



Meetings are held at the Ilwaco
Community Building Meeting Room
158 First Ave North in Ilwaco, WA

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

6:00 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. December 14, 2015 Regular Meeting

2. Claims & Vouchers (TAB 2)

- a. Checks: 38486 to 38487 + electronic payments

\$18,055.39

- b. Checks: 38488 to 38510

\$41,615.94

GRAND TOTAL:

\$59,671.33

F. Reports

1. Staff Reports (TAB 3)
 - i. 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. Contract for On Call Planning and Environmental Services (TAB 9) – *Cassinelli*
2. Public Records Act Rules of Procedure (TAB 10) - *Cassinelli*

J. Correspondence and Written Reports

K. Future Discussion/Agendas

1. Sewer Conservation Loan Program – Karnofski
2. Neighborhood Preservation Ordinance – Cassinelli
3. Ordinance Amending Title 8 – Health and Safety – Cassinelli
4. Ordinance Amending Critical Areas – Cassinelli
5. Fence Height – Jensen
6. Ordinance Establishing Conditional Use Permit Extensions - Cassinelli

L. Adjournment

M. Upcoming Meetings

| COUNCIL/COMMISSION | PURPOSE | DAY | DATE | TIME | LOCATION |
|-------------------------|-----------------|---------|----------------------|--------------|--------------------|
| City Council | Regular Meeting | Monday | 12/28/15 01/11/16 | 6:00 p.m. | Community Building |
| Planning Commission | Regular Meeting | Tuesday | 01/05/16 | 6:00 p.m. | Fire Hall |
| Parks & Rec. Commission | Regular Meeting | Tuesday | 01/12/16 | 6:00 p.m. | Fire Hall |
| Port/City Meeting | Regular Meeting | Tuesday | 01/12/16 | 5:00 p.m. | Port Meeting Rm |



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

A. Call to Order

1. Mayor Cassinelli called the meeting to order at 5:00 p.m.

B. Flag Salute

1. The Pledge of Allegiance was recited.

C. Roll Call

1. Present: Mayor Cassinelli and Councilmembers Jensen, Karnofski, and Forner. Absent Councilmember Marshall and Chambreau. Clerk Holly Beller and Treasurer Ariel Smith (Treasurer left meeting at 5:15 p.m.).

D. Approval of Agenda

1. **ACTION: Motion to approve agenda with the change of opening Discussion Item 2 directly after approval of agenda so that the Treasurer may answer questions. (Karnofski/Forner) 3 Ayes 0 Nays 0 Abstain.**

E. Discussion

1. **2015 2nd Budget Amendment Ordinance**

Treasurer Ariel Smith presented the second budget amendment to council and answered preliminary questions.

F. Approval of Consent Agenda

1. Including Checks 38428 to 38433 + Electronic totaling \$28,855.80 and Checks: 38434 to 38485 totaling \$185,542.35 for a grand total of \$214,398.15.

ACTION: Motion to approve the consent agenda. (Karnofski/Jensen) 3 Ayes 0 Nays 0 Abstain.

G. Reports

1. **Staff Reports**

- i. **Police Chief Report**

Included with agenda packet.

- ii. **Fire Chief Report**

Fire Chief Williams reported upon an inspection by L&I at the Fire Hall and the condition of the heaters at the Fire Hall needs attention. The Fire Hall will be getting a new roof and south side wall.

- iii. **Parks and Recreation Committee**

Councilmember Karnofski reported that the December meeting was cancelled, but they will be back in January!

iv. Clerk Report

The clerk continues to work on public records requests and hopes to have a Resolution regarding the subject for council to discuss at the next meeting.

2. Council Reports

- i.** Councilmember Jensen spoke about the Interlocal for Fire Protection Services with the Port of Ilwaco.
- ii.** Councilmember Karnofski reported on Project Homeless Connect drive which is running through Feb. 28. They are still looking for vet and beauty services. Christmas Angels are up, and kudos to Rom Clark for Shop with a Cop! Envision Ilwaco will start again in Jan. with planning for a 2016 Spruce Up!
- iii.** Councilmember Forner reported on the visit from L&I at the Fire Hall. Most of the citations were procedural only and L&I will return in January to check compliance.

3. Mayor's Report

- i.** Mayor Cassinelli stated that normally visits from L&I are complaint driven, and the Water and Wastewater Treatment plants were not included. Heather Reynolds, City Legal Counsel received an award from Clatsop County for her work ethic. City/Port Christmas Party on the 16th at the Fire Hall. The Mayor attended the South County EDC meeting, and the LBPVB annual retreat and planning session at the Salt Hotel.

