



McCleary City Council Agenda

06/12/19- 6:30PM

Flag Salute

Roll Call: ___ Pos. 1-Richey, ___ Pos. 2-Huff , ___ Pos. 3- Heller, ___ Pos. 4- Blankenship, ___ Pos. 5- Iversen

Presentation			Bear Festival Presentation
			Summit Pacific Medical Center - Blue Zones Project
Public Hearing			Six Year Transportation Improvement Plan (STIP)
Mayor Comments			
Public Comment			
Minutes		Tab A	5/22/2019
Approval of Vouchers			
Staff Reports		Tab B	Chris Coker
		Tab C	Todd Baun
		Tab D	Staff
Old Business		Tab E	Truck Permits
New Business		Tab F	Pole Purchase
		Tab G	Annual Financial Report - Council Approval
		Tab H	Fireworks Booth Approval
		Tab I	3rd Street Pay Approval
		Tab J	Critical Areas Workshop
		Tab K	Surplus Items
		Tab L	Nesting of Storage- Water
Ordinances			
Resolutions		Tab M	Six Year Transportation Improvement Plan (STIP)
Contracts		Tab N	A2Z Cleaning Professionals
		Tab O	Brown & Kysar, Inc- Electrical Engineering
Mayor/Council Comments			
Public Comments			
Adjourn/Recess Meeting			

Please turn off Cell Phones- Thank you

Americans with Disabilities Act (ADA) Accommodation is Provided Upon Request
 The City of McCleary is an equal opportunity provider and employer.
 La ciudad de McCleary es un proveedor de igualdad de oportunidades y el empleador

CITY OF MCCLEARY
Regular City Council Meeting
Wednesday, May 22, 2019

ROLL CALL AND FLAG SALUTE Councilmembers Richey, Huff, Heller, Blankenship and Iversen were in attendance.

ABSENT Mayor Orffer was absent and Mayor Pro Tem Huff Chaired the meeting.

STAFF PRESENT Present at the meeting were Director of Public Works Todd Baun, Clerk-Treasurer Wendy Collins, Officer Gettle and Attorney Chris Coker.

PUBLIC HEARING None.

EXECUTIVE SESSION None.

MAYOR COMMENTS Mayor Pro Tem Huff stated he is filling in for Mayor Orffer tonight. He is not sure how long the agenda will take so he asked for the public comments could be kept to three minutes.

PUBLIC COMMENTS Helen Hamilton submitted a letter to the Mayor, City Council and staff regarding the public hearing on the critical areas ordinance, which was held at the last meeting. She requested the ordinance be tabled until Todd can officially respond in writing to explain where the exact buffer location on her property is.

Bob Pringle stated he keeps getting the run around over his complaints about his neighbors property regarding people living in the back yard. He said the weeds still have not been removed in the alley. He asked what the nuisance process is exactly. Todd responded by explaining the complaint comes in and goes to Josh Cooper. Josh then writes a letter to the home owner. If the home owner does not comply, we have to pass it off to the police department/enforcement officer. He is not sure where it goes after it is sent to the police department other than they will review it and take appropriate action. The issue Mr. Pringle is referring to, regarding people living in a back yard, has been sent to the police department and they have checked it out. They could not find any evidence of music, people talking, lights on or any evidence that there is anyone living in the yard. Mr. Pringle expressed his frustration with the lack of progress he has seen regarding his complaints on this particular property. He said the structure is illegal. Officer Gettle added that he has patrolled the property and saw no indication that anyone was living there and only saw a dog in a kennel. Bob Pringle asked if the nuisance tracking information was ever done and Todd said yes, it was provided to the Council at the last meeting by Josh. Mayor Pro Tem Huff asked Mr. Pringle to speak with Todd after the meeting and set up a time they can meet to go over his issues.

Teri Franklin brought a CD, which she gave to Councilmember Blankenship with testing reports on the sewer treatment plant. She wondered why the permit being discussed tonight is the old version and not the newer one from 5/5/19. She said that is the permit she referenced at the last meeting when she mentioned the violation on page 8. Councilmember Blankenship could not find anything related to an 85% violation after looking through the 95 page document. Ms. Franklin assured him it was in there.

VOUCHERS Accounts Payable checks approved were 46044 - 46115, including EFT's, in the amount of \$983,779.92.

Payroll checks approved were 45903 - 46000, including EFT's, in the amount of \$203,405.61.

Bank reconciliation for April 2019.

It was moved by Councilmember Heller, seconded by Councilmember Blankenship to approve the vouchers. Motion Carried 4-0.

MINUTES APPROVED **It was moved by Councilmember Iversen, seconded by Councilmember Richey to adopt the minutes from the May 8, 2019 meeting. Motion Carried 4-0.**

CITY ATTORNEY REPORT Chris Coker provided a rough draft for the trucking route for the Council to review.

Mr. Coker also commented on the two properties with municipal code violations. He gave them 60-days as a deadline for compliance. He will continue to keep the Council apprised as things progress.

DIRECTOR OF PUBLIC WORKS
REPORT

Todd Baun provided a written report for the Council. He reported the 3rd Street Project is coming along well. The crew has had to fix some unexpected water leaks in town so they have been very busy.

POLICE CHIEF REPORT

None.

TRUCK PERMIT

Councilmember Iversen asked how much revenue do we perceive to bring in with the truck permit process and Councilmember Blankenship responded his calculations are approximately \$107,000 a year. He based the amount on a traffic count survey he conducted with truck traffic on 3rd Street, along with the numbers Todd provided from the traffic counts he received. Councilmember Blankenship based his counts off of 50% of those combined traffic counts. Councilmember Iversen asked how much cost it will take to implement and maintain the permitting process and Todd responded he is still working on that. She stated she would really like to look at those numbers when he has them ready. Councilmember Blankenship asked Todd what the weekly count for big rigs that would be exempt from the permitting are and Todd responded it would be approximately 250 trucks per week.

SEWER INFORMATION

Todd Baun provided the current National Pollutant Discharge Elimination System Waste Discharge Permit No. WA0024040 for the Council to review regarding the WWTP, which spans from November 2012 to October 2016. When the General Sewer Plan is completed, the past two-years will be added. Based on the design criteria, we are at 35% of our design criteria for flows and approximately 22-30% for out BOD (Biochemical Oxygen Demand) and TSS (Total Suspended Solids).

Todd explained that the City works with the Department of Ecology to address all concerns. Councilmember Iversen asked Ms. Franklin what the Council and staff can do for her because it sounds like we have already addressed all of her concerns. Teri Franklin encouraged the Council and staff to be on the lookout for any future issues to make sure there are no future issues.

Councilmember Heller addressed the subject of (VOC) Volatile Organic Compounds testing. He said he spoke with Kevin Trewhella and was told the City just tested this and it was found to be non existent in the system . Because of that test result, and based on our pattern, they exempted us from several years of testing.

Ms. Franklin commented on the large housing project going in at Summit Place. She is concerned about the one-year and five-year capture zones for our well. When they subdivided that property, they told us they would put in test wells. Todd responded that the City does have test wells and they were tested several years ago and we are getting ready to test them again. Councilmember Iversen appreciates Ms. Franklins concerns and believes the City is taking those concerns very seriously and is taking all the steps we need to be taking and stated we should continue staying on top of things. Teri Franklin agreed.

CITY-WIDE OUTAGE

There is a city-wide power outage scheduled for Saturday, June 8th at 12:01 am (Friday midnight), to perform repairs at our substations. The outage is expected to last approximately 8-hours. Todd Baun reported it was advertised on the utility bill, Facebook, the Vidette newspaper, fliers around town and on the City website. Todd said we also go door to door for businesses so they have time to prepare. He said we've talked to Gordon's, Cheema's and Shell and let everybody know.

ELECTRICAL ENGINEERING
CONTRACT

Todd Baun and Chris Coker are working on the contract with the electrical engineering company that the Council authorized the City to enter into negotiations with. They hope to have something for the next meeting.

PUBLIC COMMENT

None.

MEETING ADJOURNED

It was moved by Councilmember Iversen, seconded by Councilmember Richey to adjourn the meeting at 7:01 pm. The next meeting will be Wednesday, June 12, 2019 at 6:30 pm. Motion Carried 4-0.

Approved by Mayor Brenda Orffer and Clerk-Treasurer Wendy Collins.

TAB - A

TAB - B

Younglove & Coker

A PROFESSIONAL LIMITED LIABILITY COMPANY

ATTORNEYS AT LAW

"SINCE 1974"

1800 COOPER POINT ROAD SW, BLDG 16, PO BOX 7846, OLYMPIA, WASHINGTON 98507-7846
TELEPHONE (360) 357-7791 FACSIMILE (360) 754-9268
OFFICE@YLCLAW.COM

Memorandum

TO: Mayor and City Council, City of McCleary
FROM: Christopher John Coker, City Attorney
DATE: June 4, 2019
RE: Significant Legal Activities as of June 5, 2019.

Past Due Utility Payments:

In late April the City identified five properties with outstanding utility payments due. After discussion as to how to proceed, the City decided I would send a certified letter to the individual property owners demanding payment within 30 days. As of today of the five property owners, only one has not paid or made payment arrangements. The property owner who has not paid or contacted the city is Libby Tanatchangsang. Libby currently is on warrant status out of municipal court for nuisance issues. The deadline to cure the outstanding unpaid bills was June 1st. Libby's unpaid balance is \$219.13. My suggestion is simply turning the account over to the collection agency utilized by the City. However, once we do that I suggest any and all future negotiations will be between the collection agency and the property owner. Historically property owners have tried to come to the City after something has been sent to collections, asking the City to pull the debt back from the collection agency. My suggestion is once the City has exhausted all reasonable options to collect debt, once it goes to the collection agency the City does not pull the debt back under any circumstance.

Nuisance Properties:

Of the two cases in municipal court, one is on warrant status (Tanatchangsang), and the other (Allardin) is approximately 30 days into 60 compliance agreement. I don't have any info on whether or not compliance has been achieved yet, but will continue to monitor. I think the Council needs to make a decision on the Tanatchangsang property. She has essentially disappeared, so any mitigation on the nuisance seems entirely unlikely. I am recommending the city council authorize my office to pursue a Warrant of Abatement through Grays Harbor Superior Court on the Tanatchangsang property.

Cleaning Services:

I was asked to review the current contract for City cleaning services. Because this is a service type contract if the City is looking to change providers, it is not required to go out to bid, however seeking

several “bids” or estimates still makes sense to make sure the City gets the best bargain for its money. However, I will note last time the City sought RFQ’s for cleaning services, it did not receive any responses. Things may be different now, but requesting a formal RFQ process is not required, but still suggested.

If you have any questions or need any additional information, please do not hesitate to ask or request.

TAB - C

STAFF REPORT

To: Mayor Orffer
From: Todd Baun, Director of Public Works
Date: June 7, 2019
Re: Current Non-Agenda Activity

3rd Street Project

Construction is going well. We are well ahead of schedule, within budget, and will be starting paving of the project starting June 11th.

TAB - D

TAB - E

TAB - F

STAFF REPORT

To: Mayor Orffer
From: Todd Baun, Director of Public Works
Date: June 7, 2019
Re: Pole Bids

We last ordered poles in the spring/summer of 2014. Our current inventory is getting low and we need to replenish our stock in order to continue the maintenance and upgrades of our power system. We went out to bid on May 22nd and a total of 1 bid was received by the June 7th deadline. I have attached the information and provided a summary below.

<u>Pole Supplier (Manufacturer)</u>	<u>Cost</u>
McFarland Cascade	\$ 27,295 plus WA State Tax

The 2019 budget includes \$250,000 for system improvements, which this material is intended to be used for. We have use some of that budget, but still have \$92,184 currently in the fund.

Staff Recommendation:

The recommendation at this time is to award the purchase of the power poles to McFarland Cascade.

Action Requested:

Please consider awarding the pole purchase to McFarland Cascade, out of Tacoma, WA, for a cost of \$27,295 plus Washington State Sales Tax.



