiltration of precipitation to groundwater.
- c. To manage City and County surface runoff to return precipitation to the aquifer rather than send it downstream.

**Section B3. Minimize the transmission of contaminants to the aquifer.**

The County and City agree:

- a. To educate residents about the responsibilities of living above the water supply.
- b. To update the list of potential contamination sites for chemicals.
- c. To review and, where necessary, update spill response plans.
- d. To examine their respective zoning ordinances to determine whether such ordinances allow or condition uses that are too risky to locate on top of a water supply reservoir. The intent here is strike the right balance between allowing uses whose risks can be eliminated through cost-effective regulation and prohibiting those uses that cannot. After completing these reviews the County and City will specify which uses shall require a hydrogeologic assessment by a licensed hydrogeologist. The County and City shall each make its own determination, and neither shall require joint concurrence.

**Section B4. Learn more about the Aquifer.**

Much can be learned at a fairly reasonable cost about the Aquifer, even though the impossibility of ever obtaining a complete and detailed picture of the Aquifer's below-ground variations means that land use decisions will always entail uncertainty. Monitoring streamflows can refine estimates of safe yield. Monitoring a sample of wells over time can build a database and can alert residents and the two governments to problems with groundwater quality. The County monitored a sample of private wells in 2008 and did not detect evidence of contamination. The databases established through both monitoring programs can aid future decision making. Therefore, the County and City agree:

- a. Additional monitoring of private wells: If the County and City decide that additional monitoring of private wells is necessary, they shall agree on a monitoring program and designate funds for its operation.
- b. To monitor the level of Wildcat Creek downstream of the point where its three branches converge.
- c. To build an ongoing record of monitoring results to aid future decision making.

**Section B5. Responsibility**

The McCleary City Council and the Grays Harbor County Board of Commissioners shall be responsible for the Wildcat Creek Aquifer Joint Management Program. No new or separate legal or administrative entity is created to administer the provisions of this agreement. The Lead Staff specified in Section B6 shall jointly administer the undertakings of the parties under this agreement.

**Section B6. Lead Staff**

Each government shall designate a lead staff person for the Joint Management Program. For Grays Harbor County the lead shall be the Deputy Director of the Community Development Department. For the City of McCleary the lead shall be the City Administrator. The designations are the presumptive designations unless the County Board of Commissioners changes the County's designation, or the City Mayor and Council change the City's designation.

**Section B7. Work Plan**

The lead staff persons shall be responsible for preparing an annual work plan. The first work plan shall be prepared within 30 days after this interlocal agreement takes effect. Subsequent work plans shall be prepared by July 1 of each year. The County Board of Commissioners and the City Council shall approve work plans.

**Section B8. Record Keeping and Reporting**

The two governments will keep records of progress on the work plan in at least one location and post updates on the County's website. At least once per year the lead staff members for the County and City will jointly update the Board of Commissioners and the City Council at their regularly scheduled public meetings.

**Section B9. Funding**

The two governments may apply jointly for funding to carry out the aquifer management program. If expected or actual funding is withdrawn, reduced or limited in any way for work planned under this agreement or in any amendment hereto, the parties are not obligated to perform the unfunded task until funds become available.

**Section B10. Duration of Agreement and Termination**

This agreement shall be deemed to have commenced and become effective on such date as both the County and the City have executed it, and it shall continue in effect indefinitely until terminated by agreement of both parties, or by written notice given by one party to the other at least one year prior to the date of such termination.

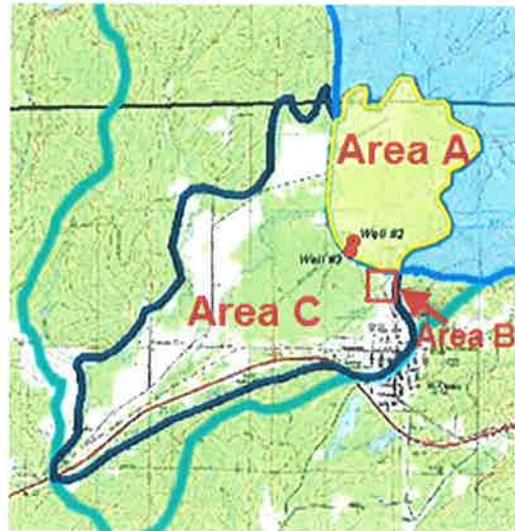
**Section B11. Amendments**

Any amendment to this agreement shall only be as specifically authorized by the Board of County Commissioners and the City Council of the City of McCleary, and shall be in writing.

Area A = City's Recharge area

Area B = City's eventual Urban Services Area  
(example)

Area C = Remainder of Aquifer



All County Comprehensive Plan and Zone Changes in Areas A and B must receive City Planning Commission and City Council recommendations of approval.

All County Comprehensive Plan and Zone Changes in Area C must receive City Planning Commission recommendation of approval.

All development proposals in Areas A, B and C must receive City staff recommendation of approval.

Gray and Osborne Billings

Billing Date	Amendment 2 (Set by Task Type)	Amendment 3	Amendment 4 (\$2,660)					Amendment 5
			Task 1	Task 2	Task 3	Task 4	Task 5	
	Project City Projects Reviews (Meetings & Reports) (Billed Out)	Park CIP & 6 yr Street (STIP) (\$2,800)	Parking Lot Design Review	Parking Lot Tech Info Review	Exhibit for Infill Frontage	Evaluate Gravel Pit Site	Prepare Simpson Waterline Easement	Evaluate & Prioritize Water CIP (\$1,750)
<b>2008</b>								
July 23	938.85	2,172.47			117.36		117.36	
July 31	2,445.17	118.66			717.24		399.53	
September 2	1,153.77	508.87		301.30			222.30	
September 29	3,937.66							
October 28	3,958.51							
November 25	144.57							459.00
December 30	232.45							1,291.00
<b>Total 2008</b>	<b>12,810.98</b>	<b>2,800.00</b>	<b>355.53</b>	<b>301.30</b>	<b>834.60</b>	<b>361.56</b>	<b>739.19</b>	<b>1,750.00</b>
<b>2009</b>								
January 20	701.97							
February 18	345.93 <sup>3</sup>							
February 18	791.06							
February 24	415.74 <sup>4</sup>							
February 24	571.29 <sup>5</sup>							
March 20	242.78							
April 13	717.36							
April 13	485.55 <sup>7</sup>							
May 7	784.72							
May 7	1,943.38							
June 9	1,054.97							
July 9	584.04							
August 4	573.06 <sup>10</sup>							
<b>Total 2009</b>	<b>6,820.28</b>	<b>2,996.67</b>						
<b>TOTAL - All</b>	<b>19,631.26</b>	<b>4,163.54</b>	<b>355.53</b>	<b>301.30</b>	<b>834.60</b>	<b>361.56</b>	<b>739.19</b>	<b>1,750.00</b>

Completed

- <sup>1</sup> Highway B lane closure
- <sup>2</sup> Storm drainage issues & site visits
- <sup>3</sup> COG meeting & WWTP site visits (flooding)
- <sup>4</sup> Meeting with staff & prepare stormwater CIP
- <sup>5</sup> Meeting with staff & water rate consultants, related work
- <sup>6</sup> COG STP Technical meeting: Simpson Sidewalks
- <sup>7</sup> 2 meetings with staff: Simpson Sidewalks
- <sup>8</sup> Warranty inspection of Cedar Heights
- <sup>9</sup> Site visit: power pole locations on Simpson Avenue
- <sup>10</sup> Meetings on biosolid disposal & Gravatt drainage, letter to Moore

Gray and Osborne Billings

Billing Date	Amendment 6 (Tasks Less than \$500)										Amendment 11	Amendment 12	Amendment 13	TOTAL		
	Task 1	Task 2	Task 3	Task 4	Task 5	Task 6	Task 7	Task 8	Task 9	Amendment 8					Amendment 9	Amendment 10
<b>2008</b>																
July 23																
July 31																
September 2																
September 29																
October 28																
November 25																
December 30																
Total 2008																
<b>2009</b>																
January 20																
February 18																
February 24																
March 20																
April 13																
May 7																
June 9																
July 9																
August 4																
Total 2009																
TOTAL - All																

Completed

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**MEMORANDUM**

TO: MAYOR AND CITY COUNCIL, City of McCleary  
FROM: DANIEL O. GLENN, City Attorney  
DATE: August 31, 2009  
RE: LEGAL ACTIVITIES as of SEPTEMBER 2, 2009 (Amended).

THIS DOCUMENT is prepared by the City Attorney for utilization by the City of McCleary and its elected officials and is subject to the attorney-client privileges to the extent not inconsistent with laws relating to public disclosure.

1. **NATURE OF MEETING**: As you are aware, this meeting was formally recessed from the prior meeting. Thus, it is not a special meeting and is considered a regular meeting for all purposes.

2. **SUPPLEMENTAL BUDGET ORDINANCE**: I have drafted an initial draft of a second supplemental budget for the year 2009. Pursuant to the applicable provisions of RCW 35A, since this is not one of those specified types of emergency situations which justify immediate action, it must be introduced at least five days before any action is taken in terms of adoption. No formal public notice in terms of seeking public comment is required. However, the logic of the time, as indicated by the statute, is to insure that time is available for the public to become aware of the consideration. Thus, this ordinance by law may be on for introduction only this evening.

In this case, the time gap will also be useful in terms of allowing all, including staff, to review the draft. I do anticipate one additional item will be introduced into the draft as an amendment. This ties to certain changes in the various funds arising from the purchase of the land for the cemetery. At the time of the drafting of the ordinance, it was unclear to me exactly what is desired in terms of inclusion within the amendatory ordinance.

3. **INTERFUND LOAN RESOLUTION**: In 2008, the Council authorized an interfund loan from Current Expense to the

MEMORANDUM - 1

CITY OF McCLEARY  
100 SOUTH 3RD STREET  
McCLEARY, WASHINGTON 98567

Ambulance Fund to pay the initial payments required under the contact with FD #5. Apparently, the funding to commence the repayment of the moneys has not been generated by the applicable sources. Thus, Ms. Nutley is suggesting the Council implement a second interfund loan. As contained within the draft resolution I have prepared, a loan of \$17,500.00 would be made from Light and Power Fund to the Ambulance Fund. It would have a term of up to five years and bear an interest rate determined by the rate paid by the State Treasurer on municipal funds deposited with that Office. Since it is a long term loan and the current rate is apparently 0.6%, provision is made for semi-annual rate modifications. Under the terms I have included in the draft, the moneys would be first utilized to repay the Current Expense Fund, including any accrued and unpaid interest, with the remainder to be utilized in the operation of that Fund.

4. PERMIT FEE RESOLUTION: Apparently, Staff has determined that the 2.5% automatic adjuster utilized in the 2008 version of the permit fee resolution does not result in the cost of the services provided in relation to the various permitting/inspection actions being absorbed by the applicants. Thus, they have requested a modification so that the annual modification would be increased to 3%. I have prepared such a draft. At this stage, to avoid having to refer to two resolutions in dealing with the initial charges and changes, I have prepared a draft which will allow Staff to insert the current figures so the adjustment which would occur as of January 1, 2010, can be tracked from the same resolution in which the 3% escalator is set out. Thus, this may come before you for final consideration as the next meeting.

5. LEMAY CONTRACT REQUESTS: Mr. Cox has provided a response to the questions developed by Council Member Vessey, Council Member Soronson (Elma), and Council Member Powell (Montesano). We have not been able to schedule a follow up meeting of the four of us due to the unavailability at different times and for different reasons of each of us. At this stage, it is likely that the review meeting will occur the week of September 21. Mr. Cox, who is also out of the area on vacation for much of this time, is aware of that time pattern.

6. CAPITAL IMPROVEMENT PLAN AMENDMENT: The Planning Commission has undertaken development, with public notice and hearing, of two addenda to the Capital Improvement Plan adopted a couple of years ago. One ties to the Cemetery and the other to Parks and Recreation. The draft resolution would adopt these two items as part of the general CIP. This all ties into a variety of factors, including certain mandates related to obtaining governmental funding for projects in these areas.

7. WATER SYSTEM PLAN AMENDMENT: Mr. Arthur, the consultant retained jointly by the City and the County in relation to the aquifer studies, has developed a draft of a plan that would lay out guidance in relation to a variety of factors relating to the Wildcat Creek aquifer area. If the Plan is acceptable to you, the approach would be to adopt it as an amendment to the Water System Plan. Thus, I have prepared a draft resolution do exactly that.

At this stage, there is also pending a draft interlocal developed by the consultant. It is with the County and would lay out a variety of cooperative steps and procedures. I am uncertain as to when it will be brought before the Council for consideration. I would recommend that prior to formal consideration, each of you review the document and any explanation in relation to its terms and effects that might be provided by Mr. Arthur.

As always, this is not meant to be all inclusive. If you have any questions or comments, please direct them to me.

DG/le

## STAFF REPORT

To: Council and Mayor  
From: Colin Mercer Webmaster  
Date: August 3, 2009  
RE: July Website



### **RE-OCCURRING WEBSITE ACTIVITY**

Council Agenda/ Packet .  
Previous Council meeting approved minutes.  
Planning Commission Agenda.  
Previous Planning Commission approved minutes.

### **NEW WEBSITE ACTIVITY**

Uploaded Missing Juvenile Flyer and pictures to the Home Page and Police Department Page.  
Burn ban posted on Home Page.  
State Route 108 Closure for Bear Festival posted on Home Page.  
Posted on Home Page New Clerk – Treasurer Wendy Collins.  
Added Wendy Collins to Staff Page  
Added parade photo of the Mayor Bentley and Councilman Vessey to the Council Page.  
Added parade photo of the Bear Festival Queen tour Bear Festival Page.  
Uploaded Missing Juvenile Flyer in Spanish and new pictures to the Home Page and Police Department Page.  
Added the McCleary Fire Fighters Golf Tournament to the events calendar.  
Post Council Meeting Recess Notice for the 7-22-09 meeting.  
Posted August 14 court date cancelled.  
Posted August 26<sup>th</sup> Council Meeting cancelled.  
Went Live with the Help Desk July 30<sup>th</sup>.

### **ADDITIONAL TASKS**

Input all city employee information into MRSC Help Desk system.  
Upload Resolutions 591 & 593 to the intranet.  
Continue working on WCIA building evaluations.

## STAFF REPORT

To: Mayor and City Council  
From: Jennie Reed, Court Administrator *JR*  
Date: August 3, 2009  
Re: July Report

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	<u>Court Filings</u>		<u>Court Fines Paid</u>	
	<u>July</u>	<u>YTD</u>	<u>July</u>	<u>YTD</u>
Traffic Infractions	0	68	\$1,816.00	\$13,758.46
Non Traffic Infractions	0	2	\$61.00	\$169.60
Criminal Traffic	1	23	\$530.00	\$6,870.85
Criminal Non Traffic	1	23	\$114.00	\$1,875.60
Collection Fees Collected				\$500.00
<b>TOTAL ISSUED</b>	<b>2</b>	<b>116</b>	<b>\$2,521.00</b>	<b>\$23,174.51</b>

## STAFF REPORT

To: Mayor and City Council Members  
 From: Mick Schlenker Building Official *MS*  
 Date: August 25, 2009  
 Ref: July & August Activity

### Building Permit Activity

	July & August		YTD	Total 2009
	Current	Fees		Fees
Last Month				
Customer Service	124/110		1,243.00	
Building Permits Issued	6/3	\$10,444.05/\$411.98	26	\$13,715.98
Nuisance	2/3		17	
Inspections Performed	39/66		207	
Plan Reviews	4/5	Inc in Permit	14	
Stop Work Issued	1		2	
City Projects	1		1	
Complaints	3/7		36	
Demo Permits	0		0	
Court Issues	0		0	
Fire Projects	1		1	
Cars	2		419	
Abatements	0		0	
Elma Inspections	6/3		9	
<b>Total</b>	<b><u>386</u></b>	<b><u>\$10,856.03</u></b>	<b><u>1,975</u></b>	<b><u>\$13,715.98</u></b>

#### Summit II

No new activity

#### Cedar Heights/Kingbuilt Homes

No new activity

Neal King was in Monday and got a permit appl to build a house on main st.

#### Beehive

No new activity

### **McCleary School**

1. Pave parking lot and some sidewalks finished
2. Working on elevator
3. Kitchen area is finished and coolers are set in place
4. Handrails throughout building are finished
5. ADA chair ramps are finished
6. Working on lights all of East Wing
7. Modular has been brought in and set in place....will be inspected next week.  
Fire Marshall and Building Dept. will inspect on 9-4-09 for final sprinkler system
8. Still working on some storm drains and elect.
9. Work is still being done in gym area
10. West fire hydrant and water lines are in and inspected
11. Grease interceptor has arrived and will be inspected next week
12. Mechanical dampers are set in place and system is being insulated for a better noise barrier
13. T-bar ceiling is completed in all rooms
14. Still have concrete pillars to pour for front of school lights

### **M & M properties**

1. Waiting on approval of Milars to be signed, then permits will be issued

Mick Schlenker  
Building Official

## STAFF REPORT

To: Council and Mayor  
From: Colin Mercer Webmaster  
Date: September, 2009  
RE: August Website & Help Desk



### RE-OCCURRING WEBSITE ACTIVITY

Council Agenda/ Packet .  
Previous Council meeting approved minutes.  
Planning Commission Agenda.  
Previous Planning Commission approved minutes.

### NEW WEBSITE ACTIVITY

Removed Wendy Collins Introduction from the home page.  
Added information that the Citizens Help Desk is now available to the home page.  
Assist staff with operating procedures of the help desk.  
Added McCleary Block Party in the Park to events calendar.  
Added City Wide Garage sale to events calendar.  
Added Public Hearing Notice for Cemetery CIP Planning Commission Meeting.  
Posted Hydrant Flushing Notice to Main page and water page.

