



**CITY OF ILWACO
CITY COUNCIL MEETING
Monday, September 28, 2015**

6:00 p.m. REGULAR COUNCIL MEETING

AGENDA

A. Call to order

B. Flag Salute

C. Roll Call

D. Approval of Agenda

E. Consent Agenda

All matters, which are listed within the consent section of the agenda, have been distributed or made available for review to each member of the council prior to the meeting. Items listed are considered routine and will be enacted with one motion unless a council member specifically requests it to be removed from the Consent Agenda to be considered separately. The staff recommends the approval of the following items:

1. Approval of Minutes (TAB 1)

- a. September 14, 2015 Workshop – Public Hearing’s Examiner
- b. September 14, 2015 Regular Meeting
- c. September 21, 2015 Workshop - Budget

2. Claims & Vouchers (TAB 2)

- a. Checks: 38231 to 38232 + electronic payments \$19,462.17
- b. Checks: 38233 to 38259 \$136,464.82
- GRAND TOTAL: \$155,926.99

F. Reports

1. Staff Reports (TAB 3)

- a. Clerk’s Report
- b. Treasurer’s Report

2. Council Reports

3. Mayor’s Report

G. Comments of Citizens and Guests Present

At this time, the mayor will call for any comments from the public on any subject not on the agenda. Please limit your comments to five (5) minutes. The City Council does not take any action or make any decisions during public comment. To request an item be added to a future

agenda, please contact the city clerk for the council rules of procedure for agenda items.

H. Business

I. Discussion

1. Ordinance Establishing Conditional Use Permit Extensions (TAB 9) - *Cassinelli*
2. Ordinance Amending Home Occupation Criteria (TAB 10) - *Cassinelli*
3. Contract with Office 365 for Email Services (TAB 11) – *Karnofski*
4. Interlocal Agreement with Port of Ilwaco for Fire Protection Services (TAB 12) – *Karnofski/Jensen*
5. Ordinance Establishing Procedures for Billing Errors (TAB 13) – *Marshall*
6. Shoreline Master Program Update Grant Amendment No. 1 (TAB 16) – *Cassinelli*
7. Certify Funding for Ilwaco Park RCO Grant (TAB 17) – *Karnofski/Jensen*

J. Correspondence and Written Reports

1. Memo from Washington State Liquor and Cannabis Board (TAB 14)

L. Future Discussion/Agendas

2. Sewer Conservation Loan Program - *Karnofski*
3. Personnel Policy – Termination Process – *Jensen/Karnofski*
4. Comprehensive Plan Update - *Cassinelli*
5. Neighborhood Preservation Ordinance - *Cassinelli*
6. Ordinance Amending Title 8 – Health and Safety - *Cassinelli*
7. Ordinance Amending Critical Areas - *Cassinelli*
8. Fence Height - *Jensen*

M. Adjournment

N. Upcoming Meetings

COUNCIL/COMMISSION	PURPOSE	DAY	DATE	TIME	LOCATION
City Council	Regular Meeting	Monday	10/12/15 10/26/15	6:00 p.m.	Community Building
City Council	Workshop – Budget	Monday	10/12/15	4:00 p.m.	Community Building
City Council	Workshop – Duties of Council & Mayor	Wednesday	10/14/15	4:00 p.m.	Community Building
Planning Commission	Regular Meeting	Tuesday	10/06/15	6:00 p.m.	Community Building
Parks & Rec. Commission	Regular Meeting	Tuesday	10/13/15	6:00 p.m.	Ilwaco Fire Hall
Port/City Meeting	Regular Meeting	Tuesday	11/10/15	5:00 p.m.	Port Meeting Rm



**CITY OF ILWACO
SPECIAL CITY COUNCIL MEETING
Monday September 14, 2015**

A. Call to Order

1. Mayor Cassinelli called the meeting to order at 5:01pm

B. Roll Call

1. Present: Councilmembers Jensen, Karnofski, Marshall (arrived 5:02), Chambreau, and Forner. City Treasurer Ariel Smith, Deputy City Clerk Holly Beller, City Attorney Heather Reynolds.

C. Business

Hearings Examiner presentation – Jan Hedges

The Mayor introduced Jan to the Council and asked that he explain what a hearings examiner does. Jan explained where his expertise lies, with conditional use permits, zonings, building inspecting, code enforcement and other related topics. He also mentioned that he would handle quasi-judicial matters to alleviate the City Council of liability within such a case. The Council asked about the process, how appeals would work. Jan and City Attorney Heather Reynolds mentioned that would depend on how the Council were to write the law encompassing the hearings examiner responsibilities. Jan handed out examples of cases that he has handled for the City of Long Beach and elaborated on some of the details. Councilmember Marshall asked about allowed uses and attaching conditions to outright allowed uses, Jan didn't see the need for such conditions as those should be mandated by city code. Other discussion continued about specific instances that have happened within Ilwaco, Jan continued to express the need for a hearings examiner.

- D. Motion to adjourn the meeting** Mayor Cassinelli adjourned the meeting at 5:00 p.m.

Mike Cassinelli, Mayor

Ariel Smith, Treasurer



**CITY OF ILWACO
CITY COUNCIL MEETING
Monday September 14, 2015**

A. Call to Order

1. Mayor Cassinelli called the meeting to order at 6:03pm.

B. Flag Salute

1. The Pledge of Allegiance was recited.

C. Roll Call

1. Present: Mayor Cassinelli and Councilmembers Jensen, Karnofski, Marshall, Chambreau, and Forner.

D. Approval of Agenda

1. **ACTION: Motion to approve agenda as presented (Karnofski/Chambreau) 5 Ayes 0 Nays 0 Abstain.**

E. Approval of Consent Agenda

1. Including Checks 38164 to 38170 + Electronic totaling \$33,091.57 and Checks: 38171 to 38230 totaling \$169,886.97 for a grand total of \$202,978.54.
ACTION: Motion to approve the consent agenda. (Marshall/Forner). 5 Ayes 0 Nays 0 Abstain.

F. Reports

1. Staff Reports

- i. Police Chief Report**
Rod Run went well, no one was put in Jail!
- ii. Fire Chief Report**
The Ilwaco fire warning siren still not working correctly.
- iii. Treasurer's Report**
Reported on the lost water and the current turbidity.

2. Commission Reports

- i. Parks and Recreation Commission**
Councilmember Karnofski reported that the donations continue to come in and she believes that they stood around \$33,000 in cash and labor donations so far. She encouraged everyone to keep spreading the word.

3. Council Reports

- i. Councilmember Karnofski had attended multiple meetings to represent Parks & Rec and present the City Park Transformation.
- ii. Councilmember Marshall wanted to bring the Council's attention to Resolution 2006-01 which discussed water quality. He wanted to make sure that this was being upheld and he wanted the water supervisor to review and possibly make recommendations. He also reported on the side sewer situation within the City of Ilwaco and that City Hall had compiled an initial list.
- iii. Councilmember Chambreau attended a personnel meeting with Councilmember Marshall and the Mayor.

4. Mayor's Report

- i. Mayor Cassinelli took this time to apologize to the Council and City staff for putting them in any compromising situation. He also stated that he attended the South EDC meeting, personnel meeting, and wanted to remind Council of the Port/City meeting on September 22nd at 5:00pm.

G. Comments of Citizens and Guests Present

1. Gail Moore wanted to clarify a portion of her statement that she made at the last Council meeting. She wanted to make it clear that the staff mentioned in her presentation was not the current City staff.

H. Business

1. Ordinance Defining the Duties of the City Clerk and City Treasurer

ACTION: Motion to adopt the ordinance separating the administrative positions of City Clerk and City Treasurer and assigning the appropriate duties to each.

(Marshall/Karnofski) After the motion was made there was discussion to why these two position had to be defined in the code, it was pointed out that they are defined by RCW. Councilmember Jensen some revision made to the ordinance, therefore Councilmember Marshall amended his motion to include the revisions **ACTION: Motion to adopt the ordinance separating the administrative positions of City Clerk and City Treasurer and assigning the appropriate duties to each subject to the modifications presented.**
(Marshall/Karnofski) 5 Ayes 0 Nays 0 Abstain

1. Weyerhaeuser Right of Way Timber Purchase

ACTION: Motion to approve the Mayor to accept the offer from Weyerhaeuser Columbia Timberlands LLC to purchase 17 loads of merchantable right-of-way timber from the City of Ilwaco. (Marshall/Chambreau) 5 Ayes 0 Nays 0 Abstain

I. Discussion

2. Sewer Conservation Loan Program

Councilmember Karnofski presented this item and explained to the Council how this would work, the pros and cons of the program. She asked for feedback, Councilmember Marshall made it clear that he would like to see defined terms of the program prior to

moving forward. Councilmember Karnofski is going to gather more information, provide possible terms and come back to Council at a later date.

ACTION: No motion at this time.

3. Contract with Office 365 for Email Services

Councilmember Karnofski and Treasurer Smith helped present this item. Explaining the need for a new email server, email boxes versus forwarders for transparency purposes. The cost for plan 1 vs plan 2 was discussed as the only difference was access to the eDiscovery application, which makes searching extremely effective.

ACTION: Move to business at the next meeting with a quote for all email boxes to be on Plan 2.

4. Ordinance Establishing Procedures for Billing Errors

Council discussed the time period that should reflect the back billing, the point of discovery or the time in which the error was actually made. Discussion ensued on this topic and more research was going to be done.

ACTION: None taken at this meeting.

5. Weyerhaeuser Right of Way Timber Purchase

The Mayor presented this item, he spoke to Weyerhaeuser and confirmed that this price is representative of the terms in the letter that they provided. Conversation continued on who else would haul the logs, whether or not that would be cost effective.

ACTION: Move to business at this meeting (Marshall/Chambreau) 5 Ayes 0 Nays 0 Abstain

6. Interlocal Agreement with the Port of Ilwaco for Fire Protection Services

Councilmember Jensen expressed concern over this agreement as he didn't think that the price was a fair representation of the liability at the Port. Fire Chief Williams concurred and made note of some changes he would like to see. Discussion ensued over the dollar amount placed on an area for fire protection. This item will be discussed at the next Port/City meeting.

ACTION: None taken at this meeting.

J. Future Discussion/Agendas

1. Termination Process – Employee Policy - *Karnofski*
2. Amendment to Duties of Council – *Karnofski*
3. Ordinance Establishing Conditional Use Permit Extensions – *Cassinelli*
4. Ordinance Amending Home Occupation Criteria – *Cassinelli*
5. Comp Plan Update – *City Clerk*
6. Neighborhood Preservation Ordinance - *Cassinelli*
7. Ordinance Amending Title 8 – Health and Safety – *Cassinelli*
8. Amendment of the Critical Areas Ordinance No. 614 – *Cassinelli*
9. Fence Height - *Jensen*

K. Motion to adjourn the meeting (Chambreau) Mayor Cassinelli adjourned the meeting at 7:56 p.m.

Mike Cassinelli, Mayor

Ariel Smith, Treasurer



**CITY OF ILWACO
2016 Budget Workshop
Monday, September 21, 2015**

A. Call to Order

Mayor Cassinelli called the workshop to order at 4:02 p.m.

B. Present: Councilmembers: David Jensen, Gary Forner, Fred Marshall, and Jon Chambreau
and Treasurer Ariel Smith Absent: Councilmember Karnofski

C. Discussion

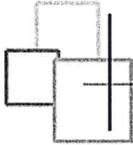
Treasurer Smith reviewed the budget process which starts with information collected from the supervisors and reviewed with the Mayor. Additionally, there are many pieces of information that the Treasurer uses for projecting revenues and expenses. Anticipated salaries and benefit costs for 2016 were then reviewed. After discussing the salaries and benefits, the Treasurer presented the preliminary version of the General fund. This was discussed in detail, how the fund would not deplete the reserve and possibly contribute once final revenues and expenditures were entered. There was continued discussion on the short lived asset reserve the future of the General Fund. The details for all of the other funds including the Water, Wastewater funds will be covered at the workshops that follow.

D. Adjournment

Mayor Cassinelli adjourned the workshop at 5:09 p.m.

Mike Cassinelli, Mayor

Ariel Smith, Treasurer



Register

Number	Name	Fiscal Description	Amount
38231	Fero, Jimmie W	2015 - September - Second meeting	\$1,083.57
38232	AFLAC Remittance Processing	2015 - September - Second meeting	\$563.84
Beller, Holly Celeste	ACH Pay - 1638	2015 - September - Second meeting	\$1,446.35
Benson, Austin	ACH Pay - 1639	2015 - September - Second meeting	\$1,039.64
Gray, Richard Roy	ACH Pay - 1641	2015 - September - Second meeting	\$2,162.33
Gustafson, David M.	ACH Pay - 1642	2015 - September - Second meeting	\$1,537.71
Hazen, Warren M.	ACH Pay - 1643	2015 - September - Second meeting	\$1,748.42
Mc Kee, David A	ACH Pay - 1644	2015 - September - Second meeting	\$1,752.31
Richardson, Troy	ACH Pay - 1645	2015 - September - Second meeting	\$1,462.36
Smith, Ariel	ACH Pay - 1646	2015 - September - Second meeting	\$1,599.65
Staples, Terri P	ACH Pay - 1647	2015 - September - Second meeting	\$462.72
EFT9-18-15	U.S. Treasury Department	2015 - September - Second meeting	\$4,603.27
			\$19,462.17

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Ilwaco, and that I am authorized to authenticate and certify said claims.

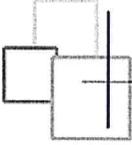
Treasurer

38231 through 38232 and electronic payments totalling \$19,462.17 are approved this 28th day of September, 2015.

Council member

Council member

Council member



Register

Fiscal: 2015
Deposit Period: 2015 - September
Check Period: 2015 - September - Second meeting

Number	Name	Print Date	Amount
Bank of the Pacific	8023281		
Check			
<u>38233</u>	BSK Associates	9/28/2015	\$146.25
<u>38234</u>	Cascade Columbia Distribution Co.	9/28/2015	\$488.23
<u>38235</u>	Centurylink	9/28/2015	\$1,515.00
<u>38236</u>	Charter Communications	9/28/2015	\$85.00
<u>38237</u>	CREST	9/28/2015	\$60.00
<u>38238</u>	Discovery Benefits	9/28/2015	\$13.50
<u>38239</u>	Evergreen Septic Service	9/28/2015	\$210.00
<u>38240</u>	Fastenal Company	9/28/2015	\$1,100.76
<u>38241</u>	Hach Company	9/28/2015	\$654.15
<u>38242</u>	HD Fowler Company	9/28/2015	\$13.29
<u>38243</u>	IFOCUS Consulting Inc.	9/28/2015	\$105.00
<u>38244</u>	Ilwaco Charter Association	9/28/2015	\$1,000.00
<u>38245</u>	IPFS Corporation	9/28/2015	\$6,087.27
<u>38246</u>	K & L Supply, Inc.	9/28/2015	\$1,549.22
<u>38247</u>	Long Beach Commercial Security	9/28/2015	\$113.30
<u>38248</u>	One Call Concepts, Inc.	9/28/2015	\$33.46
<u>38249</u>	Pacific County DCD	9/28/2015	\$175.00
<u>38250</u>	PUD No 2 of Pacific County	9/28/2015	\$9,279.91
<u>38251</u>	Taft Plumbing, Inc	9/28/2015	\$325.84
<u>38252</u>	The Watershed Company	9/28/2015	\$292.50
<u>38253</u>	Tire Hut	9/28/2015	\$375.33
<u>38254</u>	Troy Richardson	9/28/2015	\$735.00
<u>38255</u>	Vision Municipal Solutions, Llc	9/28/2015	\$441.07
<u>38256</u>	WA State Auditor	9/28/2015	\$930.30
<u>38257</u>	WA State Department of Health	9/28/2015	\$565.00
<u>38258</u>	WA State Dept of Revenue	9/28/2015	\$2,337.09
<u>38259</u>	WA State Dept. of Ecology	9/28/2015	\$107,833.35
	Total Check		\$136,464.82
	Total 8023281		\$136,464.82
	Grand Total		\$136,464.82

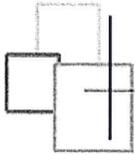
Treasurer

38233 through 38259 totalling \$136,464.82 are approved this 28th day of September, 2015.

Council member

Council member

Council member



Voucher Directory

Vendor	Number	Reference	Account Number	Description	Amount
BSK Associates					
	38233			2015 - September - Second meeting	
		Invoice - 9/18/2015 4:43:17 PM			
		V502986			
		401-000-000-534-00-31-06		Office & Customer Service	\$146.25
		Total Invoice - 9/18/2015 4:43:17 PM			\$146.25
	Total 38233				\$146.25
Total BSK Associates					\$146.25
Cascade Columbia Distribution Co.					
	38234			2015 - September - Second meeting	
		Invoice - 9/18/2015 4:42:54 PM			
		650508			
		401-000-000-534-00-31-01		Chemicals	\$968.23
		Total Invoice - 9/18/2015 4:42:54 PM			\$968.23
		Invoice - 9/18/2015 4:44:56 PM			
		650897			
		401-000-000-534-00-31-01		Chemicals	(\$480.00)
		Total Invoice - 9/18/2015 4:44:56 PM			(\$480.00)
	Total 38234				\$488.23
Total Cascade Columbia Distribution Co.					\$488.23
Centurylink					
	38235			2015 - September - Second meeting	
		Invoice - 9/22/2015 11:48:40 AM			
		001-000-000-514-20-42-00		Communication	\$333.91
		001-000-000-522-10-42-00		Communication	\$418.66
		401-000-000-534-00-42-00		Communications	\$343.45
		409-000-000-535-00-42-00		Communications	\$418.98
		Total Invoice - 9/22/2015 11:48:40 AM			\$1,515.00
	Total 38235				\$1,515.00
Total Centurylink					\$1,515.00
Charter Communications					
	38236			2015 - September - Second meeting	
		Invoice - 9/18/2015 4:35:59 PM			
		0015708			
		001-000-000-514-20-42-00		Communication	\$17.00
		001-000-000-576-80-31-00		Office & Operating	\$13.60
		101-000-000-543-30-30-00		Office And Operating	\$13.60
		401-000-000-534-00-42-00		Communications	\$13.60
		408-000-000-531-38-31-01		Operations & Maintenance	\$13.60
		409-000-000-535-00-42-00		Communications	\$13.60
		Total Invoice - 9/18/2015 4:35:59 PM			\$85.00
	Total 38236				\$85.00
Total Charter Communications					\$85.00
CREST					
	38237			2015 - September - Second meeting	
		Invoice - 9/22/2015 11:27:56 AM			
		3026			
		001-000-000-558-60-41-00		Planner Services	\$60.00
		Total Invoice - 9/22/2015 11:27:56 AM			\$60.00
	Total 38237				\$60.00
Total CREST					\$60.00
Discovery Benefits					
	38238			2015 - September - Second meeting	
		Invoice - 9/18/2015 4:33:42 PM			
		569303-IN			
		001-000-000-514-20-20-00		Personnel Benefits	\$3.00
		001-000-000-522-10-20-00		Personnel Benefits	\$1.50
		101-000-000-542-30-10-00		Salaries & Waqes	\$3.00
		401-000-000-534-00-10-00		Salaries & Waqes	\$3.00
		409-000-000-535-00-10-00		Salaries And Waqes	\$3.00

	Total Invoice - 9/18/2015 4:33:42 PM		\$13.50
Total 38238			\$13.50
Total Discovery Benefits			\$13.50
Evergreen Septic Service			
38239			
		2015 - September - Second meeting	
	Invoice - 9/18/2015 4:22:45 PM		
	18409		
	001-000-000-576-80-48-00	Repairs & Maintenance	\$210.00
	Total Invoice - 9/18/2015 4:22:45 PM		\$210.00
Total 38239			\$210.00
Total Evergreen Septic Service			\$210.00
Fastenal Company			
38240			
		2015 - September - Second meeting	
	Invoice - 9/18/2015 4:23:36 PM		
	ORAST38693		
	401-000-000-534-00-31-00	Operation & Maintenance	\$432.45
	Total Invoice - 9/18/2015 4:23:36 PM		\$432.45
	Invoice - 9/18/2015 4:44:34 PM		
	ORAST38744		
	409-000-000-535-00-31-01	Operations And	\$668.31
	Total Invoice - 9/18/2015 4:44:34 PM		\$668.31
Total 38240			\$1,100.76
Total Fastenal Company			\$1,100.76
Hach Company			
38241			
		2015 - September - Second meeting	
	Invoice - 9/18/2015 4:40:30 PM		
	9566666		
	401-000-000-534-00-31-00	Operation & Maintenance	\$95.37
	Total Invoice - 9/18/2015 4:40:30 PM		\$95.37
	Invoice - 9/18/2015 4:42:25 PM		
	9566665		
	401-000-000-534-00-31-00	Operation & Maintenance	\$138.00
	Total Invoice - 9/18/2015 4:42:25 PM		\$138.00
	Invoice - 9/18/2015 4:48:26 PM		
	401-000-000-534-00-31-00	Operation & Maintenance	\$420.78
	Total Invoice - 9/18/2015 4:48:26 PM		\$420.78
Total 38241			\$654.15
Total Hach Company			\$654.15
HD Fowler Company			
38242			
		2015 - September - Second meeting	
	Invoice - 9/18/2015 4:29:17 PM		
	14030099		
	401-000-000-534-00-31-00	Operation & Maintenance	\$13.29
	Total Invoice - 9/18/2015 4:29:17 PM		\$13.29
Total 38242			\$13.29
Total HD Fowler Company			\$13.29
IFOCUS Consulting Inc.			
38243			
		2015 - September - Second meeting	
	Invoice - 9/18/2015 4:24:04 PM		
	00009213		
	401-000-000-534-00-41-04	Professional Services -	\$105.00
	Total Invoice - 9/18/2015 4:24:04 PM		\$105.00
Total 38243			\$105.00
Total IFOCUS Consulting Inc.			\$105.00
Ilwaco Charter Association			
38244			
		2015 - September - Second meeting	
	Invoice - 9/18/2015 4:25:57 PM		
	2015		
	104-000-000-557-30-41-05	Ilwaco Charter Association	\$1,000.00
	Total Invoice - 9/18/2015 4:25:57 PM		\$1,000.00
Total 38244			\$1,000.00
Total Ilwaco Charter Association			\$1,000.00
IPFS Corporation			
38245			
		2015 - September - Second meeting	
	Invoice - 9/18/2015 4:44:15 PM		
	001-000-000-511-60-46-00	Insurances	\$636.73
	001-000-000-522-50-46-00	Insurance	\$824.83
	001-000-000-572-50-46-00	Insurance	\$942.31
	001-000-000-576-80-46-00	Insurance	\$198.45
	101-000-000-543-30-40-01	Insurance	\$121.75
	104-000-000-557-30-46-00	Heritage Museum -	\$477.24
	401-000-000-534-00-46-00	Insurance	\$1,626.52

	408-000-000-531-38-46-00	Insurance	\$57.83
	409-000-000-535-00-46-00	Insurance	\$1,201.61
	Total Invoice - 9/18/2015 4:44:15 PM		\$6,087.27
Total 38245			\$6,087.27
Total IPFS Corporation			\$6,087.27
K & L Supply, Inc.			\$6,087.27
38246			
		2015 - September - Second meeting	
	Invoice - 9/18/2015 4:36:26 PM		
	39087		
	409-000-000-535-00-31-01	Operations And	\$1,549.22
	Total Invoice - 9/18/2015 4:36:26 PM		\$1,549.22
Total 38246			\$1,549.22
Total K & L Supply, Inc.			\$1,549.22
Long Beach Commercial Security			\$1,549.22
38247			
		2015 - September - Second meeting	
	Invoice - 9/23/2015 11:48:52 AM		
	5649		
	409-000-000-535-00-31-01	Operations And	\$113.30
	Total Invoice - 9/23/2015 11:48:52 AM		\$113.30
Total 38247			\$113.30
Total Long Beach Commercial Security			\$113.30
One Call Concepts, Inc.			\$113.30
38248			
		2015 - September - Second meeting	
	Invoice - 9/22/2015 11:27:31 AM		
	9-16-15		
	101-000-000-543-30-30-00	Office And Operating	\$11.15
	401-000-000-534-00-31-00	Operation & Maintenance	\$11.16
	409-000-000-535-00-31-01	Operations And	\$11.15
	Total Invoice - 9/22/2015 11:27:31 AM		\$33.46
Total 38248			\$33.46
Total One Call Concepts, Inc.			\$33.46
Pacific County DCD			\$33.46
38249			
		2015 - September - Second meeting	
	Invoice - 9/18/2015 4:42:03 PM		
	555		
	401-000-000-534-00-31-06	Office & Customer Service	\$175.00
	Total Invoice - 9/18/2015 4:42:03 PM		\$175.00
Total 38249			\$175.00
Total Pacific County DCD			\$175.00
PUD No 2 of Pacific County			\$175.00
38250			
		2015 - September - Second meeting	
	Invoice - 9/22/2015 11:45:26 AM		
	August		
	001-000-000-511-60-47-00	Electricity	\$77.13
	001-000-000-522-50-47-00	Electricity	\$221.64
	001-000-000-572-50-47-00	Electricity	\$493.74
	001-000-000-575-50-40-00	Community Bldg Other -	\$329.16
	001-000-000-576-80-47-00	Electricity	\$92.78
	101-000-000-542-63-47-00	Street Light Operating	\$620.27
	401-000-000-534-00-47-00	Electricity	\$2,588.40
	409-000-000-535-00-47-01	Electricity	\$4,856.79
	Total Invoice - 9/22/2015 11:45:26 AM		\$9,279.91
Total 38250			\$9,279.91
Total PUD No 2 of Pacific County			\$9,279.91
Taft Plumbing, Inc			\$9,279.91
38251			
		2015 - September - Second meeting	
	Invoice - 9/18/2015 4:24:48 PM		
	11818		
	401-000-000-534-00-31-00	Operation & Maintenance	\$325.84
	Total Invoice - 9/18/2015 4:24:48 PM		\$325.84
Total 38251			\$325.84
Total Taft Plumbing, Inc			\$325.84
The Watershed Company			\$325.84
38252			
		2015 - September - Second meeting	
	Invoice - 9/18/2015 4:25:23 PM		
	2015-0899		
	001-000-000-558-60-41-00	Planner Services	\$292.50
	Total Invoice - 9/18/2015 4:25:23 PM		\$292.50
Total 38252			\$292.50
Total The Watershed Company			\$292.50
Tire Hut			\$292.50
38253			
		2015 - September - Second meeting	

	Invoice - 9/18/2015 4:45:23 PM		
	6523		
	401-000-000-534-00-48-00	Vehicle	\$375.33
	Total Invoice - 9/18/2015 4:45:23 PM		\$375.33
Total 38253			\$375.33
Total Tire Hut			\$375.33
Troy Richardson			\$375.33
38254			
		2015 - September - Second meeting	
	Invoice - 9/22/2015 11:25:31 AM		
	WDM 1		
	401-000-000-534-00-43-00	Travel/Meals/Lodging	\$735.00
	Total Invoice - 9/22/2015 11:25:31 AM		\$735.00
Total 38254			\$735.00
Total Troy Richardson			\$735.00
Vision Municipal Solutions, Llc			\$735.00
38255			
		2015 - September - Second meeting	
	Invoice - 9/18/2015 4:27:52 PM		
	3160		
	401-000-000-534-00-31-06	Office & Customer Service	\$170.54
	408-000-000-531-38-31-01	Operations & Maintenance	\$100.00
	409-000-000-535-00-31-08	Office Supplies &	\$170.53
	Total Invoice - 9/18/2015 4:27:52 PM		\$441.07
Total 38255			\$441.07
Total Vision Municipal Solutions, Llc			\$441.07
WA State Auditor			
38256			
		2015 - September - Second meeting	
	Invoice - 9/18/2015 4:37:26 PM		
	L110138		
	001-000-000-514-23-41-00	Audit Costs	\$930.30
	Total Invoice - 9/18/2015 4:37:26 PM		\$930.30
Total 38256			\$930.30
Total WA State Auditor			\$930.30
WA State Department of Health			\$930.30
38257			
		2015 - September - Second meeting	
	Invoice - 9/22/2015 11:34:57 AM		
	Review SW1392		
	001-000-000-558-60-41-00	Planner Services	\$565.00
	Total Invoice - 9/22/2015 11:34:57 AM		\$565.00
Total 38257			\$565.00
Total WA State Department of Health			\$565.00
WA State Dept of Revenue			
38258			
		2015 - September - Second meeting	
	Invoice - 9/22/2015 11:08:57 AM		
	Overpayment by DOR		
	001-000-000-317-20-00-00	Local Leasehold Excise	\$2,337.09
	Total Invoice - 9/22/2015 11:08:57 AM		\$2,337.09
Total 38258			\$2,337.09
Total WA State Dept of Revenue			\$2,337.09
WA State Dept. of Ecology			
38259			
		2015 - September - Second meeting	
	Invoice - 9/22/2015 11:50:54 AM		
	10/15/15		
	403-000-000-397-00-00-07	Transfer-Sewer DOE	(\$107,833.35)
	403-000-000-591-35-78-00	DOE SRF L1300001-	\$67,263.50
	403-000-000-592-35-83-00	DOE SRF L1300001-	\$40,569.85
	409-000-000-597-00-00-04	Wwtp - TO 403 Srf	\$107,833.35
	Total Invoice - 9/22/2015 11:50:54 AM		\$107,833.35
Total 38259			\$107,833.35
Total WA State Dept. of Ecology			\$107,833.35
Grand Total	Vendor Count	27	\$136,464.82



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September 28, 2015

RE: Clerk's Report to City Council

The Watershed Group has submitted our final edit of the Comprehensive Update to the Shoreline Master Program to Department of Ecology.