P.O. Box 1496, 1640 E Marc, Tacoma, WA 98401-1496 PH: 800-314-0746 FX: 253-627-4188

QUOTATION

Attention: PAUL NOTT
Company:

Date: May 15, 2019
From: Terry Berg

Phone:
Fax:
Email: PAULN@CITYOFMCCLEARY.COM

Phone: 800-314-0746
Fax: 253-627-4188
Email: tberg@stella-jones.com

Your Reference:

Our Reference: UTA20193879

We are pleased to offer the following:

FOB: MCCLEARY WA VIA SELF LOADER

Ship Time: 2-3 WEEKS - subject to review at time of order

Payment Terms: DUE UPON RECEIPT

Description:

WESTERN RED CEDAR POLES, BUTT TREATED W/ PENTA
FRAMED, INDEPENDENT INSPECTION AND CONFORMING TO GRAYS HARBOR PUD SPECIFICATIONS

<u>Species</u>	<u>Preservative</u>	<u>Quantity</u>	<u>Class</u>	<u>Length</u>	<u>Price per each</u>
WRC	PENTA BUTT	30	CL4	35	\$484.00
WRC	PENTA BUTT	5	CL4	50	\$843.00
WRC	PENTA BUTT	5	CL4	55	\$994.00
WRC	PENTA BUTT	5	CL4	45	\$718.00

Notes:

PRICES BASED ON QUANTITIES
QUOTED
PLEASE SEE ATTACHED TERMS
AND CONDITIONS

PRICES DO NOT INCLUDE TAX

FREIGHT IS INCLUDED IN PRICE

Terry Berg

Totals	45	\$27,295.00
---------------	----	-------------

Unless otherwise stated herein, this quotation is submitted subject to our confirmation upon receipt of your order. Any applicable taxes and/or duties are for the buyer's account. All agreements are contingent upon strikes, accidents, acts of God, or other delays whatsoever kind occasioned by circumstances beyond our control. Unless otherwise stated, prices are valid for 30 days from quotation date. Freight is based on quantities quoted and is subject to review should the quantity change. Inspection and final acceptance is to be made at our plant, concurrently with treating, by mutually satisfactory parties, for your account, unless otherwise stated. Payment terms are net 30 days after date of shipment, based on approved credit. All credit card payments will be assessed an additional 3% processing fee. Interest will be charged at a rate of 1.5% per month on overdue accounts.



POLE QUOTE TERMS AND CONDITIONS

Partial award subject to negotiation.

Material subject to availability at time of firm order placement.

Poles supplied will equal or exceed specification quoted. Larger sizes may be provided at no additional cost.

Products covered by this quotation are subject to the following terms and conditions unless explicitly amended by the parties in writing signed by both parties at time of final order placement. Buyer is responsible for product design including selection of the material type, size, preservative and all other aspects of its design and specification. Products covered by this quotation are warranted to comply with Buyer provided specifications, or where no detailed specifications are provided minimum referenced industry standards, if applicable, at time of sale and for twelve months thereafter. McFarland Cascade excludes any implied warranties of merchantability or fitness for a particular purpose. Buyer has sole responsibility for installation and engineering, including delivery location and location suitability for storage and installation. Buyer has responsibility for occupational safety and health issues related to its employees and any other claims resulting therefrom or that are related to delivery location storage, theft, installation, use or any other claims, liabilities, fines of any type. In no event will McFarland Cascade be liable to Buyer in an amount exceeding the purchase price of the subject products. In no event will McFarland Cascade be liable for indirect, special, incidental, exemplary or consequential damages of any kind sustained from any cause or arising out of any legal theory, whether contract, negligence, strict tort liability, contribution, indemnity, or otherwise. McFarland Cascade limits all claims to the value of the material supplied. Buyer shall make all claims within ten days of receipt regarding delivery quantity or quality after which the products shall be deemed to have been received and accepted by the Buyer. Any lawsuit by Buyer against McFarland Cascade will be filed within one year from delivery of the subject product.

Sales or other applicable taxes will be added to the quoted prices unless customer supplies a resale or exemption certificate valid to the delivery location of the material covered by the quotation. Any sales or other taxes that are found to be applicable to the transaction shall be the liability of the Buyer at time of sale or at anytime thereafter.

This quotation does not provide any form of indemnification nor does it provide for the payment of any liquidated and/or consequential damages unless Buyer and McFarland Cascade mutually execute a formal agreement containing these specific terms.

BID SHEET

McFarland Cascade

QUANTITY	SIZE	Species	CLASS	DRILLING PATTERN	UNIT PRICE	TOTAL
30	35'	WRC	CL4	MSP-6	484	14520
5	50	WRC	CL-4	MSP - 8DE	843	4215
5	55	WRC	CL-4	MSP - 8DE	994	4970
5	45	WRC	CL-4	MSP -8A	718	3590
SUBTOTAL						27295
WASHINGTON STATE SALES TAX						
TOTAL PRICE						

TAB - G

ANNUAL REPORT CERTIFICATION

City of McCleary

MCAG No. 0344

Submitted pursuant to RCW 43.09.230 to the Washington State Auditor's Office

For the Fiscal Year Ended **December 31, 2018**

GOVERNMENT INFORMATION:

Official Mailing Address: 100 S 3rd Street, McCleary, WA 98557
Official Website Address www.cityofmccleary.com
Official E-mail Address wendyc@cityofmccleary.com
Official Phone Number 360-495-3667

PREPARER INFORMATION and CERTIFICATION:

Preparer Name and Title Chad Greif, BIAS Software & Wendy Collins, Clerk-Treasurer
Contact Phone Number 888-534-2427 360-495-3667
Contact E-mail Address chad@biassoftware.com wendyc@cityofmccleary.com

I do hereby certify 21st, day of May, 2019 that annual report information is complete, accurate and in conformity with the Budgeting, Accounting and Reporting Systems Manual, to the best of my knowledge and belief, having reviewed this information and taken all appropriate steps in order to provide such certification.

Moreover, I acknowledge and understand that management and the governing body are responsible for:

- The design and implementation of policies and procedures to safeguard public resources and ensure compliance with applicable laws and regulations, including internal controls to prevent and detect fraud.
- Compliance with applicable state and local laws and regulations.
- Immediately submitting corrected annual report information if any error in submitted information is subsequently identified.

Preparer Signature: _____

City of McCleary
Notes to the Financial Statements
For the year ended December 31, 2018

Note 1 - Summary of Significant Accounting Policies

The City of McCleary was incorporated on January 6, 1943 and operates under the laws of the state of Washington applicable to a City. The City is a general purpose local government and provides public safety, fire prevention, street improvements, parks and recreation, health and social services and general administrative services. In addition, the City owns and operates electric, water, sewer, and storm drainage utilities.

The City reports financial activity in accordance with the *Cash Basis Budgeting, Accounting and Reporting System* (BARS) Manual prescribed by the State Auditor's Office under the authority of Washington State law, Chapter 43.09 RCW. This manual prescribes a financial reporting framework that differs from generally accepted accounting principles (GAAP) in the following manner:

- Financial transactions are recognized on a cash basis of accounting as described below.
- Component units are required to be disclosed, but are not included in the financial statements.
- Government-wide statements, as defined in GAAP, are not presented.
- All funds are presented, rather than a focus on major funds.
- The *Schedule of Liabilities* is required to be presented with the financial statements as supplementary information.
- Supplementary information required by GAAP is not presented.
- Ending balances are not presented using the classifications defined in GAAP.

A. Fund Accounting

Financial transactions of the government are reported in individual funds. Each fund uses a separate set of self-balancing accounts that comprises its cash and investments, revenues and expenditures. The government's resources are allocated to and accounted for in individual funds depending on their intended purpose. Each fund is reported as a separate column in the financial statements, except for fiduciary funds, which are presented by fund types. The total column is presented as "memo only" because any interfund activities are not eliminated. The following fund types are used:

GOVERNMENTAL FUND TYPES:

General Fund

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

Special Revenue Funds

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

Capital Projects Funds

These funds account for financial resources which are restricted, committed, or assigned for the acquisition or construction of capital facilities or other capital assets.

City of McCleary
Notes to the Financial Statements
For the year ended December 31, 2018

PROPRIETARY FUND TYPES:

Enterprise Funds

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

FIDUCIARY FUND TYPES:

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

Private-Purpose Trust Funds

These funds report all trust arrangements under which principal and income benefit individuals, private organizations or other governments.

Custodial Funds

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

B. Basis of Accounting and Measurement Focus

Financial statements are prepared using the cash basis of accounting and measurement focus. Revenues are recognized when cash is received and expenditures are recognized when paid.

In accordance with state law the City also recognizes expenditures paid during twenty days after the close of the fiscal year for claims incurred during the previous period.

C. Cash and Investments

See Note 3, *Deposits and Investments*.

D. Capital Assets

The City does not have a formal capitalization policy. Capital assets and inventory are recorded as capital expenditures when purchased. The City does, however, have a small and attractive assets policy (Resolution 700) that maintains an inventory of certain assets with a value of \$100 or more and a useful life of at least one year.

E. Compensated Absences

Vacation leave may be accumulated up to 320 hours and is payable upon separation or retirement. Sick leave may be accumulated 480 hours. Upon separation or retirement employees will receive payment for one third of unused sick leave. Comp time balances are payable in full upon separation or retirement. Payments are recognized as expenditures when paid. The value of compensated absences earned but unpaid as the end of 2018 is \$153,991.

City of McCleary
Notes to the Financial Statements
For the year ended December 31, 2018

F. Long-Term Debt

See Note 6, *Debt Service Requirements*.

G. Reserved Portion of Ending Cash and Investments

Beginning and Ending Cash and Investments is reported as reserved when it is subject to restrictions on use imposed by external parties or due to internal commitments established by the City Council. When expenditures that meet restrictions are incurred, the City intends to use reserved resources first before using unreserved amounts.

Reservations of Ending Cash and Investments consist of:

Fund Name	Amount Reserved	Reason for Restriction
401	\$0.22	From REED Reserve
407	\$ 154,936	Bond Covenants and Adopted Resolutions
405	\$ 245,420	Adopted Resolutions
102	\$ 101,180	Restricted Revenue origin

Note 2 – Budget Compliance

The City adopts annual appropriated budgets for all funds. These budgets are appropriated at the fund level. The budget constitutes the legal authority for expenditures at that level. Annual appropriations for these funds lapse at the fiscal year end.

Annual appropriated budgets are adopted on the same basis of accounting as used for financial reporting.

City of McCleary
Notes to the Financial Statements
For the year ended December 31, 2018

The appropriated and actual expenditures for the legally adopted budgets were as follows:

Fund/Department	Final Appropriated Amounts	Actual Expenses	Variance
Current Expense	\$ 1,251,471	\$ 1,366,251	\$ (114,780)
Current Expense Reserve Fund	\$ 241,730		\$ 241,730
Fire Managerial Equipment Fund			
Police Managerial Equipment Replacement Fund			
Park & Cemetery Managerial Equipment Replacement Fund		\$ 5,200	\$ (5,200)
Total 001 - Current Expense	\$ 1,493,201	\$ 1,371,451	\$ 121,750
Street Fund	\$ 1,827,353	\$ 155,076	\$ 1,672,277
Street Reserve	\$ 105,825		\$ 105,825
Street Managerial Equipment Replacement Fund			
Total 102 - Street Fund	\$ 1,933,178	\$ 155,076	\$ 1,778,102
301 - REET Excise Tax - Capital Projects	\$ 90,499		\$ 90,499
Light & Power Managerial Equipment Replacement Fund			
Light And Power Fund	\$ 3,193,750	\$ 2,770,790	\$ 422,960
Light And Power Reserve Fund	\$ 308,134		\$ 308,134
Rural Electric Economic Development (REED) L&P Reserve	\$ 55,610	\$ 57,853	\$ (2,243)
Total 401 - Light And Power Fund	\$ 3,557,494	\$ 2,828,643	\$ 728,850
Water Fund	\$ 1,399,501	\$ 700,735	\$ 698,766
Water Reserve Fund	\$ 251,251		\$ 251,251
Total 405 - Water Fund	\$ 1,650,752	\$ 700,735	\$ 950,017
Sewer Managerial Equipment Replacement Fund			
Sewer Fund	\$ 673,800	\$ 708,186	\$ (34,386)
Sewer Bond Reserve Fund	\$ 172,958	\$ 146,178	\$ 26,780
Sewer Reserve Fund	\$ 124,959		\$ 124,959
Total 407 - Sewer Fund	\$ 971,717	\$ 854,364	\$ 117,352
Storm Water Managerial Equipment Replacement Fund			
Storm Water Fund	\$ 149,788	\$ 126,718	\$ 23,070
Total 409 - Storm Water Fund	\$ 149,788	\$ 126,718	\$ 23,070
413 - Ambulance Fund	\$ 124,000	\$ 106,127	\$ 17,873
601 - Investment Trust Fund			
Consumer Deposits L/P Fund		\$ 9,937	\$ (9,937)
Consumer Deposits - Water Fund			
Total 630 - Consumer Deposits L/P Fund		\$ 9,937	\$ (9,937)
Total	\$ 9,970,628	\$ 6,153,052	\$ 3,817,576

City of McCleary
Notes to the Financial Statements
For the year ended December 31, 2018

Budgeted amounts are authorized to be transferred between departments or object classes within departments; however, any revisions that alter the total expenditures of a fund, or that affect the number of authorized employee positions, salary ranges, hours, or other conditions of employment must be approved by the City’s legislative body.