### ADDITIONAL TASKS

Work on gathering and compiling information on the Cemetery for creating the Capital Improvement Plan.  
Completed the building evaluation forms and submitted to WCIA.  
Organize official City Documents in the safe, Quit Claim & Warranty Deeds, Easements, Ordinances, etc.  
Create City Deeds file on the City intranet and start uploading scans of Deeds etc.

### HELP DESK ACTIVITY

Month	Number of Incidents reported	Staff Reported / Closed	Citizens Reported / Closed
JULY	7	3 / 3	4 / 4
AUGUST	22	2 / 2	26 / 19

**WEBSITE TRAFFIC**

<b>Page Views by Section</b>		
<b>Section</b>	<b>Page Views</b>	<b>Percent of Total</b>
<a href="#">Default Page</a>	2145	37.15%
<a href="#">Events Calendar</a>	553	9.58%
<a href="#">City Jobs</a>	388	6.72%
<a href="#">Agendas and Minutes</a>	234	4.05%
<a href="#">Police</a>	226	3.91%
<a href="#">City Departments</a>	211	3.65%
<a href="#">City Staff</a>	180	3.12%
<a href="#">Code, Ordinances &amp; Standards</a>	176	3.05%
<a href="#">Mayor and Council</a>	142	2.46%
<a href="#">Home Page</a>	132	2.29%
<a href="#">City Photos</a>	128	2.22%
<a href="#">Search Results</a>	123	2.13%
<a href="#">Community Center</a>	109	1.89%
<a href="#">Public Facilities</a>	108	1.87%
<a href="#">Bear Festival</a>	98	1.7%
<a href="#">Helpful Links</a>	95	1.65%
<a href="#">FAQ's Page</a>	84	1.45%
<a href="#">Fire</a>	71	1.23%
<a href="#">Water / Wastewater</a>	65	1.13%
<a href="#">Light &amp; Power</a>	62	1.07%
<a href="#">Flood Photos 2009</a>	54	0.94%
<a href="#">Chamber of Commerce</a>	54	0.94%
<a href="#">Christmas Photos 2007</a>	52	0.9%
<a href="#">Administration</a>	48	0.83%
<a href="#">Development Services / Building</a>	45	0.78%
<a href="#">Tell Us What You Think!</a>	36	0.62%
<a href="#">Interlocal Agreements</a>	36	0.62%
<a href="#">65th Anniversary Photos</a>	32	0.55%
<a href="#">Planning Department</a>	28	0.48%
<a href="#">2008-09 Budget</a>	26	0.45%
<a href="#">Municipal Court</a>	23	0.4%
<a href="#">Surveys &amp; Questionnaires</a>	9	0.16%
<a href="#">Public Facilities Survey ( Ends March 7th)</a>	1	0.02%
<b>TOTAL</b>	<b>5774</b>	<b>100%</b>

## STAFF REPORT

To: Council and Mayor  
 From: John Allardin, Maintenance Crew Foreman  
 Date: August 31, 2009  
 RE: August Status Report

TASK	DESCRIPTION	MONTH		YEAR TO DATE	
		NO.	HOURS	NO.	HOURS
Building maintenance	Park, transit station restrooms, city compound, library, float shed & museum.		30		438
Meetings and appointments	Safety meeting, interviews, public works meetings, outside agencies and contractors.	8	6	57	63
Training	Professional growth classes			8	56
Water leaks	water leaks	1	4	12	29
Water complaints	Dirty, smelly or low water pressure.	2	1	10	9
Garbage collection	Down town, park, cemetery, city compound and city park trash cans.		10		82
Grounds maintenance	Gardening, hanging baskets, mowing, raking, baseball field maintenance and pressure washing		300		1360
Motor pool maintenance	Motor pool maintenance in house and contract work	5	5	110	72
Pot hole program	Patching potholes.	10	2	120	71
Utilities locates	Locating underground utilities	4	2	21	14
Meter reading	Three people task includes meter reading, shut off list and re-reads		48		408
Flagging traffic	Flagging for Light and Power crew			3	5
Citizen requests	Forms generated by requests from citizens	4	10	21	30
Valve exercising program	Checking for valve operation, location, and maintaining proper valve operation	10	5	112	118
Sanding streets and street sweeping	sweeping streets			4	23
Hydrant flushing program	Maintenance, flushing and exercising hydrants	2	1	108	111

## STAFF REPORT

To: Council and Mayor  
 From: John Allardin, Maintenance Crew Foreman  
 Date: August 31, 2009  
 RE: July Status Report

TASK	DESCRIPTION	MONTH		YEAR TO DATE	
		<u>NO.</u>	<u>HOURS</u>	<u>NO.</u>	<u>HOURS</u>
Building maintenance	Park, transit station restrooms, city compound, library, float shed & museum.		30		408
Meetings and appointments	Safety meeting, interviews, public works meetings, outside agencies and contractors.	8	7	49	57
Training	Professional growth classes			8	56
Water leaks	water leaks	1	1	11	25
Water complaints	Dirty, smelly or low water pressure.	2	3	8	8
Garbage collection	Down town, park, cemetery, city compound and city park trash cans.		10		72
Grounds maintenance	Gardening, hanging baskets, mowing, raking, baseball field maintenance and pressure washing		200		1060
Motor pool maintenance	Motor pool maintenance in house and contract work	5	5	110	72
Pot hole program	Patching potholes.	5	2	110	69
Utilities locates	Locating underground utilities	4	2	17	12
Meter reading	Three people task includes meter reading, shut off list and re-reads		48		360
Flagging traffic	Flagging for Light and Power crew			3	5
Citizen requests	Forms generated by requests from citizens	4	10	17	20
Valve exercising program	Checking for valve operation, location, and maintaining proper valve operation	10	5	102	113
Sanding streets and street sweeping	sweeping streets	1	1	4	23
Hydrant flushing program	Maintenance, flushing and exercising hydrants	2	1	106	110

## STAFF REPORT

To: Mayor and City Council  
From: Todd Baun   
Date: August 31<sup>st</sup>, 2009  
Re: Month of July and August

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Here are the projects I've been working on during July/August.

- Good News for the Simpson Sidewalk project. Jerry Morrissette and Associates has been working, with WSDOT local programs, have secured an additional \$100,000 of ARRA funds for our Simpson Sidewalk project. Bid documents will be ready soon.
- Beerbower Park is now bare. The city crew along with help from local contractors has removed the 2 large cottonwood trees and sod from the athletic fields. The crew is currently installing the irrigation system, and that will be followed by Hydroseeding. Once the grass is growing, we will be going out bid to get the trail paved. Funding from this project is coming from a Youth Athletic Facilities grant we received last year.
- The crew and I have cleaned up and shaped out city gravel pit. We removed all of the asphalt to an approved site. We moved the concrete to a location on the East side of the pit. We have it stacked in an area that is easily accessed, so it can be easily removed in the future. We also cut and shaped the bank of the old pit to make it a safer area. The crew has spread out straw along all the disturbed areas for erosion control and grass will be planted later.
- The McCleary School has been installing sidewalks and pavement along Main Street and around their facilities. Things are going well and the end is near for this project.
- The crew has been out and about verifying the location of our storm water system. We have been using the engineer's map that was provided to us and have been making numerous changes. The crew's next step is to make a list of areas that we need a jet/vac truck to come in and clean the storm lines and catch basins.
- We have received 14 out of 20 temporary construction easements for the Simpson Sidewalk Project. I have made contact to several of the homeowners with the missing easements and we should be seeing a few more coming in shortly.
- I have been working on several options for the cemetery expansion. Busse will have the details on that plan.
- I have also been working on options for the new Brookside Park. A plan for this park will be hopefully coming soon.
- Our riding mowers have been experiencing some break downs. The shop at Barnett Implement has taken a look at them. They are in good shape, and the break downs are expected with the hours we have on the mowers.
- The lead entity for the Salmon Recovery Board has made their selections for the projects they feel will have the best chance to get funded. Unfortunately, our

project was not one of them. We will be looking forward to next year's process, and hopefully have a better project for them.

- Nick and I have been working on the permitting that will allow us to clean out some of the debris out of Sam's canal. Our first step is to removing braches and woody debris that are blocking portions of the stream. Next year, we are looking to clean out some gravelly areas to widen the stream back out to its original size in 1980. This should help with the flooding we have been experiencing in the last 2 years.
- I had a contractor come in with a jet/vac truck with a root cutter on it to clean out a 24" pipe that runs next to Jim and Jill Gravatt's property on Simpson Ave. We spent 2 days of cutting and videoing of that line. We did get a majority of the roots out and the pipe is now flowing better. We did find the storm line is in bad shape and will need to be replaced or rerouted within the next couple of years.
- That leads me into this project. Nick and I have also been working on a possible solution to this problem. We are looking into the possibility of applying for funding from ARRA funds that have been allocated to the Public Works Funding Board.
- I have also been reviewing the proposals we have received for the Automatic Meter Reading System. There are some issues that need to be cleared up before I feel comfortable with the proposals we have received.

If you have any questions, don't hesitate to ask. If you see something that needs attention or have any ideas that you would like me to pursue, my door is always open, so please come and talk to me.

**STAFF REPORT**

**To: Mayor Bentley and Council**  
**From: George M. Crumb, Chief of Police**  
**Date: August 31, 2009**  
**RE: September 2, 2009 City Council Meeting**

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**SUMMARY OF POLICE INCIDENTS / ACTIVITIES:**

- \*001518 Incidents reported this year.
- \* Court Case RE: Quimby v City of McCleary this week
- \*Reviewing Application for 4<sup>th</sup> police position
- \*Sergeant is scheduled for Superior Court all week

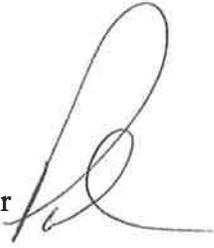
**Discussion:** Open  
4 Police Officer Positions, 3 Positions filled.

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Council Members Present: ALL.... Mr. Vessey, Mr. Vatne, Ms. Lake, Mr. Hays, Mr. Boling. Mayor Bentley: Present / Not Present  
Officer Reporting: Chief Crumb *George M. Crumb* \_\_\_\_\_  
\_\_\_\_\_

## STAFF REPORT

To: Mayor and City Council  
From: Paul Nott, Light & Power  
Date: August 31, 2009  
Re: Light and Power



	Monthly statistics;	YTD Totals
New Services;	3	5
System Outages;	1	11
Pole Replacements;	4	20
Maintenance Work Orders;	5	27
Billable Work Orders;	3	8

### Report;

This last month for the Power Crew has consisted of a lot of tree trimming line maintenance, some customer service work and some assistance to the public works on the park project and right of way clearing.

We've been trimming in the area of Ash, behind the mill, Simpson Ave. and also Maple St. During this time we were requested by the Public Works crew to assist in trimming some of the alleyways in town to make garbage collection for Le Mays more accessible. During this project we blew a head gasket on the chipper. Luckily, only the gasket was damaged and we were able to order new gaskets and do the repair ourselves.

We also assisted the Public Works crew in the moving of two of the ball park lighting poles. Fortunately, we have a 60 foot demo bucket truck on loan from Altec that will help tremendously in the re-alignment of the lights. Our current truck isn't tall enough.

Pierce has returned to work after successful meniscus surgery and is at full duty.

We will be losing our summer helper this month since he has to return to college. We would like to thank the Mayor and the City Council for allowing us the opportunity to have one this year as he was a big help in helping us get things done. Also, thanks to Josh Bouchard for all his hard work.

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**CURRENT EXPENSE BUDGET: July 2009**

DESCRIPTION	2009 ADOPTED	July		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
<b>REVENUES</b>						
<b>Beginning Balance</b>						
Begin Net Cash	200,000.00	112,745.71	56.37%	125,639.19	62.82%	
Begin Investments	190,000.00	191,434.75	100.76%	192,016.79	101.06%	
Begin City Assistance	0.00	0.00	0.00%	0.00	0.00%	
<b>Total Beginning Balance</b>	<b>390,000.00</b>	<b>304,180.46</b>	<b>77.99%</b>	<b>317,655.98</b>	<b>81.45%</b>	
<b>General Property Tax</b>						
Real & Personal Property Tax	143,700.00	1,193.45	0.83%	80,804.82	56.23%	
Special Levy Property Tax	15.00	0.00	0.00%	4.88	32.53%	
<b>Total General Property Tax</b>	<b>143,715.00</b>	<b>1,193.45</b>	<b>0.83%</b>	<b>80,809.70</b>	<b>56.23%</b>	
<b>Retail Sales &amp; Use Tax</b>						
Private Harvest Tax	1,250.00	0.00	0.00%	418.78	33.50%	
Retail Sales & Use Tax	78,000.00	20,271.01	25.99%	95,865.74	122.90%	
CJ Sales Tax from County	15,000.00	2,549.60	17.00%	10,314.56	68.76%	
<b>Total Sales &amp; Use Tax</b>	<b>94,250.00</b>	<b>22,820.61</b>	<b>24.21%</b>	<b>106,599.08</b>	<b>113.10%</b>	
<b>Private Utility Tax</b>						
Natural Gas	12,500.00	568.13	4.55%	9,431.79	75.45%	
Television Cable	20,000.00	5,057.55	25.29%	18,584.78	92.92%	
Telephone Tax	13,000.00	0.00	0.00%	5,222.49	40.17%	
Cellular Telephone Tax	17,000.00	7,213.66	42.43%	27,653.25	162.67%	
<b>Total Private Utility Tax</b>	<b>62,500.00</b>	<b>12,839.34</b>	<b>20.54%</b>	<b>60,892.31</b>	<b>97.43%</b>	
<b>Total Public Utility Tax</b>	<b>198,000.00</b>	<b>14,979.57</b>	<b>7.57%</b>	<b>121,725.67</b>	<b>61.48%</b>	
<b>Licenses &amp; Permits</b>						
Building Permits	50,000.00	1,370.11	2.74%	3,871.21	7.74%	
Platting Fees	2,000.00	0.00	0.00%	125.00	6.25%	
Review Fees	30,000.00	526.52	1.76%	6,663.42	22.21%	
Plat Inspection Fees	8,000.00	0.00	0.00%	271.00	3.39%	
Fuel	150.00	15.00	10.00%	165.00	110.00%	
<b>Total Licenses &amp; Permits</b>	<b>90,150.00</b>	<b>1,911.63</b>	<b>2.12%</b>	<b>11,095.63</b>	<b>12.31%</b>	
<b>Total Direct Federal Grants</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00%</b>	
<b>State Entitlements</b>						
City Assistance	30,000.00	3,511.59	11.71%	10,629.29	35.43%	
Criminal Justice Pop	1,200.00	250.00	20.83%	750.00	62.50%	
CJ-CTED Programs 1-3	1,300.00	328.93	25.30%	952.66	73.28%	
DUI Cities	400.00	73.65	18.41%	212.06	53.02%	
Liquor Excise Tax	7,500.00	1,782.06	23.76%	8,339.34	111.19%	
Liquor Board Profits	10,000.00	2,712.99	27.13%	5,291.33	52.91%	
<b>Total State Entitlements</b>	<b>50,400.00</b>	<b>8,659.22</b>	<b>17.18%</b>	<b>26,174.68</b>	<b>51.93%</b>	
<b>Total Interlocal Grants</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00%</b>	
Fire District 12	8,405.00	0.00	0.00%	4,202.50	50.00%	
Mason County Fire	735.00	0.00	0.00%	735.00	100.00%	
<b>Total Interlocal Gov Payments</b>	<b>9,140.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>4,937.50</b>	<b>54.02%</b>	
<b>Charges for Services</b>						
Printing & Duplicating Services	300.00	0.00	0.00%	195.08	65.03%	
Animal Control & Shelter Fee	100.00	0.00	0.00%	75.00	75.00%	
<b>Total Charges for Services</b>	<b>400.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>270.08</b>	<b>67.52%</b>	