The City has received comments from Department of Health on the Water Source Plan Amendment. Staff is working on the response with some assistance from Garrett Phillips with CREST.

The Department of Commerce has reviewed our Comprehensive Plan Update and had no comments. We are now working on completing the SEPA review and determination, before moving forward to scheduling Public Hearings with City Council.

Sincerely,

Holly Beller
City Clerk

TREASURER'S REPORT
Month ending August 31, 2015

The following is a reminder of the budget process schedule:

Friday, June 19th	Request to managers to develop estimates
Friday, August 14 th	Last day for managers to provide estimates to Treasurer
Tuesday, September 1 st	Mayor and Treasurer go over budget proposals
Sept 2nd thru 16 th	Mayor to meet with managers
Monday, September 21 st	Council Budget Workshop
Monday, October 12 th	Council Budget Workshop
Monday, October 26 th	Council Budget Workshop/Public Hearing #1
Monday, November 23 rd	Public Hearing #2
Monday, December 7 th	Final Council Budget Workshop/First reading of Ordinance
Monday, December 21st	Budget Ordinance adopted

The Mayor has been reviewing budget recommendations with staff over the last week.

For the first two-thirds of 2015, revenues are on track with what was forecasted. The water and sewer fees have been coming in at a higher rate through the summer months. Expenditures overall are remaining within the boundaries of the 2015 budget.

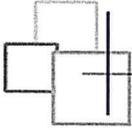
Current Overall Cash Position

The following are the account balances at the Bank of Pacific and Local Government Investment Pool:

Current Balances as of September 18, 2015

Bank of Pacific	
xxx.3303 Main	\$277,806
xxx.7413	43,343
LGIP	<u>1,009,038</u>
Total Cash	\$1,330,187

Ariel Smith,
Treasurer



Revenue

Starting Account Number: 001-000-000-308-80-00-00 Beginning Cash & Investments: Unreserved
 Ending Account Number: 999-000-000-384-00-00-00 Proceeds From Sales of Investments
 Period: 2015 - August

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
General Fund Current Expense						
Revenue						
Taxes						
General Property Taxes						
001-000-000-311-10-00-00	General Property Taxes	\$1,748.26	\$90,817.62	\$146,300.00	62.08%	\$55,482.38
001-000-000-311-10-00-01	General Property-IVFD Truck	\$0.00	\$0.00	\$0.00		\$0.00
Total General Property Taxes		\$1,748.26	\$90,817.62	\$146,300.00	62.08%	\$55,482.38
Retail Sales and Use Taxes						
001-000-000-313-11-00-00	Local Sales & Use Taxes	\$14,391.81	\$82,056.81	\$135,000.00	60.78%	\$52,943.19
Total Retail Sales and Use Taxes		\$14,391.81	\$82,056.81	\$135,000.00	60.78%	\$52,943.19
Business and Occupation Taxes						
001-000-000-316-10-00-00	Business & Occupation Tax	\$1,092.57	\$46,931.97	\$60,000.00	78.22%	\$13,068.03
Business and Occupation Taxes on Private Utilites						
001-000-000-316-40-01-00	Garbage 6% Utility Tax	\$4,093.80	\$12,192.23	\$15,000.00	81.28%	\$2,807.77
001-000-000-316-40-02-00	Cable 6% Utility Tax	\$847.30	\$6,751.17	\$12,000.00	56.26%	\$5,248.83
001-000-000-316-40-03-00	Telephone 6% Utility Tax	\$2,201.38	\$19,174.86	\$35,000.00	54.79%	\$15,825.14
001-000-000-316-40-04-00	Electric 6% Utility Tax	\$0.00	\$49,628.21	\$75,000.00	66.17%	\$25,371.79
001-000-000-316-40-05-00	Water Utility Tax	\$6,824.47	\$34,397.24	\$56,871.00	60.48%	\$22,473.76
001-000-000-316-40-06-00	Sewer Utility Tax	\$4,159.51	\$29,910.84	\$46,591.00	64.20%	\$16,680.16
001-000-000-316-40-07-00	Storm Drainage Utility Tax	\$336.75	\$3,836.00	\$5,192.00	73.88%	\$1,356.00
001-000-000-316-40-08-00	Fire Hydrant Fee	\$635.40	\$1,159.70	\$0.00		(\$1,159.70)
Total Business and Occupation Taxes on Private Utilites		\$19,098.61	\$157,050.25	\$245,654.00	63.93%	\$88,603.75
001-000-000-316-81-00-00	Gambling Tax	\$0.00	\$156.78	\$0.00		(\$156.78)
Total Business and Occupation Taxes		\$20,191.18	\$204,139.00	\$305,654.00	66.79%	\$101,515.00
Excise Taxes						
001-000-000-317-20-00-00	Local Leasehold Excise Tax	\$10,214.89	\$22,206.43	\$30,000.00	74.02%	\$7,793.57
001-000-000-317-40-00-00	Timber Harvest Excise Tax	\$0.00	\$104.49	\$0.00		(\$104.49)
Total Excise Taxes		\$10,214.89	\$22,310.92	\$30,000.00	74.37%	\$7,689.08
Total Taxes		\$46,546.14	\$399,324.35	\$616,954.00	64.73%	\$217,629.65
Licenses and Permits						
Business Licenses and Permits						
001-000-000-321-99-00-00	Other Business Licenses and Permits	\$3,750.00	\$26,802.99	\$40,000.00	67.01%	\$13,197.01
Total Business Licenses and Permits		\$3,750.00	\$26,802.99	\$40,000.00	67.01%	\$13,197.01
Non-Business Licenses and Permits						
Buildings, Structures and Equipment						
001-000-000-322-10-00-01	Building Permit Fees	\$28.00	\$2,588.20	\$7,500.00	34.51%	\$4,911.80
Total Buildings, Structures and Equipment		\$28.00	\$2,588.20	\$7,500.00	34.51%	\$4,911.80
001-000-000-322-90-00-01	Zoning Fees	\$0.00	\$4,369.13	\$5,000.00	87.38%	\$630.87
Total Non-Business Licenses and Permits		\$28.00	\$6,957.33	\$12,500.00	55.66%	\$5,542.67
Total Licenses and Permits		\$3,778.00	\$33,760.32	\$52,500.00	64.31%	\$18,739.68
Intergovernmental Revenues						
Direct Federal Grants						
001-000-000-331-97-03-60	Fema Grant	\$0.00	\$0.00	\$0.00		\$0.00
Total Direct Federal Grants		\$0.00	\$0.00	\$0.00		\$0.00
State Grants						
001-000-000-334-02-70-00	RCO Grant Proceeds	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-334-03-12-00	DOE Aquatic Weed Grant	\$1,466.16	\$1,466.16	\$19,519.00	7.51%	\$18,052.84
001-000-000-334-03-13-00	DOE Shoreline Master Program	\$0.00	\$47,748.11	\$50,000.00	95.50%	\$2,251.89
001-000-000-334-03-14-00	RCO grant funds	\$0.00	\$0.00	\$0.00		\$0.00
Total State Grants		\$1,466.16	\$49,214.27	\$69,519.00	70.79%	\$20,304.73
State Shared Revenues						
001-000-000-335-00-91-00	PUD Privilege Tax	\$0.00	\$8,798.78	\$9,000.00	97.76%	\$201.22
Total State Shared Revenues		\$0.00	\$8,798.78	\$9,000.00	97.76%	\$201.22
State Entitlements, Impact Payments and Taxes						
001-000-000-336-06-20-00	Criminal Justice - High Crime	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-336-06-21-00	Criminal Justice - Violent	\$0.00	\$750.00	\$500.00	150.00%	(\$250.00)
001-000-000-336-06-25-00	Criminal Justice - Contracted Services	\$0.00	\$1,192.46	\$1,500.00	79.50%	\$307.54
001-000-000-336-06-26-00	Criminal Justice - Special Programs	\$0.00	\$689.26	\$795.00	86.70%	\$105.74
001-000-000-336-06-51-00	DUI & Other Criminal Justice Assistance	\$0.00	\$105.46	\$300.00	35.15%	\$194.54
001-000-000-336-06-94-00	Liquor Excise Tax	\$0.00	\$1,492.29	\$4,176.00	35.73%	\$2,683.71
001-000-000-336-06-95-00	Liquor Board Profits	\$0.00	\$4,140.87	\$8,244.00	50.23%	\$4,103.13
Total State Entitlements, Impact Payments and Taxes		\$0.00	\$8,370.34	\$15,515.00	53.95%	\$7,144.66
Interlocal Grants, Entitlements, Payments, and Tax						
001-000-000-337-00-01-00	PCOG For Fire Station	\$0.00	\$25,000.00	\$25,000.00	100.00%	\$0.00
001-000-000-337-00-02-00	PCOG For Community Building	\$0.00	\$18,979.00	\$18,979.00	100.00%	\$0.00
001-000-000-337-00-03-00	Port of Ilwaco	\$0.00	\$0.00	\$0.00		\$0.00

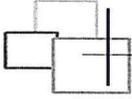
Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
Total Interlocal Grants, Entitlements, Payments, and Tax		\$0.00	\$43,979.00	\$43,979.00	100.00%	\$0.00
Total Intergovernmental Revenues		\$1,466.16	\$110,362.39	\$138,013.00	79.97%	\$27,650.61
Charges for Goods and Services						
General Government						
001-000-000-341-81-00-00	Photocopying	\$0.00	\$34.43	\$100.00	34.43%	\$65.57
Other General Government Services						
001-000-000-341-96-00-00	Other General Government Services	\$0.00	\$675.00	\$0.00		(\$675.00)
Total Other General Government Services		\$0.00	\$675.00	\$0.00		(\$675.00)
Total General Government		\$0.00	\$709.43	\$100.00	709.43%	(\$609.43)
Public Safety						
001-000-000-342-21-00-00	Fire Protection Services	\$0.00	\$1,285.00	\$8,000.00	16.06%	\$6,715.00
Total Public Safety		\$0.00	\$1,285.00	\$8,000.00	16.06%	\$6,715.00
Total Charges for Goods and Services		\$0.00	\$1,994.43	\$8,100.00	24.62%	\$6,105.57
Fines and Penalties						
Civil Infraction Penalties						
001-000-000-353-10-00-00	Traffic Infraction Penalties	\$45.07	\$164.19	\$0.00		(\$164.19)
001-000-000-353-10-03-01	Municipal Court Fines	\$570.55	\$5,433.47	\$5,000.00	108.67%	(\$433.47)
001-000-000-353-70-00-00	Non-Traffic Infraction Penalties	\$12.47	\$68.61	\$25.00	274.44%	(\$43.61)
Total Civil Infraction Penalties		\$628.09	\$5,666.27	\$5,025.00	112.76%	(\$641.27)
001-000-000-357-39-00-01	Misc Revenue-Court	\$0.00	\$17.80	\$0.00		(\$17.80)
Total Fines and Penalties		\$628.09	\$5,684.07	\$5,025.00	113.12%	(\$659.07)
Miscellaneous Revenues						
Interest and Other Earnings						
Total Investment Interest						
001-000-000-361-11-00-00	Investment Interest	\$18.67	\$141.26	\$500.00	28.25%	\$358.74
Total Total Investment Interest		\$18.67	\$141.26	\$500.00	28.25%	\$358.74
001-000-000-361-40-00-00	Other Interest	\$0.00	\$28.74	\$40.00	71.85%	\$11.26
Total Interest and Other Earnings		\$18.67	\$170.00	\$540.00	31.48%	\$370.00
Rents, Leases and Concessions						
001-000-000-362-40-00-00	Space & Facility Rental	\$0.00	\$1,051.00	\$0.00		(\$1,051.00)
001-000-000-362-50-00-04	Community Building - Rent	\$185.00	\$2,455.00	\$3,250.00	75.54%	\$795.00
001-000-000-362-50-01-00	Community Building - Electricity	\$0.00	\$4,912.02	\$11,500.00	42.71%	\$6,587.98
001-000-000-362-50-03-00	Community Building - Insurance	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-362-90-00-00	Community Building - Other	\$48.56	\$2,433.00	\$0.00		(\$2,433.00)
Total Rents, Leases and Concessions		\$233.56	\$10,851.02	\$14,750.00	73.57%	\$3,898.98
Contributions and Donations From Private Sources						
001-000-000-367-00-00-01	Templin Foundation Grant	\$0.00	\$14,000.00	\$14,000.00	100.00%	\$0.00
001-000-000-367-11-00-00	Fire Department Donations	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-367-19-00-00	Black Lake Fish Derby Donations	\$0.00	\$5,373.25	\$5,000.00	107.47%	(\$373.25)
001-000-000-367-19-00-01	Ilwaco Park Fund Donations	\$3,509.75	\$3,509.75	\$0.00		(\$3,509.75)
001-000-000-367-19-00-03	Fireworks Donation	\$0.00	\$8,870.00	\$15,000.00	59.13%	\$6,130.00
Total Contributions and Donations From Private Sources		\$3,509.75	\$31,753.00	\$34,000.00	93.39%	\$2,247.00
Other Miscellaneous Revenues						
001-000-000-369-10-00-00	Sale of Scrap And Junk	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-369-20-00-00	Unclaimed Property	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-369-30-00-00	Misc. Revenue	\$1,674.00	\$2,650.90	\$0.00		(\$2,650.90)
001-000-000-369-80-00-00	Cash Adjustment	\$0.00	\$0.00	\$0.00		\$0.00
Total Other Miscellaneous Revenues		\$1,674.00	\$2,650.90	\$0.00		(\$2,650.90)
Total Miscellaneous Revenues		\$5,435.98	\$45,424.92	\$49,290.00	92.16%	\$3,865.08
Nonrevenues						
State Remittances - Courts						
001-000-000-386-83-08-00	Trauma Care	\$11.54	\$84.50	\$170.00	49.71%	\$85.50
001-000-000-386-83-31-00	Auto Theft	\$22.94	\$168.51	\$220.00	76.60%	\$51.49
001-000-000-386-83-32-00	Brain Trauma	\$2.57	\$31.01	\$40.00	77.53%	\$8.99
001-000-000-386-88-00-00	ST Gen Fund 54	\$5.45	\$24.20	\$0.00		(\$24.20)
Total State Remittances - Courts		\$42.50	\$308.22	\$430.00	71.68%	\$121.78
State Remittances-Courts						
001-000-000-386-91-00-00	ST Gen Fund 40	\$122.42	\$751.71	\$1,300.00	57.82%	\$548.29
001-000-000-386-92-00-00	ST Gen Fund 50	\$71.90	\$390.84	\$700.00	55.83%	\$309.16
001-000-000-386-96-00-00	Crime Lab Analysis Fee	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-386-97-00-00	JIS Account	\$39.09	\$304.36	\$225.00	135.27%	(\$79.36)
Total State Remittances-Courts		\$233.41	\$1,446.91	\$2,225.00	65.03%	\$778.09
Total Nonrevenues		\$275.91	\$1,755.13	\$2,655.00	66.11%	\$899.87
Other Financing Sources						
Proceeds of Long-Term Debt-Governmental Funds Only						
001-000-000-391-90-00-00	Proceeds from Other Debt	\$0.00	\$0.00	\$0.00		\$0.00
Total Proceeds of Long-Term Debt-Governmental Funds Only		\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-397-00-00-01	Transfer From 101-Bldg. Rental	\$0.00	\$5,750.00	\$11,500.00	50.00%	\$5,750.00
001-000-000-397-00-00-02	Transfer From 401-Bldg. Rental	\$0.00	\$6,187.50	\$12,375.00	50.00%	\$6,187.50
001-000-000-397-00-00-03	Transfer From 409-Bldg. Rental	\$0.00	\$10,137.50	\$20,275.00	50.00%	\$10,137.50
001-000-000-397-00-00-06	Transfer From 104	\$0.00	\$0.00	\$2,500.00	0.00%	\$2,500.00
001-000-000-397-00-00-07	Transfer from 408	\$0.00	\$2,750.00	\$5,500.00	50.00%	\$2,750.00
001-000-000-397-00-00-08	Transfer from 301	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-398-00-00-00	Insurance Recoveries	\$0.00	\$0.00	\$0.00		\$0.00
Total Other Financing Sources		\$0.00	\$24,825.00	\$52,150.00	47.60%	\$27,325.00
Total Revenue		\$58,130.28	\$623,130.61	\$924,687.00	67.39%	\$301,556.39
Total General Fund Current Expense		\$58,130.28	\$623,130.61	\$924,687.00	67.39%	\$301,556.39

City Streets
Revenue

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
Taxes						
General Property Taxes						
101-000-000-311-10-00-00	General Property Tax	\$749.25	\$38,904.90	\$62,700.00	62.05%	\$23,795.10
Total General Property Taxes		\$749.25	\$38,904.90	\$62,700.00	62.05%	\$23,795.10
Total Taxes		\$749.25	\$38,904.90	\$62,700.00	62.05%	\$23,795.10
Intergovernmental Revenues						
State Grants						
101-000-000-334-03-82-00	TIB - School Street	\$0.00	\$0.00	\$0.00		\$0.00
101-000-000-334-03-83-00	TIB - Brumbach	\$0.00	\$0.00	\$0.00		\$0.00
101-000-000-334-03-84-00	TIB - Sidewalks	\$0.00	\$0.00	\$0.00		\$0.00
101-000-000-334-03-85-00	TIB - Elizabeth	\$0.00	\$0.00	\$0.00		\$0.00
Total State Grants		\$0.00	\$0.00	\$0.00		\$0.00
State Entitlements, Impact Payments and Taxes						
101-000-000-336-00-87-00	Motor Vehicle Fuel Tax	\$1,726.82	\$12,684.89	\$19,073.00	66.51%	\$6,388.11
Total State Entitlements, Impact Payments and Taxes		\$1,726.82	\$12,684.89	\$19,073.00	66.51%	\$6,388.11
101-000-000-337-00-00-00	MV Fuel Tax - County distribution	\$0.00	\$0.00	\$0.00		\$0.00
101-000-000-337-00-00-01	Other Local Distributions	\$0.00	\$0.00	\$0.00		\$0.00
101-000-000-337-00-03-00	Pcog .09 - (2008)	\$0.00	\$0.00	\$0.00		\$0.00
101-000-000-339-22-00-00	Arra Grant	\$0.00	\$0.00	\$0.00		\$0.00
Total Intergovernmental Revenues		\$1,726.82	\$12,684.89	\$19,073.00	66.51%	\$6,388.11
Miscellaneous Revenues						
Interest and Other Earnings						
Total Investment Interest						
101-000-000-361-11-00-00	Investment Interest	\$9.99	\$69.16	\$0.00		(\$69.16)
Total Total Investment Interest		\$9.99	\$69.16	\$0.00		(\$69.16)
Total Interest and Other Earnings		\$9.99	\$69.16	\$0.00		(\$69.16)
Other Miscellaneous Revenues						
101-000-000-369-30-00-00	Misc Rev.	\$0.00	\$29.81	\$0.00		(\$29.81)
Total Other Miscellaneous Revenues		\$0.00	\$29.81	\$0.00		(\$29.81)
Total Miscellaneous Revenues		\$9.99	\$98.97	\$0.00		(\$98.97)
101-000-000-395-10-00-00	Proceeds From Sales of Capital Assets	\$0.00	\$0.00	\$0.00		\$0.00
Transfers-In						
101-000-000-397-00-00-01	Transfer from 301	\$0.00	\$0.00	\$0.00		\$0.00
101-000-000-397-00-41-00	Transfer IN -401	\$0.00	\$0.00	\$0.00		\$0.00
101-000-000-397-00-41-01	Transfer IN 408	\$0.00	\$0.00	\$0.00		\$0.00
101-000-000-397-00-41-03	Transfer IN 409	\$0.00	\$0.00	\$0.00		\$0.00
Total Transfers-In		\$0.00	\$0.00	\$0.00		\$0.00
Total Revenue		\$2,486.06	\$51,688.76	\$81,773.00	63.21%	\$30,084.24
Total City Streets		\$2,486.06	\$51,688.76	\$81,773.00	63.21%	\$30,084.24
Tourism						
Revenue						
Taxes						
Retail Sales and Use Taxes						
104-000-000-313-31-00-00	Hotel-Motel Tax	\$4,468.50	\$18,614.68	\$30,000.00	62.05%	\$11,385.32
Total Retail Sales and Use Taxes		\$4,468.50	\$18,614.68	\$30,000.00	62.05%	\$11,385.32
Total Taxes		\$4,468.50	\$18,614.68	\$30,000.00	62.05%	\$11,385.32
Miscellaneous Revenues						
Interest and Other Earnings						
Total Investment Interest						
104-000-000-361-11-00-00	Investment Interest	\$6.25	\$47.37	\$130.00	36.44%	\$82.63
Total Total Investment Interest		\$6.25	\$47.37	\$130.00	36.44%	\$82.63
Total Interest and Other Earnings		\$6.25	\$47.37	\$130.00	36.44%	\$82.63
Total Miscellaneous Revenues		\$6.25	\$47.37	\$130.00	36.44%	\$82.63
Total Revenue		\$4,474.75	\$18,662.05	\$30,130.00	61.94%	\$11,467.95
Total Tourism		\$4,474.75	\$18,662.05	\$30,130.00	61.94%	\$11,467.95
Excise Reserve						
Revenue						
Taxes						
Other Taxes						
301-000-000-318-34-00-00	Real Estate Excise Tax -REET 1	\$712.80	\$11,527.35	\$9,000.00	128.08%	(\$2,527.35)
Total Other Taxes		\$712.80	\$11,527.35	\$9,000.00	128.08%	(\$2,527.35)
Total Taxes		\$712.80	\$11,527.35	\$9,000.00	128.08%	(\$2,527.35)
Miscellaneous Revenues						
Interest and Other Earnings						
Total Investment Interest						
301-000-000-361-11-00-00	Investment Interest	\$0.30	\$8.82	\$0.00		(\$8.82)
Total Total Investment Interest		\$0.30	\$8.82	\$0.00		(\$8.82)
Total Interest and Other Earnings		\$0.30	\$8.82	\$0.00		(\$8.82)
Total Miscellaneous Revenues		\$0.30	\$8.82	\$0.00		(\$8.82)
Total Revenue		\$713.10	\$11,536.17	\$9,000.00	128.18%	(\$2,536.17)
Total Excise Reserve		\$713.10	\$11,536.17	\$9,000.00	128.18%	(\$2,536.17)
Water						
Revenue						
Intergovernmental Revenues						
Indirect Federal Grants						

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
401-000-000-333-66-46-00	Indirect Federal Grant from EPA	\$0.00	\$0.00	\$0.00		\$0.00
Total Indirect Federal Grants		\$0.00	\$0.00	\$0.00		\$0.00
State Grants						
401-000-000-334-04-90-00	State Grant - Department of Health	\$590.77	\$725,828.29	\$846,000.00	85.80%	\$120,171.71
Total State Grants		\$590.77	\$725,828.29	\$846,000.00	85.80%	\$120,171.71
Total Intergovernmental Revenues		\$590.77	\$725,828.29	\$846,000.00	85.80%	\$120,171.71
Charges for Goods and Services						
Physical Environment						
401-000-000-343-40-00-00	Water Sales	\$84,838.13	\$426,557.13	\$710,890.00	60.00%	\$284,332.87
401-000-000-343-40-00-01	Other Utilities	\$0.00	\$0.00	\$0.00		\$0.00
401-000-000-343-40-00-02	Other Rev Sources	\$1,570.84	\$15,746.99	\$5,000.00	314.94%	(\$10,746.99)
Total Physical Environment		\$86,408.97	\$442,304.12	\$715,890.00	61.78%	\$273,585.88
Total Charges for Goods and Services		\$86,408.97	\$442,304.12	\$715,890.00	61.78%	\$273,585.88
Miscellaneous Revenues						
Interest and Other Earnings						
Total Investment Interest						
401-000-000-361-11-00-00	Investment Interest	\$21.47	\$209.87	\$200.00	104.94%	(\$9.87)
Total Total Investment Interest		\$21.47	\$209.87	\$200.00	104.94%	(\$9.87)
Total Interest and Other Earnings		\$21.47	\$209.87	\$200.00	104.94%	(\$9.87)
Total Miscellaneous Revenues		\$21.47	\$209.87	\$200.00	104.94%	(\$9.87)
Proprietary Funds Revenues						
401-000-000-372-00-00-00	Insurance Recoveries	\$0.00	\$726.67	\$0.00		(\$726.67)
Capital Contributions						
401-000-000-379-00-00-01	Water Connections	\$0.00	\$3,750.00	\$7,500.00	50.00%	\$3,750.00
Total Capital Contributions		\$0.00	\$3,750.00	\$7,500.00	50.00%	\$3,750.00
Total Proprietary Funds Revenues		\$0.00	\$4,476.67	\$7,500.00	59.69%	\$3,023.33
Other Financing Sources						
401-000-000-391-80-00-00	Intergovernmental Loan Proceeds	\$0.00	\$3,417.50	\$0.00		(\$3,417.50)
Disposition of Capital Assets						
401-000-000-395-10-00-00	Proceeds From Sales of Capital Assets	\$0.00	\$0.00	\$0.00		\$0.00
Total Disposition of Capital Assets		\$0.00	\$0.00	\$0.00		\$0.00
Total Other Financing Sources		\$0.00	\$3,417.50	\$0.00		(\$3,417.50)
Total Revenue		\$87,021.21	\$1,176,236.45	\$1,569,590.00	74.94%	\$393,353.55
Total Water		\$87,021.21	\$1,176,236.45	\$1,569,590.00	74.94%	\$393,353.55
Water & Sewer Bond Redemption						
Revenue						
Miscellaneous Revenues						
Interest and Other Earnings						
Total Investment Interest						
403-000-000-361-11-00-00	Investment Interest	\$0.00	\$0.00	\$0.00		\$0.00
Total Total Investment Interest		\$0.00	\$0.00	\$0.00		\$0.00
Total Interest and Other Earnings		\$0.00	\$0.00	\$0.00		\$0.00
Total Miscellaneous Revenues		\$0.00	\$0.00	\$0.00		\$0.00
Other Financing Sources						
403-000-000-397-00-00-00	Intertie Loan Usda 91-01	\$0.00	\$2,177.00	\$4,354.00	50.00%	\$2,177.00
403-000-000-397-00-00-02	Transfer - Sewer Usda-Sbr #3	\$0.00	\$0.00	\$0.00		\$0.00
403-000-000-397-00-00-03	Transfer-Sewer Pwtf97-791-007	\$0.00	\$14,200.52	\$14,299.00	99.31%	\$98.48
403-000-000-397-00-00-05	Transfer-Sewer Pwtf 04-691	\$0.00	\$1,633.38	\$1,646.00	99.23%	\$12.62
403-000-000-397-00-00-06	Transfer-Sewer Pwtf 05-691	\$0.00	\$24,346.36	\$24,718.00	98.50%	\$371.64
403-000-000-397-00-00-07	Transfer-Sewer DOE	\$0.00	\$140,509.68	\$285,424.00	49.23%	\$144,914.32
403-000-000-397-00-00-08	Transfer from Sewer PC13-961-054	\$0.00	\$1,226.85	\$1,226.00	100.07%	(\$0.85)
403-000-000-397-00-70-02	Transfer From Sewer Srf 94-08	\$0.00	\$104,307.88	\$104,308.00	100.00%	\$0.12
403-000-000-397-00-70-05	Tran From Wat Pwtf04-65104-013	\$0.00	\$0.00	\$0.00		\$0.00
403-000-000-397-00-72-04	Tran From Sewer Pwtf06-962-017	\$0.00	\$13,249.75	\$13,326.00	99.43%	\$76.25
403-000-000-397-00-72-06	Trans From Sewer-B of P 2008	\$0.00	\$29,646.80	\$29,648.00	100.00%	\$1.20
403-000-000-397-00-72-07	Trans From Sewer PWTF 09-951-050	\$0.00	\$0.00	\$0.00		\$0.00
Total Other Financing Sources		\$0.00	\$331,298.22	\$478,949.00	69.17%	\$147,650.78
Total Revenue		\$0.00	\$331,298.22	\$478,949.00	69.17%	\$147,650.78
Total Water & Sewer Bond Redemption		\$0.00	\$331,298.22	\$478,949.00	69.17%	\$147,650.78
Water & Sewer Bond Reserve						
Revenue						
Miscellaneous Revenues						
Interest and Other Earnings						
Total Investment Interest						
404-000-000-361-11-00-00	Investment Interest	\$0.00	\$0.00	\$0.00		\$0.00
Total Total Investment Interest		\$0.00	\$0.00	\$0.00		\$0.00
Total Interest and Other Earnings		\$0.00	\$0.00	\$0.00		\$0.00
Total Miscellaneous Revenues		\$0.00	\$0.00	\$0.00		\$0.00
Other Financing Sources						
Transfers-In						
404-000-000-397-35-70-01	Wwtp-SRF Reserve- Refinance of USDA	\$0.00	\$2,334.00	\$4,668.00	50.00%	\$2,334.00
404-000-000-397-35-70-02	Wwtp Srf Reserve- First Avenue	\$0.00	\$6,460.00	\$12,920.00	50.00%	\$6,460.00
404-000-000-397-35-70-03	Wwtp 2004-Usda Reserve	\$0.00	\$0.00	\$0.00		\$0.00
404-000-000-397-35-72-06	Wwtp 2008 Reserve-B of P	\$0.00	\$1,482.50	\$2,965.00	50.00%	\$1,482.50
Total Transfers-In		\$0.00	\$10,276.50	\$20,553.00	50.00%	\$10,276.50
Total Other Financing Sources		\$0.00	\$10,276.50	\$20,553.00	50.00%	\$10,276.50
Total Revenue		\$0.00	\$10,276.50	\$20,553.00	50.00%	\$10,276.50