May 9, 2018, the City Council adopted a supplemental budget, Ordinance 841, allowing the budget to be modified to move the line items and associated funds identified as “Multimodal Tax,” assigned Budget Line 001.336.00.71 in the Current Expense Fund, over to a newly created Budget Line 102.336.00.71 in the Street Fund. The City’s reported budget varies from its published budget by \$407,900 which represents interfund transfers eliminated by consolidation.

Note 3 – Deposits and Investments

It is the City’s policy to invest all temporary cash surpluses. The interest on these investments is prorated to the various funds.

All deposits and certificates of deposit are covered by the Federal Deposit Insurance Corporation and/or the Washington Public Deposit Protection Commission. All investments are insured, registered or held by the City or its agent in the government’s name.

Investments are reported at fair value. Investments by type at December 31, 2018 are as follows:

Type of Investment	The City's own investments	Investments held by the City as an agent for other local governments, individuals, or private organizations.	Total
Money Market	330,626		330,626
LGIP	2,011,086		2,011,086
<i>Totals</i>	\$ 2,341,712	\$ -	\$ 2,341,712

Note 4 - Property Taxes

The county treasurer acts as an agent to collect property tax levied in the county for all taxing authorities. Collections are distributed (at/after) the end of each month.

Property tax revenues are recognized when cash is received by City. Delinquent taxes are considered fully collectible because a lien affixes to the property after tax is levied.

The City’s regular levy for the year 2018 was \$3.217849 per \$1,000 on an assessed valuation of \$104,695,062 for a total regular levy of \$336,892.90.

City of McCleary
Notes to the Financial Statements
For the year ended December 31, 2018

Note 5 - Interfund Loans

The following table displays interfund loan activity during 2018:

From	To	Beginning Balance	Additions	Reductions	Ending Balance
405	001	\$ -	\$ 65,000	\$ 10,766	\$ 54,234

Note 6 – Debt Service Requirements

Debt Service

The accompanying Schedule of Liabilities (09) provides more details of the outstanding debt and liabilities of the City and summarizes the City’s debt transactions for year ended December 31, 2018.

The debt service requirements for general obligation bonds, revenue bonds, and other debt are as follows:

Year	Principal	Interest	Total Debt Service
2019	165,385	116,891	282,276
2020	168,165	113,610	281,775
2021	171,066	110,208	281,274
2022	153,519	106,679	260,198
2023	156,678	103,122	259,800
2024-2028	830,182	457,315	1,287,497
2029-2033	656,030	354,320	1,010,350
2034-2038	475,113	255,777	730,890
2039-2043	593,513	137,377	730,890
2044-2045	252,843	15,419	268,261
<i>Totals</i>	\$ 3,622,495	\$ 1,770,717	\$ 5,393,212

Note 7 – OPEB Plans

The City has one LEOFF 1 Plan retiree. The City pays for dental, medical, prescription, and life insurance premiums for the retiree. The total cost of the City’s OPEB payments in 2018 was \$9,122.

Note 8 – Pension Plans

A. State Sponsored Pension Plans

Substantially all City’s full-time and qualifying part-time employees participate in the following statewide retirement systems administered by the Washington State Department of Retirement Systems (DRS), under cost-sharing, multiple-employer public employee defined benefit and defined contribution retirement plans PERS and LEOFF.

City of McCleary
Notes to the Financial Statements
For the year ended December 31, 2018

The State Legislature establishes, and amends, laws pertaining to the creation and administration of all public retirement systems.

The Department of Retirement Systems, a department within the primary government of the State of Washington, issues a publicly available comprehensive annual financial report (CAFR) that includes financial statements and required supplementary information for each plan. The DRS CAFR may be obtained by writing to:

Department of Retirement Systems
 Communications Unit
 P.O. Box 48380
 Olympia, WA 98540-8380

Also, the DRS CAFR may be downloaded from the DRS website at www.drs.wa.gov.

The City also participates in the Volunteer Fire Fighters' and Reserve Officers' Relief and Pension Fund (VFFRPF) administered by the State Board for Volunteer Fire Fighters and Reserve Officers. Detailed information about the plan is included in the State of Washington CAFR available from the Office of Financial Management website at www.ofm.wa.gov.

At June 30, 2018 (the measurement date of the plans), the City's proportionate share of the collective net pension liabilities, as reported on the Schedule 09, was as follows:

Plan Type	Employer Contributions	Plan Liability / Asset	Allocation Percentage	NPL	NPA
PERS 1 UAAL	57,173	4,466,034,000	0.00855300%	381,980	
PERS 2/3	84,250	1,707,411,000	0.01091900%	186,432	
LEOFF 1		(1,815,502,000)	0.00107400%		(19,498)
LEOFF 2	11,631	(2,030,218,000)	0.00670700%		(136,167)
VFFRPF	540	(52,844,000)	0.260000%		(139,267)
<i>Totals</i>				\$ 568,412	\$ (294,932)

LEOFF Plan 1

The City also participates in LEOFF Plan 1. The LEOFF Plan 1 is fully funded and no further employer contributions have been required since June 2000. If the plan becomes underfunded, funding of the remaining liability will require new legislation. Starting on July 1, 2000, employers and employees contribute zero percent.

LEOFF Plan 2

The City also participates in the LEOFF Plan 2. The Legislature, by means of a special funding arrangement, appropriates money from the state general fund to supplement the current service liability and fund the prior service costs of Plan 2 in accordance with the recommendations of the Pension Funding Council and the LEOFF Plan 2 Retirement Board. This special funding situation is not mandated by the state constitution and could be changed by statute.

City of McCleary
Notes to the Financial Statements
For the year ended December 31, 2018

Note 9 – Risk Management

The City of McCleary is a member of the Washington Cities Insurance Authority (WCIA). Utilizing Chapter 48.62 RCW (self-insurance regulation) and Chapter 39.34 RCW (Interlocal Cooperation Act), nine cities originally formed WCIA on January 1, 1981. WCIA was created for the purpose of providing a pooling mechanism for jointly purchasing insurance, jointly self-insuring, and / or jointly contracting for risk management services. WCIA has a total of 160 members.

New members initially contract for a three-year term, and thereafter automatically renew on an annual basis. A one-year withdrawal notice is required before membership can be terminated. Termination does not relieve a former member from its unresolved loss history incurred during membership.

Liability coverage is written on an occurrence basis, with deductibles of \$5,000 for property, \$1,000 for auto physical damage, \$10,000 for boiler and machinery (equipment breakdown), crime/fidelity, and \$25,000 for information security (cyber insurance). Coverage includes general, automobile, police, errors or omissions, stop gap, employment practices and employee benefits liability. Limits are \$4 million per occurrence in the self-insured layer, and \$16 million in limits above the self-insured layer is provided by reinsurance. Total limits are \$20 million per occurrence subject to aggregates and sublimits. The Board of Directors determines the limits and terms of coverage annually.

Insurance for property, automobile physical damage, fidelity, inland marine, and boiler and machinery coverage are purchased on a group basis. Various deductibles apply by type of coverage. Property coverage is self-funded from the members' deductible to \$750,000, for all perils other than flood and earthquake, and insured above that to \$300 million per occurrence subject to aggregates and sublimits. Automobile physical damage coverage is self-funded from the members' deductible to \$250,000 and insured above that to \$100 million per occurrence subject to aggregates and sublimits.

In-house services include risk management consultation, loss control field services, and claims and litigation administration. WCIA contracts for certain claims investigations, consultants for personnel and land use issues, insurance brokerage, actuarial, and lobbyist services.

WCIA is fully funded by its members, who make annual assessments on a prospectively rated basis, as determined by an outside, independent actuary. The assessment covers loss, loss adjustment, reinsurance and other administrative expenses. As outlined in the interlocal, WCIA retains the right to additionally assess the membership for any funding shortfall.

An investment committee, using investment brokers, produces additional revenue by investment of WCIA's assets in financial instruments which comply with all State guidelines.

A Board of Directors governs WCIA, which is comprised of one designated representative from each member. The Board elects an Executive Committee and appoints a Treasurer to provide general policy direction for the organization. The WCIA Executive Director reports to the Executive Committee and is responsible for conducting the day to day operations of WCIA.

City of McCleary
Notes to the Financial Statements
For the year ended December 31, 2018

Note 10 - Other Disclosures

Legal Claims & Litigation

In 2018, the City of McCleary Police Department had a tort claim filed by Bradley Palmer seeking damages. The City has informed its insurance pool. The City believes the claims are confusing and lack merit. The City cannot estimate the probability of loss at this time.

The City has several properties within its borders that qualify as nuisance properties as per its ordinances. The city will likely proceed with abatement actions against these nuisance properties in Grays Harbor Superior Court. The potential for loss against the City is minimal.

In the case of Vaughn v. City of McCleary the city has resolved the sewer back-up issues through its insurance carrier. No additional claims are expected.

Capital Construction Schedule

The City has a major construction project underway for 3rd Street. Project estimated costs for street and utilities construction is \$2.1 million dollars. The City estimates that this project will be complete in August 2019.

City Of McCleary

MCAG #: 0344

STATEMENT C-4

FUND RESOURCES AND USES ARISING FROM CASH TRANSACTIONS

For Year Ending: December 31, 2018

1 Of 3

BARS CODE		Total For All Funds	001 - Current Expense	102 - Street Fund
		Total Amount	Actual Amount	Actual Amount
Beginning Cash and Investments				
308.10	Reserved	539,729.85	0.00	101,601.03
308.80	Unreserved	2,562,379.16	658,506.14	(302.16)
388/588	Prior Period Adjustment, Net	125.28	125.28	0.00
Revenues				
310	Taxes	955,546.94	884,046.83	32,953.48
320	Licenses and Permits	48,285.67	47,448.67	837.00
330	Intergovernmental Revenues	202,294.61	133,973.95	68,320.66
340	Charges for Goods and Services	4,536,247.44	28,792.15	0.00
350	Fines and Penalties	41,430.01	41,430.01	0.00
360	Miscellaneous Revenues	266,528.39	49,684.52	2,845.53
	Total Revenues:	6,050,333.06	1,185,376.13	104,956.67
Expenditures				
510	General Government	258,050.77	258,050.77	0.00
520	Public Safety	708,686.91	602,559.96	0.00
530	Utilities	4,015,148.90	19,202.80	0.00
540	Transportation	154,987.27	0.00	154,987.27
550	Natural and Economic Environment	12,500.00	12,500.00	0.00
560	Social Services	0.00	0.00	0.00
570	Culture and Recreation	46,769.65	46,769.65	0.00
	Total Expenditures:	5,196,143.50	939,083.18	154,987.27
	Excess (Deficiency) Revenues over Expenditure	854,189.56	246,292.95	(50,030.60)
Other Increases in Fund Resources				
391-393, 596	Debt Proceeds	0.00	0.00	0.00
397	Transfers-In	127,853.08	57,853.08	50,000.00
385	Special or Extraordinary Items	0.00	0.00	0.00
389	Custodial Activities	11,890.36	8,668.44	0.00
381,395,398	Other Resources	131,880.98	120,959.42	0.00
	Total Other Increases in Fund Resources:	271,624.42	187,480.94	50,000.00
Other Decreases in Fund Resources				
594-595	Capital Expenditures	429,544.93	313,929.71	88.59
591-593, 599	Debt Service	282,777.73	6,642.72	0.00
597	Transfers-Out	127,853.08	70,000.00	0.00
589	Custodial Activities	30,874.05	30,874.05	0.00
585	Special or Extraordinary Items	0.00	0.00	0.00
581	Other Uses	75,921.56	10,921.56	0.00
	Total Other Decreases in Fund Resources:	946,971.35	432,368.04	88.59
Increase (Decrease) in Cash and Investments		178,842.63	1,405.85	(119.19)
Ending Cash and Investments				
508.10	Reserved	501,536.10	0.00	101,179.68
508.80	Unreserved	2,779,540.82	660,037.27	0.00
	Total Ending Cash and Investments	3,281,076.92	660,037.27	101,179.68