CURRENT EXPENSE BUDGET: July 2009					
		July		YEAR TO DATE	
<b>Fines and Forfeits</b>					
Municipal Court	30,000.00	1,345.51	4.49%	13,347.91	44.49%
NSF Fines	800.00	32.00	4.00%	576.00	72.00%
<b>Total Fines and Forfeits</b>	<b>30,800.00</b>	<b>1,377.51</b>	<b>4.47%</b>	<b>13,923.91</b>	<b>45.21%</b>
<b>Miscellaneous Revenues</b>					
Interest Earnings - Investments	20,400.00	1,379.87	6.76%	5,735.06	28.11%
Interest - Prop Tax/ Real Estate	800.00	66.13	8.27%	397.69	49.71%
Rent - Cell Tower	11,500.00	0.00	0.00%	5,834.46	50.73%
Donations from Private Source	100.00	0.00	0.00%	0.00	0.00%
Surplus/Junk Sale	150.00	0.00	0.00%	0.00	0.00%
Other Misc. Revenues	1,500.00	10.00	0.67%	20.00	1.33%
<b>Total Miscellaneous Revenues</b>	<b>34,450.00</b>	<b>1,456.00</b>	<b>4.23%</b>	<b>11,987.21</b>	<b>34.80%</b>
<b>Non-Revenues</b>	<b>0.00</b>	<b>15,868.53</b>	<b>0.00%</b>	<b>24,966.65</b>	<b>0.00%</b>
<b>Total Revenues (No Begin Bal)</b>	<b>713,805.00</b>	<b>81,105.86</b>	<b>11.36%</b>	<b>463,382.42</b>	<b>64.92%</b>
<b>TOTAL CURRENT EXPENSE REVENUES</b>	<b>1,103,805.00</b>	<b>385,286.32</b>	<b>34.91%</b>	<b>781,038.40</b>	<b>70.76%</b>
<b>EXPENDITURES</b>					
<b>Reserves</b>					
Ending Net Cash	42,818.00	124,245.16	290.17%	124,245.16	290.17%
Ending Investments	190,000.00	191,235.99	100.65%	191,235.99	100.65%
Unanticipated Expenses	0.00	0.00	0.00%	(35,683.11)	0.00%
Cumulative Reserve - Equipment	0.00	0.00	0.00%	(10,000.00)	0.00%
<b>Total Reserves</b>	<b>232,818.00</b>	<b>315,481.15</b>	<b>135.51%</b>	<b>269,798.04</b>	<b>115.88%</b>
<b>Legislative/Council</b>					
Salaries & Wages	6,000.00	500.00	8.33%	3,500.00	58.33%
Personnel Benefits	600.00	48.90	8.15%	342.30	57.05%
Travel	200.00	168.48	84.24%	168.48	84.24%
Miscellaneous	500.00	0.00	0.00%	0.00	0.00%
Training	200.00	0.00	0.00%	0.00	0.00%
<b>Total Legislative/Council</b>	<b>7,500.00</b>	<b>717.38</b>	<b>9.57%</b>	<b>4,010.78</b>	<b>53.48%</b>
<b>Judicial</b>					
Salaries & Wages	33,910.00	3,325.50	9.81%	20,278.50	59.80%
Personnel Benefits	5,725.00	438.77	7.66%	3,027.67	52.89%
Office Supplies	1,200.00	0.00	0.00%	292.41	24.37%
Professional Services	1,000.00	27.78	2.78%	432.45	43.25%
Communication	1,500.00	100.00	6.67%	750.00	50.00%
Travel	500.00	0.00	0.00%	0.00	0.00%
Miscellaneous	500.00	198.56	39.71%	322.56	64.51%
Miscellaneous - Dues	100.00	0.00	0.00%	62.33	62.33%
Capital Outlay	250.00	0.00	0.00%	2,684.37	1073.75%
<b>Total Judicial</b>	<b>44,685.00</b>	<b>4,090.61</b>	<b>9.15%</b>	<b>27,850.29</b>	<b>62.33%</b>
<b>Executive</b>					
Salaries & Wages	3,600.00	300.00	8.33%	2,100.00	58.33%
Personnel Benefits	400.00	31.48	7.87%	220.36	55.09%
Professional Services	50.00	0.00	0.00%	0.00	0.00%
Travel	150.00	0.00	0.00%	254.64	169.76%
Miscellaneous	300.00	0.00	0.00%	0.00	0.00%
Training	300.00	0.00	0.00%	0.00	0.00%
<b>Total Executive</b>	<b>4,800.00</b>	<b>331.48</b>	<b>6.91%</b>	<b>2,575.00</b>	<b>53.65%</b>

Carpet replacement - flooding

**CURRENT EXPENSE BUDGET: July 2009**

		July		YEAR TO DATE		
<b>Finance &amp; Administration</b>						
Salaries & Wages	9,600.00	604.17	6.29%	6,093.79	63.48%	
Personnel Benefits	4,850.00	218.41	4.50%	3,337.87	68.82%	One-time payment in lieu
Supplies - Office	8,000.00	193.13	2.41%	4,114.13	51.43%	
Supplies - Other	9,000.00	212.30	2.36%	5,027.20	55.86%	
Professional Services	6,000.00	437.16	7.29%	15,377.88	256.30%	Audit - 2008
Professional Services - Elections	500.00	0.00	0.00%	1,579.00	315.80%	Voter registration - 2008
Communications	1,000.00	299.09	29.91%	812.89	81.29%	
Travel	2,000.00	0.00	0.00%	220.84	11.04%	
Miscellaneous	3,000.00	1,089.07	36.30%	1,794.65	59.82%	
Misc: Special Projects	0.00	0.00	0.00%	428.49	0.00%	
Miscellaneous - Dues	800.00	75.00	9.38%	190.00	23.75%	
Miscellaneous - Training	1,500.00	0.00	0.00%	107.64	7.18%	
Rental/Lease Equipment	5,000.00	559.80	11.20%	2,410.28	48.21%	
Advertising	3,000.00	1,615.40	53.85%	1,812.89	60.43%	
External Taxes	400.00	0.00	0.00%	197.47	49.37%	
Capital Outlay - Equipment	6,515.00	1,600.00	24.56%	2,653.89	40.74%	
<b>Total Finance &amp; Administration</b>	<b>61,165.00</b>	<b>6,903.53</b>	<b>11.29%</b>	<b>46,158.91</b>	<b>75.47%</b>	
<b>Legal</b>						
Professional Services	24,000.00	3,850.24	16.04%	22,312.26	92.97%	
Indigent Defense	7,200.00	600.00	8.33%	3,900.00	54.17%	
Codification	3,000.00	0.00	0.00%	0.00	0.00%	
Prosecution	7,200.00	993.60	13.80%	5,035.33	69.94%	
<b>Total Legal</b>	<b>41,400.00</b>	<b>5,443.84</b>	<b>13.15%</b>	<b>31,247.59</b>	<b>75.48%</b>	
<b>Other General Gov Services</b>						
Professional Services	12,000.00	875.00	7.29%	6,125.00	51.04%	
Rent - City Hall	720.00	60.00	8.33%	420.00	58.33%	
Insurance	23,252.00	0.00	0.00%	22,662.00	97.46%	
Misc - AWC/COG/EDC	7,200.00	0.00	0.00%	7,148.48	99.28%	
<b>Total Other General Gov Services</b>	<b>43,172.00</b>	<b>935.00</b>	<b>2.17%</b>	<b>36,355.48</b>	<b>84.21%</b>	
<b>Law Enforcement</b>						
Salaries & Wages	221,100.00	15,462.50	6.99%	112,917.42	51.07%	
Overtime Salaries & Wages	36,000.00	7,848.44	21.80%	24,545.08	68.18%	
Personnel Benefits	141,200.00	7,840.73	5.55%	50,493.63	35.76%	
Uniform Allowance	2,400.00	0.00	0.00%	748.08	31.17%	
LEOFF Retirees - Benefits	24,615.00	1,783.20	7.24%	13,473.47	54.74%	
Supplies - Office	6,000.00	132.58	2.21%	671.96	11.20%	
Fuel	12,000.00	839.27	6.99%	3,227.24	26.89%	
Professional Services	14,000.00	1,191.34	8.51%	9,244.71	66.03%	
Communications	7,000.00	910.44	13.01%	4,399.73	62.85%	
Travel	500.00	115.83	23.17%	115.83	23.17%	
Advertising	500.00	0.00	0.00%	0.00	0.00%	
Rental/Lease Equipment	1,300.00	236.88	18.22%	808.78	62.21%	
Insurance	5,600.00	0.00	0.00%	5,600.00	100.00%	
Utility Services	4,000.00	259.23	6.48%	2,160.80	54.02%	
Repair & Maintenance	5,000.00	56.73	1.13%	1,757.27	35.15%	
Miscellaneous	500.00	0.00	0.00%	0.00	0.00%	
Miscellaneous - Training	1,000.00	0.00	0.00%	30.00	3.00%	
External Taxes	500.00	0.00	0.00%	132.80	26.56%	
Capital Outlay - Equipment	6,500.00	0.00	0.00%	2,166.00	33.32%	
<b>Total Law Enforcement</b>	<b>489,715.00</b>	<b>36,677.17</b>	<b>7.49%</b>	<b>232,492.80</b>	<b>47.48%</b>	

**CURRENT EXPENSE BUDGET: July 2009**

		July		YEAR TO DATE		
<b>Fire Control</b>						
Salaries & Wages	19,320.00	327.00	1.69%	2,289.00	11.85%	
Personnel Benefits	3,150.00	54.37	1.73%	2,410.67	76.53%	
Supplies - Operating	7,500.00	105.08	1.40%	805.82	10.74%	
Fuel	1,200.00	94.33	7.86%	494.73	41.23%	
Professional Services	2,000.00	1,192.25	59.61%	2,639.06	131.95%	Misc; fire extinguishers; siren
Communications	0.00	0.00	0.00%	0.00	0.00%	
Travel	100.00	0.00	0.00%	0.00	0.00%	
Rent	420.00	35.00	8.33%	245.00	58.33%	
Insurance	5,600.00	0.00	0.00%	5,600.00	100.00%	
Utility Services	2,000.00	64.43	3.22%	1,745.63	87.28%	
Repair & Maintenance	3,000.00	585.75	19.53%	9,511.25	317.04%	
Miscellaneous	500.00	0.00	0.00%	0.00	0.00%	
Miscellaneous - Training	1,000.00	0.00	0.00%	0.00	0.00%	
External Taxes	250.00	0.00	0.00%	0.00	0.00%	
Capital Outlay - Building	3,500.00	0.00	0.00%	0.00	0.00%	
Capital Outlay - Equipment	500.00	0.00	0.00%	39,630.22	7926.04%	
<b>Total Fire Control</b>	<b>50,040.00</b>	<b>2,458.21</b>	<b>4.91%</b>	<b>65,371.38</b>	<b>130.64%</b>	
<b>Total Detention &amp; Correction</b>	<b>8,000.00</b>	<b>2,000.00</b>	<b>25.00%</b>	<b>6,109.08</b>	<b>76.36%</b>	
<b>Development Services</b>						
Salaries & Wages	32,450.00	2,565.45	7.91%	17,958.15	55.34%	
Personnel Benefits	12,300.00	813.85	6.62%	6,123.16	49.78%	
Supplies - Operating	1,200.00	51.79	4.32%	380.09	31.67%	
Fuel	800.00	67.21	8.40%	314.40	39.30%	
Professional Services	2,500.00	63.79	2.55%	1,956.72	78.27%	
Professional Services - Engineer	15,000.00	0.00	0.00%	3,838.52	25.59%	
Prof Services - Review (Reimb)	30,000.00	1,054.97	3.52%	6,798.37	22.66%	
Communications	500.00	36.47	7.29%	262.76	52.55%	
Misc. - Dues & Certifications	350.00	0.00	0.00%	175.00	50.00%	
Miscellaneous - Training	2,500.00	0.00	0.00%	137.78	5.51%	
Travel	1,000.00	0.00	0.00%	0.00	0.00%	
Repair & Maintenance	1,500.00	0.00	0.00%	389.83	25.99%	
Advertising - Public Notice	3,000.00	0.00	0.00%	271.13	9.04%	
Capital Outlay - Equipment	3,300.00	0.00	0.00%	775.31	23.49%	
<b>Total Development Services</b>	<b>106,400.00</b>	<b>4,653.53</b>	<b>4.37%</b>	<b>39,381.22</b>	<b>37.01%</b>	
<b>Total Communications (E-911)</b>	<b>13,410.00</b>	<b>795.51</b>	<b>5.93%</b>	<b>6,364.05</b>	<b>47.46%</b>	
<b>Total Pollution Control</b>	<b>700.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>700.00</b>	<b>100.00%</b>	
<b>Non-Expenditures</b>	<b>0.00</b>	<b>4,798.91</b>	<b>0.00%</b>	<b>12,623.78</b>	<b>0.00%</b>	
<b>Total Expenditures (No End Bal)</b>	<b>870,987.00</b>	<b>69,805.17</b>	<b>8.01%</b>	<b>511,240.36</b>	<b>58.70%</b>	
<b>TOTAL CURRENT EXPENSE EXPENDITURES</b>	<b>1,103,805.00</b>	<b>385,286.32</b>	<b>34.91%</b>	<b>781,038.40</b>	<b>70.76%</b>	

PARK & CEMETERY FUND BUDGET: July 2009						
DESCRIPTION	2009 ADOPTED	July		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Beginning Net Cash	17,000.00	16,055.51	94.44%	25,248.56	148.52%	
Beginning Investments	65,000.00	65,476.54	100.73%	65,675.61	101.04%	
<b>Beginning Fund Balance</b>	<b>82,000.00</b>	<b>81,532.05</b>	<b>99.43%</b>	<b>90,924.17</b>	<b>110.88%</b>	
<b>Real &amp; Personal Property Taxes</b>	<b>66,000.00</b>	<b>550.82</b>	<b>0.83%</b>	<b>37,294.54</b>	<b>56.51%</b>	
<b>Intergovernmental Grants</b>	<b>60,940.00</b>	<b>6,827.97</b>	<b>11.20%</b>	<b>6,827.97</b>	<b>11.20%</b>	
<b>Cemetery Fees</b>	<b>3,500.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>970.78</b>	<b>27.74%</b>	
Interest Earnings - Investments	1,200.00	0.00	0.00%	279.26	23.27%	
Cemetery - Opening Lot Urns	500.00	101.00	20.20%	403.00	80.60%	
Rent - Community Center	3,500.00	135.00	3.86%	1,830.00	52.29%	
Donations - Private Source	100.00	0.00	0.00%	0.00	0.00%	
Other Miscellaneous Revenue	500.00	229.39	45.88%	309.39	61.88%	
<b>Total Miscellaneous Revenues</b>	<b>5,800.00</b>	<b>465.39</b>	<b>8.02%</b>	<b>2,821.65</b>	<b>48.65%</b>	
<b>Transfer From REET</b>	<b>30,000.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00%</b>	
<b>Non-Revenues</b>	<b>0.00</b>	<b>2,434.29</b>	<b>0.00%</b>	<b>2,930.29</b>	<b>0.00%</b>	
<b>Total Revenue (No Begin Bal)</b>	<b>166,240.00</b>	<b>10,278.47</b>	<b>6.18%</b>	<b>50,845.23</b>	<b>30.59%</b>	
<b>TOTAL PARK AND CEMETERY FUND REVENUES</b>	<b>248,240.00</b>	<b>91,810.52</b>	<b>36.98%</b>	<b>141,769.40</b>	<b>57.11%</b>	
Ending Net Cash	2,570.00	9,716.32	378.07%	9,716.32	378.07%	
Ending Investments	65,000.00	65,408.56	100.63%	65,408.56	100.63%	
<b>Ending Fund Balance</b>	<b>67,570.00</b>	<b>75,124.88</b>	<b>111.18%</b>	<b>75,124.88</b>	<b>111.18%</b>	
Salaries & Wages	20,700.00	1,577.75	7.62%	11,120.38	53.72%	
Personnel Benefits	11,200.00	616.26	5.50%	4,428.06	39.54%	
Supplies	11,000.00	1,190.06	10.82%	9,722.51	88.39%	
Fuel	1,500.00	52.22	3.48%	411.61	27.44%	
Professional Services	9,000.00	27.78	0.31%	1,033.87	11.49%	
Communications	200.00	20.43	10.22%	146.24	73.12%	
Travel	100.00	0.00	0.00%	240.03	240.03%	
Rental, Lease Equipment	4,000.00	220.90	5.52%	637.86	15.95%	
Insurance	5,600.00	0.00	0.00%	5,600.00	100.00%	
Utility Services	7,200.00	591.96	8.22%	4,614.08	64.08%	
Repair & Maintenance	3,000.00	660.50	22.02%	1,948.03	64.93%	
Miscellaneous - Training	200.00	0.00	0.00%	189.00	94.50%	
Miscellaneous	500.00	0.00	0.00%	115.40	23.08%	
External Taxes	500.00	0.00	0.00%	49.40	9.88%	
Capital Outlay - Facilities	91,100.00	11,677.78	12.82%	25,333.72	27.81%	
Capital Outlay - Building	12,200.00	0.00	0.00%	0.00	0.00%	
Capital Outlay - Equipment	2,670.00	0.00	0.00%	159.33	5.97%	
<b>Non-Expenditures</b>	<b>0.00</b>	<b>50.00</b>	<b>0.00%</b>	<b>895.00</b>	<b>0.00%</b>	
<b>Total Expenditures (No End Bal)</b>	<b>180,670.00</b>	<b>16,685.64</b>	<b>9.24%</b>	<b>66,644.52</b>	<b>36.89%</b>	
<b>TOTAL PARKS AND CEMETERY EXPENDITURES</b>	<b>248,240.00</b>	<b>91,810.52</b>	<b>36.98%</b>	<b>141,769.40</b>	<b>57.11%</b>	