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
Total Water & Sewer Bond Reserve		\$0.00	\$10,276.50	\$20,553.00	50.00%	\$10,276.50
Stormwater						
Revenue						
Charges for Goods and Services						
Physical Environment						
408-000-000-343-10-00-00	Storm Drainage	\$5,648.49	\$64,091.69	\$86,538.00	74.06%	\$22,446.31
Total Physical Environment		\$5,648.49	\$64,091.69	\$86,538.00	74.06%	\$22,446.31
Total Charges for Goods and Services		\$5,648.49	\$64,091.69	\$86,538.00	74.06%	\$22,446.31
Miscellaneous Revenues						
Interest and Other Earnings						
Total Investment Interest						
408-000-000-361-11-00-00	Investment Interest	\$4.69	\$27.22	\$0.00		(\$27.22)
Total Total Investment Interest		\$4.69	\$27.22	\$0.00		(\$27.22)
Total Interest and Other Earnings		\$4.69	\$27.22	\$0.00		(\$27.22)
Total Miscellaneous Revenues		\$4.69	\$27.22	\$0.00		(\$27.22)
408-000-000-397-00-00-01	Transfer from 301	\$0.00	\$20,000.00	\$20,000.00	100.00%	\$0.00
408-000-000-397-00-00-02	Transfer from 101	\$0.00	\$8,000.00	\$8,000.00	100.00%	\$0.00
Total Revenue		\$5,653.18	\$92,118.91	\$114,538.00	80.43%	\$22,419.09
Total Stormwater		\$5,653.18	\$92,118.91	\$114,538.00	80.43%	\$22,419.09
Sewer						
Revenue						
Charges for Goods and Services						
Physical Environment						
409-000-000-343-50-00-00	Sewer Service Charges	\$68,958.46	\$492,059.46	\$776,518.00	63.37%	\$284,458.54
409-000-000-343-51-00-00	Seaview Sewer District Fees	\$13,978.87	\$112,985.34	\$285,982.00	39.51%	\$172,996.66
Total Physical Environment		\$82,937.33	\$605,044.80	\$1,062,500.00	56.95%	\$457,455.20
409-000-000-345-52-00-00	Seaview - SRF Loan Match	\$0.00	\$47,141.03	\$94,282.00	50.00%	\$47,140.97
Total Charges for Goods and Services		\$82,937.33	\$652,185.83	\$1,156,782.00	56.38%	\$504,596.17
Miscellaneous Revenues						
Interest and Other Earnings						
Total Investment Interest						
409-000-000-361-11-00-00	Investment Income	\$68.15	\$498.14	\$500.00	99.63%	\$1.86
Total Total Investment Interest		\$68.15	\$498.14	\$500.00	99.63%	\$1.86
409-000-000-361-40-00-00	Other Revenue Sources	\$193.78	\$7,089.58	\$10,000.00	70.90%	\$2,910.42
Total Interest and Other Earnings		\$261.93	\$7,587.72	\$10,500.00	72.26%	\$2,912.28
Total Miscellaneous Revenues		\$261.93	\$7,587.72	\$10,500.00	72.26%	\$2,912.28
Proprietary Funds Revenues						
409-000-000-372-00-00-00	Insurance Recovery	\$0.00	\$0.00	\$0.00		\$0.00
409-000-000-379-00-00-00	Sewer Connections	\$0.00	\$0.00	\$0.00		\$0.00
Total Proprietary Funds Revenues		\$0.00	\$0.00	\$0.00		\$0.00
Other Financing Sources						
409-000-000-391-80-00-00	Intergovernmental Loan Proceed	\$0.00	\$0.00	\$0.00		\$0.00
409-000-000-391-80-00-01	Loan Proceeds	\$0.00	\$0.00	\$285,000.00	0.00%	\$285,000.00
Disposition of Capital Assets						
409-000-000-395-10-00-00	Proceeds Surplus Property	\$0.00	\$0.00	\$0.00		\$0.00
Total Disposition of Capital Assets		\$0.00	\$0.00	\$0.00		\$0.00
Total Other Financing Sources		\$0.00	\$0.00	\$285,000.00	0.00%	\$285,000.00
Total Revenue		\$83,199.26	\$659,773.55	\$1,452,282.00	45.43%	\$792,508.45
Total Sewer		\$83,199.26	\$659,773.55	\$1,452,282.00	45.43%	\$792,508.45
Grand Totals		\$241,677.84	\$2,974,721.22	\$4,681,502.00	63.54%	\$1,706,780.78



Expenditure

Starting Account Number: 001-000-000-508-80-00-00 Ending Cash & Investments
 Ending Account Number: 999-000-000-584-00-00-00 Purchase of Investments
 Period: 2015 - August

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
General Fund Current Expense						
Expenditure						
General Government Services						
Legislative						
Official Publication Services						
001-000-000-511-30-44-00	Official Publications	\$256.80	\$2,733.41	\$2,000.00	136.67%	(\$733.41)
Total Official Publication Services		\$256.80	\$2,733.41	\$2,000.00	136.67%	(\$733.41)
Legislative Services						
001-000-000-511-60-10-00	Salaries & Wages	\$1,480.57	\$12,025.02	\$18,000.00	66.81%	\$5,974.98
001-000-000-511-60-20-00	Personnel Benefits	\$1,495.49	\$2,657.61	\$1,537.00	172.91%	(\$1,120.61)
001-000-000-511-60-41-01	IT/Software Services	\$0.00	\$1,500.00	\$3,833.00	39.13%	\$2,333.00
001-000-000-511-60-43-00	Travel/Meals/Lodging	\$0.00	\$225.00	\$500.00	45.00%	\$275.00
001-000-000-511-60-46-00	Insurances	\$636.73	\$5,730.57	\$7,362.00	77.84%	\$1,631.43
001-000-000-511-60-47-00	Electricity	\$72.14	\$995.08	\$0.00		(\$995.08)
001-000-000-511-60-47-02	City Sewer - Museum	\$40.81	\$244.86	\$1,890.00	12.96%	\$1,645.14
001-000-000-511-60-48-00	Repair & Maintenance	\$0.00	\$0.00	\$200.00	0.00%	\$200.00
001-000-000-511-60-49-01	Miscellaneous	\$0.00	\$0.00	\$100.00	0.00%	\$100.00
001-000-000-511-60-51-00	Election Costs	\$0.00	\$6,851.40	\$7,000.00	97.88%	\$148.60
Total Legislative Services		\$3,725.74	\$30,229.54	\$40,422.00	74.78%	\$10,192.46
Total Legislative		\$3,982.54	\$32,962.95	\$42,422.00	77.70%	\$9,459.05
Judicial						
001-000-000-512-50-40-03	Municipal Court Services	\$1,836.00	\$11,488.00	\$17,250.00	66.60%	\$5,762.00
001-000-000-512-50-40-04	Court Remit TO State	\$0.00	\$0.00	\$3,500.00	0.00%	\$3,500.00
Total Judicial		\$1,836.00	\$11,488.00	\$20,750.00	55.36%	\$9,262.00
Financial and Records Services						
Financial Services						
001-000-000-514-20-10-00	Salaries & Wages	\$3,321.02	\$26,395.80	\$37,102.00	71.14%	\$10,706.20
001-000-000-514-20-20-00	Personnel Benefits	\$1,014.05	\$8,494.22	\$12,036.00	70.57%	\$3,541.78
001-000-000-514-20-31-00	Office & Operating Supplies	\$880.88	\$4,910.55	\$6,020.00	81.57%	\$1,109.45
001-000-000-514-20-35-00	Small Tools & Equipment	\$0.00	\$0.00	\$2,000.00	0.00%	\$2,000.00
001-000-000-514-20-41-00	Professional Services	\$385.00	\$9,355.27	\$7,000.00	133.65%	(\$2,355.27)
001-000-000-514-20-42-00	Communication	\$345.22	\$2,760.97	\$4,080.00	67.67%	\$1,319.03
001-000-000-514-20-43-00	Travel/Meals/Lodging	\$0.00	\$180.55	\$1,000.00	18.06%	\$819.45
001-000-000-514-20-43-01	Training	\$0.00	\$0.00	\$1,500.00	0.00%	\$1,500.00
001-000-000-514-20-45-00	Postage Meter Rental	\$0.00	\$752.29	\$1,452.00	51.81%	\$699.71
001-000-000-514-20-46-00	Insurance	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-514-20-47-00	Electricity	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-514-20-47-01	Garbage Bills	\$309.71	\$2,285.86	\$3,049.00	74.97%	\$763.14
001-000-000-514-20-47-02	Water - City Hall	\$59.41	\$378.11	\$432.00	87.53%	\$53.89
001-000-000-514-20-47-03	Sewer - City Hall	\$92.18	\$562.00	\$1,440.00	39.03%	\$878.00
001-000-000-514-20-47-04	Storm Drainage	\$25.11	\$175.77	\$300.00	58.59%	\$124.23
001-000-000-514-20-48-00	Repairs & Maintenance	\$0.00	\$520.34	\$500.00	104.07%	(\$20.34)
001-000-000-514-20-49-00	Miscellaneous	\$0.00	\$145.00	\$4,000.00	3.63%	\$3,855.00
Budgeting, Accounting, Auditing (State Auditors)						
001-000-000-514-23-41-00	Audit Costs	\$13,112.75	\$26,001.25	\$20,400.00	127.46%	(\$5,601.25)
Total Budgeting, Accounting, Auditing (State Auditors)		\$13,112.75	\$26,001.25	\$20,400.00	127.46%	(\$5,601.25)
Total Financial Services		\$19,545.33	\$82,917.98	\$102,311.00	81.05%	\$19,393.02
Records Services						
001-000-000-514-30-50-00	Records Services	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-514-31-40-00	Recording Fees	\$1.00	\$658.00	\$0.00		(\$658.00)
Total Records Services		\$1.00	\$658.00	\$0.00		(\$658.00)
001-000-000-514-81-00-00	Licensing Fees	\$0.00	\$30.00	\$0.00		(\$30.00)
Total Financial and Records Services		\$19,546.33	\$83,605.98	\$102,311.00	81.72%	\$18,705.02
Legal						
001-000-000-515-30-41-00	Legal Services	\$1,314.00	\$13,482.00	\$20,000.00	67.41%	\$6,518.00
Total Legal		\$1,314.00	\$13,482.00	\$20,000.00	67.41%	\$6,518.00
Other General Government Services						
Miscellaneous						
001-000-000-519-70-49-00	Assoc of WA Cities (dues)	\$0.00	\$473.00	\$720.00	65.69%	\$247.00
001-000-000-519-70-49-01	Pacific Council of Governments	\$0.00	\$1,500.00	\$1,500.00	100.00%	\$0.00
001-000-000-519-70-49-02	Misc General Government	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-519-70-49-03	Pacific County EDC	\$0.00	\$500.00	\$500.00	100.00%	\$0.00
Total Miscellaneous		\$0.00	\$2,473.00	\$2,720.00	90.92%	\$247.00
Total Other General Government Services		\$0.00	\$2,473.00	\$2,720.00	90.92%	\$247.00
Total General Government Services		\$26,678.87	\$144,011.93	\$188,203.00	76.52%	\$44,191.07
Public Safety						
Law Enforcement Administration						
001-000-000-521-10-50-00	Law Enforcement Contract	\$15,261.69	\$122,093.52	\$214,250.00	56.99%	\$92,156.48
Total Administration		\$15,261.69	\$122,093.52	\$214,250.00	56.99%	\$92,156.48

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
001-000-000-521-30-40-00	Drug Task Force	\$0.00	\$0.00	\$0.00		\$0.00
Total Law Enforcement		\$15,261.69	\$122,093.52	\$214,250.00	56.99%	\$92,156.48
Fire Control						
Administration						
001-000-000-522-10-10-00	Salaries & Wages	\$1,514.52	\$11,524.78	\$17,298.00	66.62%	\$5,773.22
001-000-000-522-10-20-00	Personnel Benefits	\$812.76	\$6,712.12	\$10,426.00	64.38%	\$3,713.88
001-000-000-522-10-20-01	Board of Volunteer Firemen	\$0.00	\$1,320.00	\$2,100.00	62.86%	\$780.00
001-000-000-522-10-20-02	Life & Disability Insurance	\$0.00	\$0.00	\$3,600.00	0.00%	\$3,600.00
001-000-000-522-10-31-00	Office & Operating Supplies	\$290.63	\$2,707.65	\$10,730.00	25.23%	\$8,022.35
001-000-000-522-10-31-01	Training/Attendance	\$55.08	\$2,427.22	\$9,150.00	26.53%	\$6,722.78
001-000-000-522-10-32-00	Gasoline	\$26.12	\$445.73	\$1,600.00	27.86%	\$1,154.27
001-000-000-522-10-35-00	Small Tools & Equipment	\$0.00	\$0.00	\$7,700.00	0.00%	\$7,700.00
001-000-000-522-10-42-00	Communication	\$456.41	\$3,358.98	\$4,440.00	75.65%	\$1,081.02
001-000-000-522-10-49-00	Miscellaneous	\$0.00	\$0.00	\$0.00		\$0.00
Total Administration		\$3,155.52	\$28,496.48	\$67,044.00	42.50%	\$38,547.52
Facilities						
001-000-000-522-50-46-00	Insurance	\$824.83	\$8,218.83	\$9,540.00	86.15%	\$1,321.17
001-000-000-522-50-47-00	Electricity	\$174.37	\$4,286.57	\$7,000.00	61.24%	\$2,713.43
001-000-000-522-50-47-01	Water	\$158.18	\$1,107.68	\$1,500.00	73.85%	\$392.32
001-000-000-522-50-47-02	Sewer	\$224.86	\$1,574.97	\$2,940.00	53.57%	\$1,365.03
001-000-000-522-50-47-03	Storm Drainage	\$70.48	\$510.78	\$500.00	102.16%	(\$10.78)
001-000-000-522-50-48-00	Repair & Maintenance	\$0.00	\$2,180.22	\$2,800.00	77.87%	\$619.78
Total Facilities		\$1,452.72	\$17,879.05	\$24,280.00	73.64%	\$6,400.95
001-000-000-522-60-48-00	Vehicle & Equipment Maintenance	\$1,065.88	\$1,267.37	\$800.00	158.42%	(\$467.37)
Total Fire Control		\$5,674.12	\$47,642.90	\$92,124.00	51.72%	\$44,481.10
Detention and/or Correction						
Monitoring Of Prisoners						
001-000-000-523-20-40-00	Correctional Institutions	\$0.00	\$2,068.98	\$3,500.00	59.11%	\$1,431.02
001-000-000-523-21-00-01	Juvenile Facility	\$0.00	\$0.00	\$50.00	0.00%	\$50.00
Total Monitoring Of Prisoners		\$0.00	\$2,068.98	\$3,550.00	58.28%	\$1,481.02
Total Detention and/or Correction		\$0.00	\$2,068.98	\$3,550.00	58.28%	\$1,481.02
Emergency Services						
Emergency Preparedness						
001-000-000-525-60-51-00	Disaster Preparedness	\$0.00	\$4,426.50	\$5,753.00	76.94%	\$1,326.50
Total Emergency Preparedness		\$0.00	\$4,426.50	\$5,753.00	76.94%	\$1,326.50
Total Emergency Services		\$0.00	\$4,426.50	\$5,753.00	76.94%	\$1,326.50
Communications, Alarms and Dispatch						
Operations - Contracted Services						
001-000-000-528-60-51-00	Dispatch Services	\$0.00	\$24,458.25	\$28,729.00	85.13%	\$4,270.75
Total Operations - Contracted Services		\$0.00	\$24,458.25	\$28,729.00	85.13%	\$4,270.75
Total Communications, Alarms and Dispatch		\$0.00	\$24,458.25	\$28,729.00	85.13%	\$4,270.75
Total Public Safety		\$20,935.81	\$200,690.15	\$344,406.00	58.27%	\$143,715.85
Utilities and Environment						
Other Environmental Services						
Other						
001-000-000-539-90-41-00	Environmental Monitoring 2006	\$0.00	\$0.00	\$0.00		\$0.00
Total Other		\$0.00	\$0.00	\$0.00		\$0.00
Total Other Environmental Services		\$0.00	\$0.00	\$0.00		\$0.00
Total Utilities and Environment		\$0.00	\$0.00	\$0.00		\$0.00
Economic Environment						
001-000-000-553-70-51-00	Air Pollution Control	\$0.00	\$423.00	\$423.00	100.00%	\$0.00
Community Services						
Information Services						
001-000-000-557-20-41-00	Ilwaco Web Page	\$50.00	\$700.00	\$1,500.00	46.67%	\$800.00
Total Information Services		\$50.00	\$700.00	\$1,500.00	46.67%	\$800.00
Total Community Services		\$50.00	\$700.00	\$1,500.00	46.67%	\$800.00
Planning and Community Development						
Planning						
001-000-000-558-60-41-00	Planner Services	\$1,515.80	\$68,901.08	\$70,000.00	98.43%	\$1,098.92
Total Planning		\$1,515.80	\$68,901.08	\$70,000.00	98.43%	\$1,098.92
Total Planning and Community Development		\$1,515.80	\$68,901.08	\$70,000.00	98.43%	\$1,098.92
Total Economic Environment		\$1,565.80	\$70,024.08	\$71,923.00	97.36%	\$1,898.92
Mental and Physical Health						
Substance Abuse						
001-000-000-566-00-51-00	Alcohol Program 2%	\$50.08	\$213.22	\$250.00	85.29%	\$36.78
Total Substance Abuse		\$50.08	\$213.22	\$250.00	85.29%	\$36.78
Total Mental and Physical Health		\$50.08	\$213.22	\$250.00	85.29%	\$36.78
Culture and Recreation						
Libraries						
Facilities						
001-000-000-572-50-41-00	Custodian Library	\$335.00	\$2,730.00	\$4,140.00	65.94%	\$1,410.00
001-000-000-572-50-46-00	Insurance	\$942.31	\$8,480.79	\$1,781.00	476.18%	(\$6,699.79)
001-000-000-572-50-47-00	Electricity	\$533.41	\$5,424.66	\$6,500.00	83.46%	\$1,075.34
001-000-000-572-50-47-01	City Water	\$161.92	\$1,133.04	\$1,200.00	94.42%	\$66.96
001-000-000-572-50-47-02	City Sewer	\$233.12	\$1,630.87	\$2,200.00	74.13%	\$569.13
001-000-000-572-50-47-03	Storm Drainage	\$10.99	\$74.75	\$100.00	74.75%	\$25.25
001-000-000-572-50-48-00	Repairs & Maintenance	\$0.00	\$1,054.60	\$900.00	117.18%	(\$154.60)
001-000-000-572-50-49-00	Miscellaneous	\$0.00	\$10.78	\$100.00	10.78%	\$89.22
Total Facilities		\$2,216.75	\$20,539.49	\$16,921.00	121.38%	(\$3,618.49)
Total Libraries		\$2,216.75	\$20,539.49	\$16,921.00	121.38%	(\$3,618.49)

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
Spectator and Community Events						
001-000-000-573-90-30-00	Street Banners	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-573-90-49-00	Black Lake Fishing Derby	\$0.00	\$4,124.27	\$5,000.00	82.49%	\$875.73
001-000-000-573-90-49-01	Port of Ilwaco Fireworks	\$0.00	\$7,500.00	\$15,000.00	50.00%	\$7,500.00
Total Spectator and Community Events		\$0.00	\$11,624.27	\$20,000.00	58.12%	\$8,375.73
001-000-000-575-50-40-00	Community Bldg Other - Electri	\$355.61	\$3,616.45	\$6,220.00	58.14%	\$2,603.55
001-000-000-575-50-40-01	Community Bldg Other-Mntc	\$0.00	\$1,858.52	\$2,000.00	92.93%	\$141.48
001-000-000-575-50-40-02	Community Building Water	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-575-50-40-03	Community Building Sewer	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-575-50-40-04	Community Building Insurance	\$0.00	\$0.00	\$9,120.00	0.00%	\$9,120.00
Park Facilities						
General Parks						
001-000-000-576-80-10-00	Parks Salaries and Wages	\$3,030.24	\$20,650.35	\$35,334.00	58.44%	\$14,683.65
001-000-000-576-80-20-00	Parks Benefits	\$879.64	\$6,838.35	\$14,969.00	45.68%	\$8,130.65
001-000-000-576-80-31-00	Office & Operating Supplies	\$417.78	\$7,031.55	\$4,500.00	156.26%	(\$2,531.55)
001-000-000-576-80-34-00	Aquatic Weed Treatment	\$0.00	\$2,057.00	\$19,519.00	10.54%	\$17,462.00
001-000-000-576-80-35-00	Small Tools & Equipment	\$62.29	\$635.71	\$7,000.00	9.08%	\$6,364.29
001-000-000-576-80-46-00	Insurance	\$198.45	\$1,786.05	\$2,294.00	77.86%	\$507.95
001-000-000-576-80-47-00	Electricity	\$90.21	\$722.00	\$1,000.00	72.20%	\$278.00
001-000-000-576-80-47-01	Water-Parks, Sprinklers,Blk Lake	\$192.26	\$1,325.33	\$2,600.00	50.97%	\$1,274.67
001-000-000-576-80-47-02	Sewer-Parks, Black Lake	\$59.23	\$561.18	\$2,400.00	23.38%	\$1,838.82
001-000-000-576-80-47-03	Storm Drainage	\$21.98	\$1,574.89	\$2,000.00	78.74%	\$425.11
001-000-000-576-80-48-00	Repairs & Maintenance	\$68.36	\$1,173.99	\$8,500.00	13.81%	\$7,326.01
001-000-000-576-80-49-00	Miscellaneous	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-576-80-49-01	Other	\$0.00	\$0.00	\$5,000.00	0.00%	\$5,000.00
Total General Parks		\$5,020.44	\$44,356.40	\$105,116.00	42.20%	\$60,759.60
Total Park Facilities		\$5,020.44	\$44,356.40	\$105,116.00	42.20%	\$60,759.60
Total Culture and Recreation		\$7,592.80	\$81,995.13	\$159,377.00	51.45%	\$77,381.87
Debt Service						
Redemption Of Long-Term Debt - Governmental Funds						
001-000-000-591-13-71-00	Usda RD #97-09 Bond - Prin	\$0.00	\$9,114.60	\$19,332.00	47.15%	\$10,217.40
001-000-000-591-22-71-00	BOP Fire Station - Prin	\$0.00	\$46,694.62	\$37,282.00	125.25%	(\$9,412.62)
001-000-000-591-48-71-01	John Deer Mower 8157-96 - Prin	\$1,000.00	\$8,000.00	\$12,000.00	66.67%	\$4,000.00
001-000-000-591-73-71-00	BOP Community Bldg - Prin	\$0.00	\$18,498.32	\$15,947.00	116.00%	(\$2,551.32)
Total Redemption Of Long-Term Debt - Governmental Funds		\$1,000.00	\$82,307.54	\$84,561.00	97.34%	\$2,253.46
Interest And Other Debt Service Costs						
001-000-000-592-13-83-00	Usda RD #97-09 Bond - Interest	\$0.00	\$4,149.40	\$7,195.00	57.67%	\$3,045.60
001-000-000-592-22-83-00	BOP Fire Station - Interest	\$0.00	\$30,737.98	\$40,150.00	76.56%	\$9,412.02
001-000-000-592-48-83-00	John Deer Mower 8157-96 - Interest	\$82.23	\$657.84	\$500.00	131.57%	(\$157.84)
001-000-000-592-73-83-00	BOP Community Bldg - Interest	\$0.00	\$10,528.60	\$13,080.00	80.49%	\$2,551.40
Total Interest And Other Debt Service Costs		\$82.23	\$46,073.82	\$60,925.00	75.62%	\$14,851.18
Capital Expenditures						
001-000-000-594-14-62-00	Governmental Facility	\$2,698.10	\$5,552.37	\$3,000.00	185.08%	(\$2,552.37)
001-000-000-594-14-64-00	Administrative Equipment	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-594-42-64-00	Templin Foundation	\$0.00	\$14,000.00	\$14,000.00	100.00%	\$0.00
001-000-000-594-62-72-01	Community Building	\$0.00	\$0.00	\$0.00		\$0.00
Equipment						
001-000-000-594-64-22-00	Fire Department Vehicles	\$0.00	\$0.00	\$0.00		\$0.00
001-000-000-594-64-22-01	Fire Equipment	\$0.00	\$0.00	\$5,000.00	0.00%	\$5,000.00
Total Equipment		\$0.00	\$0.00	\$5,000.00	0.00%	\$5,000.00
001-000-000-594-76-64-00	Parks Vehicles	\$474.76	\$1,060.38	\$31,200.00	3.40%	\$30,139.62
Total Capital Expenditures		\$3,172.86	\$20,612.75	\$53,200.00	38.75%	\$32,587.25
001-000-000-597-00-00-00	Contingency	\$0.00	\$0.00	\$0.00		\$0.00
Total Debt Service		\$4,255.09	\$148,994.11	\$198,686.00	74.99%	\$49,691.89
Total Expenditure		\$61,078.45	\$645,928.62	\$962,845.00	67.09%	\$316,916.38
Total General Fund Current Expense		\$61,078.45	\$645,928.62	\$962,845.00	67.09%	\$316,916.38