The accompanying notes are an integral part of this Statement

City Of McCleary

MCAG #: 0344

STATEMENT C-4

FUND RESOURCES AND USES ARISING FROM CASH TRANSACTIONS

For Year Ending: December 31, 2018

2 Of 3

BARS CODE		301 - REET Excise Tax - Capital Projects Actual Amount	401 - Light And Power Fund Actual Amount	405 - Water Fund Actual Amount
Beginning Cash and Investments				
308.10	Reserved	0.00	57,372.18	227,707.00
308.80	Unreserved	96,445.48	911,386.12	755,509.42
388/588	Prior Period Adjustment, Net	0.00	0.00	0.00
Revenues				
310	Taxes	38,546.63	0.00	0.00
320	Licenses and Permits	0.00	0.00	0.00
330	Intergovernmental Revenues	0.00	0.00	0.00
340	Charges for Goods and Services	0.00	2,740,038.66	756,800.91
350	Fines and Penalties	0.00	0.00	0.00
360	Miscellaneous Revenues	1,342.93	63,612.40	68,011.59
	Total Revenues:	39,889.56	2,803,651.06	824,812.50
Expenditures				
510	General Government	0.00	0.00	0.00
520	Public Safety	0.00	0.00	0.00
530	Utilities	0.00	2,686,686.98	506,434.89
540	Transportation	0.00	0.00	0.00
550	Natural and Economic Environment	0.00	0.00	0.00
560	Social Services	0.00	0.00	0.00
570	Culture and Recreation	0.00	0.00	0.00
	Total Expenditures:	0.00	2,686,686.98	506,434.89
	Excess (Deficiency) Revenues over Expenditure	39,889.56	116,964.08	318,377.61
Other Increases in Fund Resources				
391-393, 596	Debt Proceeds	0.00	0.00	0.00
397	Transfers-In	0.00	0.00	0.00
385	Special or Extraordinary Items	0.00	0.00	0.00
389	Custodial Activities	0.00	2,022.56	599.68
381,395,398	Other Resources	0.00	0.00	10,921.56
	Total Other Increases in Fund Resources:	0.00	2,022.56	11,521.24
Other Decreases in Fund Resources				
594-595	Capital Expenditures	0.00	84,103.42	20,328.18
591-593, 599	Debt Service	0.00	0.00	108,971.59
597	Transfers-Out	0.00	57,853.08	0.00
589	Custodial Activities	0.00	0.00	0.00
585	Special or Extraordinary Items	0.00	0.00	0.00
581	Other Uses	0.00	0.00	65,000.00
	Total Other Decreases in Fund Resources:	0.00	141,956.50	194,299.77
	Increase (Decrease) in Cash and Investments	39,889.56	(22,969.86)	135,599.08
Ending Cash and Investments				
508.10	Reserved	0.00	0.22	245,420.47
508.80	Unreserved	136,335.04	945,788.22	873,395.03
	Total Ending Cash and Investments	136,335.04	945,788.44	1,118,815.50

The accompanying notes are an integral part of this Statement

City Of McCleary

MCAG #: 0344

STATEMENT C-4

FUND RESOURCES AND USES ARISING FROM CASH TRANSACTIONS

For Year Ending: December 31, 2018

3 Of 3

BARS CODE		407 - Sewer Fund Actual Amount	409 - Storm Water Fund Actual Amount	413 - Ambulance Fund Actual Amount
Beginning Cash and Investments				
308.10	Reserved	153,049.64	0.00	0.00
308.80	Unreserved	68,464.86	35,583.05	36,786.25
388/588	Prior Period Adjustment, Net	0.00	0.00	0.00
Revenues				
310	Taxes	0.00	0.00	0.00
320	Licenses and Permits	0.00	0.00	0.00
330	Intergovernmental Revenues	0.00	0.00	0.00
340	Charges for Goods and Services	777,460.45	132,550.06	100,605.21
350	Fines and Penalties	0.00	0.00	0.00
360	Miscellaneous Revenues	67,537.72	13,087.64	406.06
Total Revenues:		844,998.17	145,637.70	101,011.27
Expenditures				
510	General Government	0.00	0.00	0.00
520	Public Safety	0.00	0.00	106,126.95
530	Utilities	677,051.21	125,773.02	0.00
540	Transportation	0.00	0.00	0.00
550	Natural and Economic Environment	0.00	0.00	0.00
560	Social Services	0.00	0.00	0.00
570	Culture and Recreation	0.00	0.00	0.00
Total Expenditures:		677,051.21	125,773.02	106,126.95
Excess (Deficiency) Revenues over Expenditure		167,946.96	19,864.68	(5,115.68)
Other Increases in Fund Resources				
391-393, 596	Debt Proceeds	0.00	0.00	0.00
397	Transfers-In	20,000.00	0.00	0.00
385	Special or Extraordinary Items	0.00	0.00	0.00
389	Custodial Activities	599.68	0.00	0.00
381,395,398	Other Resources	0.00	0.00	0.00
Total Other Increases in Fund Resources:		20,599.68	0.00	0.00
Other Decreases in Fund Resources				
594-595	Capital Expenditures	10,149.84	945.19	0.00
591-593, 599	Debt Service	167,163.42	0.00	0.00
597	Transfers-Out	0.00	0.00	0.00
589	Custodial Activities	0.00	0.00	0.00
585	Special or Extraordinary Items	0.00	0.00	0.00
581	Other Uses	0.00	0.00	0.00
Total Other Decreases in Fund Resources:		177,313.26	945.19	0.00
Increase (Decrease) in Cash and Investments		11,233.38	18,919.49	(5,115.68)
Ending Cash and Investments				
508.10	Reserved	154,935.73	0.00	0.00
508.80	Unreserved	77,812.15	54,502.54	31,670.57
Total Ending Cash and Investments		232,747.88	54,502.54	31,670.57

The accompanying notes are an integral part of this Statement

City Of McCleary

MCAG #: 0344

STATEMENT C-5

FIDUCIARY FUND RESOURCES AND USES ARISING FROM CASH TRANSACTIONS

For Year Ending: December 31, 2018

1 Of 1

BARS CODE		Total For All Funds	620 - L. Baum Reward Fund	630 - Consumer Deposits L/P Fund
		Total Amount	Actual Amount	Actual Amount
308	Beginning Cash and Investments	23,620.85	5,039.13	18,581.72
388/588	Prior Period Adjustments,Net	0.00	0.00	0.00
310 - 360	Revenues	77.65	77.65	0.00
370 - 390	Other Increases and Financing Sources	1,646.18	0.00	1,646.18
510 - 570	Expenditures	0.00	0.00	0.00
580 - 590	Other Decreases and Financing Uses	9,936.73	0.00	9,936.73
	Increase (Decrease) in Cash and Investments	(8,212.90)	77.65	(8,290.55)
508	Ending Cash and Investments:	15,407.95	5,116.78	10,291.17

The accompanying notes are an integral part of this Statement

SCHEDULE SUMMARY OF BANK RECONCILIATION

For Year Ending: December 31, 2018

Bank & Investment Account (1)	Beginning Balance (2)	Cash Inflows (3)	Cash Outflows (4)	Ending Balance (5)	Non-reported cash inflows (6)	Non-reported cash outflows (7)	Reported increases without cash inflows (8)	Reported Decreases without cash outflows (9)	E.O.Y Positive Reconciling Items (Deposits in Transit) (10)	Prior Year Positive Reconciling Items (Deposits in Transit) (11)	Outstanding Items AND Open Period Expenditures, EOY (12)	Outstanding Items AND Open Period Expenditures, Prior Year (13)	
Adjustments	0.00	0.00	0.00	0.00	0.00	0.00	210,221.03	210,221.03	0.00	0.00	0.00	0.00	
1-Checking - Umpqua	929,146.43	6,200,220.39	6,069,850.79	1,231,416.84	671,261.50	0.00	-128,953.64	-300,854.45	14,789.15	12,855.75	300,757.63	126,923.42	
10-MM - 6819	82,776.37	124.25	0.00	82,900.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
11-MM - 0325	170,551.41	256.00	0.00	170,807.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
12-MM - 3222	40,469.74	36,448.38	0.00	76,918.12	36,360.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
100-1GHP	2,009,217.75	38,229.47	36,360.91	2,011,086.31	0.00	36,360.91	0.00	0.00	0.00	0.00	0.00	0.00	
101-Xpress Billpay	1,394.47	672,948.22	671,261.50	1,849.53	0.00	671,261.50	-1,231.66	0.00	2,462.68	1,231.02	0.00	0.00	
622-L. Baum 0208	5,010.34	1.50	0.00	5,011.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
TOTALS:	3,238,566.51	6,948,228.21	6,777,473.20	3,579,990.67	707,622.41	707,622.41	80,035.73	-90,633.42	17,251.83	14,086.77	300,757.63	126,923.42	
Column (3)	6,948,228.21	Column (4)	6,777,473.20	Column (5)	3,579,990.67	Column (8)	80,035.73	Column (9)	-90,633.42	Column (10)	17,251.83	Column (11)	14,086.77
- Column (6)	707,622.41	- Column (7)	707,622.41	+ Column (10)	17,251.83	- Column (12)	-300,757.63						
+ Column (8)	80,035.73	+ Column (9)	-90,633.42										
+ Column (10)	17,251.83	+ Column (12)	300,757.63										
- Column (11)	14,086.77	- Column (13)	126,923.42										
	<u>6,323,806.59</u>		<u>6,153,051.58</u>										
C4 Revenues	6,050,333.06	C4 Expenditures	5,196,143.50	C4 Reserved	501,536.10								
C4 Other Increases	271,624.42	C4 Other Decreases	946,971.35	C4 Unreserved	2,779,540.82								
C5 Revenues	77.65	C5 Expenditures	0.00	C5 Reserved	0.00								
C5 Other Increases	1,646.18	C5 Other Decreases	9,936.73	C5 Unreserved	15,407.95								
	<u>6,323,681.31</u>		<u>6,153,051.58</u>		<u>3,296,484.87</u>								
Difference	125.28		0.00		0.00								

**SCHEDULE OF DISBURSEMENT ACTIVITY
For Year Ending: December 31, 2018**

Fund	Fund Title	Beginning Outstanding Items 01/01/2018	Issued During The Year	During The Year	Redeemed During The Year	Canceled During The Year	Ending Outstanding Items 12/31/2018	Prior Yr Open Period Items	Curr Yr Open Period Items	Disbursements 12/31/2018
001	Current Expense	57,456.88	1,296,269.56	1,197,763.68	948.13		155,014.63	0.00	0.00	1,295,321.43
102	Street Fund	16,456.67	155,229.23	164,468.71			7,217.19	0.00	0.00	155,229.23
401	Light And Power Fund	22,947.04	2,882,157.72	2,826,024.16	65.68		79,014.92	0.00	0.00	2,882,092.04
405	Water Fund	13,635.53	639,170.45	630,746.20	25.45		22,034.33	0.00	0.00	639,145.00
407	Sewer Fund	13,305.35	858,405.47	840,493.51	35.73		31,181.58	0.00	0.00	858,369.74
409	Storm Water Fund	3,056.22	126,774.12	124,209.65	-5.65		5,626.34	0.00	0.00	126,779.77
413	Ambulance Fund	65.73	106,611.55	106,399.87	4.55		272.86	0.00	0.00	106,607.00
630	Consumer Deposits L/P Fund		2,185.55	2,185.55				0.00	0.00	2,185.55
TOTALS:		126,923.42	6,066,803.65	5,892,291.33	1,073.89		300,361.85			6,065,729.76

263.82 Sewer Originated 7/1/2001	7/1/2021	82,296	20,574	5913578	61,722
252.11 USDA Sewer Bond Originated 3/21/2005	12/1/2045	2,292,551	42,568	5913572	2,249,983
263.82 USDA Loan 5 for Water Meters/Well Exploration 3/1/2010	3/1/2030	76,038	5,021	5913478	71,017
263.82 USDA Loan 6 for additional Well Exploration and Reservoir F	3/1/2030	165,795	10,773	5913478	155,022
263.82 PWTF Well 2 § 3 Improvements 7/1/11	6/1/2032	1,115,677	79,691	5913477	1,035,986
263.51 Fire-Station-Birindelli Property 1/17/2013	2/1/2027	52,858	4,093	5912276	48,765
264.3 Pension Liability		744,859	176,447		568,412
259.12 Compensated Absences		132,515			153,991
					21,476