STREET FUND BUDGET: July 2009						
DESCRIPTION	2009 ADOPTED	July		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Beginning Net Cash	120,000.00	83,692.68	53.08%	95,524.48	79.60%	
Beginning Investments	160,000.00	161,211.94	100.76%	161,702.07	101.06%	
<b>Beginning Fund Balance</b>	<b>280,000.00</b>	<b>224,904.62</b>	<b>80.32%</b>	<b>257,226.55</b>	<b>91.87%</b>	
<b>Real &amp; Personal Property Taxes</b>	<b>10,750.00</b>	<b>91.80</b>	<b>0.85%</b>	<b>6,215.76</b>	<b>57.82%</b>	
Street & Curb Permits	0.00	79.00	0.00%	259.00		
State Grant	196,000.00	0.00	0.00%	904.27	0.46%	
TIB Grant 2009/Sidewalks	0.00	9,059.26	0.00%	25,324.98		
Motor Vehicle Fuel Tax	38,000.00	5,772.03	15.19%	21,593.92	56.83%	
<b>Total Intergovernmental Revenue</b>	<b>234,000.00</b>	<b>14,910.29</b>	<b>6.37%</b>	<b>48,082.17</b>	<b>20.55%</b>	
Investment Interest	2,800.00	0.00	0.00%	687.56	24.56%	
Other Miscellaneous Revenue	500.00	0.00	0.00%	0.00	0.00%	
<b>Total Miscellaneous Revenues</b>	<b>3,300.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>687.56</b>	<b>20.84%</b>	
<b>Non-Revenues</b>	<b>0.00</b>	<b>5,517.66</b>	<b>0.00%</b>	<b>5,661.66</b>	<b>0.00%</b>	
<b>Total Revenue (No Begin Bal)</b>	<b>248,050.00</b>	<b>20,519.75</b>	<b>8.27%</b>	<b>60,647.15</b>	<b>24.45%</b>	
<b>TOTAL STREET FUND REVENUES</b>	<b>528,050.00</b>	<b>245,424.37</b>	<b>46.48%</b>	<b>317,873.70</b>	<b>60.20%</b>	
Ending Net Cash	45,555.00	70,472.86	154.70%	70,472.86	154.70%	
Ending Investments	160,000.00	161,044.56	100.65%	161,044.56	100.65%	
<b>Ending Fund Balance</b>	<b>205,555.00</b>	<b>231,517.42</b>	<b>112.63%</b>	<b>231,517.42</b>	<b>112.63%</b>	
Salaries & Wages	24,900.00	1,951.24	7.84%	14,111.51	56.67%	
Personnel Benefits	14,175.00	926.76	6.54%	6,784.08	47.86%	
Supplies	11,000.00	578.93	5.26%	6,945.13	63.14%	
Fuel	4,000.00	564.35	14.11%	1,431.12	35.78%	
Professional Services	12,000.00	352.14	2.93%	3,657.77	30.48%	
Communications	200.00	20.43	10.22%	146.24	73.12%	
Fuel	0.00	0.00	0.00%	26.92	0.00%	
Advertising	100.00	0.00	0.00%	32.50	32.50%	
Rental/Lease Equipment	1,000.00	20.17	2.02%	239.66	23.97%	
Insurance	5,600.00	0.00	0.00%	5,300.00	94.64%	
Utility Services	5,300.00	327.44	6.18%	2,998.88	56.58%	
Repair & Maintenance	7,500.00	331.00	4.41%	7,592.58	101.23%	
Miscellaneous	500.00	0.00	0.00%	115.40	23.08%	
Miscellaneous - Training	500.00	0.00	0.00%	117.00	23.40%	
External Taxes	250.00	0.00	0.00%	0.00	0.00%	
Capital Outlay - Building	200.00	0.00	0.00%	0.00	0.00%	
Capital Outlay - Other Improvements	201,600.00	8,834.49	4.38%	8,834.49	0.00%	
Capital Outlay - Other Imp. - Roadways	30,000.00	0.00	0.00%	27,863.67	92.88%	
Capital Outlay - Equipment	3,670.00	0.00	0.00%	159.33	4.34%	
<b>Non-Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00%</b>	
<b>Total Expenditures (No End Bal)</b>	<b>322,495.00</b>	<b>13,906.95</b>	<b>4.31%</b>	<b>86,356.28</b>	<b>26.78%</b>	
<b>TOTAL STREET FUND EXPENDITURES</b>	<b>528,050.00</b>	<b>245,424.37</b>	<b>46.48%</b>	<b>317,873.70</b>	<b>60.20%</b>	

**LIGHT & POWER FUND BUDGET: July 2009**

DESCRIPTION	2009 ADOPTED	July		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Beginning Net Cash	500,000.00	388,394.78	77.68%	552,962.84	110.59%	
Beginning Investments	150,000.00	655,069.37	436.71%	155,122.50	103.42%	
BPA Conservation - Beginning Balance	0.00	0.00	0.00%	38,651.20		
Rural Development Investment	100,000.00	100,000.00	100.00%	100,000.00	100.00%	
<b>Beginning Fund Balance</b>	<b>750,000.00</b>	<b>1,143,464.15</b>	<b>152.46%</b>	<b>846,736.54</b>	<b>112.90%</b>	
BPA Conservation	(300.00)	(50.00)	0.00%	(660.21)	220.07%	
Sales of Electricity	2,500,000.00	169,104.88	6.76%	1,435,084.84	57.40%	
Charges for Services & Parts	50,000.00	3,562.73	7.13%	13,097.15	26.19%	
<b>Total Physical Environment</b>	<b>2,549,700.00</b>	<b>172,617.61</b>	<b>6.77%</b>	<b>1,447,521.78</b>	<b>56.77%</b>	
<b>Total Interest Earnings</b>	<b>9,400.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>1,401.78</b>	<b>14.91%</b>	
Equip. Pole & Vehicle Lease	8,000.00	0.00	0.00%	4,039.00	50.49%	
City Hall Rent	2,040.00	170.00	8.33%	1,190.00	58.33%	
<b>Total Rents and Royalties</b>	<b>10,040.00</b>	<b>170.00</b>	<b>1.69%</b>	<b>5,229.00</b>	<b>52.08%</b>	
Sales of Junk Material	1,000.00	0.00	0.00%	0.00	0.00%	
Other Miscellaneous Revenue	3,000.00	0.00	0.00%	4,625.00	154.17%	
<b>Total Other Miscellaneous Revenue</b>	<b>4,000.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>4,625.00</b>	<b>115.63%</b>	
<b>Non-Revenues</b>	<b>0.00</b>	<b>10,231.86</b>	<b>0.00%</b>	<b>35,439.40</b>	<b>0.00%</b>	
<b>Total Revenue (No Begin Bal)</b>	<b>2,573,140.00</b>	<b>183,019.47</b>	<b>7.11%</b>	<b>1,494,216.96</b>	<b>58.07%</b>	
<b>TOTAL LIGHT &amp; POWER FUND REVENUES</b>	<b>3,323,140.00</b>	<b>1,326,483.62</b>	<b>39.92%</b>	<b>2,340,953.50</b>	<b>70.44%</b>	
Ending Net Cash	439,737.00	433,143.65	98.50%	433,143.65	98.50%	
Ending Investment	150,000.00	654,532.93	436.36%	654,532.93	436.36%	
REED Fund	70,000.00	100,000.00	142.86%	100,000.00	142.86%	
<b>Ending Fund Balance</b>	<b>659,737.00</b>	<b>1,187,676.58</b>	<b>180.02%</b>	<b>1,187,676.58</b>	<b>180.02%</b>	
Salaries & Wages	540,150.00	31,454.12	5.82%	269,397.46	49.87%	
Personnel Benefits	229,425.00	13,337.73	5.81%	105,864.96	46.14%	
Supplies - Operating	55,000.00	4,219.66	7.67%	23,242.26	42.26%	
Supplies - Office	1,000.00	0.00	0.00%	643.03	64.30%	
Fuel	7,500.00	344.96	4.60%	1,542.03	20.56%	
Power Purchased for Resale	1,080,000.00	29,713.00	2.75%	468,682.00	43.40%	
Transmission Costs	210,000.00	13,525.00	6.44%	110,264.00	52.51%	
BPA Conservation	0.00	1,663.00	0.00%	3,326.00	0.00%	
Professional Services	45,000.00	1,549.41	3.44%	11,295.28	25.10%	
Professional Services - Legal	25,000.00	1,372.95	5.49%	11,440.33	45.76%	
Communications	1,000.00	815.45	81.55%	6,206.57	620.66%	Budget error, should be 10,000
Travel	500.00	0.00	0.00%	0.00	0.00%	
Advertising	500.00	0.00	0.00%	957.73	191.55%	
Rental/Lease Equipment	5,000.00	20.17	0.40%	167.28	3.35%	
Insurance	23,253.00	0.00	0.00%	23,253.00	100.00%	
Utility Services	25,000.00	1,704.09	6.82%	14,799.71	59.20%	
Repair & Maintenance	10,000.00	2,238.14	22.38%	16,915.55	169.16%	
Miscellaneous	500.00	0.00	0.00%	264.26	52.85%	
Miscellaneous - Training	1,000.00	0.00	0.00%	117.00	11.70%	
Miscellaneous - Dues	500.00	0.00	0.00%	115.40	23.08%	
External Taxes	100,000.00	0.00	0.00%	36,955.86	36.96%	
Capital Outlay - Building	10,000.00	0.00	0.00%	2,079.56	20.80%	
Capital Outlay - System	60,000.00	0.00	0.00%	3,080.49	5.13%	
Capital Outlay - Equipment	133,075.00	35,931.26	27.00%	41,749.06	31.37%	
Capital Outlay - Other Improvements	100,000.00	918.10	0.92%	918.10	0.92%	
<b>Non-Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00%</b>	
<b>Total Expenditures (No End Bal)</b>	<b>2,663,403.00</b>	<b>138,807.04</b>	<b>5.21%</b>	<b>1,153,276.92</b>	<b>43.30%</b>	
<b>TOTAL LIGHT &amp; POWER FUND EXPENDITURES</b>	<b>3,323,140.00</b>	<b>1,326,483.62</b>	<b>39.92%</b>	<b>2,340,953.50</b>	<b>70.44%</b>	

GARBAGE FUND BUDGET: July 2009						
DESCRIPTION	2009 PROPOSED	July		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Beginning Net Cash	7,000.00	14,327.78	204.68%	13,186.65	188.38%	
Beginning Investments	7,000.00	7,080.57	101.15%	7,109.97	101.57%	
<b>Beginning Fund Balance</b>	<b>14,000.00</b>	<b>21,408.35</b>	<b>152.92%</b>	<b>20,296.62</b>	<b>144.98%</b>	
Garbage Fees & Service Charge	232,000.00	18,290.83	7.88%	137,100.18	59.09%	
Investment Interest	200.00	0.00	0.00%	57.18	28.59%	
Non-Revenues	0.00	0.00	0.00%	105.00	0.00%	
<b>Total Revenue (No Begin Bal)</b>	<b>232,200.00</b>	<b>18,290.83</b>	<b>7.88%</b>	<b>137,262.36</b>	<b>59.11%</b>	
<b>TOTAL GARBAGE FUND REVENUES</b>	<b>246,200.00</b>	<b>39,699.18</b>	<b>16.12%</b>	<b>157,558.98</b>	<b>64.00%</b>	
Ending Net Cash	9,825.00	13,718.57	139.63%	13,718.57	139.63%	
Ending Investments	7,500.00	7,067.48	94.23%	7,067.48	94.23%	
<b>Ending Fund Balance</b>	<b>17,325.00</b>	<b>20,786.05</b>	<b>119.98%</b>	<b>20,786.05</b>	<b>119.98%</b>	
Salaries & Wages	2,020.00	159.08	7.88%	1,113.56		
Personnel Benefits	625.00	44.92	7.19%	347.07	55.53%	
Supplies - Office	50.00	0.00	0.00%	0.00	0.00%	
Communications	0.00	0.00	0.00%	0.00	0.00%	
Advertising	0.00	0.00	0.00%	0.00	0.00%	
Rent - City Hall	180.00	15.00	8.33%	105.00	58.33%	
External Taxes	14,000.00	0.00	0.00%	4,122.08	29.44%	
Capital Outlay - Equipment	1,000.00	0.00	0.00%	0.00	0.00%	
Professional Services	211,000.00	18,694.13	8.86%	130,980.22	62.08%	
<b>Non-Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>105.00</b>	<b>0.00%</b>	
<b>Total Expenses (No End Bal)</b>	<b>228,875.00</b>	<b>18,913.13</b>	<b>8.26%</b>	<b>136,772.93</b>	<b>59.76%</b>	
<b>TOTAL GARBAGE FUND EXPENDITURES</b>	<b>246,200.00</b>	<b>39,699.18</b>	<b>16.12%</b>	<b>157,558.98</b>	<b>64.00%</b>	

WATER FUND BUDGET: July 2009						
DESCRIPTION	2009 ADOPTED	July		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Beginning Net Cash	30,000.00	(15,466.28)	-51.55%	(2,472.05)	-8.24%	
Beginning Investment	75,000.00	75,832.75	101.11%	75,815.94	101.09%	
<b>Beginning Fund Balance</b>	<b>105,000.00</b>	<b>60,366.47</b>	<b>57.49%</b>	<b>73,343.89</b>	<b>69.85%</b>	
Water Sales	301,340.00	23,397.67	7.76%	162,062.62	53.78%	
Other Charges Related to Water	3,000.00	0.00	0.00%	0.00	0.00%	
New Water Connections	43,300.00	0.00	0.00%	2,112.00	4.88%	
<b>Total Charges for Services</b>	<b>347,640.00</b>	<b>23,397.67</b>	<b>6.73%</b>	<b>164,174.62</b>	<b>47.23%</b>	
Investment Interest	2,000.00	0.00	0.00%	436.20	21.81%	
ULID 96-01 Payments	9,000.00	0.00	0.00%	8,880.80	98.68%	
Other Miscellaneous Revenue	100.00	0.00	0.00%	0.00	0.00%	
<b>Miscellaneous Revenues</b>	<b>11,100.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>9,317.00</b>	<b>83.94%</b>	
<b>Non-Revenues</b>	<b>0.00</b>	<b>2,434.29</b>	<b>0.00%</b>	<b>2,782.49</b>	<b>0.00%</b>	
<b>Total Revenues (No Begin Bal)</b>	<b>358,740.00</b>	<b>25,831.96</b>	<b>7.20%</b>	<b>176,274.11</b>	<b>49.14%</b>	
<b>TOTAL WATER FUND REVENUES</b>	<b>463,740.00</b>	<b>86,198.43</b>	<b>18.59%</b>	<b>249,618.00</b>	<b>53.83%</b>	
Ending Net Cash	47,010.00	(8,136.77)	-17.31%	(8,136.77)	-17.31%	
Ending Investment	75,000.00	75,709.22	100.95%	75,709.22	100.95%	
<b>Ending Fund Balance</b>	<b>122,010.00</b>	<b>67,572.45</b>	<b>55.38%</b>	<b>67,572.45</b>	<b>55.38%</b>	
Salaries & Wages	146,900.00	11,633.85	7.92%	88,330.84	60.13%	
Personnel Benefits	72,925.00	4,637.04	6.36%	34,951.56	47.93%	
Supplies - Operating	10,000.00	709.24	7.09%	13,370.68	133.71%	
Fuel	4,000.00	0.00	0.00%	1,401.27	35.03%	
Supplies - Office	500.00	0.00	0.00%	128.90	25.78%	
Professional Services	20,000.00	472.46	2.36%	5,927.44	29.64%	
Professional Services - WSP	2,000.00	0.00	0.00%	571.87	28.59%	
Communications	500.00	36.47	7.29%	262.99	52.60%	
Travel	0.00	0.00	0.00%	78.00	0.00%	
Advertising	0.00	0.00	0.00%	36.71	0.00%	
Rental/Lease Equipment	1,000.00	20.17	2.02%	119.22	11.92%	
Insurance	5,600.00	0.00	0.00%	5,600.00	100.00%	
Utility Services	13,000.00	1,116.75	8.59%	6,162.50	47.40%	
Repair & Maintenance	1,000.00	0.00	0.00%	3,032.08	303.21%	Hydrant repair
Miscellaneous - Permits & Fees	1,500.00	0.00	0.00%	1,719.10	114.61%	Extra fee for Water Plan
Miscellaneous	500.00	0.00	0.00%	115.40	23.08%	
Miscellaneous - Training	1,000.00	0.00	0.00%	790.00	79.00%	
External Taxes	13,000.00	0.00	0.00%	5,233.65	40.26%	
Capital Outlay - Other Improvements	10,000.00	0.00	0.00%	0.00	0.00%	
Capital Outlay - Equipment	14,350.00	0.00	0.00%	2,233.83	15.57%	
Capital Outlay - Building	200.00	0.00	0.00%	0.00	0.00%	
Debt Service	23,755.00	0.00	0.00%	11,979.51	50.43%	
<b>Non-Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00%</b>	
<b>Total Expenditures (No End Bal)</b>	<b>341,730.00</b>	<b>18,625.98</b>	<b>5.45%</b>	<b>182,045.55</b>	<b>53.27%</b>	
<b>TOTAL WATER FUND EXPENDITURES</b>	<b>463,740.00</b>	<b>86,198.43</b>	<b>18.59%</b>	<b>249,618.00</b>	<b>53.83%</b>	