H. Comments of Citizens and Guests Present

- 1.** None

I. Business

1. City of Ilwaco Comprehensive Plan Adoption

Sam Rubin of CWCOG has replaced Matt Buchanan and presented the amendments to the comp plan requested at the last meeting. The planner recommended that we adopt this comp plan without the land use map, as it was out of date and contained incorrect information. The planner will work immediately with GIS services to correct the map and amend the comp plan.

ACTION: I move to enact Ordinance 859, adopting the Comprehensive Plan dated June 2015, with recommended amendments December 2015, by reference as part of the Ilwaco Municipal Code with direction to develop and adopt a consistent Future Land-Use Map as soon as practically possible; and editing Section 2.1 to delete verbiage (including stick built and manufactured housing), and deleting Section 2.2 in its entirety. (Forner/Karnofski) 3 Ayes 0 Nays 0 Abstain

2. Resolution Amending the Fee Schedule for the 2016 Utility Rates and Connection Charge

ACTION: I move to adopt the resolution amending the fee schedule for the 2016 sewer, water and stormwater rates and connection charges with the following correction that under type of charge for “Fire Sprinkler” shall read “For each commercial system”, effective January 1, 2016. (Jensen/Forner) Roll Call Vote: Jensen/Karnofski/Forner Aye, Marshall/Chambreau Absent.

3. 2015 2nd Budget Amendment Ordinance

ACTION: I move that the council adopt the 2015 second budget amendment ordinance as presented. (Jensen/Karnofski) Roll Call Vote: Jensen/Karnofski/Forner Aye, Marshall/Chambreau Absent.

4. PACCOM Interlocal Agreement for Dispatch Equipment

ACTION: I move to authorize the Mayor to execute the Interlocal Agreement between the City of Ilwaco and Pacific County entitled “Repayment for Purchase of Dispatch Radio Equipment”. (Forner/Karnofski) 3 Ayes 0 Nays 0 Abstain

ACTION: I move to authorize the Mayor to enter into a 3 year loan from Pacific County’s Cumulative Reserve Fund (FUND #197), commencing 01/01/2015 to 12/31/2017 according to the terms of the attached amortization schedule and at an interest rate of 3% per annum. (Jensen/Forner) 3 Ayes 0 Nays 0 Abstain

5. Drinking Water Providers Partnership Grant

ACTION: Motion to approve the Mayor to submit the Drinking Water Providers Partnership Grant titled “Ilwaco – Indian Creek Drinking Water Source Watershed Protection Project” by 12/21/2015. (Forner/Jensen) 3 Ayes 0 Nays 0 Abstain

J. Discussion

1. Resolution Amending the Fee Schedule for the 2016 Utility Rates and Connection Charges

Councilmember Forner would like to see the charge for fire sprinklers addressed for clarity.

ACTION: Move to business at this meeting. (Jensen/Forner) 3 Ayes 0 Nays 0 Abstain

2. 2015 2nd Budget Amendment Ordinance

Discussion regarding Discussion Item 3. Current budget amendment has the first year payment for Discussion Item 3 included, but not the payment in full.

ACTION: Move to business at this meeting. (Jensen/Karnofski)

3. PACCOM Interlocal Agreement for Dispatch Equipment

ACTION: Move to business at this meeting. (Karnofski/Forner) 3 Ayes 0 Nays 0 Abstain

4. PACCOM Memorandum of Understanding for Receipt and Expenditures of Funds from Proposition #1

Council would like clarification on the statement, “At no time, can less than 10% be reserved for capital purchases.”

ACTION: None taken at this meeting.

5. Drinking Water Providers Partnership Grant

Garrett Phillips of CREST presented the grant written by Nadia Gardner of the Columbia Land Trust. The grant is the 3rd in a series of grants written to develop a detailed watershed forest management plan.

ACTION: Move to business at this meeting. (Forner/Jensen) 3 Ayes 0 Nays 0 Abstain

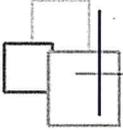
K. Future Discussion/Agendas

1. Sewer Conservation Loan Program – *Karnofski*
2. Personnel Policy – Termination Process – *Jensen/Karnofski*
3. Neighborhood Preservation Ordinance – *Cassinelli*
4. Ordinance Amending Title 8 – Health and Safety – *Cassinelli*
5. Ordinance Amending Critical Areas – *Cassinelli*
6. Fence Height – *Jensen*
7. Ordinance Establishing Conditional Use Permit Extensions – *Cassinelli*