City Streets

Expenditure						
Transportation						
Road and Street Maintenance						
Roadway						
101-000-000-542-30-10-00	Salaries & Wages	\$2,603.24	\$18,937.66	\$31,066.00	60.96%	\$12,128.34
101-000-000-542-30-20-00	Benefits	\$761.27	\$6,467.70	\$12,917.00	50.07%	\$6,449.30
101-000-000-542-30-31-00	Roadway Operating	\$0.00	\$0.00	\$2,000.00	0.00%	\$2,000.00
101-000-000-542-30-35-00	Roadway Equipment	\$55.05	\$1,110.37	\$2,000.00	55.52%	\$889.63
Total Roadway		\$3,419.56	\$26,515.73	\$47,983.00	55.26%	\$21,467.27
Traffic And Pedestrian Services						
Street Lighting						
101-000-000-542-63-47-00	Street Light Operating	\$616.54	\$5,068.73	\$6,005.00	84.41%	\$936.27
Total Street Lighting		\$616.54	\$5,068.73	\$6,005.00	84.41%	\$936.27
Snow And Ice Control						
101-000-000-542-66-31-00	Ice Control Operating	\$0.00	\$0.00	\$400.00	0.00%	\$400.00
Total Snow And Ice Control		\$0.00	\$0.00	\$400.00	0.00%	\$400.00
Street Cleaning						
101-000-000-542-67-30-00	Street Cleaning	\$25.82	\$409.79	\$4,000.00	10.24%	\$3,590.21
Total Street Cleaning		\$25.82	\$409.79	\$4,000.00	10.24%	\$3,590.21
Total Traffic And Pedestrian Services		\$642.36	\$5,478.52	\$10,405.00	52.65%	\$4,926.48
Roadside						
101-000-000-542-70-31-00	Roadside Operating	\$181.06	\$2,010.55	\$2,000.00	100.53%	(\$10.55)
Total Roadside		\$181.06	\$2,010.55	\$2,000.00	100.53%	(\$10.55)

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
Total Road and Street Maintenance		\$4,242.98	\$34,004.80	\$60,388.00	56.31%	\$26,383.20
Road and Street General Administration / Overhead						
101-000-000-543-30-30-00	Office And Operating	\$200.60	\$4,807.52	\$4,633.00	103.77%	(\$174.52)
101-000-000-543-30-30-01	Gasoline & Oil Products	\$149.18	\$1,874.53	\$1,500.00	124.97%	(\$374.53)
101-000-000-543-30-30-02	Small Tools & Equipment	\$0.00	\$1,610.53	\$1,500.00	107.37%	(\$110.53)
101-000-000-543-30-40-00	Safety Training	\$0.00	\$150.00	\$500.00	30.00%	\$350.00
101-000-000-543-30-40-01	Insurance	\$121.75	\$1,095.75	\$1,384.00	79.17%	\$288.25
Total Road and Street General Administration / Overhead		\$471.53	\$9,538.33	\$9,517.00	100.22%	(\$21.33)
Total Transportation		\$4,714.51	\$43,543.13	\$69,905.00	62.29%	\$26,361.87
Debt Service						
Roads/Streets Construction & Other Infrastructure						
Engineering						
101-000-000-595-10-41-01	Engineering-Brumbach	\$0.00	\$0.00	\$0.00		\$0.00
101-000-000-595-10-41-04	Engineering - Elizabeth	\$0.00	\$0.00	\$0.00		\$0.00
Total Engineering		\$0.00	\$0.00	\$0.00		\$0.00
Roadway						
101-000-000-595-30-61-00	Brumbach-Construction	\$0.00	\$0.00	\$0.00		\$0.00
101-000-000-595-30-65-00	Roadway Construction	\$0.00	\$151.71	\$0.00		(\$151.71)
Total Roadway		\$0.00	\$151.71	\$0.00		(\$151.71)
Traffic And Pedestrian Services						
Sidewalks						
101-000-000-595-61-60-01	Sidewalks	\$0.00	\$0.00	\$0.00		\$0.00
Total Sidewalks		\$0.00	\$0.00	\$0.00		\$0.00
Total Traffic And Pedestrian Services		\$0.00	\$0.00	\$0.00		\$0.00
Total Roads/Streets Construction & Other Infrastructure						
Total Debt Service		\$0.00	\$151.71	\$0.00		(\$151.71)
Total Expenditure						
Total City Streets		\$4,714.51	\$57,444.84	\$89,405.00	64.25%	\$31,960.16
Tourism						
Expenditure						
104-000-000-557-30-40-01	Fishing Derby	\$0.00	\$35.07	\$0.00		(\$35.07)
104-000-000-557-30-40-02	Ilwaco Web Page	\$0.00	\$0.00	\$0.00		\$0.00
104-000-000-557-30-40-03	Miscellaneous	\$0.00	\$7,500.00	\$7,500.00	100.00%	\$0.00
104-000-000-557-30-41-01	Heritage Museum	\$2,500.00	\$2,500.00	\$5,000.00	50.00%	\$2,500.00
104-000-000-557-30-41-02	Visitors Bldg. - City Portion	\$0.00	\$769.00	\$769.00	100.00%	\$0.00
104-000-000-557-30-41-03	Ilwaco Merchants Association	\$0.00	\$0.00	\$3,000.00	0.00%	\$3,000.00
104-000-000-557-30-41-04	Peninsula Visitors Bureau	\$0.00	\$7,875.00	\$7,875.00	100.00%	\$0.00
104-000-000-557-30-41-05	Ilwaco Charter Association	\$0.00	\$0.00	\$1,000.00	0.00%	\$1,000.00
104-000-000-557-30-46-00	Heritage Museum - Insurance	\$477.24	\$4,295.16	\$5,520.00	77.81%	\$1,224.84
Culture and Recreation						
Spectator and Community Events						
104-000-000-573-90-00-00	Merchants/marketing Committee	\$0.00	\$0.00	\$0.00		\$0.00
104-000-000-573-90-00-03	Visitors Bureau	\$0.00	\$0.00	\$0.00		\$0.00
Total Spectator and Community Events		\$0.00	\$0.00	\$0.00		\$0.00
Park Facilities						
General Parks						
Unit						
104-000-000-576-80-31-00	Office & Operating Supplies	\$0.00	\$45.21	\$0.00		(\$45.21)
Total Unit		\$0.00	\$45.21	\$0.00		(\$45.21)
Total General Parks		\$0.00	\$45.21	\$0.00		(\$45.21)
Total Park Facilities		\$0.00	\$45.21	\$0.00		(\$45.21)
Total Culture and Recreation		\$0.00	\$45.21	\$0.00		(\$45.21)
Debt Service						
104-000-000-597-00-00-00	Contingency	\$0.00	\$0.00	\$36,000.00	0.00%	\$36,000.00
104-000-000-597-00-00-01	Transfer TO 001	\$0.00	\$0.00	\$2,500.00	0.00%	\$2,500.00
Total Debt Service		\$0.00	\$0.00	\$38,500.00	0.00%	\$38,500.00
Total Expenditure		\$2,977.24	\$23,019.44	\$69,164.00	33.28%	\$46,144.56
Total Tourism		\$2,977.24	\$23,019.44	\$69,164.00	33.28%	\$46,144.56
Excise Reserve						
Expenditure						
Debt Service						
301-000-000-597-00-00-01	Transfer TO 001	\$0.00	\$20,000.00	\$0.00		(\$20,000.00)
301-000-000-597-00-00-10	Transfer TO 408	\$0.00	\$0.00	\$20,000.00	0.00%	\$20,000.00
Total Debt Service		\$0.00	\$20,000.00	\$20,000.00	100.00%	\$0.00
Total Expenditure		\$0.00	\$20,000.00	\$20,000.00	100.00%	\$0.00
Total Excise Reserve		\$0.00	\$20,000.00	\$20,000.00	100.00%	\$0.00
Water						
Expenditure						
Utilities and Environment						
Water Utilities						
401-000-000-534-00-10-00	Salaries & Wages	\$19,657.84	\$161,247.13	\$220,634.00	73.08%	\$59,386.87
401-000-000-534-00-20-00	Benefits	\$5,504.84	\$49,820.86	\$73,651.00	67.64%	\$23,830.14
401-000-000-534-00-31-00	Operation & Maintenance	\$1,612.45	\$30,060.42	\$40,000.00	75.15%	\$9,939.58
401-000-000-534-00-31-01	Chemicals	\$760.28	\$12,552.17	\$40,000.00	31.38%	\$27,447.83

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
401-000-000-534-00-31-02	Monthly Excise Tax Pay	\$3,266.96	\$21,777.46	\$35,751.00	60.91%	\$13,973.54
401-000-000-534-00-31-03	Annual Meter Calibrations	\$0.00	\$1,583.60	\$2,500.00	63.34%	\$916.40
401-000-000-534-00-31-04	Annual Permit Fees	\$275.00	\$3,423.05	\$5,000.00	68.46%	\$1,576.95
401-000-000-534-00-31-05	Cleaning Water Tanks	\$0.00	\$0.00	\$0.00		\$0.00
401-000-000-534-00-31-06	Office & Customer Service	\$1,112.94	\$4,344.46	\$6,000.00	72.41%	\$1,655.54
401-000-000-534-00-32-00	Gasoline	\$382.57	\$3,057.79	\$7,500.00	40.77%	\$4,442.21
401-000-000-534-00-33-00	Intertie Water	\$0.00	\$0.00	\$0.00		\$0.00
401-000-000-534-00-35-00	Small Tools & Equipment	\$440.26	\$3,962.23	\$5,000.00	79.24%	\$1,037.77
401-000-000-534-00-35-01	Small Tools & Equipment - Lab	\$2,399.64	\$5,861.30	\$5,000.00	117.23%	(\$861.30)
401-000-000-534-00-41-00	Professional Services	\$0.00	\$3,012.13	\$10,000.00	30.12%	\$6,987.87
401-000-000-534-00-41-01	Attorney Fees	\$0.00	\$0.00	\$0.00		\$0.00
401-000-000-534-00-41-03	Professional Services - Electrician	\$0.00	\$12,415.93	\$12,000.00	103.47%	(\$415.93)
401-000-000-534-00-41-04	Professional Services - Computer system	\$566.25	\$4,512.86	\$9,000.00	50.14%	\$4,487.14
401-000-000-534-00-41-05	Water Comp. Plan-Engineering	\$0.00	\$0.00	\$0.00		\$0.00
401-000-000-534-00-42-00	Communications	\$501.63	\$3,631.20	\$4,500.00	80.69%	\$868.80
401-000-000-534-00-43-00	Travel/Meals/Lodging	\$0.00	\$1,041.89	\$2,000.00	52.09%	\$958.11
401-000-000-534-00-44-00	Advertising & Printing	\$0.00	\$0.00	\$0.00		\$0.00
401-000-000-534-00-46-00	Insurance	\$1,626.52	\$14,638.68	\$18,802.00	77.86%	\$4,163.32
401-000-000-534-00-47-00	Electricity	\$2,500.11	\$17,669.77	\$35,000.00	50.49%	\$17,330.23
401-000-000-534-00-47-01	Water	\$0.00	\$0.00	\$0.00		\$0.00
401-000-000-534-00-47-02	Sewer	\$0.00	\$0.00	\$0.00		\$0.00
401-000-000-534-00-47-03	Storm Drainage	\$0.00	\$643.35	\$660.00	97.48%	\$16.65
401-000-000-534-00-48-00	Vehicle Repairs/Maintenance	\$702.45	\$1,112.17	\$5,000.00	22.24%	\$3,887.83
401-000-000-534-00-48-01	Water Line Replacement	\$0.00	\$0.00	\$5,000.00	0.00%	\$5,000.00
401-000-000-534-00-49-00	Miscellaneous	\$150.00	\$602.31	\$7,500.00	8.03%	\$6,897.69
401-000-000-534-00-49-01	Safety Training	\$0.00	\$0.00	\$500.00	0.00%	\$500.00
401-000-000-534-00-49-02	Software Upgrade	\$0.00	\$2,133.10	\$2,200.00	96.96%	\$66.90
Total Water Utilities		\$41,459.74	\$359,103.86	\$553,198.00	64.91%	\$194,094.14
Total Utilities and Environment		\$41,459.74	\$359,103.86	\$553,198.00	64.91%	\$194,094.14
Debt Service						
Redemption of Long Term Debt - Proprietary Funds						
401-000-000-591-34-72-00	Principal Pwtf - 94206	\$0.00	\$0.00	\$0.00		\$0.00
401-000-000-591-34-72-01	Principal Pwtf - 04-65104-013	\$0.00	\$0.00	\$16,985.00	0.00%	\$16,985.00
401-000-000-591-34-72-02	Principal DWSRF 11-952-016	\$0.00	\$0.00	\$20,475.00	0.00%	\$20,475.00
401-000-000-591-34-72-03	Principal DWSRF 11-952-015	\$0.00	\$0.00	\$27,000.00	0.00%	\$27,000.00
401-000-000-591-34-72-04	Principal DWSRF 11-952-017	\$0.00	\$0.00	\$3,000.00	0.00%	\$3,000.00
Total Redemption of Long Term Debt - Proprietary Funds		\$0.00	\$0.00	\$67,460.00	0.00%	\$67,460.00
Interest And Other Debt Service Costs						
401-000-000-592-34-80-00	Interest Pwtf - 94206	\$0.00	\$0.00	\$0.00		\$0.00
401-000-000-592-34-83-01	Interest Pwtf - 04-65104-013	\$0.00	\$0.00	\$1,864.00	0.00%	\$1,864.00
401-000-000-592-34-83-02	Interest DWSRF 11-952-016	\$0.00	\$0.00	\$5,835.37	0.00%	\$5,835.37
401-000-000-592-34-83-03	Interest DWSRF 11-952-015	\$0.00	\$0.00	\$9,437.63	0.00%	\$9,437.63
401-000-000-592-34-83-04	Interest DWSRF 11-952-017	\$0.00	\$0.00	\$500.00	0.00%	\$500.00
Total Interest And Other Debt Service Costs		\$0.00	\$0.00	\$17,637.00	0.00%	\$17,637.00
Capital Expenditures						
401-000-000-594-34-41-01	Engineering - Plant	\$0.00	\$0.00	\$0.00		\$0.00
401-000-000-594-34-41-02	Engineering - Distribution	\$0.00	\$3,417.50	\$0.00		(\$3,417.50)
401-000-000-594-34-62-00	Construction Project -Resvoir	\$0.00	\$0.00	\$0.00		\$0.00
401-000-000-594-34-62-01	Construction - Plant	\$0.00	\$805,599.52	\$846,000.00	95.22%	\$40,400.48
401-000-000-594-34-62-02	Construction - Distribution	\$0.00	\$3,330.45	\$3,500.00	95.16%	\$169.55
401-000-000-594-34-62-03	Plant Improvements	\$6,536.25	\$93,938.66	\$121,000.00	77.64%	\$27,061.34
401-000-000-594-34-64-00	Vehicle Purchase	\$0.00	\$0.00	\$0.00		\$0.00
401-000-000-594-34-64-01	Equipment	\$785.42	\$13,546.38	\$40,500.00	33.45%	\$26,953.62
401-000-000-594-34-64-02	Contingency	\$3,556.25	\$3,556.25	\$100,000.00	3.56%	\$96,443.75
Total Capital Expenditures		\$10,877.92	\$923,388.76	\$1,111,000.00	83.11%	\$187,611.24
Transfer Out						
401-000-000-597-00-00-02	Transfer TO 001	\$0.00	\$6,187.50	\$12,375.00	50.00%	\$6,187.50
401-000-000-597-00-00-03	Transfer TO 403 Usda 91-01	\$0.00	\$2,177.00	\$4,354.00	50.00%	\$2,177.00
401-000-000-597-00-00-04	Transfer To403pwtf04-65104-013	\$0.00	\$0.00	\$0.00		\$0.00
401-000-000-597-00-00-05	Transfer to 101	\$0.00	\$0.00	\$0.00		\$0.00
Total Transfer Out		\$0.00	\$8,364.50	\$16,729.00	50.00%	\$8,364.50
Total Debt Service		\$10,877.92	\$931,753.26	\$1,212,826.00	76.82%	\$281,072.74
Total Expenditure		\$52,337.66	\$1,290,857.12	\$1,766,024.00	73.09%	\$475,166.88
Total Water		\$52,337.66	\$1,290,857.12	\$1,766,024.00	73.09%	\$475,166.88

Water & Sewer Bond Redemption

Expenditure						
Debt Service						
403-000-000-591-34-70-05	Pwtf 04-65104-013 Principal	\$0.00	\$0.00	\$0.00		\$0.00
403-000-000-591-34-72-00	Usda 91-01 Principal	\$0.00	\$1,117.82	\$2,378.00	47.01%	\$1,260.18
403-000-000-591-35-70-01	Pwtf 97-791-007 Principal	\$0.00	\$13,118.26	\$13,118.00	100.00%	(\$0.26)
403-000-000-591-35-70-03	Pwtf 04-691 Principal	\$0.00	\$1,496.22	\$1,496.00	100.01%	(\$0.22)
403-000-000-591-35-70-04	Pwtf 05-691 Principal	\$0.00	\$20,260.48	\$20,260.00	100.00%	(\$0.48)
403-000-000-591-35-72-01	Srf 94-08 Principal Only	\$0.00	\$104,307.88	\$104,308.00	100.00%	\$0.12
403-000-000-591-35-72-04	Pwtf - 06-962-0017 Principal	\$0.00	\$12,559.00	\$11,898.00	105.56%	(\$661.00)
403-000-000-591-35-72-05	PWTF PC13-961-054 Nesadi Principal	\$0.00	\$0.00	\$0.00		\$0.00
403-000-000-591-35-72-06	B of P - 2008 - Principal	\$0.00	\$15,193.70	\$15,275.00	99.47%	\$81.30
403-000-000-591-35-72-07	PWTF PR09-951-050	\$0.00	\$0.00	\$0.00		\$0.00
403-000-000-591-35-78-00	DOE SRF L1300001- Principal	\$0.00	\$66,362.55	\$133,626.00	49.66%	\$67,263.45
403-000-000-591-35-78-01	DOE SRF L1300003 -Principal	\$0.00	\$18,118.96	\$38,964.00	46.50%	\$20,845.04
403-000-000-591-35-78-02	DOE SRF L1300006 - Principal	\$0.00	\$2,297.52	\$4,892.00	46.96%	\$2,594.48
Interest And Other Debt Service Costs						
403-000-000-592-34-80-00	Usda 91-01 Interest	\$0.00	\$1,059.18	\$1,976.00	53.60%	\$916.82
403-000-000-592-34-80-02	Pwtf - 2003 Interest	\$0.00	\$0.00	\$0.00		\$0.00

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
403-000-000-592-34-80-03	Ptwf 04-691 Interest	\$0.00	\$137.16	\$150.00	91.44%	\$12.84
403-000-000-592-35-80-00	Usda 92-07 Interest	\$0.00	\$0.00	\$0.00		\$0.00
403-000-000-592-35-80-01	Usda-Sbr #3 - Interest	\$0.00	\$0.00	\$0.00		\$0.00
403-000-000-592-35-80-04	Ptwf - 06-962-0017 Interest	\$0.00	\$690.75	\$1,428.00	48.37%	\$737.25
403-000-000-592-35-80-05	PWTF PC13-961-054 Nesadi Interest	\$0.00	\$1,226.85	\$1,226.00	100.07%	(\$0.85)
403-000-000-592-35-80-06	B of P - 2008 - Interest	\$0.00	\$14,453.10	\$14,372.00	100.56%	(\$81.10)
403-000-000-592-35-80-07	Ptwf 05-691 Interest	\$0.00	\$4,085.87	\$4,457.00	91.67%	\$371.13
403-000-000-592-35-80-08	Ptwf 97-791-007 Interest	\$0.00	\$1,082.26	\$1,181.00	91.64%	\$98.74
403-000-000-592-35-80-09	Ptwf 04-65104-013 Interest	\$0.00	\$0.00	\$0.00		\$0.00
403-000-000-592-35-80-10	PWTF PR09-951-050	\$0.00	\$0.00	\$0.00		\$0.00
403-000-000-592-35-83-00	DOE SRF L1300001- Interest	\$0.00	\$41,470.80	\$82,041.00	50.55%	\$40,570.20
403-000-000-592-35-83-01	DOE SRF L1300003 - Interest	\$0.00	\$12,127.60	\$25,641.00	47.30%	\$13,513.40
403-000-000-592-35-83-02	DOE SRF L1300006 - Interest	\$0.00	\$132.25	\$263.00	50.29%	\$130.75
Total Interest And Other Debt Service Costs		\$0.00	\$76,465.82	\$132,735.00	57.61%	\$56,269.18
Total Debt Service		\$0.00	\$331,298.21	\$478,950.00	69.17%	\$147,651.79
Total Expenditure		\$0.00	\$331,298.21	\$478,950.00	69.17%	\$147,651.79
Total Water & Sewer Bond Redemption		\$0.00	\$331,298.21	\$478,950.00	69.17%	\$147,651.79

Stormwater						
Expenditure						
Utilities and Environment						
Flood Control						
408-000-000-531-38-10-00	Salaries & Wages	\$1,289.45	\$9,669.53	\$15,107.00	64.01%	\$5,437.47
408-000-000-531-38-20-00	Benefits	\$401.53	\$3,207.23	\$5,335.00	60.12%	\$2,127.77
408-000-000-531-38-31-01	Operations & Maintenance	\$386.57	\$8,211.97	\$8,800.00	93.32%	\$588.03
408-000-000-531-38-31-02	Excise Tax	\$100.74	\$1,088.29	\$1,600.00	68.02%	\$511.71
408-000-000-531-38-32-00	Gas/Oil Products	\$149.18	\$889.24	\$1,000.00	88.92%	\$110.76
408-000-000-531-38-35-00	Small Tools	\$0.00	\$156.56	\$1,500.00	10.44%	\$1,343.44
408-000-000-531-38-43-02	Training	\$0.00	\$0.00	\$0.00		\$0.00
408-000-000-531-38-46-00	Insurance	\$57.83	\$520.47	\$692.00	75.21%	\$171.53
Total Flood Control		\$2,385.30	\$23,743.29	\$34,034.00	69.76%	\$10,290.71
Total Utilities and Environment		\$2,385.30	\$23,743.29	\$34,034.00	69.76%	\$10,290.71
Debt Service						
Redemption of Long Term Debt - Proprietary Funds						
408-000-000-591-38-72-01	Strmwater -Principal #I9900038	\$0.00	\$1,775.93	\$3,588.00	49.50%	\$1,812.07
408-000-000-591-38-72-02	Pw-04-691 Principal	\$0.00	\$1,496.22	\$1,496.00	100.01%	(\$0.22)
408-000-000-591-38-72-03	Pw-05-691-023 Principal	\$0.00	\$20,260.48	\$20,260.00	100.00%	(\$0.48)
Total Redemption of Long Term Debt - Proprietary Funds		\$0.00	\$23,532.63	\$25,344.00	92.85%	\$1,811.37
Interest And Other Debt Service Costs						
408-000-000-592-31-83-01	Strmwater - Interest #I9900038	\$0.00	\$583.51	\$1,131.00	51.59%	\$547.49
408-000-000-592-31-83-02	Pw-04-691 Interest	\$0.00	\$137.16	\$150.00	91.44%	\$12.84
408-000-000-592-31-83-03	Pw-05-691-023 Interest	\$0.00	\$4,085.86	\$4,457.00	91.67%	\$371.14
Total Interest And Other Debt Service Costs		\$0.00	\$4,806.53	\$5,738.00	83.77%	\$931.47
Capital Expenditures						
408-000-000-594-31-64-00	Drainage Construction	\$61.54	\$12,607.70	\$48,500.00	26.00%	\$35,892.30
Total Capital Expenditures		\$61.54	\$12,607.70	\$48,500.00	26.00%	\$35,892.30
Transfer Out						
408-000-000-597-00-00-03	Transfer TO 001-Bldg. Rental	\$0.00	\$2,750.00	\$5,500.00	50.00%	\$2,750.00
Total Transfer Out		\$0.00	\$2,750.00	\$5,500.00	50.00%	\$2,750.00
Total Debt Service		\$61.54	\$43,696.86	\$85,082.00	51.36%	\$41,385.14
Total Expenditure		\$2,446.84	\$67,440.15	\$119,116.00	56.62%	\$51,675.85
Total Stormwater		\$2,446.84	\$67,440.15	\$119,116.00	56.62%	\$51,675.85

Sewer						
Expenditure						
Utilities and Environment						
Sewer Utilities						
409-000-000-520-35-83-02	DOE SRF L1300006 - Interest	\$0.00	\$0.00	\$0.00		\$0.00
409-000-000-535-00-10-00	Salaries And Wages	\$12,270.27	\$98,842.52	\$145,423.00	67.97%	\$46,580.48
409-000-000-535-00-20-00	Employee Benefits	\$3,791.78	\$34,370.13	\$53,378.00	64.39%	\$19,007.87
409-000-000-535-00-31-01	Operations And Maintenance	\$1,367.59	\$12,910.82	\$12,000.00	107.59%	(\$910.82)
409-000-000-535-00-31-02	Chemicals	\$2,749.88	\$12,657.03	\$16,000.00	79.11%	\$3,342.97
409-000-000-535-00-31-03	Excise Tax	\$1,148.82	\$9,109.33	\$15,530.00	58.66%	\$6,420.67
409-000-000-535-00-31-04	Annual Meter Calibrations	\$0.00	\$1,592.71	\$3,000.00	53.09%	\$1,407.29
409-000-000-535-00-31-05	Doe Annual Permit	\$1,396.44	\$8,603.83	\$12,350.00	69.67%	\$3,746.17
409-000-000-535-00-31-06	Screen Panels And Brushes	\$0.00	\$0.00	\$6,000.00	0.00%	\$6,000.00
409-000-000-535-00-31-07	Lab Supplies	\$0.00	\$9,713.13	\$4,000.00	242.83%	(\$5,713.13)
409-000-000-535-00-31-08	Office Supplies & Customer Service	\$707.01	\$2,651.71	\$4,800.00	55.24%	\$2,148.29
409-000-000-535-00-32-00	Gas/oil Products	\$128.08	\$1,844.08	\$4,500.00	40.98%	\$2,655.92
409-000-000-535-00-35-00	Small Tools	\$0.00	\$156.56	\$3,000.00	5.22%	\$2,843.44
409-000-000-535-00-41-00	Attorney Fees	\$0.00	\$0.00	\$4,000.00	0.00%	\$4,000.00
409-000-000-535-00-41-01	Professional Services - Electrician	\$831.10	\$14,087.72	\$20,000.00	70.44%	\$5,912.28
409-000-000-535-00-41-02	Professional Services - Computer	\$120.00	\$6,559.02	\$5,000.00	131.18%	(\$1,559.02)
409-000-000-535-00-41-04	Professional Services - Brush Right of Communications	\$0.00	\$0.00	\$0.00		\$0.00
409-000-000-535-00-42-00	Communications	\$435.79	\$3,417.89	\$5,000.00	68.36%	\$1,582.11
409-000-000-535-00-43-01	Travel/meals & Lodging	\$0.00	\$124.41	\$2,500.00	4.98%	\$2,375.59
409-000-000-535-00-43-02	Training	\$0.00	\$1,487.00	\$3,500.00	42.49%	\$2,013.00
409-000-000-535-00-45-00	Spray Sludge Disposal Site	\$1,300.00	\$34,034.80	\$45,000.00	75.63%	\$10,965.20
409-000-000-535-00-46-00	Insurance	\$1,201.61	\$21,739.19	\$24,894.00	87.33%	\$3,154.81
409-000-000-535-00-47-01	Electricity	\$3,931.40	\$31,807.26	\$60,000.00	53.01%	\$28,192.74
409-000-000-535-00-47-02	Water	\$500.23	\$3,123.56	\$5,000.00	62.47%	\$1,876.44
409-000-000-535-00-47-03	Sewer	\$671.39	\$3,848.85	\$7,200.00	53.46%	\$3,351.15