WASTEWATER FUND BUDGET: July 2009						
DESCRIPTION	2009 ADOPTED	July		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Beginning Net Cash	140,000.00	135,355.44	96.68%	147,314.21	105.22%	
Beginning Investment	62,500.00	113,115.64	180.99%	63,171.18	101.07%	
<b>Beginning Fund Balance</b>	<b>202,500.00</b>	<b>248,471.08</b>	<b>122.70%</b>	<b>210,485.39</b>	<b>103.94%</b>	
<b>Rural Development Grant</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00%</b>	
Sewer Service Charges	526,000.00	46,904.17	8.92%	324,824.00	61.75%	
New Sewer Connections	86,600.00	0.00	0.00%	0.00	0.00%	
<b>Total Charges for Services</b>	<b>612,600.00</b>	<b>46,904.17</b>	<b>7.66%</b>	<b>324,824.00</b>	<b>53.02%</b>	
Interest Earnings - Investment	1,000.00	0.00	0.00%	419.58	41.96%	
Other Miscellaneous Revenue	8,000.00	0.00	0.00%	0.00	0.00%	
<b>Total Miscellaneous Revenues</b>	<b>9,000.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>419.58</b>	<b>4.66%</b>	
<b>Non-Revenues</b>	<b>0.00</b>	<b>2,434.30</b>	<b>0.00%</b>	<b>80,625.40</b>	<b>0.00%</b>	
<b>Total Revenue (No Begin Bal)</b>	<b>621,600.00</b>	<b>49,338.47</b>	<b>7.94%</b>	<b>405,868.98</b>	<b>65.29%</b>	
<b>TOTAL WASTEWATER FUND REVENUES</b>	<b>824,100.00</b>	<b>297,809.55</b>	<b>36.14%</b>	<b>616,354.37</b>	<b>74.79%</b>	
Ending Net Cash	61,157.00	133,749.49	218.70%	133,749.49	218.70%	
Ending Investments	62,500.00	113,025.41	180.84%	113,025.41	180.84%	
<b>Ending Fund Balance</b>	<b>123,657.00</b>	<b>246,774.90</b>	<b>199.56%</b>	<b>246,774.90</b>	<b>199.56%</b>	
Salaries & Wages	226,125.00	18,134.18	8.02%	136,534.49	60.38%	
Personnel Benefits	112,950.00	7,262.69	6.43%	54,864.39	48.57%	
Supplies - Operating	30,000.00	5,741.14	19.14%	11,954.02	39.85%	
Supplies - Office	500.00	0.00	0.00%	697.32	139.46%	
Fuel	1,200.00	62.77	5.23%	325.27	27.11%	
Professional Services	30,000.00	1,658.31	5.53%	11,095.99	36.99%	
Communications	8,000.00	615.86	7.70%	4,005.81	50.07%	
Travel	500.00	0.00	0.00%	0.00	0.00%	
Advertising	200.00	0.00	0.00%	0.00	0.00%	
Rent - City Hall	720.00	60.00	8.33%	420.00	58.33%	
Insurance	5,600.00	0.00	0.00%	5,600.00	100.00%	
Utility Services	45,000.00	3,189.96	7.09%	22,388.24	49.75%	
Repair & Maintenance	5,000.00	2,109.74	42.19%	4,575.38	91.51%	
Miscellaneous - Training	2,000.00	0.00	0.00%	78.00	3.90%	
Miscellaneous - Permits & Fees	2,000.00	0.00	0.00%	574.20	28.71%	
Miscellaneous	500.00	0.00	0.00%	500.82	100.16%	
External Taxes	12,000.00	0.00	0.00%	4,710.22	39.25%	
Capital Outlay - Building	200.00	0.00	0.00%	0.00	0.00%	
Capital Outlay - Equipment	49,550.00	0.00	0.00%	3,944.07	7.96%	
Debt Service	168,398.00	0.00	0.00%	21,911.25	13.01%	
<b>Non-Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00%</b>	
<b>Operating Transfers Out</b>	<b>0.00</b>	<b>12,200.00</b>		<b>85,400.00</b>		
<b>Total Expenditures (No End Bal)</b>	<b>700,443.00</b>	<b>38,834.65</b>	<b>5.54%</b>	<b>284,179.47</b>	<b>40.57%</b>	
<b>TOTAL WASTEWATER FUND EXPENDITURES</b>	<b>824,100.00</b>	<b>297,809.55</b>	<b>36.14%</b>	<b>616,354.37</b>	<b>74.79%</b>	

STORMWATER FUND BUDGET: July 2009						
DESCRIPTION	2009 ADOPTED	July		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Begin Net Cash	50,000.00	64,838.97	129.68%	55,620.86	111.24%	
Begin Investments	0.00	0.00	0.00%	0.00	0.00%	
<b>Beginning Fund Balance</b>	<b>50,000.00</b>	<b>64,838.97</b>	<b>129.68%</b>	<b>55,620.86</b>	<b>111.24%</b>	
<b>Total Charges for Services</b>	<b>38,000.00</b>	<b>3,243.90</b>	<b>8.54%</b>	<b>23,131.75</b>	<b>60.87%</b>	
PWTF Loan Proceeds	0.00	37,500.00		37,500.00		
Other Miscellaneous Revenue	0.00	0.00	100.00%	7,596.00	100.00%	
<b>Total Revenue (No Begin Balance)</b>	<b>38,000.00</b>	<b>40,743.90</b>	<b>107.22%</b>	<b>68,227.75</b>	<b>179.55%</b>	
<b>TOTAL STORM WATER REVENUES</b>	<b>88,000.00</b>	<b>105,582.87</b>	<b>119.98%</b>	<b>123,848.61</b>	<b>140.74%</b>	
Ending Net Cash	25,730.00	96,434.69	374.79%	96,434.69	374.79%	
Ending Investments	0.00	0.00	0.00%	0.00	0.00%	
<b>Ending Fund Balance</b>	<b>25,730.00</b>	<b>96,434.69</b>	<b>374.79%</b>	<b>96,434.69</b>	<b>374.79%</b>	
Salaries & Wages	20,950.00	1,618.16	7.72%	11,524.00	55.01%	
Personnel Benefits	12,700.00	770.10	6.06%	5,582.90	43.96%	
Supplies	1,000.00	0.00	0.00%	283.20	28.32%	
Professional Services	12,000.00	4,960.14	41.33%	7,224.84	60.21%	
Repair & Maintenance	2,000.00	0.00	0.00%	604.25	30.21%	
External Taxes	750.00	0.00	0.00%	235.62	31.42%	
Capital Outlay - Building	200.00	0.00	0.00%	0.00	0.00%	
Capital Outlay - Other Improvements	8,000.00	1,799.78	22.50%	1,799.78	22.50%	
Capital Outlay - Equipment	4,670.00	0.00	0.00%	159.33	3.41%	
<b>Non-Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00%</b>	
<b>Total Expenditures (No End Bal)</b>	<b>62,270.00</b>	<b>9,148.18</b>	<b>14.69%</b>	<b>27,413.92</b>	<b>44.02%</b>	
<b>TOTAL STORM WATER EXPENDITURES</b>	<b>88,000.00</b>	<b>105,582.87</b>	<b>119.98%</b>	<b>123,848.61</b>	<b>140.74%</b>	

AMBULANCE FUND BUDGET: July 2009						
DESCRIPTION	2009 ADOPTED	July		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Begin Net Cash	3,000.00	(1,492.54)	-49.75%	3,283.21	109.44%	
Begin Investments	0.00	0.00	0.00%	0.00	0.00%	
<b>Beginning Fund Balance</b>	<b>3,000.00</b>	<b>(1,492.54)</b>	<b>-49.75%</b>	<b>3,283.21</b>	<b>109.44%</b>	
<b>Total Charges for Services</b>	<b>47,000.00</b>	<b>4,585.14</b>	<b>9.76%</b>	<b>32,072.02</b>	<b>68.24%</b>	
Interfund Loans Received	0.00	0.00	0.00%	0.00	0.00%	
<b>TOTAL AMBULANCE REVENUES</b>	<b>50,000.00</b>	<b>3,092.60</b>	<b>6.19%</b>	<b>35,355.23</b>	<b>70.71%</b>	
Ending Net Cash	1,280.00	(1,787.17)	-139.62%	(1,787.17)	-139.62%	
Ending Investments	0.00	0.00	0.00%	0.00	0.00%	
<b>Ending Fund Balance</b>	<b>1,280.00</b>	<b>(1,787.17)</b>	<b>-139.62%</b>	<b>(1,787.17)</b>	<b>-139.62%</b>	
Salaries & Wages	510.00	39.77	7.80%	278.39	54.59%	
Personnel Benefits	160.00	15.42	9.64%	115.81	72.38%	
Supplies	50.00	0.00	0.00%	0.00	0.00%	
Contract Services	48,000.00	4,824.58	10.05%	36,748.20	76.56%	
<b>Non-Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00%</b>	
<b>Total Expenditures (No End Bal)</b>	<b>48,720.00</b>	<b>4,879.77</b>	<b>10.02%</b>	<b>37,142.40</b>	<b>76.24%</b>	
<b>TOTAL AMBULANCE EXPENDITURES</b>	<b>50,000.00</b>	<b>3,092.60</b>	<b>6.19%</b>	<b>35,355.23</b>	<b>70.71%</b>	

REAL ESTATE EXCISE FUND BUDGET: July 2009						
DESCRIPTION	2009 ADOPTED	July		YEAR TO DATE		COMMENTS
		ACTUAL	% OF BUDGETED	ACTUAL	% OF BUDGETED	
Begin Net Cash	197,000.00	4,797.27	2.44%	195,587.54	99.28%	
Begin Investments	0.00	199,000.00	0.00%	0.00	0.00%	
<b>Beginning Fund Balance</b>	<b>197,000.00</b>	<b>203,797.27</b>	<b>103.45%</b>	<b>195,587.54</b>	<b>99.28%</b>	
<b>1/4% Real Estate Excise Tax</b>	<b>10,000.00</b>	<b>1,413.22</b>	<b>14.13%</b>	<b>9,622.95</b>	<b>96.23%</b>	
<b>TOTAL REET REVENUES</b>	<b>207,000.00</b>	<b>205,210.49</b>	<b>99.14%</b>	<b>205,210.49</b>	<b>195.51%</b>	
Ending Net Cash	177,000.00	6,210.49	3.51%	6,210.49	3.51%	
Ending Investments	0.00	199,000.00	0.00%	199,000.00	0.00%	
<b>Ending Fund Balance</b>	<b>177,000.00</b>	<b>205,210.49</b>	<b>115.94%</b>	<b>205,210.49</b>	<b>115.94%</b>	
<b>Capital Outlay - Other Improvements</b>	<b>30,000.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00%</b>	
<b>TOTAL REET EXPENDITURES</b>	<b>207,000.00</b>	<b>205,210.49</b>	<b>99.14%</b>	<b>205,210.49</b>	<b>99.14%</b>	

<b>FIRE MITIGATION FUND BUDGET: July 2009</b>						
<b>DESCRIPTION</b>	<b>2009 ADOPTED</b>	<b>July</b>		<b>YEAR TO DATE</b>		<b>COMMENTS</b>
		<b>ACTUAL</b>	<b>% OF BUDGETED</b>	<b>ACTUAL</b>	<b>% OF BUDGETED</b>	
Begin Net Cash	79,000.00	78,874.70	99.84%	78,874.70	99.84%	
Begin Investments	0.00	0.00	0.00%	0.00	0.00%	
<b>Beginning Fund Balance</b>	<b>79,000.00</b>	<b>78,874.70</b>	<b>99.84%</b>	<b>78,874.70</b>	<b>99.84%</b>	
<b>TOTAL FIRE MITIGATION REVENUES</b>	<b>79,000.00</b>	<b>78,874.70</b>	<b>99.84%</b>	<b>78,874.70</b>	<b>99.84%</b>	
Ending Net Cash	59,000.00	78,874.70	133.69%	78,874.70	133.69%	
Ending Investments	0.00	0.00	0.00%	0.00	0.00%	
<b>Ending Fund Balance</b>	<b>59,000.00</b>	<b>78,874.70</b>	<b>133.69%</b>	<b>78,874.70</b>	<b>133.69%</b>	
<b>Transfer to Current Expense - Fire</b>	<b>20,000.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>20,000.00</b>	<b>100.00%</b>	
<b>TOTAL FIRE MITIGATION EXPENDITURES</b>	<b>79,000.00</b>	<b>78,874.70</b>	<b>99.84%</b>	<b>78,874.70</b>	<b>99.84%</b>	

## Monthly Schedule of Cash Activity

FUND	DESCRIPTION	July	
		BEGINNING BALANCE	ENDING BALANCE
001	Current Expense	111,075.78	122,575.23
002	Current Expense Reserve	1,669.93	1,669.93
101	Park & Cemetery	15,484.34	9,145.15
102	Street	62,286.39	69,066.57
110	Park & Cemetery Reserve	571.17	571.17
120	Street Reserve	1,406.29	1,406.29
301	Excise Tax - Capital Projects	4,797.27	6,210.49
302	Fire Mitigation Fees - Fire Hall	78,874.70	78,874.70
401	Light & Power	384,001.84	428,750.71
403	Garbage	14,217.81	13,608.60
405	Water	(16,125.63)	(8,796.12)
407	Sewer	134,806.05	133,200.10
409	Stormwater	64,838.97	96,434.69
410	Light & Power Reserve	4,392.94	4,392.94
411	REED (L/P Reserve)	0.00	0.00
413	Ambulance	(1,492.54)	(1,787.17)
421	W & S Bond Retirement	(12,747.34)	(547.34)
422	Water Reserve	659.35	659.35
423	Sewer Reserve	549.39	549.39
424	Garbage Reserve	109.97	109.97
600	Consumer Deposits - L & P	14,228.72	13,478.72
610	Consumer Deposits - Water	3,807.96	3,542.96
800	Claims	66,976.46	81,333.22
801	Payroll	111,230.30	87,223.49
<b>TOTAL</b>		<b>1,045,620.12</b>	<b>1,141,673.04</b>

**ENDING CASH**

	March 09	April 09	May 09	40,003.00	July 09	August 09	Sept. 09	October 09	Nov. 09	Dec. 09
Current Expense	44,586.21	62,546.50	93,427.62	111,075.78	122,575.23					
CE Reserve Fund	1,669.93	1,669.93	1,669.93	1,669.93	1,669.93					
<b>Total Current Expense</b>	<b>46,256.14</b>	<b>64,216.43</b>	<b>95,097.55</b>	<b>112,745.71</b>	<b>124,245.16</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Park & Cemetery Fund	845.95	3,626.03	8,708.99	15,484.34	9,145.15					
P & C Reserve Fund	571.17	571.17	571.17	571.17	571.17					
<b>Total Park &amp; Cemetery</b>	<b>1,417.12</b>	<b>4,197.20</b>	<b>9,280.16</b>	<b>16,055.51</b>	<b>9,716.32</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Street Fund	64,758.84	69,291.50	55,683.38	62,286.39	69,066.57					
Street Reserve Fund	1,406.29	1,406.29	1,406.29	1,406.29	1,406.29					
<b>Total Streets</b>	<b>66,165.13</b>	<b>70,697.79</b>	<b>57,089.67</b>	<b>63,692.68</b>	<b>70,472.86</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
L & P	74,493.70	238,070.63	307,444.36	384,001.84	428,750.71					
L & P Reserve	4,392.94	4,392.94	4,392.94	4,392.94	4,392.94					
<b>Total L &amp; P</b>	<b>78,886.64</b>	<b>242,463.57</b>	<b>311,837.30</b>	<b>388,394.78</b>	<b>433,143.65</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Garbage	(5,554.57)	13,057.75	13,652.71	14,217.81	13,608.60					
Garbage Reserve	109.97	109.97	109.97	109.97	109.97					
<b>Total Garbage</b>	<b>(5,444.60)</b>	<b>13,167.72</b>	<b>13,762.68</b>	<b>14,327.78</b>	<b>13,718.57</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Water Fund	(17,372.84)	(8,422.82)	(5,288.04)	(16,125.63)	(8,796.12)					
Water Reserve	659.35	659.35	659.35	659.35	659.35					
<b>Total Water</b>	<b>(16,713.49)</b>	<b>(7,763.47)</b>	<b>(4,628.69)</b>	<b>(15,466.28)</b>	<b>(8,136.77)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Sewer	73,927.28	81,564.95	82,266.68	134,806.05	133,200.10					
Sewer Reserve	549.39	549.39	549.39	549.39	549.39					
<b>Total Sewer</b>	<b>74,476.67</b>	<b>82,114.34</b>	<b>82,816.07</b>	<b>135,355.44</b>	<b>133,749.49</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Stormwater	57,903.14	66,263.74	66,835.22	64,838.97	96,434.69					
Ambulance	(808.12)	3,792.66	(1,317.25)	(1,492.54)	(1,787.17)					
REET	519.35	1,297.74	3,768.91	4,797.27	6,210.49					
<b>Fire Mitigation</b>	<b>78,874.70</b>	<b>78,874.70</b>	<b>78,874.70</b>	<b>78,874.70</b>	<b>78,874.70</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**ENDING  
INVESTMENTS**

	March 09	April 09	39,973.00	40,003.00	July 09	August 09	Sept. 09	October 09	Nov. 09	Dec. 09
Current Expense	1,571.84	1,261.95	1,261.95	1,087.89	889.13					
CE Reserve Fund	190,346.86	190,346.86	190,346.86	190,346.86	190,346.86					
<b>Total Current Expense</b>	<b>191,918.70</b>	<b>191,608.81</b>	<b>191,608.81</b>	<b>191,434.75</b>	<b>191,235.99</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Park & Cemetery Fund	537.62	431.63	431.63	372.10	304.12					
P & C Reserve Fund	65,104.44	65,104.44	65,104.44	65,104.44	65,104.44					
<b>Total Park &amp; Cemetery</b>	<b>65,642.06</b>	<b>65,536.07</b>	<b>65,536.07</b>	<b>65,476.54</b>	<b>65,408.56</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Street Fund	1,323.69	1,062.74	1,062.74	916.16	748.78					
Street Reserve Fund	160,295.78	160,295.78	160,295.78	160,295.78	160,295.78					
<b>Total Streets</b>	<b>161,619.47</b>	<b>161,358.52</b>	<b>161,358.52</b>	<b>161,211.94</b>	<b>161,044.56</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
L & P	4,242.28	504,809.57	504,809.57	504,339.81	503,803.37					
L & P Reserve	150,729.56	150,729.56	150,729.50	150,729.56	150,729.56					
<b>Total L &amp; P</b>	<b>154,971.84</b>	<b>655,539.13</b>	<b>655,539.07</b>	<b>655,069.37</b>	<b>654,532.93</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Garbage	103.50	92.03	92.03	80.57	67.48					
Garbage Reserve	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00					
<b>Total Garbage</b>	<b>7,103.50</b>	<b>7,092.03</b>	<b>7,092.03</b>	<b>7,080.57</b>	<b>7,067.48</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Water Fund	976.94	784.33	784.33	676.16	552.63					
Water Reserve	75,156.59	75,156.59	75,156.59	75,156.59	75,156.59					
<b>Total Water</b>	<b>76,133.53</b>	<b>75,940.92</b>	<b>75,940.92</b>	<b>75,832.75</b>	<b>75,709.22</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Sewer	713.53	50,572.86	50,572.86	50,493.85	50,403.62					
Sewer Reserve	62,621.79	62,621.79	62,621.79	62,621.79	62,621.79					
<b>Total Sewer</b>	<b>63,335.32</b>	<b>113,194.65</b>	<b>113,194.65</b>	<b>113,115.64</b>	<b>113,025.41</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Stormwater Fund	0.00	0.00	0.00	0.00	0.00					
<b>REED</b>	<b>100,000.00</b>									
<b>REET</b>	<b>199,000.00</b>									

## STAFF REPORT

To: City Council  
From: Busse Nutley, City Administrator  
Date: August 31, 2009  
Re: Bid Award – Hydroseeding Beerbower Park

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Improvements to the athletic fields at Beerbower Park are nearly complete. The final action is to plant new grass.