L. Motion to adjourn the meeting (Forner) Mayor Cassinelli adjourned the meeting at 6:28 p.m.

Mike Cassinelli, Mayor

Holly Beller, City Clerk



Register

| Number | Name | Fiscal Description | Amount |
|-----------------------|-----------------------------|----------------------------------|--------------------|
| 38486 | Fero, Jimmie W | 2015 - December - Second meeting | \$1,012.84 |
| 38487 | AFLAC Remittance Processing | 2015 - December - Second meeting | \$563.84 |
| Alderman, Johnny | ACH Pav - 1714 | 2015 - December - Second meeting | \$1,679.42 |
| Beller, Holly Celeste | ACH Pav - 1715 | 2015 - December - Second meeting | \$1,412.46 |
| Benson, Austin | ACH Pav - 1716 | 2015 - December - Second meeting | \$1,085.83 |
| Gray, Richard Roy | ACH Pav - 1718 | 2015 - December - Second meeting | \$2,488.69 |
| Mc Kee, David A | ACH Pav - 1719 | 2015 - December - Second meeting | \$1,831.40 |
| Richardson, Troy | ACH Pav - 1720 | 2015 - December - Second meeting | \$1,422.42 |
| Smith, Ariel | ACH Pav - 1721 | 2015 - December - Second meeting | \$1,646.80 |
| Staples, Terri P | ACH Pav - 1722 | 2015 - December - Second meeting | \$496.15 |
| EFT 12-18-15 | U.S. Treasury Department | 2015 - December - Second meeting | \$4,415.54 |
| | | | \$18,055.39 |

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.

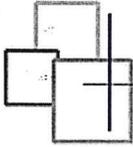
Treasurer

38486 through 38487 and electronic payments totalling \$18,055.39 are approved this 28th day of December, 2015.

Council member

Council member

Council member



Register

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

| Number | Name | Print Date | Amount |
|----------------------------|-----------------------------------|----------------------|--------------------|
| Bank of the Pacific | 8023281 | | |
| Check | | | |
| <u>38488</u> | Arthur Strand Insurance | 12/28/2015 | \$770.86 |
| <u>38489</u> | BSK Associates | 12/28/2015 | \$116.00 |
| <u>38490</u> | Cascade Columbia Distribution | 12/28/2015 | \$758.11 |
| <u>38491</u> | Centurylink | 12/28/2015 | \$1,635.73 |
| <u>38492</u> | Charter Communications | 12/28/2015 | \$85.00 |
| <u>38493</u> | Fastenal Company | 12/28/2015 | \$233.42 |
| <u>38494</u> | Foster Pepper | 12/28/2015 | \$1,705.00 |
| <u>38495</u> | Grean River Community College | 12/28/2015 | \$100.00 |
| <u>38496</u> | IFOCUS Consulting Inc. | 12/28/2015 | \$250.56 |
| <u>38497</u> | Ilwaco Volunteer Fire Department | 12/28/2015 | \$6,289.50 |
| <u>38498</u> | Ilwaco Merchants Assn | 12/28/2015 | \$75.00 |
| <u>38499</u> | Kubwater Resources Inc. | 12/28/2015 | \$1,374.94 |
| <u>38500</u> | Long Beach Commerical Security | 12/28/2015 | \$236.23 |
| <u>38501</u> | Pacific County Treasurer's Office | 12/28/2015 | \$4,788.92 |
| <u>38502</u> | PanGeo | 12/28/2015 | \$1,920.00 |
| <u>38503</u> | Port of Ilwaco | 12/28/2015 | \$2,646.04 |
| <u>38504</u> | PUD No 2 of Pacific County | 12/28/2015 | \$10,946.02 |
| <u>38505</u> | Rick Gray | 12/28/2015 | \$242.95 |
| <u>38506</u> | Terri Staples | 12/28/2015 | \$27.88 |
| <u>38507</u> | Vision Municipal Services | 12/28/2015 | \$433.02 |
| <u>38508</u> | Washington Tractor | 12/28/2015 | \$71.46 |
| <u>38509</u> | Walter E Nelson Company | 12/28/2015 | \$537.50 |
| <u>38510</u> | Wadsworth Electric | 12/28/2015 | \$6,371.80 |
| | | Total Check | \$41,615.94 |
| | | Total 8023281 | \$41,615.94 |
| | | Grand Total | \$41,615.94 |

Treasurer

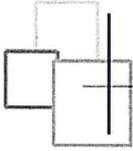
38488 through 38510

totaling \$41,615.94 are approved this 28th day of December, 2015.