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
409-000-000-535-00-47-04	Garbage Services	\$255.63	\$1,324.44	\$2,200.00	60.20%	\$875.56
409-000-000-535-00-47-05	Storm Drainage	\$32.98	\$336.41	\$600.00	56.07%	\$263.59
409-000-000-535-00-48-01	Repairs And Maintenance	\$55.05	\$12,709.74	\$10,000.00	127.10%	(\$2,709.74)
409-000-000-535-00-48-02	Annual Pipe Clean/tv Inspect	\$0.00	\$12,182.47	\$10,000.00	121.82%	(\$2,182.47)
409-000-000-535-00-48-03	Miscellaneous	\$150.00	\$3,292.42	\$3,000.00	109.75%	(\$292.42)
Total Sewer Utilities		\$33,045.05	\$342,527.03	\$487,875.00	70.21%	\$145,347.97
Total Utilities and Environment		\$33,045.05	\$342,527.03	\$487,875.00	70.21%	\$145,347.97
Debt Service						
Capital Expenditures						
409-000-000-594-35-63-00	Sewer Line Replace/repair	\$0.00	\$0.00	\$10,000.00	0.00%	\$10,000.00
409-000-000-594-35-63-01	Engineering - Collection System	\$0.00	\$0.00	\$285,000.00	0.00%	\$285,000.00
409-000-000-594-35-64-01	Machinery & Equipment	\$514.66	\$810.02	\$187,425.00	0.43%	\$186,614.98
409-000-000-594-35-64-02	Vehicle Purchase -Grit Trlr	\$0.00	\$0.00	\$0.00		\$0.00
409-000-000-594-35-64-03	Pump	\$0.00	\$0.00	\$0.00		\$0.00
409-000-000-594-63-35-04	Treatment Plant Roof	\$0.00	\$0.00	\$49,200.00	0.00%	\$49,200.00
Equipment						
409-000-000-594-64-35-00	Software Upgrade	\$0.00	\$0.00	\$0.00		\$0.00
409-000-000-594-64-35-04	Add'l Machinery & Equipment	\$0.00	\$11,642.83	\$10,000.00	116.43%	(\$1,642.83)
409-000-000-594-64-35-05	Contingency	\$0.00	\$0.00	\$0.00		\$0.00
Total Equipment		\$0.00	\$11,642.83	\$10,000.00	116.43%	(\$1,642.83)
Total Capital Expenditures		\$514.66	\$12,452.85	\$541,625.00	2.30%	\$529,172.15
Transfer Out						
409-000-000-597-00-00-02	Transfer TO 001-Bldg. Rental	\$0.00	\$10,137.50	\$20,275.00	50.00%	\$10,137.50
409-000-000-597-00-00-04	Wwtp - TO 403 Srf Redemption	\$0.00	\$244,817.56	\$389,732.00	62.82%	\$144,914.44
409-000-000-597-00-00-05	Wwtp - TO 403 Pwtf Redemption	\$0.00	\$15,427.37	\$15,525.00	99.37%	\$97.63
409-000-000-597-00-00-10	TO 403 Wwtp Pwtf 06-962-017	\$0.00	\$13,249.75	\$13,326.00	99.43%	\$76.25
409-000-000-597-00-00-11	TO 403 Wwtp Pwtf Red05-691-023	\$0.00	\$24,346.36	\$24,718.00	98.50%	\$371.64
409-000-000-597-00-00-12	TO 403 Wwtp Pwtf Red04-691-Pre	\$0.00	\$1,633.38	\$1,646.00	99.23%	\$12.62
409-000-000-597-00-00-13	WWTP to 403 PWTF PR09-951-050	\$0.00	\$0.00	\$0.00		\$0.00
409-000-000-597-00-00-14	TO 404 Wwtp B of P Reserve	\$0.00	\$1,482.50	\$2,965.00	50.00%	\$1,482.50
409-000-000-597-00-00-15	TO 403 Wwtp-B of P 2008 Redemp	\$0.00	\$29,646.80	\$29,648.00	100.00%	\$1.20
409-000-000-597-00-00-16	Wwtp - TO 404 Srf Reserve	\$0.00	\$8,794.00	\$17,588.00	50.00%	\$8,794.00
Total Transfer Out		\$0.00	\$349,535.22	\$515,423.00	67.82%	\$165,887.78
Total Debt Service		\$514.66	\$361,988.07	\$1,057,048.00	34.25%	\$695,059.93
Total Expenditure		\$33,559.71	\$704,515.10	\$1,544,923.00	45.60%	\$840,407.90
Total Sewer		\$33,559.71	\$704,515.10	\$1,544,923.00	45.60%	\$840,407.90
Grand Totals		\$157,114.41	\$3,140,503.48	\$5,050,427.00	62.18%	\$1,909,923.52

Cash and Investment Activity

Period: 2015 - August
Period Totals

Fund		Beginning		Activity In	Activity Out	Ending		Ending Balance
		Cash	Investments			Cash	Investments	
001	General Fund Current Expense	\$159,328.99	\$0.00	\$58,130.28	\$61,078.45	\$156,380.82	\$0.00	\$156,380.82
101	City Streets	\$85,216.12	\$0.00	\$2,486.06	\$4,714.51	\$82,987.67	\$0.00	\$82,987.67
104	Tourism	\$53,305.41	\$0.00	\$4,474.75	\$2,977.24	\$54,802.92	\$0.00	\$54,802.92
301	Excise Reserve	\$2,553.04	\$0.00	\$713.10	\$0.00	\$3,266.14	\$0.00	\$3,266.14
401	Water	\$183,187.22	\$0.00	\$87,021.21	\$52,337.66	\$217,870.77	\$0.00	\$217,870.77
402	Water & Sewer Equip Reserve	\$0.12	\$0.00	\$0.00	\$0.00	\$0.12	\$0.00	\$0.12
403	Water & Sewer Bond Redemption	\$0.01	\$0.00	\$0.00	\$0.00	\$0.01	\$0.00	\$0.01
404	Water & Sewer Bond Reserve	\$358,008.05	\$0.00	\$0.00	\$0.00	\$358,008.05	\$0.00	\$358,008.05
408	Stormwater	\$40,028.98	\$0.00	\$5,653.18	\$2,446.84	\$43,235.32	\$0.00	\$43,235.32
409	Sewer	\$223,568.06	\$0.00	\$83,199.26	\$33,559.71	\$273,207.61	\$0.00	\$273,207.61
631	Payroll Clearing Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
632	Claims Clearing Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
999	Lgip Investment	(\$974,356.47)	\$974,356.47	\$34,681.53	\$34,681.53(\$1,009,038.00)	\$0.00	\$1,009,038.00	\$0.00
		\$130,839.53	\$974,356.47	\$241,677.84	\$157,114.41	\$180,721.43	\$1,009,038.00	\$1,189,759.43

CITY OF ILWACO
CITY COUNCIL AGENDA ITEM BRIEFING

A. Meeting Dates: Council Workshop: Public Hearing:
Council Discussion Item: 09/28/15 Council Business Item:

B. Issue/Topic: **Ordinance Establishing Conditional Use Permit Extensions**

C. Sponsor(s):
1. Cassinelli 2.

D. Background (overview of why issue is before council):
In an effort to streamline the timely, costly, and sometimes unnecessary burden of applying for conditional use permits, the planning commission recommends that City Council adopt a provision within the IMC to allow for an extension of a CUP with certain conditions.

E. Discussion (specific details relevant to the issue, pros/cons, alternatives and any other decision-making details):
1. A Public Hearing will be required. It is desired that the city council will discuss this ordinance and have any revisions thereto ready for final presentation to the public for that meeting.
2. Language from City of Tacoma and Lynnwood were utilized in drafting this ordinance.
3. Planning Commission suggests a fee of \$50 for the permit extension and a one year extension per request.

F. Impacts:
1. Fiscal:
2. Legal: This ordinance has been reviewed by Heather Reynolds.
3. Personnel:
4. Service/Delivery:

G. Planning Commission: Recommended N/A Public Hearing on

H. Staff Comments:

I. Time Constraints/Due Dates:

J. Proposed Motion: **None at this time.**

**CITY OF ILWACO
ORDINANCE NO. XXX**

AN ORDINANCE OF THE CITY OF ILWACO, WASHINGTON, AMENDING ILWACO MUNICIPAL CODE CHAPTER 15 TO ALLOW FOR EXTENSION OF A CONDITIONAL USE PERMIT AFTER APPROVED USE HAS CEASED FOR LONGER THAN ONE YEAR.

WHEREAS, the City of Ilwaco desires to foster a successful and beneficial relationship with its business and land owners; and

WHEREAS, the City of Ilwaco has found that Conditional Use Permits which expire after one year of non-use are a cumbersome and financial burden to business and land owners; and

WHEREAS, the Ilwaco Planning Commission and Ilwaco City Council wish to allow on a case by case basis extensions of the Conditional Use Permit when the use and spirit of the permit has not subsided: and

WHEREAS, on August 4, 2015 the Ilwaco Planning Commission recommended adoption of this ordinance, and on XXXXXXXXXX XX, 2015 a Public Hearing was held at the regular Ilwaco City Council meeting.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ILWACO, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. 15.08.065 Development fees is amended to read as follows:

Application and review fees plus actual costs related to development permits shall be established as appropriate by resolution of the city council. Additionally, the applicant shall be financially responsible for any and all engineering services and other professional consulting/legal services deemed necessary by the city for complete permit and planning review. These additional fees, if any, shall be paid in full prior to the issuance of final decisions on any application requiring administrative action or signing of final plats, mylars, etc.

Variance	\$ 375.00—Residential/\$750.00— Commercial
Conditional use	\$ 500.00
<u>Conditional Use Extension</u>	<u>\$50.00</u>
Rezone	\$ 750.00
Comprehensive plan amendment	\$ 500.00

Boundary line adjustment	\$ 250.00
Development regulations amendment	\$ 500.00
Long plat preliminary	\$2,000.00 + \$250.00 per lot
Long plat final approval	\$1,000.00
Short plat	\$1,000.00 + \$250.00 per lot
Site plan review—Commercial	\$ 250.00
Site plan review—Residential	\$ 200.00
Shoreline permit	\$ 750.00—Residential/\$1,000.00— Commercial
Shoreline conditional use	\$ 750.00
Shoreline exemption	\$ 250.00
Vacation of public right-of-way	\$ 500.00
SEPA checklist	\$ 300.00
SEPA documents review	\$ 500.00
Annexation	\$1,000.00
Administrative appeal	\$ 300.00

Section 2. Chapter 15.48.100 is amended to read as follows:

C. A conditional use permit, if not exercised, will expire one year after the decision of the city council **unless the land owner requests, and is granted, an extension by city council. If the applicant makes a written request to the city council before the expiration of a permit for a conditional use exception, the city council may extend the period of the permit for one year (from the date of expiration) if:**

1. **Regulations governing the approval of the land use decision have not changed.**
2. **Site conditions have not significantly changed in a manner that would have affected the original permit approval.**
3. **The applicant pays applicable permit extension fees (see current fee schedule).**

Provided, the applicant for any expired conditional use permit that was valid as of September 28, 2014, may submit a written application in the form of a letter with supporting documentation to the City Council requesting an extension effective the date of the permit expiration. The extension for an expired conditional use permit shall be valid for one year from the date of the retroactive extension approval. The Council shall make a decision using the criteria set forth for extensions in this section.

Section 3. Severability. If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

Section 4. Referendum and Effective Date. This Ordinance, being an exercise of a power specifically delegated to the city legislative body, is not subject to referendum, and shall take effect and is in full force five (5) days after its passage, approval and publication of an approved summary of the title as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF ILWACO, AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS _____ DAY OF _____, 2015.

Mike Cassinelli, Mayor

ATTEST:

Holly Beller, City Clerk

VOTE	Jensen	Karnofski	Marshall	Chambreau	Fornier	Cassinelli
Ayes						
Nays						
Abstentions						
Absent						

PUBLISHED: Month date, Year

EFFECTIVE: Month date, Year

Current

15.08.065 Development fees.

Application and review fees plus actual costs related to development permits shall be established as appropriate by resolution of the city council. Additionally, the applicant shall be financially responsible for any and all engineering services and other professional consulting/legal services deemed necessary by the city for complete permit and planning review. These additional fees, if any, shall be paid in full prior to the issuance of final decisions on any application requiring administrative action or signing of final plats, mylars, etc.

Variance	\$ 375.00—Residential/\$750.00—Commercial
Conditional use	\$ 500.00
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SEPA checklist	\$ 300.00
SEPA documents review	\$ 500.00
Annexation	\$1,000.00
Administrative appeal	\$ 300.00

(Ord. 794 § 3, 2012; Ord. 693 § 1, 2004)

Current

15.48.100 Report of decision.

- A. The city council must adopt a single report stating the decision on the permit, in accordance with Section 15.08.120 and 15.08.130. The report will serve as the permit.
- B. The city planner will forward a copy of the report of decision to the building inspector on the day after the decision is made.
- C. A conditional use permit, if not exercised, will expire one year after the decision of the city council.
- D. If a conditional use ceases for one year or more, any subsequent use must conform to current land use requirements. (Ord. 627 (part), 1999)

Heather
Edits

City Clerk

From: Heather Reynolds <heather@reynoldsattorney.com>
Sent: Monday, August 10, 2015 7:24 AM
To: clerk@ilwaco-wa.gov
Subject: RE: ordinance for review

Holly,

It was actually Lynnwood, not Tacoma. Here's the link. Their code also has a retroactive approval for permits expiring within a year of enacting the ordinance. I re-wrote it below for Ilwaco's use.

Heather

<http://www.codepublishing.com/wa/lynnwood/html/Lynnwood21/Lynnwood2124.html>

Exception, the applicant or agent of record for any expired conditional use permit that valid as of August __, 2014, may submit a written application in the form of a letter with supporting documentation to the City Council requesting an extension effective the date of the permit expiration. The extension for an expired conditional use permit shall be valid for one year from the date of the retroactive extension approval. The Council shall make a decision using the criteria set forth for extensions in this section.

From: City Clerk [mailto:clerk@ilwaco-wa.gov]
Sent: Friday, August 07, 2015 9:38 AM
To: 'Heather Reynolds' <heather@reynoldsattorney.com>
Subject: RE: ordinance for review

Great! I'll get to work on this. I like all three of the City of Tacoma criteria. And, is there anything we could add to allow any existing CUP uses which did not request an extension before expiration of the permit to be grandfathered for a one year automatic extension under this new code? I'm thinking specifically about the place across the street, and how all three of the Tacoma criteria would be appropriate for that location. Its' CUP has been technically expired for a while now, and the owner has already been through the process twice.

From: Heather Reynolds [mailto:heather@reynoldsattorney.com]
Sent: Friday, August 07, 2015 8:22 AM
To: clerk@ilwaco-wa.gov
Subject: RE: ordinance for review

Holly,

I think this needs some revisions. I've pasted language below. I copied a few other ordinances, I think this was Seattle's but I can't remember for sure.

The fee part needs to be separate and included as part of 15.08.065, so that it changes whenever other fees change and you don't have to keep track of a bunch of separate fees scattered throughout the Code. I also note none of you other fees are percentage, instead they are all flat numbers. I would suggest keeping this a flat number for consistency.

C. A conditional use permit, if not exercised, will expire one year after the decision of the city council **unless the land owner requests, and is granted, an extension by city council.** If the applicant makes a written request to the city council before the expiration of a permit for a conditional use exception, the city council may extend the period of the permit for one year [from the date of expiration] if:

1. Regulations governing the approval of the land use decision have not changed.
2. Site conditions have not significantly changed in a manner that would have affected the original permit approval.
3. The applicant pays applicable permit extension fees.

The City of Tacoma uses the following criteria. I think these might be a bit too subjective for Ilwaco, but I list them as an example in case you think they any should be included:

- A. Unforeseen circumstances or conditions necessitate the extension of the conditional use permit; and
- B. Termination of the conditional use permit would result in unreasonable hardship to the applicant, and the applicant is not responsible for the delay; and
- C. The extension of the conditional use permit will not cause substantial detriment to existing uses in the immediate vicinity of the subject property.

Would you mind sending me another draft when you're done with your revisions?

Thanks. Also, I had a long chat with Nancy yesterday about planning services. I would recommend staff and the Mayor seek her insight. It is valuable.

Heather

From: City Clerk [<mailto:clerk@ilwaco-wa.gov>]
Sent: Wednesday, August 05, 2015 4:02 PM
To: 'Heather Reynolds' <heather@reynoldsattorney.com>
Subject: ordinance for review

Hi Heather!

Could you take a look at this ordinance for me? I also included the minutes from PC in case you wanted them. I'd love to have this on the agenda tomorrow afternoon but am afraid that this needs more work, or if there needs to be a public hearing since it's a change within Chapter 15...?

Holly Beller
Deputy City Clerk
City of Ilwaco
360-642-3145
clerk@ilwaco-wa.gov
www.ilwaco-wa.gov



*City of Ilwaco is an equal
opportunity provider and employer*

Heather
Edits

City Clerk

From: Heather Reynolds <heather@reynoldsattorney.com>
Sent: Monday, August 10, 2015 2:34 PM
To: clerk@ilwaco-wa.gov
Subject: RE: ordinance for review

Actually, I'd leave out "or agent of record" in this too. That term isn't used in the rest of the ordinance and you want to be consistent.

From: City Clerk [mailto:clerk@ilwaco-wa.gov]
Sent: Monday, August 10, 2015 2:34 PM
To: 'Heather Reynolds' <heather@reynoldsattorney.com>
Subject: RE: ordinance for review

Ok, thank you!

From: Heather Reynolds [mailto:heather@reynoldsattorney.com]
Sent: Monday, August 10, 2015 2:30 PM
To: clerk@ilwaco-wa.gov
Subject: RE: ordinance for review

Holly,

In the format you're using, I'd change the "exception" to "Provided", and you forgot a word. Otherwise, it looks good to me. Heather

Provided, the applicant or agent of record for any expired conditional use permit that was valid as of September 28, 2014, may submit a written application in the form of a letter with supporting

From: City Clerk [mailto:clerk@ilwaco-wa.gov]
Sent: Monday, August 10, 2015 2:12 PM
To: 'Heather Reynolds' <heather@reynoldsattorney.com>
Subject: RE: ordinance for review

OOOPS! Grabbed the wrong one!

From: Heather Reynolds [mailto:heather@reynoldsattorney.com]
Sent: Friday, August 07, 2015 8:22 AM
To: clerk@ilwaco-wa.gov
Subject: RE: ordinance for review

Holly,

I think this needs some revisions. I've pasted language below. I copied a few other ordinances, I think this was Seattle's but I can't remember for sure.

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The City of Tacoma uses the following criteria. I think these might be a bit too subjective for Ilwaco, but I list them as an example in case you think they should be included:

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Would you mind sending me another draft when you're done with your revisions?

Thanks. Also, I had a long chat with Nancy yesterday about planning services. I would recommend staff and the Mayor seek her insight. It is valuable.

Heather

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Sent: Wednesday, August 05, 2015 4:02 PM
To: 'Heather Reynolds' <heather@reynoldsattorney.com>
Subject: ordinance for review

Hi Heather!

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Holly Beller
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CODE EXCERPT FROM
LYNNWOOD, WA

**Chapter 21.24
CONDITIONAL USE PERMITS**

Sections:

21.24.050 Procedure.

21.24.100 Authority for issuance.

21.24.150 General criteria for issuance of conditional use permit.

21.24.200 Application, hearing and notice.

21.24.300 Expiration of conditional use permits.

21.24.310 Extension.

21.24.400 Compliance with conditions of permit required.

21.24.410 Secure community transition facility (SCTF).

21.24.420 Expired.

21.24.050 Procedure.

The issuance of any conditional use permit must be in accordance with procedures set forth in Process I, LMC 1.35.100 et seq. (Ord. 2020 § 12, 1994; Ord. 1789 § 4, 1990; Ord. 1530 § 2, 1986; Ord. 1425 § 1, 1984; Ord. 1358 § 5, 1983; Ord. 1151 § 7, 1980; Ord. 631 § 1, 1971; Ord. 522 § 2, 1969; Ord. 494 § 2, 1969)

21.24.100 Authority for issuance.

The hearing examiner may issue conditional use permits for any of the uses for which this title requires the obtaining of such permits, but not for any other use or purpose. In considering any conditional use permit, the hearing examiner shall prescribe any conditions that he/she deems to be necessary to or desirable for the public interest, and where appropriate may stipulate that the permit is temporary and establish an expiration date. However, no conditional use permit shall be granted unless it is found that:

A. The use for which such a permit is sought will not be injurious to the neighborhood or otherwise detrimental to the public welfare; and

B. It will be in harmony with the general purpose of this title.

The hearing examiner may allow relaxation of the development standards of this title if he/she finds that alternative amenities, improvements, proposed location of uses or structures, or other features incorporated into the proposal are in harmony with the general purpose of this title and would provide equal or better protection to the public interest than

would the standards proposed to be relaxed. (Ord. 2441 § 8, 2003; Ord. 2020 § 12, 1994)

21.24.150 General criteria for issuance of conditional use permit.

In determining findings, the hearing examiner shall take into account the character and use of adjoining buildings and those in the vicinity, the number of persons residing or working in such buildings or upon such land, traffic conditions in the vicinity, compliance with any special conditional use criteria for that specific use set forth in this chapter and all factors relevant to the public interest.

In case of rejection by the hearing examiner on any application processed, a six-month waiting period shall be necessary before reapplication. (Ord. 2441 § 8, 2003; Ord. 2020 § 12, 1994)

21.24.200 Application, hearing and notice.

Application for a conditional use permit shall be made on forms prescribed by the city, and shall be accompanied by the following information; provided, that the community development director may waive any of these items, pursuant to LMC 1.35.015(A), upon request by the applicant and finding that the item is not necessary to analyze the application:

- A. A site plan of the property, drawn to scale, showing existing natural features, existing and proposed grades, existing and proposed utility improvements, existing and proposed rights-of-way and improvements, and existing and proposed structures and other improvements, and particularly identifying the location of parking for the proposed use; this site plan shall also show structures, other improvements and natural features that are located within 50 feet of the project site; this information may be shown on several sheets if needed for readability;
- B. A landscape plan, showing existing and proposed landscaping and fencing;
- C. A vicinity map, showing the location of the site in relation to nearby streets and properties;
- D. A written summary of the proposal, including the goals of the proposal, the section(s) of this municipal code which require approval of the application, and the relationship of the arrangement of buildings and other structures, parking, and landscaping to those goals and to development and use of adjoining properties;
- E. A summary table of project statistics, including site area, building coverage, coverage by impervious surface, required and proposed parking, and similar data, as required, to evaluate conformance of the proposed project with city regulations;
- F. A list of uses for which the conditional use permit is sought and the gross floor area or gross lot area that each use would occupy;
- G. A written description of the proposed operation of the use, including hours of operation, number of employees, and any proposed storage or use of hazardous materials;
- H. A written statement addressing the decision criteria;

- I. A legal description of the property, including parcel number;
- J. A statement to the effect that the applicant or applicants are the sole owners of the property;
- K. Photographs of the site;
- L. A completed SEPA checklist (for environmental review), unless the project is categorically exempt from SEPA review;
- M. A list of other permits that are or may be required for development of the property (issued by the city or by other government agencies), insofar as they are known to the applicant;
- N. A list of other city permits that are to be processed concurrently with this permit, pursuant to LMC 1.35.080;
- O. Deposit funds or post bond for required fees and costs as set forth in Chapter 3.104 LMC;
- P. Exterior elevation of all existing and proposed structures;
- Q. A colors and materials board showing all proposed colors and materials;
- R. If the project is to be developed or occupied in phases, a schedule for each phase;
- S. A list of all development standards for which the applicant is requesting relaxation, pursuant to this section, and an explanation of the reason or justification for relaxation of each standard.

A conditional use permit application shall be processed in accordance with the procedures set forth in Process I, LMC 1.35.100 et seq. (Ord. 2656 §§ 1, 2, 2006; Ord. 2441 § 8, 2003; Ord. 2242 § 9, 1999; Ord. 2075 § 3, 1996; Ord. 2020 § 12, 1994; Ord. 1630 § 5, 1988; Ord. 1135 § 5, 1980; Ord. 522 § 2, 1969; Ord. 494 § 2, 1969)

21.24.300 Expiration of conditional use permits.

Any conditional use permit which is issued and not utilized within two years from the effective date of the permit, or within such shorter period of time as may be stipulated by the hearing examiner, shall expire. In order for a conditional use permit to be considered as being utilized, there shall be submitted to the city, by the applicant for the permit, a valid building permit application including a complete set of plans in the case of a conditional use permit for a use which would require new construction; an application for a certificate of occupancy and business license in the case of a conditional use permit which does not involve new construction; or, in the case of an outdoor use, evidence that the site has been and is being utilized in accordance with the terms of the conditional use permit. After a use has been established in accordance with the terms of the conditional use permit, a lapse of one year during which the premises are not used for the purposes provided for in the permit shall cause the permit to expire and be of no further consequence. Any conditional use permit approved prior to the enactment of this chapter shall expire two years from the

date of approval by the hearing examiner unless the permit has been utilized as provided in LMC 21.24.100 through this section. (Ord. 2824 § 3, 2010; Ord. 2441 § 8, 2003; Ord. 2020 § 12, 1994; Ord. 522 § 2, 1969; Ord. 494 § 2, 1969)

21.24.310 Extension.

Upon application of the applicant or agent of record, the community development director may extend a conditional use permit, not to exceed one year, if:

A. Unforeseen circumstances or conditions necessitate the extension of the conditional use permit; and

B. Termination of the conditional use permit would result in unreasonable hardship to the applicant, and the applicant is not responsible for the delay; and

C. The extension of the conditional use permit will not cause substantial detriment to existing uses in the immediate vicinity of the subject property.

D. Exception. Effective until June 1, 2010, the applicant or agent of record for any unexpired conditional use permit approval granted on or before the effective date of the ordinance codified in this section, or expired conditional use permit valid as of January 1, 2009, may submit a written application in the form of a letter with supporting documentation to the community development department requesting an additional one-time, one-year time extension. The extension for a currently unexpired conditional use permit shall be one year from the expiration date. The extension for an expired conditional use permit shall be valid for one year from the date of the retroactive extension approval. The director shall make a decision using the criteria set forth for extensions in this section. (Ord. 2824 § 4, 2010)

21.24.400 Compliance with conditions of permit required.

The conditions of the permit shall be fully complied with, and upon failure to comply, the community development director may investigate and enforce the conditions of the conditional use permit in the same manner as an ordinance violation. The community development director may also initiate a hearing by the hearing examiner to determine the degree of noncompliance. Upon finding a substantial degree of noncompliance the hearing examiner may recommend to the city council that the permit be revoked. Should the hearing examiner recommend that the permit be revoked the city council shall consider the matter as though it were an appeal of the examiner's decision in accordance with LMC 1.35.150 through 1.35.160. Continuation of the use after a permit has been revoked by the city council shall be considered an illegal occupancy and subject to each and every legal remedy available to the city. (Ord. 2441 § 8, 2003; Ord. 2020 § 12, 1994; Ord. 494 § 2, 1969)

21.24.410 Secure community transition facility (SCTF).

A. The siting of an SCTF in the city of Lynnwood requires the issuance of a conditional use permit in accordance with the provisions of this chapter and section. The siting process and criteria for essential public facilities eligible for common site review described in the Capital Facilities and Utilities element of the Lynnwood Comprehensive Plan is hereby adopted as an optional process that may be elected by the sponsor of an SCTF in addition to the

conditional use permit process required by this section. In considering the concentration of essential public facilities in the site evaluation criteria described in the Capital Facilities and Utilities element of the Lynnwood Comprehensive

Plan, the essential public facilities to be considered are those listed in RCW 71.09.250(8). Any mitigation required under the common siting process will not exceed those provided for by RCW Title 71.