We received three bids as follows:

Davis Hydroseeding and Strawblowing, Inc.	6,695.00	
	<u>555.69</u>	tax
	7,250.69	total
Nichols Hydroseeding	6,750.00	
	<u>573.57</u>	tax
	7,323.57	total
Brian Group, Inc.	10,485.00	
	<u>870.26</u>	tax
	11,355.26	total

### Requested Action:

Award the bid to hydroseed Beerbower Park to Davis Hydroseeding and Strawblowing, Inc., in the amount of \$7,250.69, including Washington State sales tax.

## STAFF REPORT

To: City Council  
From: Busse Nutley, City Administrator   
Date: August 31, 2009  
Re: Bid Award/Negotiations – Automated Meter Reading

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We received two responses to the Request for Proposals for an Automated Meter Reading system for both electrical and water meters. Paul, Todd, Ardyce and I thoroughly reviewed the two submittals.

The proposal received from Mueller Systems proposed all new meters for both electric and water, as well as a fixed (tower) network system. This was not completely responsive to the RFP, and is considerably more expensive.

The proposal received from General Pacific, Inc., provided nearly all the information and components; however, they did not provide a price for the upgraded registers necessary for converting our existing water meters to an automated system. To remedy this issue, we have issued a bid for these registers and will have prices by the next Council meeting on September 23. Therefore, we propose to delay the water meter element of the project until that time.

The staff recommends that the Mayor be authorized to negotiate a contract and purchase electric meters, meter upgrades, related equipment, software and training from General Pacific, Inc., of Portland Oregon.

1,100 Residential 200 AMP Meters	\$ 82,500.00
15 Residential 320 AMP Meters	\$ 2,400.00
30 Poly-phase Demand Meters	\$ 13,350.00
Software, Handhelds & Docking Stations	\$ 19,530.00
Training	\$ 5,000.00
ELECTRIC COST – Subtotal	\$122,780.00
Sales Tax (8.3%)	\$ 10,190.74
TOTAL ELECTRIC COST	\$132,970.74

The budget for 2009 estimated a three-year purchase phase. The total estimated cost was \$120,000 over three-years, or \$40,000 per year.

### **Requested Action:**

Authorize the Mayor to purchase an automated meter reading system and equipment from General Pacific, Inc., in the amount of \$150,000 in the Light & Power Fund.

## **STAFF REPORT**

To: City Council  
From: Busse Nutley, City Administrator   
Date: August 31, 2009  
Re: Grant Application – Stormwater Improvement on Simpson Avenue or Repairs to the Reservoir

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The Public Works Trust Fund is accepting grant applications for 100% ARRA money for infrastructure projects. The statewide allocation is too small for us to successfully propose funding for a drier at the wastewater treatment plant. However, we have a fairly costly stormwater problem that needs to be addressed and we have recently learned that the interiors of our reservoirs need repainting or in a few years we will have to replace them.

### **Stormwater**

Apparently, during the last decade Mr. Gravatt has complained to the City about a broken 24-inch stormwater line that crosses his property on the south side of Simpson Avenue, south of the mill. Although the City has cleaned the line of roots, it has not actually fixed or replaced the pipe. It is a complicated project that involves several properties. A good way to alleviate the problem is to construct a new line within the right-of-way. However, a drawback to be considered is that the project would not be funded in time to be concurrently built with the sidewalks in the same general location. Therefore, if approved, the street would have to be dug up soon after the sidewalk project is complete.

### **Reservoir Repair**

The interior walls of the 150,000 gallon tank are in poor condition and the walls of the 500,000 gallon tank have been rated as fair. Unless these linings are repaired in the somewhat near future, the tanks may have to be replaced.

### **Requested Action:**

Authorize the Mayor to apply for ARRA funds, with no local match, through the Public Works Trust Fund, for one of the above projects.

## Busse Nutley

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**From:** Nick Bird [nbird@g-o.com]  
**Sent:** Thursday, August 27, 2009 5:33 PM  
**To:** Busse Nutley  
**Cc:** 'Jon Hinton'  
**Subject:** PWB Small Community Grant

Busse,

The Public Works Board is accepting applications for their Small Communities in Rural Counties Grant Program, which is stimulus based funding. Applicants may only submit one application. Applications must be received no later than September 8, 2009. Based on our previous discussions, it seems that the most reasonable and beneficial project to submit on would be the replacement of the 24-inch stormwater line that travels through multiple properties south of the coffee stand adjacent to Gordon's Market.

The project would plug and abandon in place the existing 24-inch stormwater pipe that travels under Simpson Avenue beginning at the manhole adjacent to the existing coffee stand. A new 36-inch stormwater trunk line would be installed in the place of the existing 10-inch stormwater piping traveling west, from the existing manhole to 9<sup>th</sup> Street (approximately 1375 lineal feet) on Simpson Avenue. At the intersection of 9<sup>th</sup> Street and Simpson Avenue, the new 36-inch piping would travel south and terminate at a control structure (an additional 325 lineal feet). All lateral connections currently connected to the existing 10-inch stormwater piping will be reconnected to the new 36-inch stormwater trunk line. The control structure will have provisions to dissipate stormwater energy, facilitate maintenance of the structure, and prohibit aquatic life from traveling back into the structure and associated trunk line. The total project cost (construction, engineering, and construction management) will likely be in the range of \$550,000 to \$650,000.

Please let me know if you would like us to complete the Small Communities Grant application and submit it to the Public Works Board for this project. If you would like additional information, please feel free to let me know.

Nicholas D. Bird, P.E.  
Gray & Osborne, Inc.  
2102 Carriage Drive SW  
Building I  
Olympia WA, 98502

Ph(360)292-7481 x106  
Fx(360)292-7517

## Busse Nutley

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**From:** Nick Bird [nbird@g-o.com]  
**Sent:** Friday, August 28, 2009 2:18 PM  
**To:** Busse Nutley  
**Cc:** 'Jon Hinton'  
**Subject:** PWB Small Community Grant Pt. 2

Busse,

As we discussed, it seems that we may have another project that may be very beneficial for the City that would qualify for the Public Works Board Small Communities in Rural Counties Grant Program.

This last May, Vern had the welded steel water reservoirs inspected. Vern and I have had many discussions regarding this topic lately. The exterior of the reservoirs has been painted twice since the reservoirs were constructed, while the interior has not been recoated at all (based on discussions with City staff). The interior walls (of the 150k gallon tank) were found in poor condition (which by the inspectors definition means major problems, fix now), with corrosion and delamination noted on the top panels. The interior of the 500k gallon tank was labeled as fair, which means minor problems, repairs needed. We recently scheduled a person to help evaluate the interior coating type to assist in determining potential options and associated costs (if we could locate a copy of the original specifications, this would really help). It is assumed that spot repair could be conducted for approximately \$60,000, but we would have to drain the reservoirs to properly inspect them to determine the limits of repairs and validate the assumed estimate. With the current state of the water budget, I assume we would need to apply for financial assistance. The reservoirs would then need to be offline for repairs if this option was chosen.

In my opinion, as this project will require financial assistance in any case, the preferred method of repair would be to remove the existing interior coatings of both reservoirs, repair the steel shell and appurtenances as necessary and recoat the interior with a current coating type (modified polyamine epoxy suitable for potable water service). A preliminary estimate of this project cost is in the range of \$200,000, including design, construction, and construction management. The cost shown reflects the possibility that mill scale may be found inside the reservoirs. Please note that in both options, repairs must be conducted with the reservoir out of service.

As stated in the first email, only one application may be submitted to the Public Works Board for the Small Communities in Rural Counties Grant Program. Please let me know which project is believed to be the most beneficial to the community so the application can be completed.

Thank you,

Nicholas D. Bird, P.E.  
Gray & Osborne, Inc.  
2102 Carriage Drive SW  
Building I  
Olympia WA, 98502

Ph(360)292-7481 x106  
Fx(360)292-7517

## STAFF REPORT

To: City Council  
From: Busse Nutley, City Administrator   
Date: August 31, 2009  
Re: Contract Amendment 13 – Deed Research – Gray & Osborne

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We have been researching information on all city-owned property because of insurance issues. During that endeavor, we have learned that we have deeds and easements that are not accompanied by maps and the legal descriptions are too complicated to figure out which property is conveyed. Therefore, we need to have our engineers research the legal descriptions and provide a map of each property.

### **Requested Action:**

Athorize the Mayor to sign Contract Amendment 13 with Gray & Osborne in an amount not to exceed \$1,795.

## **DEED / EASEMENT ASSISTANCE**

The City of McCleary is currently in the process of updating and locating all owned properties and easements throughout the City.

The City has requested engineering services from Gray & Osborne, Inc. to assist the City staff with locating easements and owned properties. There are a total of 18 documents that have proved to be difficult to locate. The Scope of Work for these engineering services is described below.

### **Task 1 – Locate Existing Easements and Owned Properties**

Gray & Osborne will use the original records to locate the actual location of easements or owned property. It is anticipated that a couple records may require a visit to the WSDOT records office or to the Grays Harbor County records office. The deliverable will be one hard copy vicinity map of each location attached to the original record to be filed and stored by the City.

## EXHIBIT "A"

### ENGINEERING SERVICES SCOPE AND ESTIMATED COST

#### *City of McCleary Deed / Easement Assistance*

	Principal Hours	Project Mgr. Hours	Project Eng. Hours	Civil Eng. Hours	CADD Tech. Hours
1 Deed / Easement Assistance				16	
Hour Estimate:	0	0	0	16	0
Estimated Hourly Rates:	\$56	\$46	\$38	\$36	\$28
Direct Labor Cost	\$0	\$0	\$0	\$576	\$0

Subtotal Direct Labor:	\$576
Indirect Costs (171%):	\$985
Total Labor Cost:	\$1,561
Fee (15%):	\$234
Subtotal Labor & Fees:	\$1,795
Direct Non-Salary Cost:	
Mileage & Expenses (Mileage @ \$0.55/mile)	
Printing/CD's	
<b>TOTAL ESTIMATED COST:</b>	<b>\$1,795</b>

## STAFF REPORT

To: City Council  
From: Busse Nutley, City Administrator  
Date: August 31, 2009  
Re: Wellhead Protection Plan Update

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We have had a wellhead protection plan for many years; however, during the work on the aquifer issue, the consultants were able to draw a more specific boundary – rather than just a circle – to designate the area in which land owners must be extra careful in what activities they undertake.

The updated plan was reviewed by the state Department of Health. Once it is adopted by the Council, it is automatically given a special designation under the County's zoning code to help protect the wells.

The Plan received SEPA review. Only one comment was received. The County concurred with our Declaration of Non-significance.

### **Requested Action:**

Adopt the Resolution.

## RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION ADOPTING AN AMENDMENT TO THE  
CITY'S COMPREHENSIVE WATER PLAN.****R E C I T A L S:**

1. The City maintains within its governmental operations a water distribution system.

2. Pursuant to the mandates of the Department of Health of the State of Washington, the City has undertaken the development and preparation of an update to its Comprehensive Water Plan relating to the protection of the sources from which the water utilized by the City in the operation of its water system is drawn. This update includes a variety of elements aimed at providing guidance as to the best management of the wellhead area.

3. Pursuant to the applicable provisions of law, an Environmental Checklist was prepared and submitted by the responsible official. The same was reviewed and a Declaration of Non-significance issued. That Declaration was issued on and notice thereof published. The time for comment expired on August

28, 2009 Thus, more than the allowed days have elapsed since that time without appeal or comment.

4. All mandatory requirements in relation to providing public notice of and the allowance of public input and comment prior to the adoption of the Plan have been fulfilled.

5. It is the City's understanding the amendment to the Plan requires the approval of the Council prior to its submission to the Department for final approval.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF McCLEARY, THE MAYOR SIGNING IN AUTHENTICATION THEREOF:

SECTION I: That certain document entitled " Wellhead Protection Plan", dated \_\_\_\_\_, 2009, a copy of which is on file with the Office of the Clerk-treasurer, shall be and is hereby adopted as an addendum to that certain Comprehensive Water Plan dated September 2008, and shall be attached to that Plan, a copy of which is also on file with the Office of the Clerk-treasurer. They shall constitute the official Comprehensive Water Plan of the City of McCleary.

SECTION II: The City Administrator shall undertake such notification of affected agencies, including submission to the State Department of Health, of the adoption of this Plan as may be required by law.

PASSED THIS \_\_\_\_ day of September, 2009, by the City Council of the City of McCleary, and signed in authentication thereof this \_\_\_\_ day of \_\_\_\_\_, 2009.

CITY OF McCLEARY:

\_\_\_\_\_  
WALLACE BENTLEY, Mayor

ATTEST:

\_\_\_\_\_  
WENDY COLLINS, Clerk-Treasurer

APPROVED AS TO FORM:

\_\_\_\_\_  
DANIEL O. GLENN, City Attorney

## STAFF REPORT

To: City Council  
From: Busse Nutley, City Administrator  
Date: August 31, 2009  
Re: Cemetery and Park & Recreation Capital Improvement Plans

---

### **Cemetery:**

At its last meeting, the Council approved the purchase of the old Brookside Mobile Home Park and decided to make it Brookside Park. The City will be using money from the Real Estate Excise Tax (REET) for the purchase. In researching the constraints of the fund, we learned that we could also use it for improvements to the cemetery – if we had an adopted Capital Improvement Plan. As you know, the fence around the cemetery is not in good shape. We also need to expand into the next area, part of which had been leased to the Mobile Home Park. The cemetery expansion will require a new fence, at least in that one area, and Park & Cemetery funds are not easy to come by. Using the REET would allow improvements to finally be made.

The Planning Commission held a public hearing and reviewed the attached CIP and recommended the Council adopt it as a part of the City's comprehensive Capital Improvement Plan.

### **Park and Recreation:**

The Council adopted an updated Comprehensive Park and Recreation Plan in June 2008. Unfortunately, we overlooked the fact that the recommendations and the Capital Improvement Plan should also have been added to the City's comprehensive Capital Improvement Plan. The attached document contains the recommendations and CIP, unchanged from the adopted overall plan.

### **Requested Action:**

Adopt the Resolution to include both Cemetery and Park & Recreation Capital Improvement Plans in the city's comprehensive CIP.



**City of McCleary**

# Cemetery Capital Improvement Plan

---

August 2009

## INTRODUCTION

The McCleary cemetery has long been a focal point for the residents of the city. Records show that the Knights of Pythias first opened the cemetery in 1911 on about an acre of property given to them by city founder Henry McCleary. When maintenance of the facility became more difficult for the fraternal group, it deeded the property to the newly formed city on May 25, 1945. Since that time the city has expanded the area and operated the cemetery through funds received from plot purchases and burial services and through property taxes that support the Parks and Cemetery Fund.

Figure 1  
Vicinity Map

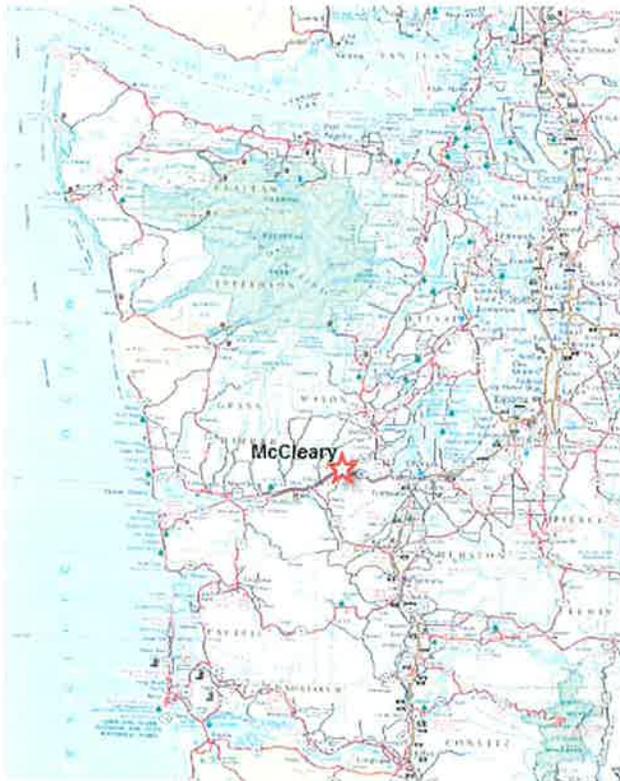
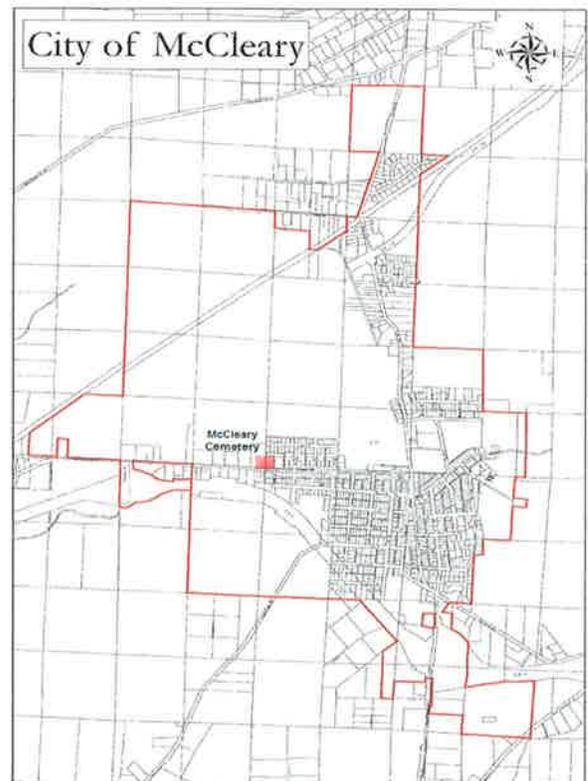


Figure 2  
Site Map



## INVENTORY

The cemetery is located north of Simpson Avenue, and west of North 9<sup>th</sup> Street and adjacent to the city's Community Center. The original or "old" cemetery is located on Tract D shown in Figure 3. In the late 1960's the cemetery expanded to the west onto Tract B. An additional 280 plots have been platted further to the west of what is shown as the Existing Cemetery within Tract B.