Council member

Council member

Council member



Voucher Directory

| Vendor | Number | Reference | Account Number | Description | Amount |
|--|--------------------|--|----------------|---|-------------------|
| Arthur Strand Ins. Inc. | 38488 | | | 2015 - December - Second meeting | |
| | | Invoice - 12/17/2015 4:39:37 PM | | | |
| | | 3787 | | | |
| | | 001-000-000-522-10-20-01 | | Board of Volunteer Firemen | \$770.86 |
| | | Total Invoice - 12/17/2015 4:39:37 PM | | | \$770.86 |
| | Total 38488 | | | | \$770.86 |
| Total Arthur Strand Ins. Inc. | | | | | \$770.86 |
| BSK Associates | 38489 | | | 2015 - December - Second meeting | |
| | | Invoice - 12/16/2015 3:00:43 PM | | | |
| | | V504105 | | | |
| | | 401-000-000-534-00-31-06 | | Office & Customer Service | \$116.00 |
| | | Total Invoice - 12/16/2015 3:00:43 PM | | | \$116.00 |
| | Total 38489 | | | | \$116.00 |
| Total BSK Associates | | | | | \$116.00 |
| Cascade Columbia Distribution Co. | 38490 | | | 2015 - December - Second meeting | |
| | | Invoice - 12/16/2015 2:59:55 PM | | | |
| | | 401-000-000-534-00-31-01 | | Chemicals | \$758.11 |
| | | Total Invoice - 12/16/2015 2:59:55 PM | | | \$758.11 |
| | Total 38490 | | | | \$758.11 |
| Total Cascade Columbia Distribution Co. | | | | | \$758.11 |
| Centurylink | 38491 | | | 2015 - December - Second meeting | |
| | | Invoice - 12/16/2015 3:31:22 PM | | | |
| | | Dec bills | | | |
| | | 001-000-000-514-20-42-00 | | Communication | \$328.30 |
| | | 001-000-000-522-10-42-00 | | Communication | \$430.07 |
| | | 401-000-000-534-00-42-00 | | Communications | \$343.85 |
| | | 409-000-000-535-00-42-00 | | Communications | \$533.51 |
| | | Total Invoice - 12/16/2015 3:31:22 PM | | | \$1,635.73 |
| | Total 38491 | | | | \$1,635.73 |
| Total Centurylink | | | | | \$1,635.73 |
| Charter Communications | 38492 | | | 2015 - December - Second meeting | |
| | | Invoice - 12/16/2015 2:54:16 PM | | | |
| | | 15708 | | | |
| | | 001-000-000-514-20-42-00 | | Communication | \$17.00 |
| | | 001-000-000-576-80-31-00 | | Office & Operating Supplies | \$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 - 12/16/2015 2:54:16 PM | | | \$85.00 |
| | Total 38492 | | | | \$85.00 |
| Total Charter Communications | | | | | \$85.00 |
| Fastenal Company | 38493 | | | 2015 - December - Second meeting | |
| | | Invoice - 12/16/2015 2:53:50 PM | | | |
| | | ORAST39629 | | | |
| | | 409-000-000-535-00-31-01 | | Operations And Maintenance | \$178.48 |
| | | Total Invoice - 12/16/2015 2:53:50 PM | | | \$178.48 |
| | | Invoice - 12/16/2015 2:54:35 PM | | | |
| | | ORAST39630 | | | |
| | | 401-000-000-534-00-31-00 | | Operation & Maintenance | \$19.94 |
| | | 409-000-000-535-00-31-01 | | Operations And Maintenance | \$35.00 |
| | | Total Invoice - 12/16/2015 2:54:35 PM | | | \$54.94 |
| | Total 38493 | | | | \$233.42 |
| Total Fastenal Company | | | | | \$233.42 |
| Foster Pepper | 38494 | | | 2015 - December - Second meeting | |