SCHEDULE OF CASH ACTIVITY
For Year Ending: December 31, 2018

Fund	Beg Balance	Receipts	Transfers-In	Other Rev	Netted Trans	Ttl Increase	Disbursements	Trans-Out	Other Exp	Ttl Decrease	End Balance
001 Current Expense	658,506.14	1,255,640.34	122,853.08	-77.19		1,378,416.23	1,296,269.56	80,921.56	-306.02	1,376,885.10	660,037.27
102 Street Fund	101,298.87	105,110.04	50,000.00			155,110.04	155,229.23			155,229.23	101,179.68
301 RHEE Tax - Capital Projec	96,445.48	39,889.56				39,889.56					136,335.04
401 Light And Power Fund	968,758.30	2,917,646.94		-606.00		2,917,040.94	2,882,157.72	57,853.08		2,940,010.80	945,788.44
405 Water Fund	983,216.42	829,519.02	10,921.56	-671.05		839,769.53	639,170.45	65,000.00		704,170.45	1,118,815.50
407 Sewer Fund	221,514.50	850,316.38	20,000.00	-677.53		869,638.85	858,405.47			858,405.47	232,747.88
409 Storm Water Fund	35,583.05	145,825.61		-132.00		145,693.61	126,774.12			126,774.12	54,502.54
413 Ambulance Fund	36,786.25	101,611.37		-115.50		101,495.87	106,611.55			106,611.55	31,670.57
620 L. Baum Reward Fund	5,039.13	77.65				77.65					5,116.78
630 Consumer Deposits I/P Fund	18,581.72	-6,105.00				-6,105.00	2,185.55			2,185.55	10,291.17
TOTALS:	3,125,729.86	6,239,531.91	203,774.64	-2,279.27		6,441,027.28	6,066,803.65	203,774.64	-306.02	6,270,272.27	3,296,484.87

CITY OF MCCLEARY
SCHEDULE OF STATE AND LOCAL FINANCIAL ASSISTANCE
FOR THE YEAR ENDING: DECEMBER 31, 2018

MCAG #: 0344

Schedule 15

Grantor/Program Title	ID #	Amount	Footnote Ref
Department Of Commerce Community Economic Revitali	S17-790A0-1116	48,333.00	
Total :		48,333.00	
Washington State Health Department			
Pre-Hospitalization Grant	WSDH 2013	1,222.00	
Total Washington State Health Department:		1,222.00	
Total State Assistance:		49,555.00	

**CITY OF MCCLEARY
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDING: DECEMBER 31, 2018**

MCAG #: 0344

Schedule 16

Federal Agency Name / Pass-Through Agency Name	Federal Program Name	CFDA #	Other ID #	From Pass-Thru Awards	From Direct Awards	Total	Passed through to Subrecipients	Note
Washington State Department Of Transportation	DoT 3rd St. Improvement Project - Federal Hwy Administration	20.205	STPR-Z141(004)		28,826.56	28,826.56	0.00	
Subtotal:				0.00	28,826.56	28,826.56	0.00	Federal Aid
Total Federal Awards Expended:				0.00	28,826.56	28,826.56	0.00	

City of McCleary
MCAG #0334

Notes to the Schedule of Expenditures of Federal Awards
For the Year Ended December 31, 2018

Note 1 – Basis of Accounting

This Schedule is prepared on the same basis of accounting as the City's financial statements. The City uses the *Cash Basis Budgeting, Accounting and Reporting System* (BARS) Manual prescribed by the State Auditor's Office under the authority of Washington State law, Chapter 43.09 RCW.

Note 2 – Program Costs

The amounts shown as current year expenditures represent only the federal grant portion of the program costs. Entire program costs, including the City's portion, are more than shown. Such expenditures are recognized following, as applicable, either the cost principles in the OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments, or the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Note 3 – Indirect Cost Rate

The City has elected to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

**Labor Relations Consultant(S)
For the Year Ended December 31, 2018**

Has your government engaged labor relations consultants? Yes No

If yes, please provide the following information for each consultant:

Name of firm: Ogden Murphy Wallace
Name of consultant: Scott Snyder
Business address: 901 Fifth Ave., Suite 3500 Seattle, WA 98164-2008
Amount paid to consultant during fiscal year: \$28,329.65
Terms and conditions, as applicable, including: Rates (e.g., hourly, etc.): Hourly Billing Maximum compensation allowed Duration of services: Annual Services provided: Labor negotiations, Employment Law Advice, Employee/Employer relations

TAB - H

THIS FORM IS INTENDED FOR USE BY LOCAL AUTHORITIES HAVING JURISDICTION (AHJ) IN THE EVENT THEY DO NOT HAVE A PERMIT FORM SPECIFIC FOR RETAIL FIREWORKS SALES AT A CONSUMER FIREWORKS RETAIL SALES (CFRS) FACILITY. IT IS NOT MEANT TO BE REQUIRED IN ADDITION TO OR IN LIEU OF ANY LOCAL PERMITTING FORM AND/OR PROCESS THAT MAY EXIST WITH THE LOCAL AHJ.

Directions: Provided the local jurisdiction has no permit form of their own, complete this permit application and submit it with the local AHJ portion of your Retail Fireworks Stand License to the jurisdiction in which you wish to run your CFRS facility.

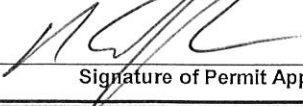
WASHINGTON STATE FIREWORKS RETAIL SALES PERMIT APPLICATION

Applicant Information		
<input type="checkbox"/> New/First Time Applicant		<input checked="" type="checkbox"/> Previous Permit Holder
Name of Group, Organization, or Person (Last, First, Middle Initial, and Date of Birth) Issued the Fireworks Retailer License <u>Olympic Christian Center</u>		
Name of Permit Applicant (Last, First, Middle Initial, and Date of Birth) <u>Orffer, Norman, L 10-19-1974</u>		
Permit Applicant Mailing Address (Complete Including Street, City, State, and ZIP Code) <u>PO Box 5 McCleary WA 98557</u>		
<u>(360) 481-7000</u> Phone Number	<u>norffer@gmail.com</u> E-Mail Address	<u>()</u> Local Business Number (if required)
CFRS Facility Information		
<input checked="" type="checkbox"/> Stand	<input type="checkbox"/> Tent	Other: <u>Trailer</u> Specify
Size: <u>200 / 25' x 8'</u> Square Feet/Dimensions		
CFRS Facility Address (Complete Including Street, City, State, and ZIP Code) <u>Beerbower Park</u>		
<u>City of McCleary</u> Name of Property Owner	<u>(360) 495-3667</u> Phone Number	<u></u> Parcel Number for Stand Location
Fireworks Supplier Information List all of the licensed fireworks wholesalers who will be supplying this stand product		
<u>Winco Fireworks</u>		
<u>Olympus Fireworks</u>		
Storage Information		
<input checked="" type="checkbox"/> On Site	<input checked="" type="checkbox"/> Off Site: <u>117 South 8th St. McCleary WA 98556</u> Storage Address (Complete Including Street, City, State, and ZIP Code)	
<input type="checkbox"/> Sales Structure	<input type="checkbox"/> Detached Building	<input type="checkbox"/> Truck/Trailer <input type="checkbox"/> Other: <u></u> Specify

CHECKLIST FOR SUBMISSION Check with the local AHJ for all applicable submission dates and deadlines:

<input type="checkbox"/> Application/Permit Fee	<input type="checkbox"/> Insurance Certificate (\$1,000,000)	<input type="checkbox"/> Clean-Up Bond Fee (if applicable)
<input type="checkbox"/> Valid Washington State Fireworks Retailer License	<input type="checkbox"/> Property Owners Written Permission	
<input type="checkbox"/> Detailed Site Plan	<input type="checkbox"/> Interior Plan (required for tents and "other" facilities)	

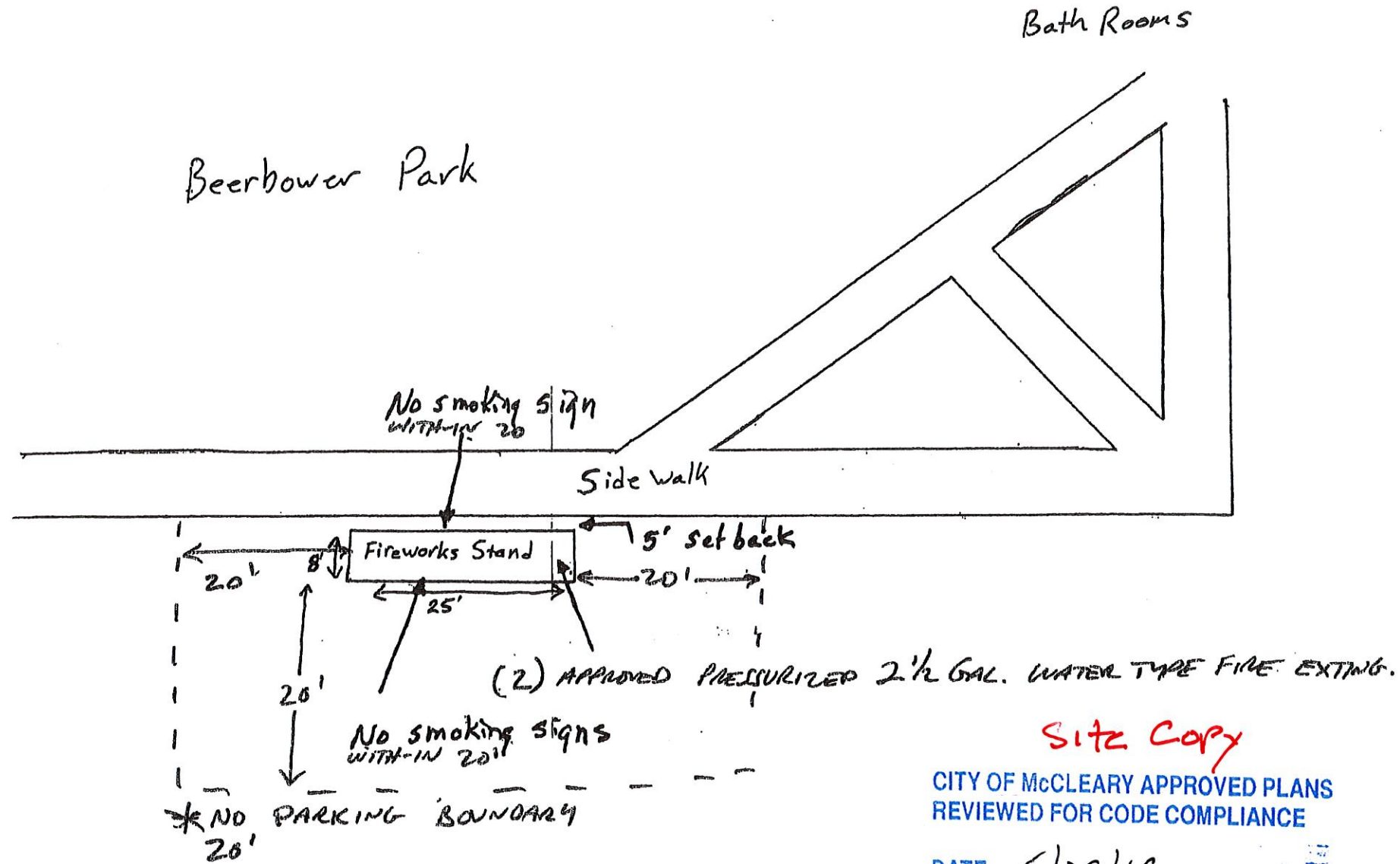
I hereby certify the information in this application is true and correct. I am aware of and agree to comply with all relevant provisions of law, rule, and any ordinance of the state of Washington and the city/county permitting this CFRS Facility.