B. In addition to the requirements required of all conditional uses in this chapter, an SCTF shall also be subject to the following standards:

1. Siting shall be limited to locations zoned general commercial (CG), business/technical park (BTP), and light industrial (LI) and only in such zoned areas that are south of 208th Street SW, and west of 60th Avenue W.
2. Siting Criteria.
 - a. Policy guidelines adopted by the Secretary of Social and Health Services for the State of Washington for the siting of an SCTF shall be considered when providing for the siting of secure community transition facilities.
 - b. The siting requirements set forth in RCW 71.09.285 through 71.09.340 shall be considered as minimum requirements and nothing therein shall prevent the imposition of any condition or cause for denial of a conditional use permit for an SCTF so long as the condition or cause for denial does not impose a requirement more restrictive than those specifically addressed in RCW 71.09.285 through 71.09.340.
3. Conditional Use Permit Application Process. A conditional use permit application for an SCTF shall comply with all the permitting and procedural requirements pertaining to a conditional use permit under this chapter and the application thereof shall be accompanied by the following:
 - a. The siting process used for the SCTF, including alternative locations considered.
 - b. An analysis showing that consideration was given to potential sites such that siting of the facility will have no undue impact on any one racial, cultural, or socio-economic group, and that there will not be a resulting concentration of similar facilities in a particular neighborhood, community, jurisdiction, or region.
 - c. Proposed mitigation measures including the use of effective site buffering from adjacent uses.
 - d. A general description of the security plan for the facility and the residents.
 - e. Proposed operating rules for the facility.
 - f. A schedule and analysis of all public input solicited or to be solicited during the siting process.

4. The city of Lynnwood will require expert assistance in reviewing the state's SCTF application. The fee charged for the SCTF application shall be sufficient to pay for such expert assistance. (Ord. 2460 §§ 3, 4, 2003)

21.24.420 Opiate substitution treatment service provider (OSTSP).

Expired May 11, 2004. (Ord. 2465* § 1, 2003; Ord. 2450 § 1, 2003; Ord. 2429 §§ 3, 4, 2002)

*Sunset clause: Ordinance 2465 extends Ordinance 2429's effective date to no later than May 11, 2004.

[Home](#) [<](#) [>](#)

The Lynnwood Municipal Code is current through Ordinance 3152, passed August 10, 2015.

Disclaimer: The City Clerk's Office has the official version of the Lynnwood Municipal Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.

City Website: <http://www.ci.lynnwood.wa.us/>

City Telephone: (425) 670-5000

Code Publishing Company



Planning
Commission
Recommendation

**CITY OF ILWACO
PLANNING COMMISSION MEETING**

Tuesday, August 4, 2015

A. Call to Order

1. Chair Malin called the meeting to order at 6:01 p.m.

B. Roll Call

1. Present: Commission Chair Nansen Malin, Commissioner Cheri Diehl, Commissioner Jackie Sheldon, Commissioner Nancy McAllister
2. Staff: Holly Beller, City Clerk

C. Approval of Agenda

ACTION: Motion to approve agenda. (Diehl/McAllister) 4 Ayes 0 Nays 0 Abstain

D. Approval of Minutes

ACTION: Motion to approve the Regular Meeting minutes of July 7, 2015, with the attachment of the letter from Nisbett's. (McAllister/Diehl) 4 Ayes 0 Nays 0 Abstain.

E. Reports

1. Deputy City Clerk reported that the city is between planning contracts and hopes to have a new planner in place by the next meeting, if not by October. The mayor received a letter of interest from K Harrison for the vacant seat 5 and will recommend her appointment to city council at the upcoming meeting.
2. Commissioner Sheldon compiled a list of emergency supply needs as requested by the chair for addition to the comp plan.

F. Comments of Citizens and Guests Present

1. Larry Hamilton commented that there should be no allowed use for short term vacation rentals in the R1 zoning district.
2. A letter from Tom and Judy HornBuckle was presented to the commission. Mr. and Mrs. HornBuckle also oppose short term vacation rentals as an allowed use in the R1 district.

H. Discussion

1. Comp Plan Update Recommendation to City Council

The most recent draft to the comp plan was presented to the commission by the City Clerk. An update to the Vision Statement was discussed, as well as the addition of the emergency supplies list. The list that commissioner Sheldon presented will be combined with the list from the Fire Chief and will also include the need for a ladder truck to assist with evacuating the elderly from multi story buildings. These additions and a grammar correction will be made to the plan prior to presentation to city council.

ACTION: Motion to adopt the Findings, Conclusions, and Recommendation of the Draft Comprehensive Plan to Ilwaco City Council. (Diehl/Sheldon) 4 Ayes 0 Nays 0 Abstain.

2. Short Term Vacation Rentals

The commission received copies of the Proposed Changes to Title 15 to address Vacation Rentals as drafted by Ryan Crater in March, 2015, Chapter 15 definitions as listed by IMC 15.04.020, and the Interpretation of land use table as listed by IMC 15.44.010. Discussion to increasing the number of maximum guests in only the R3 district, and the building inspector and fire chief will be asked for input to this question. The city clerk asked the commission to review the definitions and land use table for definitions which are too narrow or which may be overlapping. The commission was also asked to consider including R4, C1, and C2 as additional zoning districts which would allow short term vacation rentals, and vacation rental vs. bed and breakfast contrast/compare. Commissioner McAllister asked for a copy of the Pacific County Bed and Breakfast definitions. Questions regarding number of bedrooms, minimum square footage, parking, etc. were presented. The city clerk presented the commission with copies of the short term vacation rental regulations and applications for Seaside, OR. It was suggested that consideration should be given to Pacific County and Long Beach examples since enforcement would be by and through the local police and sheriff. Currently the only vacation rental allowed outright are within R3. R1 is not going to be considered to have vacation rentals as an allowed use. In looking at the zoning descriptions it was found that R1S may no longer be necessary because of new federal regulations regarding manufactured homes. The zone of R2 probably will not be included as the only zoning of that sort in the city is around the hospital and high school and used for public facilities and services.

ACTION: None taken at this meeting.

3. CUP Extensions

City Clerk presented a copy of IMC Chapter 15.48, Conditional Uses for the commission to review. City Hall desires to create an avenue for land owners to extend Conditional Use Permits which may have expired for lack of use of more than a year, but otherwise is the same approved use. Cost for CUP's is \$500 plus planning costs which can be financially burdening to land owners in light of the past economic downturn, and now potential upswing.

RECOMMENDATION: Amend Item C of Section 15.48.100 of the IMC to read; A conditional use permit, if not exercised, will expire one year after the decision of the city council unless the land owner requests, and is granted, an extension by city council. Application for an extension of the Conditional Use Permit must be made by the land owner, and can only be issued for a period of one year from the date the extension is granted. Cost is 10% of the Conditional Use Permit fee, or \$50.

4 Ayes 0 Nays 0 Abstain

4. Home Occupation Permit Review

Currently our municipal code allows for home occupations within the R1 zone, but specifically prohibits stock in trade being sold or displayed out of doors. This restriction would prohibit businesses such as flower sales, camp fire wood, etc.

RECOMMENDATION: Repeal Item H from Section 15.48.120 Home Occupations, of the Ilwaco Municipal Code. 4 Ayes 0 Nays 0 Abstain

H. Adjournment

ACTION: Motion to adjourn the meeting (McAllister). Chair Malin adjourned the meeting at 7:22 p.m.

Nansen Malin, Chair

Holly Beller, City Clerk

CITY OF ILWACO
CITY COUNCIL AGENDA ITEM BRIEFING

A. Meeting Dates: Council Workshop: Public Hearing:
Council Discussion Item: 09/28/15 Council Business Item:

B. Issue/Topic: **Ordinance Amending Home Occupation Criteria**

C. Sponsor(s):

1. Cassinelli
- 2.

D. Background (overview of why issue is before council):

Home occupations are allowed in residentially zoned districts only when all criteria are met and consistently followed as presented in the IMC.

E. Discussion (specific details relevant to the issue, pros/cons, alternatives and any other decision-making details):

1. Home occupation criteria are based around the principles that a residential area should not be encroached by commercial business in manners which are disruptive to the community and may also directly affect the overall value and desirability of a location. Businesses which disrupt the residential district may be better suited for a location in a commercially zoned district. However, the home occupation criteria set forth within the IMC is too restrictive to allow for certain home occupations which are suitable in the residential district.
2. Criteria Items E, F, and G are still in place which protect residents and neighbors against unsightly materials or commercial vehicle uses.
3. A Public Hearing will be required. It is desired that the City Council will discuss this ordinance and have revisions thereto ready for final presentation to the public for that meeting.

F. Impacts:

1. Fiscal:
2. Legal: This ordinance has been reviewed by Heather Reynolds.
3. Personnel:
4. Service/Delivery:

G. Planning Commission: Recommended N/A Public Hearing on

H. Staff Comments:

I. Time Constraints/Due Dates:

J. Proposed Motion: **None at this time.**

**CITY OF ILWACO
ORDINANCE NO. XXX**

AN ORDINANCE OF THE CITY OF ILWACO, WASHINGTON, AMENDING ILWACO MUNICIPAL CODE CHAPTER 15.48 TO REPEAL A CRITERION OF HOME OCCUPATIONS IN RESIDENTIAL DISTRICTS.

WHEREAS, The Ilwaco Municipal Code has set forth a list of criteria which must be continuously met by home occupations within a residential district; and

WHEREAS, certain criteria meet the same objectives and are therefore redundant and more restrictive than intended; and

WHEREAS, on August 4, 2015 the Ilwaco Planning Commission recommended adoption of this ordinance, and on XXXXXXXXXX XX, 2015 a Public Hearing was held at the regular Ilwaco City Council meeting.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ILWACO, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Chapter 15.48.120 is amended to repeal as follows:

H. ~~No stock in trade may be sold or displayed on the premises out of doors.~~

Section 2. Severability. If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

Section 3. Referendum and Effective Date. This Ordinance, being an exercise of a power specifically delegated to the city legislative body, is not subject to referendum, and shall take effect and is in full force five (5) days after its passage, approval and publication of an approved summary of the title as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF ILWACO, AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS _____ DAY OF _____, 2015.

Mike Cassinelli, Mayor

ATTEST:

Holly Beller, City Clerk

VOTE	Jensen	Karnofski	Marshall	Chambreau	Forner	Cassinelli
Ayes						
Nays						
Abstentions						
Absent						

PUBLISHED: Month date, Year

EFFECTIVE: Month date, Year

Current
Code

15.48.120 Home occupations.

In order to receive a conditional use permit for a home occupation in any of the residential districts, home occupations must continuously meet the following criteria:

- A. One person outside the immediate family may be employed on the site of the home occupation.
- B. The uses of the dwelling unit for the home occupation must be clearly incidental and subordinate to its use for residential purposes by its occupants.
- C. There may be no change in the outside appearance of the building or premises, or other evidence of the conduct of the home occupation other than one sign, not exceeding two square feet in area, nonilluminated, and mounted flat against the wall of the principal building.
- D. No traffic may be generated by a home occupation in greater volumes than would normally be expected in a residential neighborhood, and any need for parking generated by a home occupation must be met off the street and other than in a required front yard.
- E. There may be no use of heavy mechanical equipment or machines that emit noise, dust, noxious odors, fumes, pollutant discharges or electronic interference beyond the limits of the subject property. In the case of electrical interference, no equipment or process may be used which creates visual or audible interference in any radio or television receivers off the premises, or causes fluctuations in line voltage off premises.
- F. There may be no unsightly storage of materials and/or supplies outdoors, for purposes other than those permitted in the district of which it is a part.
- G. In the case of construction or related occupations, any outdoor storage and equipment yards must be separate from the home occupation.
- H. No stock-in-trade may be sold or displayed on the premises out-of-doors.
- I. Once a business registration and/or license has been obtained by the owner or operator of a home occupation, the conditional use permit is neither transferable to another person, nor can it apply to any address other than that stated on the permit.
- J. The dwelling unit or portion of the dwelling unit to be used for a home occupation must meet the requirements of all uniform ordinances for the occupancy classification of the proposed home occupation. (Ord. 627 (part), 1999)



Planning
Commission
Recommendation

**CITY OF ILWACO
PLANNING COMMISSION MEETING**

Tuesday, August 4, 2015

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B. Roll Call

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2. Staff: Holly Beller, City Clerk

C. Approval of Agenda

ACTION: Motion to approve agenda. (Diehl/McAllister) 4 Ayes 0 Nays 0 Abstain

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H. Adjournment

ACTION: Motion to adjourn the meeting (McAllister). Chair Malin adjourned the meeting at 7:22 p.m.

Nansen Malin, Chair

Holly Beller, City Clerk

City Clerk

From: Heather Reynolds <heather@reynoldsattorney.com>
Sent: Monday, August 10, 2015 8:35 AM
To: clerk@ilwaco-wa.gov
Subject: RE: ordinance for home occupations

Holly,
This is a pretty simple amendment, and I don't have changes to suggest. Has it been approved by the planning commission and a public hearing held? I'm assuming there's some reason for bringing this forward now? I suspect that once you have a new planning agency on board, they may recommend some clean-ups to Section 15 generally.
Heather

From: City Clerk [mailto:clerk@ilwaco-wa.gov]
Sent: Wednesday, August 05, 2015 4:23 PM
To: 'Heather Reynolds' <heather@reynoldsattorney.com>
Subject: ordinance for home occupations

Hi Heather!
Same here....I'd like to get this on tomorrows agenda but am not sure it's ready.

Holly Beller
Deputy City Clerk
City of Ilwaco
360-642-3145
clerk@ilwaco-wa.gov
www.ilwaco-wa.gov



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opportunity provider and employer*

Ariel Smith

From: Marcus Handy <marcus@ifocus.us>
Sent: Thursday, September 10, 2015 2:49 PM
To: Ariel Smith (treasurer@ilwaco-wa.gov)
Subject: RE: Office 365

Importance: High

Ariel,

I wanted to give you a summary of benefits of using MS Office 365/Exchange and outline our recommendations, so you can effectively address questions & concerns of the City Council.

Let's start with what you currently have:

The City of Ilwaco's email is hosted by Beachdog and has been since iFocus audited the City in the fall of 2012. Microsoft Outlook clients connect directly to Beachdog servers and nearly all accounts are configured POP/SMTP in Outlook. My understanding is that service quality is reliable.

I. Benefits of current service:

1. Low cost
2. Email service is reliable

II. Shortfalls of current service:

1. Local storage. Email and other important data (calendars, contacts, and tasks) stored on local PCs: subject to loss in the event of a hard drive failure. Archiving is also executed to local hard drive.
2. Lack of centralized administration. Cannot set global policies on email records deleted item retention
3. Audits. System does not lend itself well to efficient audits/legal holds/responses Freedom of Information Act (FOIA) Requests
4. City Council, Planning Commission, and Parks Board members have email forwarded to their personal accounts, making those accounts subject to FOIA requests and risking exposing potentially embarrassing personal information.
5. Synchronization. Not able to synchronize Email and other important data (calendar, contacts, and tasks) across devices
6. Collaboration. Unable to share access to email folders, calendars, contacts, and tasks.

Recommendations:

iFocus's original recommendation to improve email service in the audit document dated 12/17/2012 was to use Exchange Online Plan 2 for Government and the original scope the service identified 10 mailboxes requiring migration. Since the audit iFocus has had multiple conversations with two City Treasurers to attempt clearly define the scope of the desired service.

In the last 3 years since the audit, iFocus has consistently recommended:

- (1) Exchange Online Plan 2 for Government as it appears to be the most cost-effective option that meets the needs of the City, in that it fully addresses all "Shortfalls of current service", with the exception of II.3 Audits *.
- (2) Councilors, Commissioners, and Board Members, be included in the scope to create mailboxes for those users as well (this was recommended as soon as we became aware of the 'forwarding' situation).

A few changes to information previously conveyed:

(1) Change from audit dated Dec 2012. Exchange Online Plan 2 used to be priced at \$8 per user per month / it is now priced at \$7 per user per month and is billed up-front annually.

(2) Change from audit dated Dec 2012. iFocus Consulting has adjusted labor estimates for Office 365 migrations to more effectively capture associated costs.

(3) Change upon having recently reviewed fine points of service: Given the volume of email, it would be more cost efficient to initially use Exchange Online Plan 1 for Councilors, Commissioners, and Board Members.

*Though Exchange Online Plan 2 does not include the "E-discovery Center" feature found in Office 365 for Government (Plan E3), it would provide greater efficiency than the existing email service on this count.

Sincerely,

Marcus Handy,

Network Services Manager/MCSA

iFocus Consulting, Inc.

503-338-7443 Office - 503-338-2919 Fax

100 39th Street, Suite 201 - Astoria, OR 97103 <http://www.ifocus-consulting.com><<http://www.ifocus-consulting.com/>>

[cid:image001.png@01CC421B.0490F220] [Description: cid:image002.gif@01C730E3.3A88C5E0]

email issue

City Clerk

From: Ali Higgins <ahiggins@wrightimg.com>
Sent: Thursday, August 27, 2015 4:44 PM
To: clerk@ilwaco-wa.gov
Subject: RE: new IN folder process

Thank you Holly,

I received your file and placed it into production this morning to mail tomorrow. I see that you sent this email to me this morning at 9:45 however I just received it at 4:34pm! WEIRD!!! ☺ Have a great afternoon.

Thanks,

Ali Higgins

Customer Service Representative
Wright Imaging Inc. | www.wrightimg.com
13107 NE Airport Way
Portland, OR 97230-1036
503.445.3274 – Direct | 503.258.0651 Fax
ahiggins@wrightimg.com

From: City Clerk [mailto:clerk@ilwaco-wa.gov]
Sent: Thursday, August 27, 2015 9:45 AM
To: Ali Higgins
Subject: RE: new IN folder process

Hi Ali,

Our billing is in the IN folder for you. ☺

Holly Beller
Deputy City Clerk
City of Ilwaco
360-642-3145
clerk@ilwaco-wa.gov
www.ilwaco-wa.gov



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From: Ali Higgins [mailto:ahiggins@wrightimg.com]
Sent: Wednesday, August 26, 2015 11:01 AM
To: clerk@ilwaco-wa.gov
Subject: new IN folder process

Good morning,

email issue

City Clerk

From: beachdog.com webmaster <webmaster=beachdog.com@mail64.atl11.rsgsv.net> on behalf of beachdog.com webmaster <webmaster@beachdog.com>
Sent: Sunday, August 30, 2015 5:29 PM
To: Ariel
Subject: Woof! An unexpectedly busy weekend.

Following Friday's email outage, we made corrective changes to our servers.

[View this email in your browser](#)

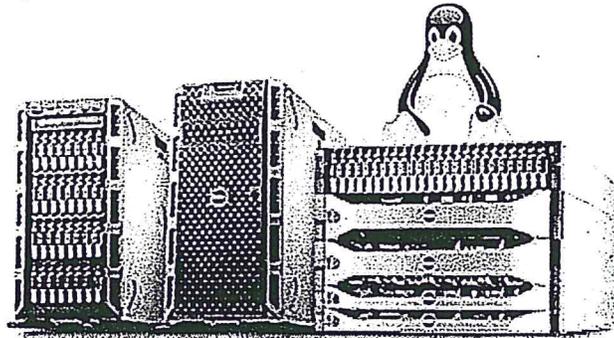


Hosting Server Changes

August 30

First, allow me to apologize for the email outage on Friday.

Due to ongoing lapses in responsibility on the part of the company managing our hosting hardware, I made the decision to change oversight of our web servers. They are now managed by the



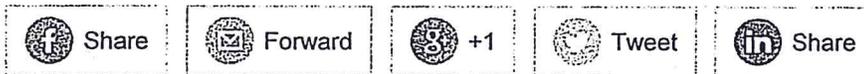
trustworthy people doing an excellent job with the software end of web hosting for us. Friday's email outage accelerated the already crafted plan for migration, which completed in the early hours this morning, Sunday.

Because it can take 72 hours for DNS changes to fully propagate, we'll run both old and new servers for a few days, ensuring a smooth transition for all sites. During this time, it's best that you not work on your site unless truly necessary. If you *must* work on your site before Thursday morning, please let us know by phone or email so we can help avoid any data loss.

I apologize for the lack of notice ahead of time, and response during, the outage and migration. As always, delivering the best possible service drives actions around here.

In the unexpected instance you notice any issues with your site or domain-based email, please do reply to this message or give us a call at 360-642-4431.

— Keleigh



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You are on this list as the key contact for a beachdog.com-hosted website.

Our mailing address is:

beachdog.com
1517 Pacific Ave N
PO. Box 954
Long Beach, WA 98631

[Add us to your address book](#)

[unsubscribe from this list](#) [update subscription preferences](#)



ifocus quote

City Clerk

From: Marcus Handy <marcus@ifocus.us>
Sent: Friday, June 12, 2015 5:31 PM
To: clerk@ilwaco-wa.gov
Subject: RE: iFOCUS Contract Renewal

Holly,

Nice to hear from you.

The last thing I heard from Ariel re: the mayor's PC is that she was thinking of getting him a Microsoft Surface for \$300 instead of a PC, unless I've misunderstood or not remembered our last conversation correctly... if you need a quote for a PC, I'm happy to supply one. Please confirm how you'd like to proceed.

For Exchange Online, the pricing is close:

Here's how Exchange Online Plan one is billed by Microsoft:

1. The service is setup and configured as a free trial while Microsoft verifies whether you're an eligible government agency (this can take 30-90 days). Once you're verified you'll pay Microsoft (credit card is the easiest)
 - a. \$42 per mailbox per year (\$ 3.50 per mailbox per month x 12 months) x number of mailboxes
2. iFocus will bill the following labor, when setup is complete:
 - a. 1.5 hours per mailbox (@ \$105 per hour) – includes Outlook profile setup and email migration
 - b. 5 hours admin time (@ \$105 per hour) – includes planning, DNS records management, Office 365 setup and configuration, administrative follow-up to ensure
 - c. \$52.50 for any on-site travel as per the contract
 - d. Reoccurring charge for email management / administration of the service that includes up to 1 hour of service per month: \$ 105 per month

For mailboxes you guys have: mayor@, treasurer@, clerk@, and billing@, publicworks@, water@, wastewater@, and fire@ ... any others? We should talk about other addresses you use and service specifics so cost figures are accurate.

Here is a detailed breakdown of the service you get at \$3.50 per month vice \$7.00 per month (the link is for the equivalent corporate plan, which costs more, but the service parameters are the same).

<https://products.office.com/en-us/exchange/compare-microsoft-exchange-online-plans?legRedir=true&CTT=1&CorrelationId=3643369f-05e8-41f9-bb75-12e16db88393>

It's worthy of note that the \$3.50 per month plan doesn't include any legal hold / compliance options, which I would highly recommend.

Sincerely,

Marcus Handy,
Network Services Manager/MCSA

iFocus Consulting, Inc.

503-338-7443 Office - 503-338-2919 Fax
100 39th Street, Suite 201 - Astoria, OR 97103

<http://www.ifocus-consulting.com>



Microsoft Partner

Silver Midmarket Solution Provider
Silver Desktop



From: City Clerk [mailto:clerk@ilwaco-wa.gov]
Sent: Friday, June 12, 2015 4:04 PM
To: Marcus Handy
Subject: iFOCUS Contract Renewal

Hi Marcus,

I am working on the briefing for council for the contract renewal and noticed in years past we had recommended switching the email server and had included those costs (see below for old example) for council to review. Can you give me updated figures for this?

1) Implement recommendations:

Email – to be implemented possibly in 2014 or early 2015

Microsoft Exchange Online(\$3.50 /mo/account)	\$52.50 per month
Monthly support	\$105 per month
Installation	\$1050

Also, Ariel said you two have been talking about possibly purchasing a new computer for the Mayor. Have you any of those figures available?

Thanks!

Holly Beller
Deputy City Clerk
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Beachdog recommendation

You have plenty of space for email; it's site bandwidth that bumped you over to the next hosting plan. You have room to add mail boxes. The issue we have currently is that I can't make any one box hold more than 1024 MB. It's the limit on "courtesy email accounts" which are what we offer as part of your hosting plan.

It's totally up to you how long any particular piece of mail stays in the box; the server just looks at capacity.

For the boxes that are getting full, you have a couple of choices. Assuming you need to save everything, you can free up space by archiving old mail on your local drive. If you really want to be able to store all of it on the mail server, I recommend making the switch to Google for Business or Office 365. Both offer professional class email that can accommodate most any need you have.

Google for Business essentially gives you a gmail box tied to your domain: a gmail box with an [@ilwacowa.gov](mailto:ilwacowa.gov) address. Office 365 does the same thing, but using Outlook online, which recently replaced hotmail and msn.com email. They're both great and cost is about the same for both. It comes down to which has an interface that is a better fit for the people in your organization. I've found that PC people are divided in liking both while Mac people strongly prefer the Google product. Go figure. Don't quote me on cost but the last time I costed them out, in rough terms, they were both about \$50 per box per year.

Office 365 offers some free accounts to non-profits; I'm using one for the animal shelter. I don't know if they are available only to NGOs or if cities are also eligible. I found out about them on techsoup.org.

Keleigh

Office 365 plans at Government pricing

Please verify that you are eligible to participate as a government organization. You will be required to sign a contract and attest that you are an eligible customer. **Microsoft reserves the right to verify eligibility at any time and suspend the service for ineligible customers.**

A government organization is typically (a) any government agency, department office, division, unit, or other entity of state or local government or (b) any county, borough, commonwealth, city, municipality, town, township, special purpose district, or similar type of government instrumentality established by laws of customer's state and located within customer's state jurisdiction and geographic boundaries or (c) any other entity in customer's state expressly authorized by the laws of customer's state to purchase under state contracts. Read detailed eligibility requirements for your country.

Sign up for a FREE 30-day trial

	Exchange Online Plan 1 (Government Pricing)	Exchange Online Plan 2 (Government Pricing)	Office 365 Enterprise E1 (Government Pricing)	Office 365 Enterprise E3 (Government Pricing)
Price does not include tax.	\$3.50	\$7.00	\$6.00	\$17.00
	user/month	user/month	user/month	user/month
User maximum	Unlimited	Unlimited	Unlimited	Unlimited

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Work management tools to bring together

teams, tasks,
files, and
conversations
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search and
discovery**
across Office
365 using the
Office Graph
❗



**Enterprise
management
of apps** with
Group Policy,
Telemetry,
Shared
Computer
Activation



**Self-service
Business
Intelligence**
to discover,
analyze, and
visualize data
with Excel



**Compliance
and
information
protection**
Legal hold,
rights
management,
and data loss
prevention



for email and
files

**eDiscovery
Center** tools
to support
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**Hosted
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provide call
answering, a
dial-in user
interface, and
company
automated
attendant
capabilities



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- Active Directory integration to easily manage user credentials and permissions
- World-class data security
- Shared online calendars

Electronic Records Management: Keep Electronic Records in Electronic Format

Purpose: Provide guidance to state agencies and local government entities on the retention of electronic records in electronic format.