| | | | |
|--|---|----------------------------------|-------------------|
| | Invoice - 12/16/2015 3:05:54 PM | | |
| | 1119727 | | |
| | 001-000-000-511-60-49-01 | Miscellaneous | \$1,705.00 |
| | Total Invoice - 12/16/2015 3:05:54 PM | | \$1,705.00 |
| Total 38494 | | | \$1,705.00 |
| Total Foster Pepper | | | \$1,705.00 |
| Green River Community College/WETRC | | | |
| 38495 | | | |
| | | 2015 - December - Second meeting | |
| | Invoice - 12/16/2015 2:50:07 PM | | |
| | 148406 | | |
| | 401-000-000-534-00-43-00 | Travel/Meals/Lodging | \$100.00 |
| | Total Invoice - 12/16/2015 2:50:07 PM | | \$100.00 |
| Total 38495 | | | \$100.00 |
| Total Green River Community College/WETRC | | | \$100.00 |
| IFOCUS Consulting Inc. | | | |
| 38496 | | | |
| | | 2015 - December - Second meeting | |
| | Invoice - 12/21/2015 11:54:07 AM | | |
| | 9462 | | |
| | 001-000-000-514-20-41-00 | Professional Services | \$83.52 |
| | 401-000-000-534-00-41-04 | Professional Services - | \$83.52 |
| | 409-000-000-535-00-41-02 | Professional Services - | \$83.52 |
| | Total Invoice - 12/21/2015 11:54:07 AM | | \$250.56 |
| Total 38496 | | | \$250.56 |
| Total IFOCUS Consulting Inc. | | | \$250.56 |
| Ilwaco Merchants Assoc. | | | |
| 38497 | | | |
| | | 2015 - December - Second meeting | |
| | Invoice - 12/16/2015 2:52:31 PM | | |
| | Dues 2016 | | |
| | 001-000-000-514-20-49-00 | Miscellaneous | \$75.00 |
| | Total Invoice - 12/16/2015 2:52:31 PM | | \$75.00 |
| Total 38497 | | | \$75.00 |
| Total Ilwaco Merchants Assoc. | | | \$75.00 |
| Ilwaco Volunteer Fireman's Assoc. | | | |
| 38498 | | | |
| | | 2015 - December - Second meeting | |
| | Invoice - 12/16/2015 2:46:19 PM | | |
| | 2015 | | |
| | 001-000-000-522-10-31-01 | Training/Attendance | \$3,423.00 |
| | Meetings | | |
| | 001-000-000-522-10-31-01 | Training/Attendance | \$2,866.50 |
| | Fire/EMS | | |
| | Total Invoice - 12/16/2015 2:46:19 PM | | \$6,289.50 |
| Total 38498 | | | \$6,289.50 |
| Total Ilwaco Volunteer Fireman's Assoc. | | | \$6,289.50 |
| Kubwater Resources Inc. | | | |
| 38499 | | | |
| | | 2015 - December - Second meeting | |
| | Invoice - 12/21/2015 11:28:31 AM | | |
| | 05317 | | |
| | 409-000-000-535-00-31-02 | Chemicals | \$1,374.94 |
| | Total Invoice - 12/21/2015 11:28:31 AM | | \$1,374.94 |
| Total 38499 | | | \$1,374.94 |
| Total Kubwater Resources Inc. | | | \$1,374.94 |
| Long Beach Commercial Security | | | |
| 38500 | | | |
| | | 2015 - December - Second meeting | |
| | Invoice - 12/28/2015 10:59:35 AM | | |
| | 5766 | | |
| | 101-000-000-543-30-30-00 | Office And Operating | \$59.05 |
| | 401-000-000-534-00-31-00 | Operation & Maintenance | \$59.06 |
| | 408-000-000-531-38-31-01 | Operations & Maintenance | \$59.06 |
| | 409-000-000-535-00-31-01 | Operations And Maintenance | \$59.06 |
| | Total Invoice - 12/28/2015 10:59:35 AM | | \$236.23 |
| Total 38500 | | | \$236.23 |
| Total Long Beach Commercial Security | | | \$236.23 |
| Pacific County Treasurer | | | |
| 38501 | | | |
| | | 2015 - December - Second meeting | |
| | Invoice - 12/16/2015 2:35:52 PM | | |
| | 2015-109 | | |
| | 001-000-000-528-60-51-00 | Dispatch Services | \$4,788.92 |
| | Total Invoice - 12/16/2015 2:35:52 PM | | \$4,788.92 |
| Total 38501 | | | \$4,788.92 |
| Total Pacific County Treasurer | | | \$4,788.92 |
| PanGeo Inc. | | | |
| 38502 | | | |
| | | 2015 - December - Second meeting | |
| | Invoice - 12/16/2015 3:06:38 PM | | |
| | 9730 & 9729 | | |