 Signature of Permit Applicant	<u>Norm Orffer</u> Printed Name of Permit Applicant	<u>4-10-2019</u> Date of Signature
--	--	---------------------------------------

FIRE CODE AUTHORITY HAVING JURISDICTION		
<input checked="" type="checkbox"/> APPROVED		<input type="checkbox"/> DENIED
<u></u> Permit Number	 Approved By	<u>5/28/19</u> Date of Approval
SEE BACK OF THIS FORM FOR ANY RESTRICTIONS, CONDITIONS, OR NOTATIONS ON THIS PERMIT		
<u>Larry Skinner</u> Signature of Permitting Official	<u>Building Official</u> Printed Name and Title	<u>5/28/19</u> Date of Signature

THE FIREWORKS RETAILER LICENSE HOLDER (LICENSEE) SHALL RETAIN THIS PERMIT WITH THE ASSOCIATED FIREWORKS RETAILER LICENSE AND MAKE THEM BOTH AVAILABLE FOR INSPECTION AT ANY TIME THE STAND IS IN OPERATION

SITE PLAN (showing setbacks)



Site Copy

CITY OF McCLEARY APPROVED PLANS
REVIEWED FOR CODE COMPLIANCE

DATE 5/28/19

APPROVED BY



Washington State Patrol Fire Protection Bureau
Office of the State Fire Marshal
CONSUMER FIREWORKS RETAIL SALES (CFRS) FACILITY LICENSE

G21583

Stand Number: SN-12785

Licensee Data

Olympic Christian Center
7523 Chinook St. NE
Olympia, WA 98516
License Number: WSPFL-00660
Phone Number: (360) 481-7000

Operational Data

Wholesaler: [MULTIPLE SUPPLIERS]
County of Operation: Grays Harbor
Operated For: **Licensee**
Stand Operated By: Norm Orffer

Date of Issue: March 21, 2019

Date of Expiration: January 31, 2020

Consumer Fireworks Retailer Licenses issued after May are ONLY valid for New Years Sales

This license is NOT valid without a permit from a local fire code official/authority having jurisdiction. This license allows for operation of a single location/stand for retail sales to the public of state legal consumer fireworks purchased only from a licensed fireworks wholesaler.

THIS LICENSE PORTION ACCOMPANIES YOUR LOCAL PERMIT APPLICATION

TAB - I

TAB - J

TAB - K

S/N:04-01	MSA MMR/FIREHAWK 4500	SCBA PACK FRAME	w/BUDDY	SURPLUS
S/N:04-02	MSA MMR/FIREHAWK 4500	SCBA PACK FRAME	w/BUDDY	SURPLUS
S/N:04-03	MSA MMR/FIREHAWK 4500	SCBA PACK FRAME		SURPLUS
S/N:04-04	MSA MMR/FIREHAWK 4500	SCBA PACK FRAME		SURPLUS
S/N:04-05	MSA MMR/FIREHAWK 4500	SCBA PACK FRAME		SURPLUS
S/N:04-06	MSA MMR/FIREHAWK 4500	SCBA PACK FRAME		SURPLUS
S/N:04-07	MSA MMR/FIREHAWK 4500	SCBA PACK FRAME		SURPLUS
S/N:04-08	MSA MMR/FIREHAWK 4500	SCBA PACK FRAME	w/BUDDY	SURPLUS
S/N:04-09	MSA MMR/FIREHAWK 4500	SCBA PACK FRAME		SURPLUS
S/N:04-10	MSA MMR/FIREHAWK 4500	SCBA PACK FRAME	w/BUDDY	SURPLUS
S/N:04-11	MSA MMR/FIREHAWK 4500	SCBA PACK FRAME		SURPLUS
S/N:04-12	MSA MMR/FIREHAWK 4500	SCBA PACK FRAME		SURPLUS
S/N:04-14	MSA MMR/FIREHAWK 4500	SCBA PACK FRAME		SURPLUS
S/N:04-15	MSA MMR/FIREHAWK 4500	SCBA PACK FRAME		SURPLUS
S/N:04-16	MSA MMR/FIREHAWK 4500	SCBA PACK FRAME	w/BUDDY	SURPLUS
S/N:04-17	MSA MMR/FIREHAWK 4500	SCBA PACK FRAME		SURPLUS
S/N:04-18	MSA MMR/FIREHAWK 4500	SCBA PACK FRAME		SURPLUS
S/N:ZW351355	MSA MMR/FIREHAWK 4500	RIT BAG w/mask		SURPLUS

total 17 SCBA

total 1 RIT Bag w/mask

MFD #	Ser #	Type	
#1	OM27992	H45	1 Surplus
#2	OM27979	H45	2 Surplus
#3	OM27540	H45	3 Surplus
#4	OM27849	H45	4 Surplus
#5	OM27843	H45	5 Surplus
#6	OM28158	H45	6 Surplus
#7	OM27962	H45	7 Surplus
#8	OM27657	H45	8 Surplus
#9	OM27735	H45	9 Surplus
#10	OM27792	H45	10 Surplus
#11	OM27800	H45	11 Surplus
#12	OM27936	H45	12 Surplus
#14	OM27819	H45	13 Surplus
#15	OM27605	H45	14 Surplus
#16	OM27906	H45	15 Surplus
#17	OM27976	H45	16 Surplus
#18	OM27892	H45	17 Surplus
#19	OM28151	H45	18 Surplus
#20	OM28185	H45	19 Surplus
#21	OM28427	H45	20 Surplus
#22	OM28371	H45	21 Surplus
#23	OM28242	H45	22 Surplus
#24	OM28318	H45	23 Surplus
#25	OM28464	H45	24 Surplus
#26	OM28188	H45	25 Surplus

RIT

OM36959

H60

1 Surplus

total 25 H45

total 1 H60

MSA Mask
Mask Bags

15 Surplus

13 Surplus

TAB - L

MEMORANDUM

TO: TODD BAUN, DIRECTOR OF PUBLIC
WORKS
CITY OF MCCLEARY

FROM: ERIC NOAH
GRAY & OSBORNE, INC.

DATE: MAY 20, 2019

SUBJECT: NESTING OF STORAGE
CITY OF MCCLEARY, GRAYS HARBOR
COUNTY, WASHINGTON
G&O #14234.00

BACKGROUND

The revised storage analysis completed as part of the Water System Plan (Plan) update has shown that the City currently has a storage deficit if “nesting” of standby storage and fire suppression storage is not allowed. Nesting of storage allows the standby storage component or the fire suppression storage component, whichever volume is smaller, to be excluded from a water system’s total storage requirement provided that such practice is not prohibited by: (1) a locally developed and adopted Coordinated Water System Plan, (2) local ordinance, or (3) the local fire protection authority or County Fire Marshal (reference WAC 246-290-235(4)).

The previous Water System Plan (September 2008) did not nest these storage components. The Water System Plan update that was submitted to the Department of Health (DOH) on November 23, 2016 included nesting of the storage components. DOH comment number 10 requested documentation from the Fire Marshal that nesting is allowed and what fire flow rates are necessary to meet fire flow requirements for the water system.

What is different from the previous Plan and the current Plan that shows the water system has a storage deficit?

There are a few changes that have occurred in the water system between the Plans that have affected the available storage.

1. Fire Suppression Storage volume. The 2008 Plan utilized 120,000 gallons as its Fire Storage volume, which is equivalent to 1,000 gallons per minute (gpm) for 2 hours. This recent Plan update used a Fire Storage volume of



May 20, 2019

Page 2

180,000 gallons, which is equivalent to 1,500 gpm for 2 hours. This is based on McCleary's adoption of the International Fire Code, Table B105.1 Minimum Required Fire-Flow and Flow Duration for Buildings.

2. **Dead Storage.** This is the volume in the reservoirs below which domestic service pressure of 30 psi to any service meter or service line at the property boundary cannot be met. The 2008 Plan used the equivalent of 117,504 gallons. This is based on the highest water service elevation of 377 feet. This recent Plan update calculated a dead storage volume of 302,576 gallons based on recent residential construction at an estimated elevation of 386 feet. It should be noted that fire flow does not have the same minimum psi requirements as that of domestic water service. The fire flow minimum usable pressure is 20 psi. Therefore, the entire volume of the reservoirs below the 30 psi level, which is equivalent to 302,576 gallons, is usable for fire flow but not available for domestic use.

Table 1 shows an immediate storage deficit if nesting is **not** allowed. Table 2 shows a storage surplus if nesting is allowed; however, new additional storage should be considered in the near term since the calculated storage surplus is estimated at 28,000 gallons.

Available storage volumes could also be increased if it was determined by the City that Fire Suppression Storage volume could be reduced to 120,000 gallons.



May 20, 2019

Page 3

TABLE 1

Storage Capacity Analysis Without Nesting

Year	Operational Storage (gallons)	Equalizing Storage (gallons)	Standby Storage (gallons)	Fire Suppression Storage (gallons)	Total Required Storage (gallons)	Total Storage (gallons)	Dead Storage (gallons)	Total Available Storage (gallons)	Storage Surplus / Deficit (gallons)
2019	89,892	0	229,478	180,000	499,370	650,000	302,576	347,424	-151,946
2020	89,892	0	230,625	180,000	500,517	650,000	302,576	347,424	-153,093
2021	89,892	0	231,778	180,000	501,670	650,000	302,576	347,424	-154,246
2022	89,892	0	232,937	180,000	502,829	650,000	302,576	347,424	-155,405
2023	89,892	0	234,102	180,000	503,994	650,000	302,576	347,424	-156,570
2024	89,892	0	235,272	180,000	505,164	650,000	302,576	347,424	-157,740
2025	89,892	0	236,449	180,000	506,341	650,000	302,576	347,424	-158,917
2026	89,892	0	237,631	180,000	507,523	650,000	302,576	347,424	-160,099
2027	89,892	0	238,819	180,000	508,711	650,000	302,576	347,424	-161,287
2028	89,892	0	240,013	180,000	509,905	650,000	302,576	347,424	-162,481
2029	89,892	0	241,213	180,000	511,105	650,000	302,576	347,424	-163,681
2030	89,892	0	242,419	180,000	512,311	650,000	302,576	347,424	-164,887
2031	89,892	0	243,631	180,000	513,523	650,000	302,576	347,424	-166,099
2032	89,892	0	244,850	180,000	514,742	650,000	302,576	347,424	-167,318
2033	89,892	0	246,074	180,000	515,966	650,000	302,576	347,424	-168,542
2034	89,892	0	247,304	180,000	517,196	650,000	302,576	347,424	-169,772
2035	89,892	0	248,541	180,000	518,433	650,000	302,576	347,424	-171,009
2036	89,892	0	249,783	180,000	519,675	650,000	302,576	347,424	-172,251
2037	89,892	0	251,032	180,000	520,924	650,000	302,576	347,424	-173,500
2038	89,893	0	252,287	180,000	522,180	650,000	302,576	347,424	-174,756
2039	89,894	0	253,549	180,000	523,443	650,000	302,576	347,424	-176,019



TABLE 2
Storage Capacity Analysis With Nesting

Year	Operational Storage (gallons)	Equalizing Storage (gallons)	Standby Storage (gallons)	Fire Suppression Storage (gallons)	Total Required Storage (gallons)	Total Storage (gallons)	Dead Storage (gallons)	Total Available Storage (gallons)	Storage Surplus / Deficit (gallons)
2019	89,892	0	229,478	180,000	319,370	650,000	302,576	347,424	28,054
2020	89,892	0	230,625	180,000	320,517	650,000	302,576	347,424	26,907
2021	89,892	0	231,778	180,000	321,670	650,000	302,576	347,424	25,754
2022	89,892	0	232,937	180,000	322,829	650,000	302,576	347,424	24,595
2023	89,892	0	234,102	180,000	323,994	650,000	302,576	347,424	23,430
2024	89,892	0	235,272	180,000	325,164	650,000	302,576	347,424	22,260
2025	89,892	0	236,449	180,000	326,341	650,000	302,576	347,424	21,083
2026	89,892	0	237,631	180,000	327,523	650,000	302,576	347,424	19,901
2027	89,892	0	238,819	180,000	328,711	650,000	302,576	347,424	18,713
2028	89,892	0	240,013	180,000	329,905	650,000	302,576	347,424	17,519
2029	89,892	0	241,213	180,000	331,105	650,000	302,576	347,424	16,319
2030	89,892	0	242,419	180,000	332,311	650,000	302,576	347,424	15,113
2031	89,892	0	243,631	180,000	333,523	650,000	302,576	347,424	13,901
2032	89,892	0	244,850	180,000	334,742	650,000	302,576	347,424	12,682
2033	89,892	0	246,074	180,000	335,966	650,000	302,576	347,424	11,458
2034	89,892	0	247,304	180,000	337,196	650,000	302,576	347,424	10,228
2035	89,892	0	248,541	180,000	338,433	650,000	302,576	347,424	8,991
2036	89,892	0	249,783	180,000	339,675	650,000	302,576	347,424	7,749
2037	89,892	0	251,032	180,000	340,924	650,000	302,576	347,424	6,500
2038	89,893	0	252,287	180,000	342,180	650,000	302,576	347,424	5,244
2039	89,894	0	253,549	180,000	343,443	650,000	302,576	347,424	3,981

RECOMMENDATIONS

Gray & Osborne recommends that nesting of standby and fire flow storage be allowed. This will require that a letter from the City’s Fire Authority be included in the Water System Plan update.