Do I have to print out my records for retention purposes?

NO – If the records are already in electronic format (such as emails, electronic calendars, database records, etc.) then the records need to be retained in electronic format.

Do not print out electronic records and then delete the electronic version as a means of retaining the records.

Preservation of Electronic Records (WAC 434-662-040) states in part:

“Electronic records must be retained in electronic format and remain usable, searchable, retrievable and authentic for the length of the designated retention period. Printing and retaining a hard copy is not a substitute for the electronic version unless approved by the applicable records committee.”

Why printing out electronic records doesn't work

While the retention and preservation of paper records can be simpler than retaining and preserving electronic records, the retention of a printout of an electronic record doesn't work because:

1. **Metadata is lost.** Most metadata is not captured in the printing out of electronic records. The electronic record's metadata is an integral part of the record as it helps prove its authenticity.
2. **Usability is reduced.** The ability to search and use the record is reduced when it is printed out. It is far easier to search through thousands of emails in electronic format than trying to do the same when they are printed out.

Do electronic records need to be kept in their native format?

NO – In fact, in order to preserve electronic records, especially over time, it may be necessary to migrate records to formats better suited for retention and preservation.

However, it is important that any data migration to another electronic format preserves the necessary metadata needed to prove the record's authenticity.

**Additional advice regarding the management of public records is available from
Washington State Archives:**

www.sos.wa.gov/archives
recordsmanagement@sos.wa.gov



Web Hosting Plans

Most of our customers fit nicely into these packages.
If you don't, ask; we'll create one just for you.

	Puppy	Heinz 57	Working Dog	Purebred	Show Dog	Champion
Perfect for...	Small Sites Personal Sites	Perfect for most basic business sites	Business sites needing a bit more elbow room	Large or high- traffic business sites	E-Commerce & Custom Databases	E-Commerce & Custom Databases
Domains	1	5	5	10	50	100
Sub-Domains	2	5	5	10	50	100
Parked Domains	4	5	5	10	50	100
Disk Space	1 GB	3 GB	10 GB	20 GB	30 GB	50 GB
Bandwidth	5 GB	10 GB	20 GB	30 GB	50 GB	Unlimited
Email Forwarders	10	50	50	150	250	500
Email Boxes	10	50	50	150	250	500
MySQL (1GB ea)	✗	3	3	5	25	50
FTP Accounts	✗	5	5	10	50	100
C-Panel® Access	✗	✓	✓	✓	✓	✓
1-Click Installs with Fantastico®	✗	✓	✓	✓	✓	✓
SSL Certificate	✗	✗	✗	✗	✓	✓
Static IP Address	✗	✗	✗	✗	✓	✓
Statistics	✓	✓	✓	✓	✓	✓
24/7 Connection Monitoring	✓	✓	✓	✓	✓	✓
Off-Site Backups	✓	✓	✓	✓	✓	✓
Concierge Services	✓	✓	✓	✓	✓	✓
Domain Management Services	✓	✓	✓	✓	✓	✓
Set-up Fees	✗	✗	✗	✗	✗	✗
Billed Monthly	\$10.	\$16.	\$30.	\$75.	\$150.	\$275.
Billed Annually	\$100. (2 months free!)	\$160. (2 months free!)	\$300. (2 months free!)	\$825. (1 month free!)	\$1650. (1 month free!)	\$3025. (1 month free!)

Why do I care about...
Hosting. Hosting is paying rent on the computer space and connectivity your website uses to remain connected to the internet 24/7/365. Every website needs hosting.
Domains. You may want to host multiple sites within the same hosting account, or have multiple domain names (www addresses) taking visitors to your site.
Sub-Domains. There are a number of reasons you might want to create a sub-domain address such as forum.yourdomain.com or reservations.yourdomain.com. Subdomain space is like setting up a whole new hosting location within your hosting location.
Parked Domains. This is popular with people who purchased their domain as not only .com but also .net, .tv or any of the other TLDs (domain name endings). When you park a domain on top of another domain, it doesn't matter which address is typed into a browser as they both bring up the same web page.
Disk Space. How much space do you need to store your website, all its photos, PDFs, docs, .xls, videos, music, etc.? We have given each of our hosting plans <i>considerably</i> more space than a site owner typically needs to go with the rest of the resources in a given hosting plan.
Bandwidth. This is the amount of bits and bytes of data that flow between the hosting computer and the computer of your site visitor. If they load a page and stop to read it – almost no bandwidth. If they watch a movie – lots of bandwidth. We set limits for each hosting account so that we are sure to have enough resources available for every site on the server. Don't worry if your site has a popularity moment and spikes bandwidth though as you won't be penalized or shut down for such overages. If it becomes a habit, we may need to look at a more robust hosting plan—but that's a great problem to have.
Email Forwarders. This is when we set up an email address, info@mydomain.com, for example, but instead of creating an email account, we tell it to just forward any mail with that address along to another email account. This is especially popular with people who love the email service they have already and don't want to complicate matters with another address but do want to have one they can publish which matches their website.
Email Boxes (aka Email Accounts). This is when we set up an email address, info@mydomain.com, for example, that you can check online through your choice of three programs (Horde, RoundCube and SquirrelMail), or connect to through your computer's mail software (Outlook, for example). Both POP and IMAP accounts are available (and if you don't know what that means, we can help you decide which is the best fit for you).
MySQL (1GB ea). In short, this is software that lets your site be run by a database. WordPress sites need MySQL. Some hosting companies charge extra for these; we do not.
FTP Accounts. FTP=File Transfer Protocol. FTP lets you connect to the hosting computer to upload, download or change files. It's a very handy tool if you know how to use it (and perfectly okay to ignore if you do not).
C-Panel® Access. If you're a geek, or geek in training, you'll want c-panel access to your site. This is an online interface that lets you manage all sorts of tasks within your hosting account, from installing programs to creating mail accounts, forwarders, backups and more. If that makes you nervous, it's okay; we'll manage it for you and only charge you when what you need is out of the scope of 'normal' for your level of account. And, if we do have to charge, you won't be surprised but rather part of the decision making.
1-Click Installs with Fantastico®. Oh, the fun you can have installing software in your hosting space! Fantastico® makes it super-easy to do so with just a few clicks.
SSL Certificate. If you are going to let people pass private information to you through your website (such as credit card information), you need an SSL Certificate. These are typically purchased through your domain registrar. Our e-commerce hosting accounts include our managing purchase and installation of a basic certificate on your behalf. You can upgrade your certificate at cost, if desired.
Static IP Address. IP, or Internet Protocol, addresses are how the internet connects computers like yours to websites. Our less robust hosting accounts share an IP address because it costs less and they have no need to have each their own. But when your site starts doing more interesting things, like transferring secure information, it needs to have a permanent address of its own in order for everything to be properly identified. If you have an SSL certificate, you need a static IP address. There are other reasons why you might want a static IP. If one is recommended for your site, we'll discuss this with you in more depth (or not, if you prefer!).
Statistics. Know when people are on your site, where they were before they came to you, what type of computer they were on, the size of their monitor and all sorts of facts that aren't connected to an individual person's name. Log File statistics, and a program called Analog come with all our hosting accounts. Upgrades to Google Analytics are available inexpensively.
24/7 Connection Monitoring. We employ a team to watch the hardware of our servers, replacing parts as needed and to know the instant the machine is in trouble. They are on-site in Texas, where our servers reside, to resolve problems as soon as they come up.

beachdog current use

clerk@ilwaco-wa.gov	52 / 500 MB	Change Password	Change Quota	Delete	More ▼
council2@ilwaco-wa.gov	905 / 1000 MB	Change Password	Change Quota	Delete	More ▼
council3@ilwaco-wa.gov	3 / 250 MB	Change Password	Change Quota	Delete	More ▼
council4@ilwaco-wa.gov	140 / 500 MB	Change Password	Change Quota	Delete	More ▼
info@ilwaco-wa.gov	0 / 100 MB	Change Password	Change Quota	Delete	More ▼
legal@ilwaco-wa.gov	0 / 100 MB	Change Password	Change Quota	Delete	More ▼
mayor@ilwaco-wa.gov	0 / 100 MB	Change Password	Change Quota	Delete	More ▼
parks1@ilwaco-wa.gov	285 / 500 MB	Change Password	Change Quota	Delete	More ▼
parks2@ilwaco-wa.gov	155 / 300 MB	Change Password	Change Quota	Delete	More ▼
parks3@ilwaco-wa.gov	31 / 300 MB	Change Password	Change Quota	Delete	More ▼
parks4@ilwaco-wa.gov	160 / 300 MB	Change Password	Change Quota	Delete	More ▼
parks5@ilwaco-wa.gov	67 / 300 MB	Change Password	Change Quota	Delete	More ▼
planning2@ilwaco-wa.gov	99 / 250 MB	Change Password	Change Quota	Delete	More ▼
planning4@ilwaco-wa.gov	62 / 250 MB	Change Password	Change Quota	Delete	More ▼
planning5@ilwaco-wa.gov	65 / 250 MB	Change Password	Change Quota	Delete	More ▼
publicworks@ilwaco-wa.gov	661 / 700 MB	Change Password	Change Quota	Delete	More ▼
records@ilwaco-wa.gov	0 / 100 MB	Change Password	Change Quota	Delete	More ▼
treasurer@ilwaco-wa.gov	32 / 100 MB	Change Password	Change Quota	Delete	More ▼

RCW
info

City Clerk

From: Wood, Russell <russell.wood@sos.wa.gov>
Sent: Tuesday, August 11, 2015 12:45 PM
To: clerk@ilwaco-wa.gov
Cc: Rebstock, Tracy
Subject: RE: email archiving

Holly,

Thank you for your email query dated August 11, 2015 seeking guidance on the retention of email for the City of Ilwaco.

The retention of emails, as with all formats of public records, is governed by chapter 40.14 RCW, especially RCW 40.14.070, and chapter 434-662 WAC.

It is important to understand that there is no single retention period for emails. The retention period for public records depends on the *function* and *content* of the record, not its format or method of transmission. How long emails need to be kept depends of the agency's business, legal and accountability needs to retain the evidence of the transaction that is documented in the email. Like public records in any format, some only need to be kept for a very short time, some need to be kept a little longer, and some will be "Archival" and kept forever.

The questions to ask to determine the function/content of emails are:

1. What is the email about? (content)
2. Why was it sent and for what purpose? (function)

The retention based on the function and content can be found in the records retention schedules. These schedules set out the minimum required retention periods and grant permission to either destroy or transfer the records at the end of that period. The current approved records retention schedules that apply to the City of Ilwaco are available from Washington State Archives' website at:

<http://www.sos.wa.gov/archives/RecordsManagement/Records-Retention-Schedules-for-Cities-and-Towns.aspx>

Simply keeping all emails is not the answer either. Storing every email is not the same as managing public records created and/or received as emails. Such a strategy is unlikely to be sustainable in the long run, will make it harder to locate the public records that do need to be retained and may not be the most efficient use of agency resources.

Washington State Archives also has a couple of recorded webinars which make be of assistance as well:

1. Email Management
2. Retention Schedules "Demystified"

I trust this advice has been of assistance to you. Please let me know if you have any further questions.

Kind regards,
Russell

Russell Wood
State Records Manager
Washington State Archives
Office of the Secretary of State
Phone: (360) 586-4900

40.14.070

Destruction, disposition, donation of local government records — Preservation for historical interest — Local records committee, duties — Record retention schedules — Sealed records.

(1)(a) County, municipal, and other local government agencies may request authority to destroy noncurrent public records having no further administrative or legal value by submitting to the division of archives and records management lists of such records on forms prepared by the division. The archivist, a representative appointed by the state auditor, and a representative appointed by the attorney general shall constitute a committee, known as the local records committee, which shall review such lists and which may veto the destruction of any or all items contained therein.

(b) A local government agency, as an alternative to submitting lists, may elect to establish a records control program based on recurring disposition schedules recommended by the agency to the local records committee. The schedules are to be submitted on forms provided by the division of archives and records management to the local records committee, which may either veto, approve, or amend the schedule. Approval of such schedule or amended schedule shall be by unanimous vote of the local records committee. Upon such approval, the schedule shall constitute authority for the local government agency to destroy the records listed thereon, after the required retention period, on a recurring basis until the schedule is either amended or revised by the committee.

(2)(a) Except as otherwise provided by law, no public records shall be destroyed until approved for destruction by the local records committee. Official public records shall not be destroyed unless:

(i) The records are six or more years old;

(ii) The department of origin of the records has made a satisfactory showing to the state records committee that the retention of the records for a minimum of six years is both unnecessary and uneconomical, particularly where lesser federal retention periods for records generated by the state under federal programs have been established; or

(iii) The originals of official public records less than six years old have been copied or reproduced by any photographic, photostatic, microfilm, miniature photographic, or other process approved by the state archivist which accurately reproduces or forms a durable medium for so reproducing the original.

An automatic reduction of retention periods from seven to six years for official public records on record retention schedules existing on June 10, 1982, shall not be made, but the same shall be reviewed individually by the local records committee for approval or disapproval of the change to a retention period of six years.

The state archivist may furnish appropriate information, suggestions, and guidelines to local government agencies for their assistance in the preparation of lists and schedules or any other matter relating to the retention, preservation, or destruction of records under this chapter. The local records committee may adopt appropriate regulations establishing procedures to be followed in such matters.

Records of county, municipal, or other local government agencies, designated by the archivist as of primarily historical interest, may be transferred to a recognized depository agency.

(b)(i) Records of investigative reports prepared by any state, county, municipal, or other law enforcement agency pertaining to sex offenders contained in chapter 9A.44 RCW or sexually violent offenses as defined in RCW 71.09.020 that are not required in the current operation of the law enforcement agency or for pending judicial proceedings shall, following the expiration of the applicable schedule of the law enforcement agency's retention of the records, be transferred to the Washington association of sheriffs and police chiefs for permanent electronic retention and retrieval. Upon electronic retention of any document, the association shall be permitted to destroy the paper copy

SERVICE AGREEMENT
BETWEEN
CITY OF ILWACO
AND
PORT OF ILWACO

This Agreement is made and entered into this _____ of _____, 2015, between the **City of Ilwaco**, hereinafter referred to as "the City" and the **Port of Ilwaco**, hereinafter referred to as "the Port", both Municipal corporations created and existing under the laws of the State of Washington.

WHEREAS, the City presently furnishes fire protection services within its boundaries, including fire suppression, rescue, hazardous material spill response, fire vehicle maintenance, fire prevention, pre-fire inspections, public education and emergency life support services as well as the administrative services necessary to support said programs; and

WHEREAS, the Port is a major recipient of the City services but has not contributed to the cost of the services, which causes a substantial hardship for the City and diminishes the level of service that can be provided; and

WHEREAS, Chapter 39.34 of the Revised Code of Washington authorizes local governments to enter into agreements for joint or cooperative action furnishing area- wide emergency services; and

WHEREAS, the parties desire to provide for a more efficient means of providing fire-fighting and fire protection services within the Port district and the Port desires to provide funding for the City for the services;

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants and promises hereafter set forth, the parties do hereby agree as follows:

1. TERM:

The term of this Agreement shall be indefinite, in effect beginning on January 1st of any given year, until revised by mutual agreement or terminated as outlined in Section 9. The compensation contribution shall be reviewed annually.

2. SERVICE AREA:

The services contracted for herein shall be provided at any and all Port of Ilwaco facilities within the limits of the City of Ilwaco, and also, the Port of Ilwaco airport located in unincorporated Pacific County.

3. THE PORT SHALL:

- a. Pay to the City \$4,500 per year in contributions for services. Payment shall be made in equal halves on March 1st and October 1st of each calendar year. This rate will remain in effect until such time as changes are mutually agreed by both parties, provided the Port is notified by August 1st of the preceding year.

- b. Pay to the City \$1,500 per year in contributions for the purchase of specific marina related capital equipment for the Fire Department. Payment shall be made in full on March 1st. This amount may be increased by mutual agreement of the parties provided the Port is notified by August 1st of the preceding year.
- c. Provide and make available to the City for its use any Port-owned fire suppression equipment.
- d. Maintain access to fire hydrants, including adequate markings and/or signage of fire lanes.
- e. Post signage at access to docks stating that fueling is prohibited other than at fueling facilities.
- f. Provide an emergency contact list of Port staff. This list should be reviewed annually by both entities.
- g. Advise Fire Department of Port infrastructure and utilities annually to identify critical matters (electrical shutoffs, locks, water valves, etc.).

4. THE CITY SHALL:

- a. Respond to all fire, hazardous material, and lifesaving related alarms within the Port, provide fire prevention, pre-fire inspection, community services and such other usual and customary services as are provided within the City. It is specifically understood and agreed by the Port that the City may, in responding to specific incidents or requests for assistance, rely on support provided through mutual aid or interlocal cooperation agreements in addition to its own personnel, vehicles and equipment.
- b. The City makes no guarantee or assurance of providing responses within any specific period of time or of the number or types of equipment and number of personnel that will respond at any particular emergency. The duty of the City to provide emergency services under the provisions of this Agreement is a duty owed to the public generally and by entering into this Agreement, the City does not incur a special duty to the Port, the property owners or occupants of the Port District.
- c. Agree that during the term of this Agreement, all emergency medical services and fire protection services supplied by the City, and the vehicles and the personnel used to supply such services will, subject to budgetary limitations meet applicable Washington statutory and regulatory requirements.
- d. Agree to discuss with the Port, prior to implementation, any operational changes or new programs, which may impact future costs of fire service in the City.
- e. Maintain suitable records of all services provided herein in accordance with the applicable Washington State Department of Archives record retention schedule.

- f. Provide the Port with an annual written report from the Fire Chief outlining the number and types of emergency related calls to the Port. At least one time per year the Fire Chief will attend a Port Commission meeting to make a report and answer any questions
- g. Conduct a joint training exercise with the Ilwaco Fire Department (including any mutual aid departments), the City of Ilwaco and Port of Ilwaco staff. This would include a pre-exercise session, actual emergency drill, and a post exercise session.
- h. For reimbursement of any emergency related expenses incurred by the City and/or Fire Department, the City shall first follow up with the private parties involved, such as the Port's tenants or moorage customers, and their respective insurance carriers.
- i. Regularly provide the Port with a copy of all current and any updated mutual aid agreements the Fire Department has with any respective entities.

5. INDEMNIFICATION/HOLD HARMLESS AGREEMENT:

Each of the parties agrees that, insofar as it is authorized to do so, from time to time, under the laws of the State of Washington, it will protect, save and hold harmless the other party from all claims, costs, damages, or expenses arising out of the negligence of its agents, employees, servants, or representatives, in connection with acts performed in accordance with the terms of this Agreement.

The parties further agree that in the case of negligence by both, any damages, costs, or other expenses allowed shall be levied in proportion to the percentage of negligence attributable to each party.

6. DEFAULT:

Failure by either party to perform its obligations under the terms and conditions of this Agreement shall be deemed a breach and shall entitle the other party to declare a default.

7. WAIVER:

Failure by either party to strictly enforce any provision hereof or to declare a breach shall not constitute a waiver thereof, nor shall it waive said party's right to demand strict performance of that or any other provision of this Agreement at any time thereafter.

8. ENTIRE CONTRACT:

This instrument constitutes the entire agreement between the parties and supersedes all prior agreements. The parties further acknowledge that any oral representations or understandings not included herein are excluded and agree that any modification of this Agreement shall have no force or effect unless in writing signed by both parties.

9. TERMINATION:

This Agreement may be terminated by either party when that party gives notice to the

other party in writing at least 30 days prior to its intended withdrawal from this Agreement.

10. SEVERABILITY:

Should any portion, clause, term, article or other provision of this Agreement be declared invalid, illegal, void or otherwise unenforceable by a court of competent jurisdiction, the validity of the remaining sections shall not be affected and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular clause or provision held to be invalid.

11. BENEFITS:

This Agreement is entered into for the benefit of the parties to this Agreement only and shall confer no benefits, direct or implied, to any third persons.

12. NOTIFICATION:

Any notices required to be given pursuant to the provisions of this Agreement shall be given in writing by certified mail, return receipt requested, by enclosing said notice in a postage prepaid envelope addressed as follows:

To the City:

City of Ilwaco
Attn: City Clerk
PO Box 548
Ilwaco, WA 98624

To the Port:

Port of Ilwaco
Attn: Port Manager
PO Box 307
Ilwaco, WA 98624

APPROVED by the City of Ilwaco Council and signed by the Mayor of Ilwaco this _____ day of _____, 2015.

APPROVED by the Commissioners of the Port of Ilwaco and signed by the Chair this _____ day of _____, 2015.

It may be argued that errors for years past are still errors that need to be made right.
It may be argued that errors are the responsibility of he who makes the error.
It may be argued that if service was received then it should be paid for.

- Enact legislation that sets uniform policy for:
 - refund of overpayments
 - reach back period for underpayments due to billing errors <<**DECIDE HOW LONG**
 - no interest or penalties on any amount payable due to billing errors (but normal interest and penalties may be applied after the payable and payable schedule is established).
 - payment plan for payables due to billing errors over a period of time not greater than the period of billing errors.

F. Impacts:

1. Fiscal:
2. Legal: This ordinance has been reviewed by Heather Reynolds, and suggested edits have been incorporated.
3. Personnel:
4. Service/Delivery:

G. Planning Commission: Recommended N/A Public Hearing on

H. Staff Comments: An additional suggested edit by Councilmember Marshall has been included in the briefing material. As of 9/24/15, Heather Reynolds had not had opportunity to comment.

I. Time Constraints/Due Dates:

J. Proposed Motion: **I move to enact Ordinance XXX that adds to Title 13 Paragraph 13.06.025 to the Ilwaco Municipal Code establishing methods for dealing with overpayments and underpayments due to billing errors.**

new comments
from Marshall

City Clerk

From: Fred Marshall <fred@mission-systems-inc.com>
Sent: Tuesday, September 22, 2015 5:20 PM
To: clerk@ilwaco-wa.gov
Subject: RE: Ordinance establishing procedures for billing errors

Holly,

Well, I remember that something like this was brought up....

Here is a logic tree:

- 1) An error is made at some time "A". Presumably anything needing amelioration starts then.
- 2) Presumably the error was a one-time event or continued for some time into the future or was a series of randomly-timed events.
- 3) Presumably the error(s) would be discovered or there would be nothing to talk about (for now).
- 4) Presumably there needs to be some ameliorating action taken when an error is discovered.
- 5) Presumably the obligations, once determined, don't change just because people take time to deal with them.

So, if it's not clear enough in view of all this, then I would venture to assert:

"If a billing or payment error is discovered then the City shall engage in all reasonable efforts to correct any billing errors that may remain and to correct any error in payment or collection which resulted, whether it is to refund an overpayment or to attempt collection of an amount resulting from underbilling that remains, upon discovery, unpaid. No such payment or collection activity shall be made for billing or payment errors that occurred for obligations created more than 3 years prior to discovery of the error. Once the error is discovered, the 3-year period prior to the date of discovery shall remain fixed even though the proceedings thereafter may take some amount of time to fully resolve. The beginning of the 3-year period shall not advance in time as a result of such actions."

How's that?!

I'm not sure this is necessary but Heather should weigh in on it and, if necessary, it should be inserted in the proposed language for the IMC.

Regards,

Fred Marshall
City of Ilwaco Councilmember
PO Box 159
Ilwaco, WA 98624
(360) 642-2073

From: City Clerk [mailto:clerk@ilwaco-wa.gov]
Sent: Tue, September 22, 2015 12:18 PM

Heather
original
feedback

City Clerk

From: Heather Reynolds <heather@reynoldsattorney.com>
Sent: Thursday, August 20, 2015 1:38 PM
To: clerk@ilwaco-wa.gov
Subject: billing adjustments
Attachments: 08-19-2015 ORDINANCE XXX BILLING ERRORS.docx

Holly,
In reviewing the proposed ordinance, I am concerned by the timelines presented. Here is MRSC's summary of the existing law on over/under payment:

Billing Adjustments

In situations of leakage or other errors, if a customer is overcharged they are entitled to the amount overcharged plus interest on the amount collected in error. In our opinion, the statute of limitations applicable to refunding water service overpayments, whether due to a billing error, meter reading error, or a faulty water meter, is three years from discovery of the error by the customer or from when notified of the error by the city. If a claim for a refund is then made within that three-year period, it appears, based on Western Lumber. v. Aberdeen, 10 Wn. App. 325 (1973), that the entire overcharged amount is then owed. However, these matters should be discussed with legal counsel before a refund is calculated. If a utility discovers that it has been undercharging a customer, the utility can, and should, require the customer to render the amount of any underpayment. MRSC takes the position that the six-year statute of limitation for actions upon an account receivable in RCW 4.16.040(2) would apply to underpayment of a utility bill.

This is basically saying that there is a three year statute of limitations on refunds for overpayment, and if not otherwise set by ordinance, this would be the time period applied. If the discovery and claim are made within 3 years of the error, then the entire amount overcharged is due. If the city undercharges, then the statute of limitations is six years, unless otherwise established by ordinance. This ordinance limits the time the City can collect from a property owner to 2 years. Although it doesn't say specifically, it arguably applies in the case of fraud on the part of the property owner as well as unintentional error.

I also note that if a property owner intentionally defrauds the City, the City still is not able, under this ordinance, to collect penalties and interest.

I would think if you want a set time-frame on billing different than provided by statute, it might be good, for the sake of consistency, to have the same time frame for both to overpayment and underpayment. I would further set the time period at three years, simply to correlate with the statutory limitations on overpayment. Then the issue of whether the error was intentional or not becomes moot. (If it is 2 years, then there is a year period under the statute of limitations for fraud where the issue of whether the underpayment was fraudulent becomes relevant).

I have attached some suggested changes. The time frames are merely suggestions for the Council to consider, but the clarification that there is a start date for the time period for claims is necessary. I have suggested the start date be the date of receipt of written identification to or by the City. There also needs to be a start date for the 30 day period during which the City must pay a refund.

Heather

Heather Reynolds
Attorney at Law
PO Box 145

Section 2. Severability. If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

Section 3. Referendum and Effective Date. This Ordinance, being an exercise of a power specifically delegated to the city legislative body, is not subject to referendum, and shall take effect and is in full force five (5) days after its passage, approval and publication of an approved summary of the title as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF ILWACO, AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS _____ DAY OF _____, 2015.

Mike Cassinelli, Mayor

ATTEST:

Holly Beller, City Clerk

VOTE	Jensen	Karnofski	Marshall	Chambreau	Fornier	Cassinelli
Ayes						
Nays						
Abstentions						
Absent						

PUBLISHED: Month date, Year

EFFECTIVE: Month date, Year

MRSC
feedback

City Clerk

From: Joe Levan <jlevan@mrsc.org>
Sent: Tuesday, August 25, 2015 10:32 AM
To: clerk@ilwaco-wa.gov
Cc: Toni Nelson
Subject: Unpaid Utility Charges
Attachments: ORDINANCE XXX BILLING ERRORS.docx

To: Holly Beller

Toni Nelson forwarded your question to me because I'm one of MRSC's attorneys, and your question involves legal issues.

Regarding your request for review of the proposed ordinance, I can provide guidance related to legal aspects of the ordinance, but it's important that you and the city council consult with the city attorney, as the city's legal advisor, regarding the city's official legal review of the ordinance.

In addressing similar situations in which a city water and/or sewer utility is owed money due to customer underpayment or nonpayment, we've indicated that RCW 4.16.040 provides for a six-year statute of limitations for various actions, including an action on an account receivable. RCW 4.16.040(2) provides:

An action upon an account receivable. For purposes of this section, an account receivable is any obligation for payment incurred in the ordinary course of the claimant's business or profession, whether arising from one or more transactions and whether or not earned by performance.

The proposed ordinance addresses situations in which an error has been made resulting in under-billing of an account. As a threshold matter, I'm presuming that this provision is intended to address errors made by the city, and not errors made by customers (e.g., if the city offers some types of discounts for certain customers and the customer misrepresents his/her eligibility for such a discount). To avoid confusion, I think the ordinance should clarify the types of errors at issue.