| | | | | |
|--|--------------------|---|---|--------------------|
| | | 001-000-000-514-20-49-00 | Miscellaneous | \$260.00 |
| | | 001-000-000-514-20-49-00 | Miscellaneous | \$1,660.00 |
| | | Total Invoice - 12/16/2015 3:06:38 PM | | \$1,920.00 |
| | Total 38502 | | | \$1,920.00 |
| Total PanGeo Inc. | | | | \$1,920.00 |
| Port of Ilwaco | | | | |
| | 38503 | | | |
| | | | 2015 - December - Second meeting | |
| | | Invoice - 12/16/2015 2:38:45 PM | | |
| | | 101928 | | |
| | | 001-000-000-576-80-48-00 | Repairs & Maintenance | \$2,024.26 |
| | | Total Invoice - 12/16/2015 2:38:45 PM | | \$2,024.26 |
| | | Invoice - 12/16/2015 2:44:31 PM | | |
| | | 101929 | | |
| | | 001-000-000-572-50-48-00 | Repairs & Maintenance | \$310.89 |
| | | 001-000-000-575-50-40-01 | Community Bldg Other-Mntc | \$310.89 |
| | | Total Invoice - 12/16/2015 2:44:31 PM | | \$621.78 |
| | Total 38503 | | | \$2,646.04 |
| Total Port of Ilwaco | | | | \$2,646.04 |
| PUD No 2 of Pacific County | | | | |
| | 38504 | | | |
| | | | 2015 - December - Second meeting | |
| | | Invoice - 12/16/2015 3:32:50 PM | | |
| | | Dec | | |
| | | 001-000-000-511-60-47-00 | Electricity | \$108.34 |
| | | 001-000-000-514-20-47-00 | Electricity | \$0.00 |
| | | 001-000-000-522-50-47-00 | Electricity | \$606.74 |
| | | 001-000-000-572-50-47-00 | Electricity | \$692.72 |
| | | 001-000-000-575-50-40-00 | Community Bldg Other - | \$461.82 |
| | | 001-000-000-576-80-47-00 | Electricity | \$101.16 |
| | | 101-000-000-542-63-47-00 | Street Light Operating | \$643.86 |
| | | 401-000-000-534-00-47-00 | Electricity | \$2,473.53 |
| | | 409-000-000-535-00-47-01 | Electricity | \$5,857.85 |
| | | Total Invoice - 12/16/2015 3:32:50 PM | | \$10,946.02 |
| | Total 38504 | | | \$10,946.02 |
| Total PUD No 2 of Pacific County | | | | \$10,946.02 |
| Rick Gray | | | | |
| | 38505 | | | |
| | | | 2015 - December - Second meeting | |
| | | Invoice - 12/16/2015 2:58:02 PM | | |
| | | CEUs mileage | | |
| | | 401-000-000-534-00-43-00 | Travel/Meals/Lodging | \$242.95 |
| | | Total Invoice - 12/16/2015 2:58:02 PM | | \$242.95 |
| | Total 38505 | | | \$242.95 |
| Total Rick Gray | | | | \$242.95 |
| Terri Staples | | | | |
| | 38506 | | | |
| | | | 2015 - December - Second meeting | |
| | | Invoice - 12/16/2015 2:33:06 PM | | |
| | | reimbursement | | |
| | | 001-000-000-511-60-49-01 | Miscellaneous | \$27.88 |
| | | Total Invoice - 12/16/2015 2:33:06 PM | | \$27.88 |
| | Total 38506 | | | \$27.88 |
| Total Terri Staples | | | | \$27.88 |
| Vision Municipal Solutions, Llc | | | | |
| | 38507 | | | |
| | | | 2015 - December - Second meeting | |
| | | Invoice - 12/17/2015 1:31:22 PM | | |
| | | 3328 | | |
| | | 401-000-000-534-00-31-06 | Office & Customer Service | \$166.51 |
| | | 408-000-000-531-38-31-01 | Operations & Maintenance | \$100.00 |
| | | 409-000-000-535-00-31-08 | Office Supplies & Customer | \$166.51 |
| | | Total Invoice - 12/17/2015 1:31:22 PM | | \$433.02 |
| | Total 38507 | | | \$433.02 |
| Total Vision Municipal Solutions, Llc | | | | \$433.02 |
| Wadsworth Electric | | | | |
| | 38508 | | | |
| | | | 2015 - December - Second meeting | |
| | | Invoice - 12/16/2015 2:52:53 PM | | |
| | | 400805 | | |
| | | 409-000-000-535-00-41-01 | Professional Services - | \$1,025.05 |
| | | Total Invoice - 12/16/2015 2:52:53 PM | | \$1,025.05 |
| | | Invoice - 12/16/2015 2:53:23 PM | | |
| | | 400806 | | |
| | | 409-000-000-535-00-41-01 | Professional Services - | \$859.70 |
| | | Total Invoice - 12/16/2015 2:53:23 PM | | \$859.70 |
| | | Invoice - 12/21/2015 11:40:18 AM | | |
| | | 400742 | | |
| | | 409-000-000-535-00-41-01 | Professional Services - | \$205.01 |
| | | Total Invoice - 12/21/2015 11:40:18 AM | | \$205.01 |