EN/sp

TAB - M



Six Year Transportation Improvement Program From 2020 to 2025

Agency: McCleary

County: Grays Harbor

MPO/RTPO: SWW RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID	G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
07	1	S. 3rd Street Lower S. 3rd Street Oak St to Simpson Ave Resurface and repair, New curb and gutter, storm, planter strip where possible, sidewalk, and shared bike lane	WA-05604		06/12/19				04	CG OPS TW	0.250		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2020		0	TIB	259,500	40,500	300,000
P	CN	2020		0	TIB	1,500,000	0	1,500,000
Totals				0		1,759,500	40,500	1,800,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	300,000	0	0	0	0
CN	1,500,000	0	0	0	0
Totals	1,800,000	0	0	0	0

Six Year Transportation Improvement Program From 2020 to 2025

Agency: McCleary

County: Grays Harbor

MPO/RTPO: SWW RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	2	West Ash Street Part 1 West Ash St N 9th St to N 7th St Resurface and repair.	WA-05607	06/13/18	06/13/18		716	04	C G O P S T W	0.130		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2021		0	TIB	130,000	7,000	137,000
Totals				0		130,000	7,000	137,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	137,000	0	0	0
Totals	0	137,000	0	0	0



Six Year Transportation Improvement Program From 2020 to 2025

Agency: McCleary
 County: Grays Harbor
 MPO/RTPO: SWW RTPO

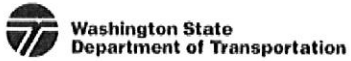
N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	3	West Ash Street Part 2 Ash Street N 9th St. to N 10th St. Resurface and Repair	WA-05608	06/13/18	06/13/18		716	04	C G O P S T W	0.120		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2021		0	TIB	111,000	6,000	117,000
Totals				0		111,000	6,000	117,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	117,000	0	0	0
Totals	0	117,000	0	0	0



Six Year Transportation Improvement Program From 2020 to 2025

Agency: McCleary

County: Grays Harbor

MPO/RTPO: SWW RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
06	4	Intersection Simpson and Summit Simpson Ave Simpson Ave to Summit Rd Intersection improvements, new curb and gutter, storm, sidewalk, landscaping, and bike lane.	WA-05610	06/12/19				04	C G O P S T W	0.020		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2020		0	TIB	67,000	68,000	135,000
P	CN	2021		0	TIB	1,215,000	0	1,215,000
Totals				0		1,282,000	68,000	1,350,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	135,000	0	0	0	0
CN	0	1,215,000	0	0	0
Totals	135,000	1,215,000	0	0	0



Six Year Transportation Improvement Program From 2020 to 2025

Agency: McCleary

County: Grays Harbor

MPO/RTPO: SWW RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
06	5	Summit Road "S" Turn Part 1 Summit Rd Beck St to E. Wildcat Creek Resurface, widen, new curb and gutter, storm, sidewalk, planter strip, and bike lane.	WA-05612	06/12/19				04	C G O P S T W	0.330		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2021		0	TIB	1,634,000	87,000	1,721,000
Totals				0		1,634,000	87,000	1,721,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	1,721,000	0	0	0	0
Totals	1,721,000	0	0	0	0

Six Year Transportation Improvement Program From 2020 to 2025

Agency: McCleary

County: Grays Harbor

MPO/RTPO: SWW RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
06	6	Summit Road "S" Turn Part 2 Summit Rd E Wildcat Creek to SR 108 Resurface, widen, new curb and gutter, storm, sidewalk, planter strip, and bike lane.	WA-05613	06/13/18	06/13/18		716	04	C G O P S T W	0.310		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2022		0	TIB	1,510,000	80,000	1,590,000
Totals				0		1,510,000	80,000	1,590,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
	0	0	0	0	0
Totals	0	0	0	0	0



Six Year Transportation Improvement Program From 2020 to 2025

Agency: McCleary
 County: Grays Harbor
 MPO/RTPO: SWW RTPO

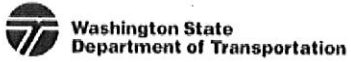
N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
06	7	Summit Road Downtown Summit Rd Simpson Ave to Beck St Resurface, widen, new curb and gutter, storm improvements, sidewalk, landscaping and/or planter strips where possible and bike lane	WA-05611	06/13/18	06/13/18		716	04	C G O P S T W	0.280		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2020		0	TIB	1,352,000	72,000	1,424,000
Totals				0		1,352,000	72,000	1,424,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
	0	0	0	0	0
Totals	0	0	0	0	0



Six Year Transportation Improvement Program From 2020 to 2025

Agency: McCleary

County: Grays Harbor

MPO/RTPO: SWW RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
08	8	Summit Road North Summit Rd SR 108 to Bear St. Full Depth Reclamation where possible, Resurface, widen, new curb and gutter, storm improvements, sidewalk, planter strips, and bike lanes where possible.	WA-05614	06/13/18	06/13/18		716	04	C O P S T W	0.420		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2020		0	TIB	2,037,000	108,000	2,145,000
Totals				0		2,037,000	108,000	2,145,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	2,145,000	0	0	0	0
Totals	2,145,000	0	0	0	0



Six Year Transportation Improvement Program From 2020 to 2025

Agency: McCleary

County: Grays Harbor

MPO/RTPO: SWW RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	9	S. 4th Street Downtown S. 4th St Simpson Ave to W. Fir St. Full Depth Reclamation, Resurface, widen, new curb and gutter, storm water system improvements, sidewalk on both sides of road separated from parking areas with planter strips, possible bicycle lanes.	WA-05615	06/13/18	06/13/18		716	04	C G O P S T W	0.140		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2020		0	TIB	1,232,000	65,000	1,297,000
Totals				0		1,232,000	65,000	1,297,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
	0	0	0	0	0
Totals	0	0	0	0	0



Six Year Transportation Improvement Program From 2020 to 2025

Agency: McCleary

County: Grays Harbor

MPO/RTPO: SWW RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	10	S. 4th Street Residential S. 4th St W. Fir St to South City Limits Full Depth Reclamation, Resurface, new curb/gutter and sidewalks on both sides of roadway, planter strip separation from traffic, storm water improvements.	WA-05616	06/13/18	06/13/18		716	04	C G O P S T W	0.360		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2020		0	TIB	280,000	15,000	295,000
Totals				0		280,000	15,000	295,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	295,000	0	0	0	0
Totals	295,000	0	0	0	0

Six Year Transportation Improvement Program From 2020 to 2025

Agency: McCleary

County: Grays Harbor

MPO/RTPO: SWW RTPO

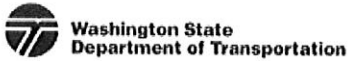
N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	11	W. Maple Street Downtown W. Maple St S. 3rd St to S. 5th St Resurface, widen, new curb and gutter, storm, sidewalk, planter strip, and bike lane.	WA-05617	06/13/18	06/13/18		716	04	C G O P S T W	0.170		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2020		0	TIB	824,000	44,000	868,000
Totals				0		824,000	44,000	868,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	868,000	0	0	0	0
Totals	868,000	0	0	0	0



Six Year Transportation Improvement Program From 2020 to 2025

Agency: McCleary
 County: Grays Harbor
 MPO/RTPO: SWW RTPO

N Inside

Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	12	W. Maple Street Residential W. Maple Street S. 5th Street to S. 7th Street Resurface, Curb/gutter and sidewalk on South side	WA-08006	06/13/18	06/13/18		716	04	C G O P S T W	0.150		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2021		0	TIB	110,000	10,000	120,000
Totals				0		110,000	10,000	120,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
	0	0	0	0	0
Totals	0	0	0	0	0

	Federal Funds	State Funds	Local Funds	Total Funds
Grand Totals for McCleary	0	12,261,500	602,500	12,864,000

TAB - N



**A2Z CLEANING PROFESSIONALS, INC
CITY OF MCCLEARY JANITORIAL PROPOSAL
MAN HOUR AND SCHEDULE**

GENERAL CLEANING

MONTHLY COST: \$708

Hourly Rate: \$27.25

NAME OF FACILITY	SERVICE SCHEDULE	MAN HOURS	MONTHLY COST
McCleary City Hall Complex	Once Weekly	3	\$354
McCleary Timberland Library	Once Weekly	1	\$118
McCleary Community Center	Once Weekly	1	\$118
McCleary WWTP	Once Weekly	1	\$118
Extra Cleans	With one day notice	Hours as noted above	
Urgent Care Cleans	On Demand	Travel time plus clean time, not to be fewer than the hours scheduled	

WINDOWS

(Both Sides)

COST PER SERVICE: \$457

Hourly Rate: \$45

NAME OF FACILITY	SERVICE SCHEDULE	MAN HOURS & WINDOW COUNT	BI-ANNUAL COST
McCleary City Hall Complex	Bi-Annually	5.5	\$248
McCleary Timberland Library	Bi-Annually	1.5	\$67.5
McCleary Community Center	Bi-Annually	2	\$85
McCleary WWTP	Bi-Annually	1.25	\$56.25
Extra Cleans	With one day notice	Hours as noted above	
Urgent Care Cleans	On Demand	Travel time plus clean time, not to be fewer than the hours scheduled	

Includes: All window tools and supplies

- Wash outside including wiping window sills
- Wash inside including wiping window sills

STRIP & WAX

COST PER SERVICE: \$1820

Hourly Rate: \$35.00

NAME OF FACILITY	SERVICE SCHEDULE	MAN HOURS	BI-ANNUAL COST
McCleary City Hall Complex	Bi-Annually	20	\$700
McCleary Timberland Library	Bi-Annually	8	\$280
McCleary Community Center	Bi-Annually	12	\$420
McCleary WWTP	Bi-Annually	12	\$420
Extra Cleans	With one day notice	Hours as noted above	
Urgent Care Cleans	On Demand	Travel time plus clean time, not to be fewer than the hours scheduled	

Includes: All strip & wax tools and supplies

***If A2Z finds that its employees are not able to utilize the time allotted for stripping and waxing, A2Z reserves the right to re-address contract hours. (We will charge whatever is less)**

CARPETS

COST PER SERVICE: \$517

Hourly Rate: \$45

NAME OF FACILITY	SERVICE SCHEDULE	MAN HRS & SQ. FEET	ANNUAL COST
McCleary City Hall Complex	Annually	3.5	\$157
McCleary Timberland Library	Annually	8	\$360
McCleary Community Center	N/A	N/A	N/A
McCleary WWTP	N/A	N/A	N/A
Extra Cleans	With one day notice	Hours as noted above	
Urgent Care Cleans	On Demand	Travel time plus clean time, not to be fewer than the hours scheduled	

Includes: All carpet cleaning tools and supplies

- Extraction
- Bonnet (High Traffic Areas)

- Extraction

TOTAL COSTS

TOTAL COST PER YEAR: \$13,567

SERVICE	MONTHLY COST	BI-YEARLY COST	TOTAL YEARLY COST
General Cleaning	\$708		\$8424
Windows		\$457	\$915
Strip & Wax		\$1820	\$3640
Carpets			\$517

* A2Z tracks employee’s hours and tasks through a time keeping app.

* A2Z plans to employ one employee with adequate back-up.

General Services

- Cleaning for commercial buildings shall commence on days requested by The City of McCleary
- The City of McCleary shall provide all basic cleaning supplies and equipment.
 - Not limited to, brooms, dust mops, mops, mop buckets, dustpans, trash collection equipment.
- Contractor will provide safety equipment for personal use and train for proper use. These include but not limited to: gloves, outer clothing, eye protection, proper footwear, and equipment and safety training.
- Contractor will provide urgent response availability when called upon for immediate cleaning needs. Onsite response time shall be no more than one (1) hour. Such occurrences are not a component of the basic service and will be paid at the contracted hourly rate. Hours are the accumulation of travel time plus clean time, the aggregate being equal to but not fewer than the hourly time allotted for each facility clean.
- When scheduled 24 hours in advanced, an unscheduled clean will not contain travel time.
- Contractor will report any breakage or damage incurred while cleaning. Contractor will compensate for items broken.