I would regard an undercharge by the city related to utility customers as an "account receivable" subject to the six-year statute of limitations under RCW 4.16.040(2) to the extent the charge constitutes an obligation for payment incurred in the ordinary course of the utility's business, arising from one or more transactions, and whether or not earned by performance.

The proposed ordinance provides that the city will reach back no more than two years regarding such undercharges. In that RCW 4.16.040(2) provides the authority for the city to reach back six years, I think the city would need a valid justification, based on a proper municipal purpose, to reach back only two years. If the city, for example, were to forgo what's owed by a utility customer for services provided by the city, even in situations in which the city made an error, I think the city should consider possible implications related to the lending of credit and/or gift of funds prohibitions in Article VIII Section 7 of the state constitution to the extent the city wouldn't be collecting what's owed for services provided. That said, I think a consideration that should be part of the calculation in such situation is the cost to the city in collecting what is owed relative to what is actually owed by the customers at issue. Also, to the extent the customers at issue are poor and/or infirm, note that the lending of credit and gift of funds prohibitions don't apply if the expenditure – or the revenue forgone – is for the benefit of the poor or infirm, so the city has more flexibility on this issue related to such customers.

I recommend that you consult with the city attorney regarding how best to proceed, in light of RCW 4.16.040, as well as in the context of the other considerations described above. I think the city has options here, but the council will need to work with the city attorney to think through the implications. Please feel free also to call me at one of the numbers below if you'd like to discuss this further.

Thank you for contacting MRSC. Help us improve our services by taking our five-question survey [here](#).

Joe Levan

Legal Manager – Lead Attorney

206.436.3797/800.933.6772 | MRSC.org | Local Government Success

-----Original Message-----

Name: Holly Beller

Title: Deputy City Clerk

Phone: 360 642 3145

Email: clerk@ilwaco-wa.gov

One of our councilmembers is proposing an ordinance which limits how long the city can collect for unpaid utility charges to 2 years, when it has been the oversight of the city causing the non payment. May I send the ordinance to someone at MRSC to review and give me feedback?

Section 2. Severability. If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

Section 3. Referendum and Effective Date. This Ordinance, being an exercise of a power specifically delegated to the city legislative body, is not subject to referendum, and shall take effect and is in full force five (5) days after its passage, approval and publication of an approved summary of the title as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF ILWACO, AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS _____ DAY OF _____, 2015.

Mike Cassinelli, Mayor

ATTEST:

Holly Beller, Deputy City Clerk

VOTE	Jensen	Karnofski	Marshall	Chambreau	Forner	Cassinelli
Ayes						
Nays						
Abstentions						
Absent						

PUBLISHED: Month date, Year

EFFECTIVE: Month date, Year

**CITY OF ILWACO
CITY COUNCIL AGENDA ITEM BRIEFING**

A. Meeting Dates: Council Workshop: Public Hearing:
Council Discussion Item: 9/28/15 Council Business Item:

B. Issue/Topic: **Shoreline Master Program Update Grant Amendment No. 1**

C. Sponsor(s):

1. Mike Cassinelli
- 2.

D. Background (overview of why issue is before council):

1. The City of Ilwaco is required by the Department of Ecology (DOE) to update its Shoreline Master Program (SMP). In turn, DOE provides project funding to cover the costs of the update.
2. The City contracted the Watershed Company to complete this task, due to little public controversy and efficient time management the City was under the allotted grant amount by \$29,220.22. Therefore this amendment changes the actual funding amount and extends the third year funds into 2017.

E. Discussion (specific details relevant to the issue, pros/cons, alternatives and any other decision-making details)

1. This amendment just extends the date of the grant agreement and possibility to request reimbursements. As of now that extension is not foreseen to be needed, it is just a precaution on DOE's side.

F. Impacts:

1. Fiscal: \$25,000 for 2015-2017 and decreasing total grant amount by \$29,220.22.
2. Legal: Grant amendment has been reviewed and approved by the city attorney.
3. Personnel:
4. Service/Delivery:

G. Planning Commission: Recommended N/A Public Hearing on

H. Staff Comments:

I. Time Constraints/Due Dates:

J. Proposed Motion: **I move to authorize the mayor to execute the proposed Shoreline Master Program Grant Agreement Amendment No. 1 (G1400373) between the Washington State Department of Ecology and the City of Ilwaco.**

Ariel Smith

From: Van Zwalenburg, Kim (ECY) <kvan461@ECY.WA.GOV>
Sent: Tuesday, September 22, 2015 12:37 PM
To: Ariel Smith
Subject: RE: SMP Grant Amendment 1 for City Signature

To save us some time in having to do additional grant amendments, we've extended all the grants to June 2017-the money is available for the entire biennium. However, you will see the scope is written to try and get things finished by next June (which is really the target).

From: Ariel Smith [mailto:treasurer@ilwaco-wa.gov]
Sent: Tuesday, September 22, 2015 12:24 PM
To: Van Zwalenburg, Kim (ECY) <kvan461@ECY.WA.GOV>
Subject: RE: SMP Grant Amendment 1 for City Signature

So the \$25,000 is just for 2016 to complete the project or does it now go into 2017?
Thanks,
Ariel

From: Van Zwalenburg, Kim (ECY) [mailto:kvan461@ECY.WA.GOV]
Sent: Tuesday, September 22, 2015 12:19 PM
To: Ariel Smith <treasurer@ilwaco-wa.gov>
Subject: RE: SMP Grant Amendment 1 for City Signature

Hi Ariel: The full grant amount over 3 years was \$125,000 (\$100,000 in the first two years and \$25,000 for the 3rd year). At the end of the biennium, you had all the work completed and came in under budget at just under \$71,000 (this speaks to the good work being done by your consultant and the lack of controversy – both trends that I hope will continue). Also recall, we were able to pay for equipment for the city (computer and projector).

From everything I've seen and heard, the \$25,000 should be adequate to get the work completed. Let me know if you need any more information. Kim

From: Ariel Smith [mailto:treasurer@ilwaco-wa.gov]
Sent: Tuesday, September 22, 2015 10:31 AM
To: Van Zwalenburg, Kim (ECY) <kvan461@ECY.WA.GOV>
Subject: FW: SMP Grant Amendment 1 for City Signature

Kim,
I just got an auto responder from Bev that she is out of the office, can you address my question below?
Thanks,
Ariel

From: Ariel Smith [mailto:treasurer@ilwaco-wa.gov]
Sent: Tuesday, September 22, 2015 10:26 AM
To: 'Huether, Bev (ECY)' <bhue461@ECY.WA.GOV>
Subject: RE: SMP Grant Amendment 1 for City Signature

Bev,

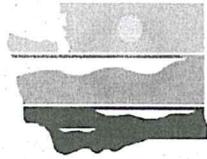
Just to be clear \$29,220.22 went back to DOE because we didn't utilize it within the allocated time frame. But then it says an "additional" \$25,000 for year 3. I thought that the original grant was for \$125,000? I just want to have all the info before I go to Council with this.

Thanks,
Ariel

From: Huether, Bev (ECY) [<mailto:bhue461@ECY.WA.GOV>]
Sent: Thursday, September 17, 2015 11:07 AM
To: Ariel Smith / Ilwaco (treasurer@ilwaco-wa.gov) <treasurer@ilwaco-wa.gov>
Cc: Van Zwalenburg, Kim (ECY) <kvan461@ECY.WA.GOV>
Subject: SMP Grant Amendment 1 for City Signature

Hi Ariel... attached for City signature is Amendment 1 to grant G1400373 for the Comprehensive Shoreline Master Program Update project. Please review, download, print 3 single-sided copies in color if possible, have all copies signed / dated by the County's authorized official and send all to me for final signature by Ecology. One fully signed document will be returned for your files. Let me know if you have any questions or concerns... I'm easiest reached by e-mail... Bev

*Bev Huether
Shorelands and Environmental
Assistance Program
WA State Department of Ecology
PO Box 47600
Olympia, WA 98504-7600
300 Desmond Drive
Lacey, WA 98503
e-mail: bhue461@ecy.wa.gov (preferred)
Phone: 360-407-7254
Fax: 360-407-6902*



AMENDMENT NO 1

TO GRANT NO. G1400373

BETWEEN THE

STATE OF WASHINGTON DEPARTMENT OF ECOLOGY

AND THE

CITY OF ILWACO

PROJECT TITLE: Comprehensive Update to the Shoreline Master Program

PURPOSE: In accordance with Ecology's Award Letter of October 29, 2013, and the original agreement, Ecology is providing Year 3 funding and the remaining scope of work to complete the Comprehensive Update to the Shoreline Master Program (SMP). Grant Years 1 & 2 ended June 30, 2015; Year 3 funding is provided as of July 1, 2015 for a seamless period of performance.

WHEREAS: Project costs for Years 1 and 2 did not reach the jurisdictional funding level. Therefore, unused funds have reverted to source as of June 30, 2015 and are no longer available; the budget is revised accordingly (see "*Running Budget Summary*" below).

WHEREAS: SMP Year 3 funding has been provided by the 2015-2017 Washington State Legislative session under §302 for the State Environmental Legacy Account. The Budget is revised accordingly. "*Running Budget Summary*" below.

WHEREAS: The initial paragraph under Task 4: Preliminary Assessment of the Shoreline Jurisdiction in the original agreement is revised to eliminate erroneous text that does not apply.

THEREFORE, IT IS MUTUALLY AGREED this grant is amended as follows:

- a. This amendment is effective July 1, 2015; the end date is June 30, 2017.
- b. This project's running budget summary is as follows and further defined in Appendix 1 of this amendment.

Running Budget Summary	
2013-15 - Years 1 and 2 Budget	\$ 100,000.00
June 30, 2015 Biennium end: Reduction*	(\$29,220.22)
2013-2015 Net Years 1 & 2 Budget	\$ 70,779.78
2015-17 Year 3 Budget Addition	\$ 25,000.00
Total Project Budget	\$ 95,779.78

* Biennium end reduction: any funds unused by June 30, 2015 reverted to source and are no longer available.

- c. The following italicized text from the original agreement's initial paragraph under Task 4 "Preliminary Assessment of the Shoreline Jurisdiction" is hereby deleted as being not applicable to this jurisdiction's SMP:

The shoreline jurisdiction area will be refined during later tasks to identify and eliminate shorelines from the local SMP that are under sole jurisdiction of federal and tribal governments and within the National Scenic Area as defined in the Columbia [River] Gorge National Scenic Area Act, P.L. 99-663.

- d. The Scope of Work is revised as indicated below. Those tasks marked [completed] and shown in red text represents tasks completed. Tasks marked [the RECIPIENT will] and shown in blue text represents those tasks to be completed.

Task 1: Project Coordination, [the RECIPIENT will]:

- A. Coordinate throughout the SMP update process with ECOLOGY and other applicable federal, state and local agencies. The RECIPIENT will provide ECOLOGY opportunities to review draft deliverables at appropriate intervals. ECOLOGY will provide ongoing technical assistance on data sources and approaches, and will evaluate consistency of deliverables with the Shoreline Management Act and applicable guidelines throughout the update process.
- B. Coordinate with other applicable federal, state and local agencies, neighboring jurisdictions, and Indian tribes as provided in the Guidelines and SMA procedural rules. In addition, the RECIPIENT will consult with all other appropriate entities which may have useful scientific, technical, or cultural information.
- C. Coordinate with adjacent jurisdictions that share areas within shoreline jurisdiction (example: jurisdictions on the same lake or stream) for the purpose of efficiently using grant funds; sharing information and methods of analysis; drafting compatible SMP policies, regulations, environment designations; and coordinating public involvement.
- D. Attend, or may attend, training to assist with the Shoreline Master Program and the public process. These include ECOLOGY-sponsored coordination meetings as well as other relevant training such as on the ordinary high water mark, floodplain or wetland training, etc.

Task Goal Statement: To assure that RECIPIENT gathers useful scientific, technical, and cultural information, share information and methods of analysis, consider agency and tribal positions, and consult regularly with ECOLOGY.

Task Expected Outcome: Update in each quarterly progress report as to the significant issues, coordination activities and participants.

Deliverables:

Task 1	Description	Date Due
1.	Description of all project coordination activities updated in each progress report submitted to ECOLOGY'S Project Manager.	Quarterly (see General Terms and Conditions)

Task 2: Secure Consultant and/or Interlocal Services: [Completed]

Task 3: Public Participation, [the RECIPIENT will]:

- A. Develop Public Participation Plan: [Task A : Completed]
- B. [The RECIPIENT will] conduct public participation activities; Implement the public participation plan throughout the course of the SMP update process.

Task Goal Statement: To inform and involve all stakeholders in the SMP update process.

Task Expected Outcomes: Continuous public participation activities throughout the SMP update process.

Deliverables:

Task 3	Description	Draft Submittal [completed]	Date of Final Submittal [the RECIPIENT will]
1.	Public Participation Plan.	Completed	
2.	Updates in Quarterly Progress Reports with public outreach activities.		Quarterly

Task 4: Preliminary Assessment of the Shoreline Jurisdiction: [Completed]

Task 5: Shoreline Inventory, Analysis, and Characterization: [Completed]

Task 6: Draft Shoreline Master Program: [Completed]

Task 7: Prepare Preliminary Cumulative Impacts Analysis: [Completed]

Task 8: Restoration Plan: [the RECIPIENT will]:

Prepare Restoration Plan

Based on the Inventory and Characterization report, develop a plan for restoration of impaired ecological functions in specific shoreline reaches. Restoration plans should include:

- Identification of degraded areas, impaired ecological functions, and sites with potential for ecological restoration.
- Goals and priorities for restoration of degraded areas and impaired ecological functions.
- Existing and ongoing restoration projects and programs.

- Additional projects needed to achieve restoration goals and implementation strategies, including identification of prospective funding.
- Times and benchmarks for achieving restoration goals.
- Mechanisms to ensure that restoration projects and programs will be implemented.

Consult with organizations conducting restoration work for assistance in developing restoration strategies. The restoration plan should identify overlaps in how and where restoration work is being conducted. An implementation strategy should include recommendations for coordination between groups doing restoration work. A list of specific prioritized restoration projects may be included as an appendix to the SMP.

Task Goal Statement: To identify potential opportunities for shoreline restoration, including projects, timelines and funding.

Task Expected Outcomes: A shoreline restoration plan.

Deliverables:

Task 8	Description	Date Due
1.	Digital & one hard copy: A complete restoration plan and implementing strategy.	2 nd Draft: 9/30/15

Task 9: Develop Final Draft SMP and Supporting Documents: [the RECIPIENT will] revisit draft SMP and cumulative impacts analysis; finalize SMP jurisdiction maps based on findings in the cumulative impacts analysis, re-evaluate and revise the draft SMP environment designations, policies, and regulations in response to ECOLOGY comments on the preliminary draft materials developed in Task 6 as necessary to assure that they are adequate to achieve no net loss of ecological functions. Revise the cumulative impacts analysis as needed to reflect changes in the draft SMP. Prepare final jurisdiction maps (digital) of Shorelines of the State identified in Task 4 that will be subject to the local SMP.

(**Note:** Please provide ECOLOGY with sufficient time, approximately 45 to 60 days, to review and comment on the revised draft SMP and other documents).

- Prepare a report that demonstrates how no net loss will be achieved and how the recommended shoreline management measures in Task 5.5, together with the findings of the cumulative impacts analysis and the restoration plan, are reflected in the proposed SMP and achieve no net loss.
- Demonstrate how Task 9 complies with the Guidelines: Fill in SMP Submittal Checklist for the tasks that you have completed under Task 9.

Task Goal Statement: To aid in achieving the goal of no net loss of shoreline ecological functions and finalizing a draft SMP.

Task Expected Outcomes: A report that demonstrates how the SMP will achieve no net loss and revised draft SMP, cumulative impacts analysis and shoreline jurisdiction maps, as necessary.

Deliverables:

Task 9	Description	2015-17 Date Due
1.	Digital & one hard copy: a) Revised designations, policies, and regulations that address the finding of the cumulative impacts analysis. b) Revised Cumulative Impacts Analysis. c) Final SMP jurisdiction maps and boundary descriptions.	2/29/2016
2.	A report that demonstrates how no net loss will be achieved through SMP implementation.	2/29/2016
3.	Update the submittal Checklist completed as relevant to Task 9 (adding incrementally to earlier completed tasks).	2/29/2016

Task 10: Local SMP Adoption Process: the RECIPIENT will:

Conduct a local review and adoption process for the proposed SMP as provided in the SMA, WAC 173-26, and the State Environmental Policy Act. The SMP shall contain shoreline policies, regulations, environment designations, definitions, required administrative provisions, and a clear description of final SMP jurisdiction boundaries together with copies of any provisions adopted by reference.

A. Assemble complete Final Draft SMP

Assemble a complete draft SMP for review and approval by the local jurisdictional governing body, and formal submittal to ECOLOGY. This draft includes response to ECOLOGY comments on the preliminary draft submitted under Task 6 deliverables.

B. Complete SEPA review and documentation

Conduct and document SEPA review pursuant to chapter RCW 43.21C, the State Environmental Policy Act.

C. (If applicable) Provide GMA 60-day notice of intent to adopt

Upon conclusion of subtasks 10.1 and 10.2, local governments planning under the Growth Management Act must notify ECOLOGY and the Department of Commerce of its intent to adopt the SMP at least 60 days in advance of final local approval, pursuant to RCW 36.70A.106 and WAC 173-26-100 (5).

D. Hold public hearing

Hold at least one public hearing prior to local adoption of the draft SMP, consistent with the requirements of WAC 173-26-100. The names and mailing addresses of all interested parties providing comment shall be compiled.

E. Prepare a responsiveness summary

Prior to adoption of the draft SMP by the local elected body, prepare a summary responding to all comments received during the public hearing and the public comment period, discussing how the draft SMP addresses the issues identified in each comment.

F. Adopt SMP and submit to ECOLOGY

Complete the adoption process for the SMP update and submit the locally-adopted Draft SMP to ECOLOGY.

G. Demonstrate how Task 10 complies with the Guidelines

Fill in the SMP Submittal Checklist for the tasks that you have completed under Task 10.

Task Goal Statement: To achieve a locally adopted Shoreline Master Program.

Task Expected Outcomes: A locally adopted Shoreline Master Program.

Deliverables:

Task 10	Deliverable Description	2015-17 Date Due
1.	A complete, locally adopted SMP including maps, with relevant supporting documentation and the complete SMP submittal checklist. (Tasks 10. A and 10.G)	6/15/2016
2.	SEPA products (checklist, MDNS or EIS; SEPA notice. (Task 10.B)	6/15/2016
3.	Evidence of compliance with GMA notice requirements. (Task 10.C)	6/15/2016
4.	Public hearing record. (Task 10.D)	6/15/2016
5.	Response to comments received. (Task 10. E)	6/15/2016

_____ balance of page left blank intentionally) _____

State of Washington Department of Ecology
Grant No. G1400373, Amendment 1
City of Ilwaco
Project: Comprehensive Update to the Shoreline Master Program

All other terms and conditions of the original grant including any Amendments remain in full force and effect, except as expressly provided by this Amendment.

This Amendment is signed by persons who represent that they have the authority to execute this Amendment and bind their respective organizations to this Amendment.

IN WITNESS WHEREOF: The parties have executed this Amendment.

State of Washington
Department of Ecology
By:

City of Ilwaco
By:

Gordon White, Program Manager Date
Shorelands and Environmental
Assistance Program

Signature, Authorized Official Date

Print Name of Authorized Official

Approved as to form only by the
Office of Attorney General

Title of Authorized Official

Appendix 1: Budget Matrix

Task	13-15 Biennium Budget Years 1 & 2	13-15 Biennium Actual Expenditure Years 1 & 2	13-15 Biennium Budget Shift and Reduction of Unspent Funds Years 1 & 2	13-15 Biennium Revised Budget Years 1 & 2	15-17 Biennium Budget Add Year 3	Total Project Years 1-3
1. Project Coordination	\$ 11,000	\$ 3,803.01	\$ (7,196.99)	\$ 3,803.01	\$ 4,500	\$ 8,303.01
2. Secure Consultant Services	\$ 1,000	\$ 1,035.00	\$ 35.00	\$ 1,035.00	\$ -	\$ 1,035.00
3. Public Participation Plan	\$ 10,000	\$ 5,632.13	\$ (4,367.87)	\$ 5,632.13	\$ 2,500	\$ 8,132.13
4. Preliminary Assessment of Shoreline Jurisdiction	\$ 6,300	\$ 4,617.50	\$ (1,682.50)	\$ 4,617.50	\$ -	\$ 4,617.50
5. Shoreline Inventory, Analysis, and Characterization	\$ 21,000	\$ 18,575.80	\$ (2,424.20)	\$ 18,575.80	\$ -	\$ 18,575.80
6. Draft Shoreline Master Program	\$ 42,300	\$ 28,117.59	\$ (14,182.41)	\$ 28,117.59	\$ -	\$ 28,117.59
7. Preliminary Cumulative Impacts Analysis	\$ 4,800	\$ 5,783.75	\$ 983.75	\$ 5,783.75	\$ -	\$ 5,783.75
8. Restoration Plan	\$ 3,600	\$ 3,215.00	\$ (385.00)	\$ 3,215.00	\$ 765	\$ 3,980.00
9. Final Draft SMP / Supporting Docs	\$ -	\$ -	\$ -	\$ -	\$ 5,075	\$ 5,075.00
10. Local SMP Adoption Process	\$ -	\$ -	\$ -	\$ -	\$ 12,160	\$ 12,160.00
Total	\$ 100,000	\$ 70,779.78	\$ (29,220.22)	\$ 70,779.78	\$ 25,000	\$ 95,779.78

CITY OF ILWACO
CITY COUNCIL AGENDA ITEM BRIEFING

A. Meeting Dates: Council Workshop: Public Hearing:
Council Discussion Item: 09/28/15 Council Business Item:

B. Issue/Topic: **Certify Funding for Ilwaco Park RCO Grant**

C. Sponsor(s):
1. Karnofski 2. Jensen

D. Background (overview of why issue is before council):
With Parks and Recreation fundraising to raise a goal of \$150,000 as match for the RCO Grant to improve Ilwaco Community Park, the City of Ilwaco needs to certify the \$150,000 amount by October 9th, 2015.

E. Discussion (specific details relevant to the issue, pros/cons, alternatives and any other decision-making details):

1. Parks and Recreation has over \$100,000 in requests from large donors and grants, and has not submitted to all Grants and Large Donors yet.
2. Parks and Recreation has approximately \$20,000 in monetary and materials match outstanding to collect.
3. Parks and Recreation has 1,000 of volunteered labor hours as match for the Grant outstanding.
4. Fundraising can continue through April, 2016 to raise additional funds and more in-kind, labor, and material donations.
5. Parks and Recreation is requesting that City Council approve the Certification of \$150,000 to the Recreation and Conservation Office on October 9th, 2015 based on the fundraising efforts in the last 7 weeks, and the ongoing fundraising efforts through April of 2016.

F. Impacts:

1. Fiscal: The City would have to capture any shortfall of the \$150,000 of cash, in-kind donations, labor, and materials if Parks and Recreation cannot raise that amount by April 2016. Or, if the full amount cannot be raised, City would decline the RCO Grant, and wait for the next funding cycle. Current money raised would be kept until the next Ilwaco Park Grant approval.
2. Legal:
3. Personnel:
4. Service/Delivery:

G. Planning Commission: Recommended N/A Public Hearing on

H. Staff Comments: Parks and Recreation has raised to date:

1. \$19,835.36 in Cash Donations

2. \$11,132.00 in In-Kind Labor
3. \$60,000.00 in Cash Commitments
4. Total of \$90,967.36

I. Time Constraints/Due Dates: October 9th, 2015

J. Proposed Motion: **I move to approve the City of Ilwaco will Certify \$150,000 to the Recreation and Conservation Office as match to transform Ilwaco Community Park.**

NAME	MONETARY DONATION	WORK DONATION	COMMITMENT
Gary Fomer	\$ 100.00		
Jn Ducharme	\$ 100.00		
Olde Towne Trading Post	\$ 105.00		
Fill the Boot 8/15/15 Ilwaco Hook & Ladder	\$ 569.75		
Anonymous	\$ 2,500.00		
Arthur Strand Insurance	\$ 50.00		
Bank of the Pacific	\$ 100.00		
Blue Crab Graphics	\$ 50.00		
Time Enough Books	\$ 220.00		
Anonymous 2014	\$ 2,500.00		
Anonymous 2013	\$ 2,500.00		
Anonymous 9/11/14/15	\$ 10.00		
Fill the Boot 9/11/15 Slow Drag at the port	\$ 735.09		
Harold, John and Olivia	\$ 100.00		
Carla Hanson	\$ 50.00		
In Memory of Henry and Sally Cassinelli	\$ 1,000.00	\$ 5,000.00	\$ 20,000.00
Port of Ilwaco			
Craft3	\$ 300.00		
South Pacific County Firefighters	\$ 250.00		
Skylar Walker (Labor and Materials)		\$ 250.00	\$ 30,000.00
Templin Foundation (Playground Equip.)			
Oman & Son (Supplies)			
Dave McKee (37.06/Hr - 50 Hrs)	\$ 1,853.00		
Austin Benson (25.31/Hr - 50 Hrs)	\$ 1,265.50		
Jimmie Fero (25.27/Hr - 50 Hrs)	\$ 1,263.50		
Heidi's Inn (50 hours)	\$ -		
Mark Perez (15.00/HR - 50 Hours)	\$ 750.00		
Rotary (50 Hours)	\$ -		
The Bageant Family (15.00/HR - 50 Hrs)	\$ 750.00		
IMA	\$ -		
Peninsula Pharmacy	\$ 1,000.00		\$ 10,000.00
Pickled Fish			
GO Fund Me (\$256.00 less .08 percent charge)	\$ 7,595.52		\$ 1,600.00
TOTALS	\$ 19,835.36	\$ 11,132.00	\$ 61,600.00
			TOTAL \$ 92,567.36



Washington State Liquor and Cannabis Board

September 23, 2015

Attention: Local Authority

RE: Senate Bill 5052 and House Bill 2136

As you know, Senate Bill 5052 tasked the Washington State Liquor and Cannabis Board (WSLCB) to reopen licensing for retail marijuana businesses. The WSLCB will begin accepting new applications for retail licenses October 12, 2015. At this time, the Board will not be limiting the number of licensed retail stores; however we may consider limits in the future. We understand that some of your member cities may be concerned about density and other issues related to the number of potential retail marijuana licensees. Local authorities may choose to make rules or ordinances to address these concerns. We encourage cities and counties who are planning to make rules or ordinances regarding retail marijuana stores to do so before the WSLCB begins processing applications in October so that entities who are applying for licenses are clear about what the rules are in their area before they apply.

House Bill 2136 allows local authorities to permit the licensing of premises within 1,000 feet but not less than one hundred feet of a restricted entity by enacting an ordinance authorizing such distance reduction. Cities may now choose to adopt buffer zones that are less than one thousand feet from places like parks, transit centers, and childcare facilities. House Bill 2136 provides the following caveats:

- Elementary/secondary schools and playgrounds must remain 1000 feet from licensed premises.
- City and county distance reductions cannot negatively impact the jurisdiction's civil regulatory enforcement, criminal law enforcement interests, public safety, or public health.
- A local authority ordinance permitting the licensing of a location within 1,000 feet of a restricted entity may require the applicant to notify the restricted entity the applicant's intent to open.

As we begin accepting new applications, the WSLCB will be reaching out to local authorities to confirm if they have made any changes to the buffer zones in their areas.

For more information about SB 5052 and HB 2136, please see the attached fact sheets.

Thank you for your continued partnership with the WSLCB as we begin this new chapter in legalized marijuana.

Sincerely,

Becky Smith
Director of Licensing and Regulation