| | | | |
|---|-------------------------|--|-------------------|
| Invoice - 12/21/2015 11:41:07 AM | | | |
| 400932 | | | |
| 409-000-000-594-35-64-01 | Machinery & Equipment | | \$1,547.32 |
| Total Invoice - 12/21/2015 11:41:07 AM | | | |
| Invoice - 12/21/2015 11:51:46 AM | | | |
| 400858 | | | |
| 409-000-000-535-00-41-01 | Professional Services - | | \$410.02 |
| Total Invoice - 12/21/2015 11:51:46 AM | | | |
| Invoice - 12/21/2015 11:52:10 AM | | | |
| 400675 | | | |
| 409-000-000-535-00-41-01 | Professional Services - | | \$461.27 |
| Total Invoice - 12/21/2015 11:52:10 AM | | | |
| Invoice - 12/21/2015 11:52:28 AM | | | |
| 400741 | | | |
| 409-000-000-535-00-41-01 | Professional Services - | | \$633.37 |
| Total Invoice - 12/21/2015 11:52:28 AM | | | |
| Invoice - 12/21/2015 11:53:21 AM | | | |
| 400740 | | | |
| 409-000-000-594-35-64-01 | Machinery & Equipment | | \$1,230.06 |
| Total Invoice - 12/21/2015 11:53:21 AM | | | |
| Total 38508 | | | |
| Total Wadsworth Electric | | | \$1,230.06 |
| Walter E. Nelson Co. of Astoria | | | \$6,371.80 |
| 38509 | | | \$6,371.80 |

2015 - December - Second meeting

| | | | |
|---|-----------------------------|--|-----------------|
| Invoice - 12/28/2015 10:58:29 AM | | | |
| 001-000-000-514-20-31-00 | | | |
| | Office & Operating Supplies | | \$76.79 |
| 001-000-000-522-10-31-00 | | | |
| | Office & Operating Supplies | | \$76.79 |
| 001-000-000-576-80-31-00 | | | |
| | Office & Operating Supplies | | \$76.79 |
| 101-000-000-543-30-30-00 | | | |
| | Office And Operating | | \$76.79 |
| 401-000-000-534-00-31-06 | | | |
| | Office & Customer Service | | \$76.79 |
| 408-000-000-531-38-31-01 | | | |
| | Operations & Maintenance | | \$76.79 |
| 409-000-000-535-00-31-01 | | | |
| | Operations And Maintenance | | \$76.76 |
| Total Invoice - 12/28/2015 10:58:29 AM | | | |
| | | | \$537.50 |
| Total 38509 | | | \$537.50 |
| Total Walter E. Nelson Co. of Astoria | | | \$537.50 |
| Washington Tractor | | | \$537.50 |
| 38510 | | | |

2015 - December - Second meeting

| | | | |
|--|----------------|--|--------------------|
| Invoice - 12/16/2015 2:51:43 PM | | | |
| 890750 | | | |
| 001-000-000-594-76-64-00 | Parks Vehicles | | \$71.46 |
| Total Invoice - 12/16/2015 2:51:43 PM | | | |
| | | | \$71.46 |
| Total 38510 | | | \$71.46 |
| Total Washington Tractor | | | \$71.46 |
| Grand Total | | | \$71.46 |
| Vendor Count | 23 | | \$41,615.94 |

TREASURER'S REPORT

Month ending November 30, 2015

While there is fluctuation in individual line item revenues, overall revenues and expenses appear to be on target.

General Fund

At the end of November, the remaining budgeted revenue to be collected by the General Fund is approximately \$106,000. \$19,500 of this amount is related to grant funds not yet drawn or expended. Another \$15,000 is related to donations expected in 2015 towards the Ilwaco Park transformation. This would leave approximately \$71,000 of revenue that should be received in December from property, sales, utility taxes, and other various taxes. With the shoreline master plan (\$1,500) and the Aquatic Weed grant (\$18,000) not drawn down; the General Fund expenditures will be under budget for 2015. The fund should be on target to meet the budgeted ending fund balance.

Streets Fund

The revenue report for the Street Fund for November reflects \$25,000 of collected revenue from Pacific County. The fund is on target to exceed the original budgeted ending fund balance.

Water Fund

On the attached revenue report, the uncollected revenue of \$54,000 is comprised mostly of water sales revenue that should continue to come in throughout December. Expenditures are on target and all projects are closed out for the year.