Figure 3  
City Owned Property and Current Uses



- Tract A - former Brookside Mobile Home Park, purchased for park use from Larry and Stacy Birindelli, August, 2009; mobile homes have been removed and land has been graded since the date of the aerial photograph
- Tract B - purchased from Henry and Elizabeth L. Hillman, February 15, 1967
- Tract C - dedicated for playground/public use through the platting of the Third Addition to the Townsite of McCleary, January 16, 1943
- Tract D - original cemetery property donated (for \$1.00) by Knights of Pythias, May 25, 1945
- Tract E - donated (for \$10.00) by Twin Harbors Area Council, Incorporated, Boy Scouts of America, May 9, 1967

The original cemetery was platted into 552 plots. Another 680 plots were added after 1967 when the Hillman property was purchased, making the total number of plots at 1,232. At the same time when the 680 plots were added, another 280 plots were created but still have not been made available for sale. The plots were laid out in blocks of 4 and 8 plots, each plot measuring 5 feet by 10 feet. The purpose of having blocks was to allow family purchases. Each plot will accommodate one casket and up to 4 urns, or cremated remains of up to 5 persons.

It is unknown exactly how many people are buried in the cemetery. Early record-keeping was incomplete. Another complicating factor is that the mill employed many Greek immigrants: because of prejudices of the times, graves of the immigrants who died here were not always marked. As a result there are a number of plots that the City will not sell, as it has not been confirmed if they already have been used.

As of July 2009, only 22 plots remain unsold of the 1,232 created in the existing cemetery area. The 280 plots that were platted to the west of the existing cemetery can be made available when the existing fence and a row of 16 pine trees are removed.

## **PUBLIC INVOLVEMENT**

One way to assess the need for public facilities is through public involvement. In preparation of the Parks and Recreation Comprehensive Plan update that was adopted in June 2008, a Public Facilities Survey was distributed through the city's website ([www.cityofmccleary.com](http://www.cityofmccleary.com)) and by paper copies that were made available at the McCleary School, Gordon's Select Grocery, Timberland Regional Library, McCleary Video and Sterling Savings Bank. A total of 59 surveys were returned (39 from City residents), representing a household population of about 203. The in-city household respondent rate was 5.8 percent.

Fifty six respondents provided answers to a question about how many times a year they used the cemetery. Thirty-one, or 55.4% indicated no use; 22, or 39.3% indicated use of 1-10 times per year; and 3, or 5.3% indicated they used the cemetery more than 11 times a year. When asked if the cemetery was meeting their needs, 33 responded, with 61.6% answering "yes" and 38.4% answering "no". Of the 20 responses to the question "what improvements would you like to see", a substantial majority indicated a need for improved maintenance. Other comments included a need to expand the size, enhance the landscaping, repair the fence, and provide signage to identify the name of the cemetery.

## DEMAND AND NEED ANALYSIS

The City of McCleary has experienced population shifts several times since its incorporation in 1943. From 1960 to 1980 the population grew by about one-quarter, yet growth slowed to less than ½ of 1% during the 1980's and declined during the 1990's. Although the overall percentage increase in population from 1950 to 2009 has been 32.3 percent, this still only represents an addition of 380 people during that 59-year time period.

Several new subdivisions have recently been developed; however, the current recession has stalled construction of new homes. It is anticipated that McCleary's proximity to the Olympia area will result in significant growth in the coming years, assuming that the state and region both continue to be attractive places for people to relocate from other areas of the country.

Table 1  
Population: 1950 - 2000

Year	Population	% Change
1950	1,175	
1960	1,115	(5.1%)
1970	1,265	13.5%
1980	1,419	12.2%
1990	1,473	3.8%
2000	1,454	(1.3%)
2009 (est.)	1,555	7.0%

Because of the inconsistencies of past growth trends, It is difficult to project the demand for additional burial plots based on past use. On the other hand, past demand is the only measure available.

Over the past eight years, there have been 89 burials, 74 caskets and 15 urns. This is an average of 11 burials per year. If demand were calculated at 15 burials per year, the existing plots (22 + 280) will accommodate another 20 years of burials.

## RECOMMENDATIONS

With the city's purchase of Tract A for use as a park, the full use of the cemetery property can be achieved. The prior use by the mobile home park made use of an easement from the city for adequate property to allow good access and parking for the mobile home park residents. When that lease ended and the property was eventually purchased by the city, a more comprehensive plan for the various properties could be undertaken.

## ***Existing Constraints***

The property to the north of the existing cemetery that is owned by the city is in a natural state. A dirt/gravel roadway has been graded along a 20-foot alley on the north side of Tract C, and then meanders in a southwesterly direction to connect with the two existing cemetery platted accesses. A four-foot green chain-link fence surrounds the cemetery and is not in very good condition.

On the west end of Tract B, sixteen pine trees are growing within the platted area that is currently outside of the fenced, existing cemetery.

## ***Proposed Improvements***

**Expand into already-platted area:** the existing fence on the west side of the cemetery should be removed and the pine trees should be cut down to allow sale of the 280 platted plots. This will provide up to 20 additional years of burials.

**Access road/alley realignment, resurfacing:** The roadway on the north side of Tract C and its extension into Tract B should be regraded to an east-west alignment.

**Plat additional plots between the existing cemetery and the new east-west alley:** An additional 456 plots can be created in the area north of the cemetery and south of where the road/alley should be relocated. This would provide up to an additional 30 years of burials, for a total of 50 more years of use.

**Develop parking north of the new east-west alley, add to Brookside Park:** There is no designated parking for the cemetery. The land north of the new alley alignment has been filled and may not be best for cemetery use. Also, there is a “bench” of land, and then it drops in elevation toward Wildcat Creek. This lower land is not appropriate for cemetery use, but could be added to the park (Tract A). The small area on top of the “bench” that is north of the east-west alley, can be developed into a parking area.

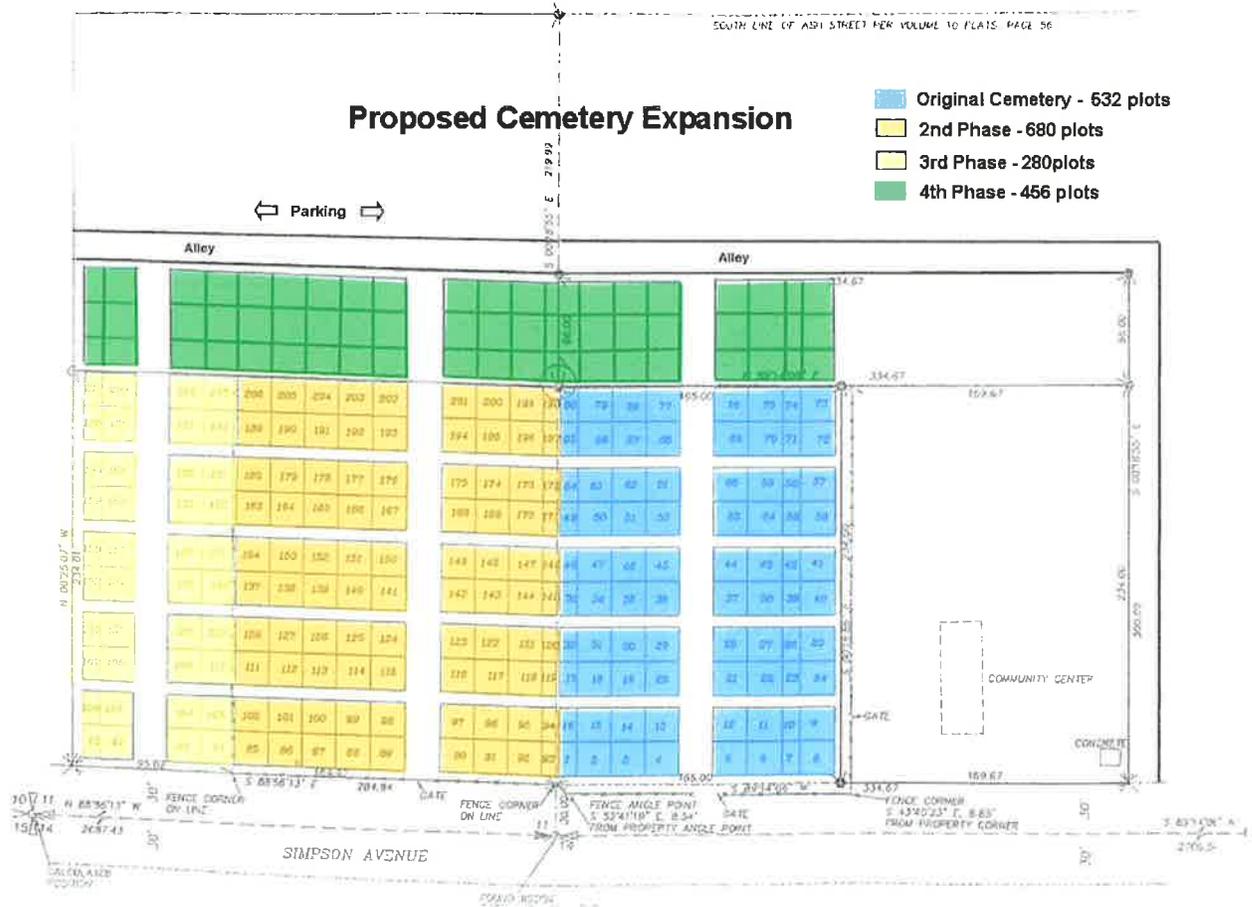
**Fencing:** New fencing all around the fully expanded cemetery would enhance the cemetery, while separating it from the other public uses of the community center, the new playfield by the community center and the new Brookside Park.

**Irrigation:** A major concern of survey respondents is the grounds upkeep of the cemetery. An automated sprinkler system would provide better maintenance of the grass.

**Storage:** A storage shed would provide a place to house maintenance equipment.

**Signage:** Two types of signs should be installed. A “McCleary Cemetery” sign for general identification and a cemetery rules sign would provide important information to the public. There have also been requests for an on-site display of the names of those interred there. That may be difficult to maintain, but should be explored further.

Figure 4  
Cemetery Plat with Proposed Expansions and Improvements



## CAPITAL IMPROVEMENT PROGRAM

### *Funding Sources*

**Property Tax:** The city's Park and Cemetery Fund is primarily supported by the property tax. Each year 25% of the total property tax received by the city is earmarked for this fund. All maintenance of all parks, as well as the cemetery, must come from this limited source of money.

**Cemetery Fees:**

Plot cost	\$448.00
Urn Burial	\$101.00
Full casket burial	Arranged through private funeral home – no city fee

**Real Estate Excise Tax (REET):** RCW 82.46.010 provides that cities with a population of five thousand or less may tax the sale of real property at a rate  $\frac{1}{4}$  of 1% and may use the funds "...for any capital purpose identified in a capital improvements plan...."

**Private Donations:** Land and other improvements may be donated to the city earmarked for cemetery purposes by individual citizens and private corporations.

**Grants:** There are no known grants to support the maintenance of public cemeteries.

**Bonds (notes of credit):** Either voter-approved bonds or councilmanic general obligation bonds may be used to support cemetery maintenance. The difference between them is that the voter-approved bonds are paid for by a special levy within the property tax, while GO bonds must be paid for out of the general city operations and maintenance budget.

Table 2  
Cemetery Capital Improvement Program

Priority	Project Name	Fund Source	2009	2010	2011	2012	2013	2014
1	Fencing – west side of expansion area	REET	\$6,500					
2	Remove pine trees	REET	\$1,000					
3	Relocate alley	REET	\$10,000					
4	Irrigation	REET		\$8,500				
5	Storage shed	REET		\$5,000				
6	Fencing – entire cemetery	REET			\$20,000			
7	Signs	REET			\$5,000			
<b>TOTAL</b>			<b>\$17,500</b>	<b>\$13,500</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**City of McCleary**

# Park and Recreation Capital Improvement Plan

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August 2009

## INTRODUCTION

The Comprehensive Park and Recreation Plan for the City of McCleary was updated on June 25, 2008, after public hearings by the Planning Commission and the City Council. The project recommendations and Capital Improvement Program are being integrated into the city's comprehensive Capital Improvement Plan. Full background information in support of the Recommendations and the Capital Improvement Program presented here is included in the Comprehensive Park and Recreation Plan of 2008.

## RECOMMENDATIONS

As is the case with all planning programs, the true determination of a plan's effectiveness is the degree to which the plan's recommendations are implemented over the given timeframe. These recommendations should be formulated from sound decisions based on the findings of the various methods of determining needs. In addition, the recommendations should maintain the overriding guidelines which provide a balance in meeting the present recreation deficiencies and future needs, maintain a focus on population characteristics and economic base of the community and remain within the City's fiscal resources.

The recommendations should be an expression of the identified goals and remain consistent with the objectives proposed to achieve those goals. If implemented, those goals and objectives should serve to provide the residents of McCleary quality recreation sites, facilities, and programs through the life of the plan.

This chapter will identify the proposed recommendations resulting from the analysis of all the methods used to determine the park and recreation need in the city. These recommendations are categorized by the four specific goals of the McCleary park and recreation system.

It should be noted that overlapping of specific recommendations may exist. For instance, a proposed facility development which is consistent with the facility goals may also satisfy goals identified for recreation programs. This overlapping is beneficial in satisfying multiple needs existing within the city.

### ***Recreation Site Recommendations***

The recreation site goal guides the City to "Maintain adequate park acreage to meet the present

and future needs of the entire City's population."

As identified through the application of standards, a small amount of park acreage will be needed by the year 2013. The acreage, while small, is primarily the result of new residential development and the likelihood of more of it occurring in the future.

In view of the site needs, the recommendation is:

**Land Acquisition:** Pursue acquisition and development of land that can serve new development with neighborhood parks and an additional playground. In addition, preserve existing easements and seek additional easements and right-of-way that can accommodate walking trails and other types of pedestrian walkways and sidewalks,

### ***Recreation Facility Recommendations***

The recreation facility goal encourages the City to "provide a spectrum of recreational facilities and experiences to meet the needs of all McCleary residents."

As identified in the facility needs analysis, the application of the per capita acreage and accessibility standards identified a 2013 and 2018 deficiency of a baseball diamond, tennis court, swimming pool, and pathway amenities. Survey results for parks indicated a higher priority need for walkways, sidewalks and pathways, upgrades of existing ball fields, courts, and playfields, and new equipment for existing playgrounds.

A swimming pool, nature/interpretive trail, larger community center, and sports complex were identified as regional serving facilities which are currently deficient in the City.

With these needs identified, the facility recommendations include:

**Baseball and Soccer Fields:** According to the standards, the City has sufficient fields for the next few years; however, significant improvements need to be made. A new baseball/soccer field should be added when a new neighborhood park site can be acquired, and that need was supported by comments about unmet needs in the survey. To deal with the improvements, the City applied for and received approval for a grant to level the ball fields, install irrigation, provide new fencing and build new dugouts. A walking path will also be constructed around the Beerbower Park circumference that will provide ADA accessibility to the stands and other park facilities.

The timber in the area behind the Community Center playground had to be cut in 2007 because of disease. It is being restored to a grassy area that can also be used for youth soccer in the fall. To protect the field, a small berm was created on which shrubs are to be planted in 2008. This will provide a barrier to vehicles that might be tempted to park on the grass, and will help keep errant balls from getting too far out of bounds.

**Basketball Court:** This court is in poor shape, but it will be improved in 2008 through a Youth Athletic Fields grants from the state. New hoops and backboards, as well as a repaired court surface are expected.

**Tennis Court:** Although the City had a tennis court for many years, it was not in very good shape and when the demand for a skateboard park emerged in 2005, the City allowed construction of wooden ramps on the tennis court. Soon after the ramps were vandalized and the area has been locked to keep destruction down. The standards suggest that the City's population should support a tennis court, and the survey revealed that many residents would like the tennis court restored. The City should build a new court with a backboard.

**Playground and Playground Equipment:** Upgraded playground equipment is needed at Beerbower Park. Survey respondents expressed a desire to bring back a merry-go-round, and to modernize the play structures. An additional playground will be needed by 2013.

**Pathway Linkages:** The need for improved sidewalks, walkways and paths was evident in the survey. The City is currently applying for a grant to plan a system of pathways. The City should make this a high priority for funding.

In addition, a nature/interpretive trail would provide valuable opportunities for student field trips and nature study and bird and wildlife watching.

Pathway designs may include street signage and striping; extension of existing sidewalks; or, separated pathways utilizing City rights-of-way or linear corridors.

**Skateboard Park:** While the survey showed support for building a new skateboard park that would be more permanent than the last attempt, there was also information that many parents are transporting their children to cities that have state-of-the-art skateboard facilities. The City should find an area that is large enough to accommodate the activity and should only build one when there is sufficient funding to construct a facility that meets the identified need far better than the previous ramps did.

**Community Center:** While the overall facility received positive remarks, there were concerns of the survey respondents that improvements such as improved acoustics and upgrades to the kitchen would make the facility more useful.