Site-Specific Services

Site 1: McCleary City Hall Complex (City Hall, Police Department, Public Works, and PUD 100 S 3rd St. McCleary, WA

- Frequency: Once a week
- Schedule: After Closing Hours
 - (Except Police Dept. it is to be serviced during work hours)
- Expectations: Tasks to be completed at every cleaning

OFFICES, CUBICLES, AND OPEN COMMON WORK AREAS

- Empty waste receptacles, dispose of waste appropriately, clean waste container, and replace liner.
- Empty paper shredder waste receptacle, and replace liner.
- Clean work surfaces for minor spillage or coffee rings as needed
- Arrange furniture in a neat and orderly manner.
- Vacuum carpeted areas, under desks, tables, counters, corners and edges of carpeted areas
- Dust and clean accessible surfaces of desks, chairs, tables and other office furniture.
- Dust ledges, mini blinds, and horizontal surfaces over 6 feet (for cobwebs, etc.)

RESTROOMS

- Empty waste receptacles dispose of waste appropriately, clean waste container, and replace liner.
- Dust mop and/or sweep floor areas.
- Mop floor surfaces with neutral cleaner.
- Dust and wipe down low ledges, walls and horizontal surfaces.
- Check and refill all dispensers; paper towels, toilet tissue, seat covers and hand soap.
- Clean and polish mirror, hand rails and dispensers.
- Clean counters, and wash basin.
- Clean and sanitize toilet, and toilet seat.
- Clean and polish chrome fixtures.
- Clean walls, towel dispensers, and door frames.

EMPLOYEE KITCHEN/BREAK ROOMS

- Empty waste receptacles, dispose of waste appropriately, clean waste container, and replace liner.
- Dust mop and/or sweep floor.
- Damp mop floor surface with neutral cleaner
- Wipe down counters, sink, and table top and cabinet doors.
- Clean and polish chrome fixtures.
- Dust and wipe down surfaces including all exterior surfaces of appliances.
- Check and refill all dispensers; paper towels, and hand soap.

ADDITIONAL DUTIES AND RESPONSIBILITIES

- Maintain janitorial closets in a clean, accessible, and organized manner.
- It is the responsibility of the janitorial firm to notify the City representative when cleaning and product supplies are low, before they run out.
- Secure lights and alarm systems and lock all interior and exterior doors, as directed.
- Notify City representative of any facility, mechanical, plumbing, or security problems.

Site 2: McCleary Timberland Library 121 S 4th St. McCleary, WA

- Frequency: Once per week
- Schedule: After Closing Hours
- Expectations: Tasks to be completed at every cleaning

OFFICES, CUBICLES, AND OPEN COMMON WORK AREAS

- Empty waste receptacles, dispose of waste appropriately, clean waste container, and replace liner.
- Empty paper shredder waste receptacle, and replace liner.
- Clean work surfaces for minor spillage or coffee rings as needed

- Arrange furniture in a neat and orderly manner.
- Vacuum carpeted areas, under desks, tables, counters, corners and edges of carpeted areas
- Dust and clean accessible surfaces of desks, chairs, tables and other office furniture.
- Clean windows with glass cleaner where applicable. (Windows are cleaned periodically by contract and not included in proposal)
- Dust ledges, mini blinds, and horizontal surfaces over 6 feet (for cobwebs, etc.)
- Lock all doors

RESTROOMS

- Empty waste receptacles, dispose of waste appropriately, clean waste container, and replace liner.
- Dust mop and/or sweep floor areas.
- Mop floor surfaces with neutral cleaner.
- Dust and wipe down low ledges, walls and horizontal surfaces.
- Check and refill all dispensers; paper towels, toilet tissue, seat covers and hand soap.
- Clean and polish mirror, hand rails and dispensers.
- Clean counters, and wash basin.
- Clean and sanitize toilet, and toilet seat.
- Clean and polish chrome fixtures.
- Clean walls, towel dispensers, and door frames.

EMPLOYEE KITCHEN/BREAK ROOMS

- Empty waste receptacles, dispose of waste appropriately, clean waste container, and replace liner.
- Dust mop and/or sweep floor.
- Damp mop floor surface with neutral cleaner
- Wipe down counters, sink, and table top and cabinet doors.
- Clean and polish chrome fixtures.
- Dust and wipe down surfaces including all exterior surfaces of appliances.
- Check and refill all dispensers; paper towels, and hand soap.

ADDITIONAL DUTIES AND RESPONSIBILITIES

- Maintain janitorial closets in a clean, accessible, and organized manner.
- It is the responsibility of the janitorial firm to notify the City representative when cleaning and product supplies are low, before they run out.
- Secure lights and alarm systems and lock all interior and exterior doors, as directed.

Site 3: McCleary Wastewater Treatment Plant 700 W Maple St. McCleary, WA

- Frequency: Once a week
- Schedule: After Closing Hours
- Expectations: Tasks to be completed at every cleaning
- **INSIDE THE LAB AREA, Floors only**

OFFICES, CUBICLES, AND OPEN COMMON WORK AREAS

- Empty waste receptacles, dispose of waste appropriately, clean waste container, and replace liner.
- Empty paper shredder waste receptacle, and replace liner.
- Clean work surfaces for minor spillage or coffee rings as needed
- Arrange furniture in a neat and orderly manner.

- Vacuum carpeted areas, under desks, tables, counters, corners and edges of carpeted areas
- Dust and clean accessible surfaces of desks, chairs, tables and other office furniture.
- Clean windows with glass cleaner where applicable. (Windows are cleaned periodically by contract and not included in proposal)
- Dust ledges, mini blinds, and horizontal surfaces over 6 feet (for cobwebs, etc.)

RESTROOMS

- Empty waste receptacles, dispose of waste appropriately, clean waste container, and replace liner.
- Dust mop and/or sweep floor areas.
- Mop floor surfaces with neutral cleaner.
- Dust and wipe down low ledges, walls and horizontal surfaces.
- Check and refill all dispensers; paper towels, toilet tissue, seat covers and hand soap.
- Clean and polish mirror, hand rails and dispensers.
- Clean counters, and wash basin.
- Clean and sanitize toilet, and toilet seat.
- Clean and polish chrome fixtures.
- Clean walls, towel dispensers, and door frames.

EMPLOYEE KITCHEN/BREAK ROOM

- Empty waste receptacles, dispose of waste appropriately, clean waste container, and replace liner.
- Dust mop and/or sweep floor.
- Damp mop floor surface with neutral cleaner
- Wipe down counters, sink, and tabletop and cabinet doors.
- Clean and polish chrome fixtures.
- Dust and wipe down surfaces including all exterior surfaces of appliances.
- Check and refill all dispensers; paper towels, and hand soap.

Site 4: McCleary Community Center 726 W Simpson Ave. McCleary, WA

- Frequency: Once a week
- Schedule: After Closing hours and
- Expectations: Tasks to be completed at every cleaning

HALL / KITCHEN

- Empty waste receptacles dispose of waste appropriately, clean waste container, and replace liner.
- Dust mop and/or sweep floor.
- Damp mop floor surface with neutral cleaner
- Wipe down counters, sink, and tabletop and cabinet doors.
- Clean and polish chrome fixtures.
- Dust and wipe down surfaces including all exterior surfaces of appliances.
- Check and refill all dispensers; paper towels, and hand soap.

RESTROOMS

- Empty waste receptacles dispose of waste appropriately, clean waste container, and replace liner.
- Dust mop and/or sweep floor areas.
- Mop floor surfaces with neutral cleaner.

- Dust and wipe down low ledges, walls and horizontal surfaces.
- Check and refill all dispensers; paper towels, toilet tissue, seat covers and hand soap.
- Clean and polish mirror, handrails and dispensers.
- Clean counters, and wash basin.
- Clean and sanitize toilet, and toilet seat.
- Clean and polish chrome fixtures.
- Clean walls, towel dispensers, and door frames.

ADDITIONAL DUTIES AND RESPONSIBILITIES

- Maintain janitorial closets in a clean, accessible, and organized manner.
- It is the responsibility of the janitorial firm to notify the City representative when cleaning and product supplies are low, before they run out.
- Secure lights and alarm systems and lock all interior and exterior doors, as directed.

Firm Experience, Expertise, Reliability, and Personnel

- The duration of A2Z Cleaning Professionals existence as a business is one year. It is an offshoot of BC Services Clean Crew, in existence for over ten years. A2Z Cleaning Professionals’ staff, Randy Arnold, CEO, Elizabeth Arnold, CFO, Josh Mowers, Director of Operations, possess over 30 years of combined “hands on” experience in commercial cleaning and office management.

Services Provided

- A2Z Cleaning Professionals provides services to nine clients, large and small, in the following areas: general cleans consisting of office and bathroom cleaning, dusting, disinfecting, trash removal, pressure washing, window washing, carpet cleaning, and vinyl floor care.
- We employ 17 employees at 28 locations within a 45-mile radius.
- If required A2Z stocks all frequently used equipment at each individual site: cleaning supplies, site appropriate vacuums, floor equipment, towels and rags, wipes, totes, garbage cans on wheels, and window equipment
- We insure the ability to remove and dispose of trash adequately.
- Equipment has been sourced for the City of McCleary and will be installed if the contract is approved.

Experience and reliability

- Our business model holds to a higher cost, self-governed, high performance, engaged and long-term clientele relationships. A large part of our clients are referrals.
- 17 employees
- 10 clients, and 28 locations.
- Clients:
 - The Port of Kalama
 - Northwest Innovations
 - Grays Harbor PUD
 - The City of Elma (City/Court/Building Inspector, Timberland Library, Police Dept, and Fire Dept.)
 - Harbor Pacific Bottling
 - Girard Wood Products
 - First Baptist Church
 - New Beginnings Church
 - NDC Timber
 - Providence Health & Services

Management Team

Randy Arnold, CEO

14 years of experience in cleaning and management.

Beth Arnold, CFO

12 years of experience in cleaning and 10 years of management, 14 years of clerical and inter-company relations.

Josh Mowers, Director of Operations

6 years of janitorial experience and 5 years of management and personnel training.

References

<p>Brian Pickering Facilities Supervisor Grays Harbor PUD 2720 Sumner Ave Aberdeen, WA 98520 Phone: 360 538-6266 Email: bpickering@ghpud.org</p>	<p>Gail Bussard Office Manager Girard Wood Products, Inc. 10 Bear Road Elma, WA 98541 Phone: (360) 482-5151 Email: gail@girardwoodproducts.com</p>	<p>Susan Shultz Chief of Police Elma Police Department 124 Nth 3rd Street Elma WA 98541 Phone: (360) 482-3131 Email: chief@cityofelma.com</p>
<p>Lynn Godly Office Manager NW Innovations 380 W. Marine Drive, Kalama, WA 98625 Phone: (360) 673-7807 Email: lynng@nw-iw.com</p>	<p>Diana Easton City Clerk/Treasurer 202 W. Main St Elma, WA 98541 Phone: (360) 360-482-2212 Email: diana@cityofelma.com</p>	<p>Kevin Brown Facilities Manager Providence Health & Services 9225 Polaris LN Lacey, WA 98516 Phone: 360-480-0116 Email: Kevin.Brown@providence.org</p>

All persons hired by A2Z Cleaning Professionals are vetted and background checked through WSP. Drug and alcohol impairment are not tolerated. Illegal drug use will result in termination.

Contact Personnel

Randy Arnold, CEO
Cell: 360-550-0167
Email: a2z.rarnold@gmail.com
Contact Time: 8:00 a.m. to 9:00 p.m.

Beth Arnold, CFO
Cell: 360-259-6630
Email: a2z.barnold@gmail.com
Contact Time: 8:00 a.m. to 9:00 p.m.

Josh Mowers, Director of Operations
Administer of Contract & Main Contact
Cell: 360-470-8791
Email: a2z.jmowers@gmail.com
Contact Time: 8:00 a.m. to 9:00 p.m.

Term of Agreement

- This contract extends from August 1, 2019, to July 31, 2020. At the City of McCleary’s sole discretion, this contract may be extended up to four additional years.
- Based upon contract hours, the yearly base rate shall increase relative to Washington State mandated wage and subsequent sick leave increases, initiating January 1st of the calendar year.
- Contractor or the City of McCleary may terminate this contract with thirty (30) days advanced notice.

Quoted by *Josh Mowers*, Date 06/03/2019

-Acceptance of Proposal –

1. The above prices specifications and conditions are satisfactory and are hereby accepted. A2Z Cleaning Professionals, Inc. is authorized to do the work as specified

City of McCleary

Authorized Signature _____ Date _____

A2Z Cleaning Professionals, Inc

Bidder’s Signature _____ Date _____