**Park Kitchen:** This new facility received favorable comments from survey respondents, although some thought the food bank should be relocated and that more tables and seating would be appreciated. The City currently owns the "float shed", a building that is in disrepair. Although structurally sound, it needs a new roof and siding. If restored, it would be a good location for the food bank, as well as Bear Festival float building activities. Moving the food bank would enhance the park kitchen.

**Cemetery:** This acreage provides open space. Respondents would like to see improved fencing, landscaping and signage; however, these improvements will not be included in the plan's CIP because technically, the cemetery is not a park use.

**Swimming Pool:** While a strong need is identified for a swimming pool in all need analysis methods, the reality of a community the size of McCleary developing and maintaining a swimming pool is unlikely.

### ***Recreation Maintenance Recommendations***

The recreation maintenance goal promotes "efficient and cost effective maintenance of parks, open space, and recreation facilities to ensure a secure and aesthetically pleasing recreational experience for all McCleary residents."

As local park and recreation systems expand to meet the needs of a diverse community, the funds in park and recreation budgets are stretched. Proper maintenance is one budget element which typically is reduced to satisfy additional acreage and/or facility needs. Due to safety and liability concerns, the upgrade and improvement of existing facilities should be considered a high priority.

The maintenance recommendations are:

**Continue to fund the Gardener** position added (part-time) in 2008, and consider making it a full-time position.

**Keep fields in top shape** and facilities and equipment clean and repaired.

### ***Recreation Program Recommendations***

This goal promotes the "establishment of recreational programs sufficient to meet the needs of all resident age groups in the City."

Recommendations pertaining to the provision of recreation programs include:

Continue coordination with McCleary School District #65, City and private organizations to provide recreation programs that satisfy local demand, while eliminating duplication.

## CAPITAL IMPROVEMENT PROGRAM

A capital improvement program (CIP), as it relates to this park and recreation plan, is a list of fundable major improvements needed in McCleary over the next six years. These improvements are arranged in order of preference to assure that they are carried out in priority of need and in accord with the city's ability to pay. The proposed CIP for the City of McCleary is shown in Table 9.1.

### **Potential Funding Sources**

A wide variety of funding sources are available to implement the recommendations listed in this plan. Some of these sources include:

**Grants:** Federal and state governments offer numerous competitive grants to assist in the acquisition and development of recreation land and facilities.

Washington Wildlife and Recreation Program administered by the Washington State Recreation and Conservation Funding Board (RCFB) is the largest fund focused solely at recreation land acquisition and development. Approximately \$65 million was appropriated in the 93-95 biennium.

Boating Facilities Program, also administered by the RCFB, provides funds for shoreline and upland acquisition or development projects which enhance boating-related facilities.

Land and Water Conservation Fund (LWCF) is administered jointly by the RCFB and National Park Service. The LWCF provides recreation land acquisition and development funds in varying amounts.

Aquatic Lands Enhancement Account (ALEA) administered by the RCFB provides funds for the acquisition and development of lands which provide public access to the state's shorelines. The status of this fund is dependent upon legislative appropriation.

**Private Donations:** Land may be donated to the city earmarked for public and recreation purposes by individual citizens and private corporations.

**Dedications:** Dedications involve transfers of property to the city for specific use as defined by the property owners. Some cities require developers to dedicate land for recreational and open space purposes.

**User Fees:** User fees are levied on participating individuals and groups when utilizing certain facilities. User fees provide an additional method of offsetting the cost of facilities and reduces the burden on the general fund for the operations and maintenance costs.

**Mitigation Fees:** Mitigation fees, authorized under the State Environmental Policy Act (SEPA), and impact fees, authorized under RCW 82.02.020, are assessed to developers of

residential, commercial and industrial development. The fees are based on the level of impact a development is expected to have in creating needs for park, open space and recreation facilities.

**Bonds:**

Voted General Obligation Bonds are notes of credit approved by the voters. The voters, in approving a general obligation bond, agree to levy themselves an increase in property tax to pay the interest and principal of the bond. General obligation bonds provide for a broad array of recreation acquisition and development projects.

**Councilmanic General Obligation Bonds** are notes of credit approved by the City Council to be paid by current operating revenue. These differ from voter approved bonds as the debt is paid by the general City operations and maintenance budget.

**Revenue Bonds** are notes of credit, the interest and principal of which are paid from the profits from operating the facility whose construction is funded by the sale. Revenue bonds are approved by the City Council.

**General Fund:** The city's general fund is utilized to implement the projects listed in the department's Capital Improvement Program. As noted earlier, it is hoped that other sources of funding are in place to reduce the allocation from the general fund.

**Table 1  
Capital Improvement Program (CIP) Form  
(Parks, Recreation, Habitat Facilities)**

<b>Agency</b>	City of McCleary	<b>Date of Adoption</b>	June 25, 2008							
<b>Address</b>	100 S 3 <sup>rd</sup> Street	<b>Resolution Number</b>	565							
<b>City</b>	McCleary, WA 98557	<b>Completed by</b>	Busse Nutley							
<b>Phone</b>	360-495-3667	<b>Title</b>	City Administrator							
<b>County</b>	Grays Harbor									
<b>(1) Priority</b>	<b>(2) Project Name</b>	<b>(3) Fund Source<sup>1</sup></b>	<b>(4) Acquisition Development Restoration</b>	<b>(5) Facility Type<sup>2</sup></b>	<b>(6) Estimated Project Implementation Cost Per Year</b>					
					<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
1	Improved and sustained maintenance	L	None	AM						
2	Plan for walkways, paths and sidewalks	M, L	None	TP	\$ 70,000					
3	Beerbower Park – tables and seating for park kitchen area	M, L	D	P	\$ 10,000					
4	Beerbower Park – tennis court renovation	M, D, L	R	T	\$ 43,000					
5	Beerbower Park – upgraded play equipment	M, L	A	PE	\$ 64,000					
6	Beerbower Park – repair float shed	M, L	R	AM	\$ 55,000					
7	New Park – acquire land for neighborhood park	M, L, D	A	NPK		\$ 150,000				
8	New Park – baseball/soccer field	M, L	D	BS, FS			\$ 275,000			
9	New Park – playground	M, L	D	PE, PF				\$ 80,000		
10	Unknown – skateboard park	M, D, L	A, D	BB						\$ 230,000

<sup>1</sup> L – Local Funds; D – Donation; M – Matching Grant; B – General Obligation Bonds; R – Revenue bonds; O – Other bonds; U – Unknown  
<sup>2</sup> AM – Administration/Maintenance; BB – Baseball/Other Courts; BS – Baseball/Softball Fields; CC – Community/Senior Center; FS – Football/Soccer Fields; NPK – Neighborhood Park; OS – Open Space/Greenway; P – Picnic/Day Use; PE – Play Equipment; PF – Open Play Field; T – Tennis Court; TB – Trail, Bicycle; TP – Trail, Pedestrian

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION ADOPTING AMENDMENTS TO THE CAPITAL IMPROVEMENT PLAN FOR THE CITY AND RATIFYING ANY ACTIONS TAKEN BY THE CITY IN RELATION THERETO.**

**R E C I T A L S :**

1. Through the adoption of Resolution 532, the City adopted a capital improvement plan of such form and content as was felt appropriate to meet the then existing and reasonably foreseeable requirements of the City. The intent and purpose was to update the plan previously developed and adopted some years before.

2. Since that time, the Planning Commission has developed, with the assistance of public input, certain supplements to the adopted Plan specifically relating to the cemetery and park elements of the City's activities.

3. During their development, all required notices were given, public hearings held, and public input received and considered.

4. The Mayor and Council have been informed that while such actions were taken, the formal written adoption of the resulting written supplements to the existing Capital Improvement Plan is both appropriate and necessary.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF McCLEARY, THE MAYOR CONCURRING:

SECTION I: Those certain documents entitled "Cemetery Capital Improvement Plan" and "Park and Recreation Capital Improvement Plan", both dated August, 2009, and developed by the City's Planning Commission, copies of which are on file in the Office of the Clerk-treasurer, shall be and are hereby adopted as addenda to that certain plan entitled "Capital Improvement Plan, City of McCleary, Washington," adopted pursuant to Resolution 532, also on file with the Office of the Clerk-Treasurer of the City, and thus shall be considered as elements of the official capital improvement plan for the City.

SECTION II: The Mayor and City Administrator shall be and are hereby authorized to make such distribution of the plan as may be necessary and appropriate to further such applications as may be submitted to State or Federal agencies.

PASSED THIS \_\_\_\_ day of September, 2009, by the City

**RESOLUTION - 2**  
**8/27/2009**  
DC/1e

CITY OF McCLEARY  
100 SOUTH 3RD STREET  
McCLEARY, WASHINGTON 98557

Council of the City of McCleary, and signed in approval therewith  
this \_\_\_\_ day of September, 2009.

CITY OF McCLEARY:

\_\_\_\_\_  
WALLACE BENTLEY, Mayor

ATTEST:

\_\_\_\_\_  
WENDY COLLINS, Clerk-Treasurer

APPROVED AS TO FORM:

\_\_\_\_\_  
DANIEL O. GLENN, City Attorney

## STAFF REPORT

To: City Council  
From: Busse Nutley, City Administrator   
Date: August 31, 2009  
Re: Interfund Loan from Light & Power to Ambulance

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The City spent two years negotiating with Fire District 5 about ambulance service and its cost. On March 11, 2009 the Council raised the Ambulance Fee to \$7.75 to cover the anticipated contract cost and the \$15,000 start up loan from the Current Expense Fund. Unfortunately, the new rates were not actually implemented and revenues have therefore not been keeping up with expenses. The rate has now been corrected; however, because of this problem the Ambulance Fund will be short nearly \$2,500.00 by the time the rates will begin to be collected.

When the Finance Committee met on August 17 they discussed how to more quickly pay back the \$15,000 to Current Expense and to cover the \$2,500 shortfall. The recommendation is to borrow \$17,500 from Light & Power, allowing an immediate loan payoff to Current Expense.

### **Action Requested:**

Adopt the Resolution for an interfund loan of \$17,500 from the Light & Power Fund to the Ambulance Fund.

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING AN INTERFUND LOAN  
UNDER CERTAIN TERMS AND CONDITIONS.**

**R E C I T A L S:**

1. The City maintains certain funds.
2. The City has entered into an extension of the contract for the provision of ambulance service. In furtherance of that, it has implemented an ambulance utility fee.
3. Pursuant to Resolution 557, an initial interfund loan in the amount of \$15,000.00 was authorized from the Current Expense Fund to meet the immediate needs of that contract. Since that time, the Council and Mayor have been informed the initial projections as to cost and the ability to repay were found to be incorrect and thus it will take longer than originally anticipated to repay the moneys. However, they have also received the recommendation that the initial recommendation that the most cost-effective source is an interfund loan for a specified time and under specified conditions remains correct, but that the Light and Power Fund is the fund most appropriate as to meeting the requirements of being able to fund this loan for a five year period.
4. As noted to the Council and Mayor by Staff, the Fund from which the moneys will be transferred has within it

**RESOLUTION -A- 1**  
**8/27/2009**  
DC/le

**CITY OF McCLEARY**  
**100 SOUTH 3RD STREET**  
**McCLEARY, WASHINGTON 98557**

adequate monies which are not subject to commitment within the time period of the anticipated loan.

5. The intention and desire of the Council in adopting this resolution is to establish the terms under which the moneys may be lent and set forth the terms under which the moneys are to be repaid.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF McCLEARY, THE MAYOR SIGNING IN AUTHENTICATION THEREOF:

SECTION I: There is hereby authorized an interfund loan as follow upon the terms and conditions set forth in Section II:

The amount of \$17,500.00 from the Light & Power fund Bars # 401 (Ending Fund Balance) into Bars Account #413 (the Ambulance Fund).

SECTION II: The terms and conditions of the loans are as follows:

A. Date for Repayment: On or before September 1, 2014.

B. Maximum Principal Amount: As referenced in Section I.

C. Interest to be Paid: Such rate as may be then established by the Office of the State Treasurer upon the date of any transfer, that rate now being six tenths of one-percent. (.6%). This rate shall be subject to adjustment semi-annually

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thereafter, that adjustment being to the rate established by the Office of the State Treasurer as of the date of adjustment.

SECTION III: Upon transfer of the funds into the Ambulance Fund, \$15,000.00 plus accrued interest shall be transferred to the Current Expense Fund in payment of the interfund loan authorized by Resolution 557.

SECTION IV: The Mayor and Clerk-Treasurer are authorized to execute any and all documents necessary to implement the interfund transfers and repayment of the loan without further action by the Council: PROVIDED THAT, the City Administrator shall keep the Mayor and Council informed as to the progress of the repayment until the loan is repaid in full.

PASSED THIS \_\_\_\_ DAY OF SEPTEMBER, 2009, by the City Council of the City of McCleary, and signed in authentication thereof this \_\_\_\_\_ day of September, 2009.

CITY OF McCLEARY:

\_\_\_\_\_  
WALLACE BENTLEY, Mayor

ATTEST:

\_\_\_\_\_  
WENDY COLLINS, Clerk-Treasurer

APPROVED AS TO FORM:

\_\_\_\_\_  
DANIEL O. GLENN, City Attorney

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dc/le

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## STAFF REPORT

To: City Council  
From: Busse Nutley, City Administrator   
Date: August 31, 2009  
Re: Supplemental Budget for Water, Streets and Storm Funds

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Ordinance 756 amended the 2009 budget to include the Public Works Trust Fund \$50,000 loan to the Stormwater Fund for a Capital Improvement Plan. Unfortunately, BARS codes were incorrectly included in the ordinance, making it impossible to actually make the adjustment. The new Ordinance corrects this glitch.

We have received official word from the Department of Transportation that the ARRA grant for the Simpson sidewalk project has been increased by \$100,000 to \$234,309. In addition, we have received notice from USDA Rural Development that we will be receiving a loan of \$105,000 to make improvements to the water system and purchase an automated meter reading system. The ending fund balances must be increased in the street and water budgets so that expenditures will not exceed the actual revenue amount.

**Requested Action:**

Adopt the Ordinance.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE ADOPTING A SUPPLEMENTAL BUDGET FOR THE CALENDAR YEAR 2009 AND AMENDING ORDINANCE 752, AS LAST AMENDED BY ORDINANCE 756, AS TO PARTICULAR ELEMENTS.

R E C I T A L S:

1. Since the adoption of the budget for 2009, certain fiscal matters in relation to the various areas of the budget, as adopted, have been brought to the attention of the Mayor and Council.

2. That information indicates that, in order to assure consistency with fiscal documentation, certain funds require modification.

3. Additionally, the acquisition of two certain loans and grants and the execution of the necessary documents have been approved by action of the Council. These include a loan of \$105,000.00 from the USDA for utilization by the water department and a grant from the ARRA to aid in the funding of the Simpson Avenue sidewalk project.

4. To assure compliance with the budgeting and accounting requirements of the City, a review of the budget confirmed the receipt of these moneys and their expenditure requires modifying the balances of the fund into which revenues

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may be deposited. The result of those loans will be to increase the anticipated revenues and expenditures in the relevant funds.

5. An additional unanticipated factor is the purchase of certain lands for potential utilization as public parks.

6. These matters were not anticipated at the time of the adoption of either of the ordinances being amended by this action. Thus, this ordinance was initially introduced at the regular council meeting of September 2, 2009, so as to allow the opportunity for public comment and further review by the Council, Mayor, and staff.

NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF McCLEARY:

SECTION I: The following portions of the budget adopted pursuant to Ordinance 752, a certain element of which was amended by Ordinance 756, are amended to read as follow:

A. Stormwater Fund	BARS #409	
Revenue		\$ 138,000.00
Expenditure		\$ 138,000.00
B. Water Fund	BARS #405	
Revenue		\$ 568,740.00
Expenditure		\$ 568,740.00
C. Street	BARS #102	
Revenue		\$ 762,360.00
Expenditure		\$ 762,360.00
Total Budget	(Revenue & Expenditure)	\$7,610,585.00

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SECTION II: The Office of the Clerk-treasurer shall be authorized to modify the referenced funds and accounts as may be required and authorized pursuant to the BARS accounting system issued by the Office of the State Auditor to correctly reflect revenues and expenditures.

SECTION III: To the extent not amended by Section I, the budget adopted pursuant to Ordinance 752, as amended by Ordinance 756, is reaffirmed.

SECTION IV: If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance. The Council hereby declares that it would have passed this Ordinance and each section, subsection, sentence, clause, and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases had been declared invalid or unconstitutional, and if for any reason this Ordinance should be declared invalid or unconstitutional, then the original ordinance or ordinances shall be in full force and effect.

PASSED THIS \_\_\_\_ DAY OF SEPTEMBER, 2009, by the City Council of the City of McCleary, and signed in approval therewith this \_\_\_\_\_ day of September, 2009.

CITY OF McCLEARY:

\_\_\_\_\_  
WALLACE BENTLEY, Mayor

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ATTEST:

WENDY COLLINS, Clerk-Treasurer

APPROVED AS TO FORM:

DANIEL O. GLENN, City Attorney

STATE OF WASHINGTON     )  
  : ss.  
GRAYS HARBOR COUNTY    )

I, WENDY COLLINS, being the duly appointed Clerk-Treasurer of the City of McCleary, do certify that I caused to have published in a newspaper of general circulation in the City of McCleary a true and correct summary of Ordinance Number \_\_\_\_\_ and that said publication was done in the manner required by law. I further certify that a true and correct copy of the summary of Ordinance Number \_\_\_\_\_, as it was published, is on file in the appropriate records of the City of McCleary.

WENDY COLLINS

SIGNED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2009, by WENDY COLLINS.

NOTARY PUBLIC IN AND FOR THE STATE OF  
WASHINGTON, Residing at:  
My appointment expires:

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dg/ls

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