Sewer Fund

Sewer revenues uncollected at the end of November were over \$447,000. \$285,000 of this is related to financing for projects not yet drawn or expended. An additional \$106,000 is related to revenue not billed the Seaview Sewer District for equipment that is being billed in December. This leaves approx. \$56,000 of uncollected revenue of which will be collected in December from utility charges. The sewer fund did not complete the re-roof of the plant (\$49,000) but did complete the installation of a new UV system (150,000). The fund should reach or exceed the year-end cash goal as revenues are collected from the December billing cycle.

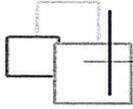
Current Overall Cash Position

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

Current Balances as of December 15, 2015

| | |
|-----------------|------------------|
| Bank of Pacific | |
| xxx.3303 Main | \$265,175 |
| xxx.7413 | 3,345 |
| LGIP | <u>1,108,676</u> |
| Total Cash | \$1,377,196 |

Ariel Smith,
Treasurer



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 - November

| 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 | \$424.68 | \$3,328.29 | \$4,200.00 | 79.25% | \$871.71 |
| Total Official Publication Services | | \$424.68 | \$3,328.29 | \$4,200.00 | 79.25% | \$871.71 |
| Legislative Services | | | | | | |
| 001-000-000-511-60-10-00 | Salaries & Wages | \$1,480.57 | \$16,525.02 | \$20,000.00 | 82.63% | \$3,474.98 |
| 001-000-000-511-60-20-00 | Personnel Benefits | \$114.75 | \$1,730.95 | \$2,500.00 | 69.24% | \$769.05 |
| 001-000-000-511-60-41-01 | IT/Software Services | \$0.00 | \$1,500.00 | \$1,500.00 | 100.00% | \$0.00 |
| 001-000-000-511-60-43-00 | Travel/Meals/Lodging | \$0.00 | \$225.00 | \$300.00 | 75.00% | \$75.00 |
| 001-000-000-511-60-46-00 | Insurances | \$0.00 | \$7,004.03 | \$7,900.00 | 88.66% | \$895.97 |
| 001-000-000-511-60-47-00 | Electricity | \$169.03 | \$1,241.24 | \$0.00 | | (\$1,241.24) |
| 001-000-000-511-60-47-02 | City Sewer - Museum | \$40.81 | \$367.29 | \$600.00 | 61.22% | \$232.71 |
| 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 | \$64.50 | \$64.50 | \$100.00 | 64.50% | \$35.50 |
| 001-000-000-511-60-51-00 | Election Costs | \$0.00 | \$6,851.40 | \$7,000.00 | 97.88% | \$148.60 |
| Total Legislative Services | | \$1,869.66 | \$35,509.43 | \$40,100.00 | 88.55% | \$4,590.57 |
| Total Legislative | | \$2,294.34 | \$38,837.72 | \$44,300.00 | 87.67% | \$5,462.28 |
| Judicial | | | | | | |
| 001-000-000-512-50-40-03 | Municipal Court Services | \$1,236.00 | \$15,196.00 | \$17,500.00 | 86.83% | \$2,304.00 |
| 001-000-000-512-50-40-04 | Court Remit TO State | \$0.00 | \$2,159.37 | \$3,500.00 | 61.70% | \$1,340.63 |
| Total Judicial | | \$1,236.00 | \$17,355.37 | \$21,000.00 | 82.64% | \$3,644.63 |
| Financial and Records Services | | | | | | |
| Financial Services | | | | | | |
| 001-000-000-514-20-10-00 | Salaries & Wages | \$3,186.81 | \$36,237.22 | \$40,000.00 | 90.59% | \$3,762.78 |
| 001-000-000-514-20-20-00 | Personnel Benefits | \$1,052.42 | \$11,868.53 | \$13,500.00 | 87.92% | \$1,631.47 |
| 001-000-000-514-20-31-00 | Office & Operating Supplies | \$562.62 | \$6,562.23 | \$7,000.00 | 93.75% | \$437.77 |
| 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 | \$776.25 | \$10,659.04 | \$11,000.00 | 96.90% | \$340.96 |
| 001-000-000-514-20-42-00 | Communication | \$349.13 | \$3,806.73 | \$4,080.00 | 93.30% | \$273.27 |
| 001-000-000-514-20-43-00 | Travel/Meals/Lodging | \$402.23 | \$582.78 | \$700.00 | 83.25% | \$117.22 |
| 001-000-000-514-20-43-01 | Training | \$302.04 | \$302.04 | \$500.00 | 60.41% | \$197.96 |
| 001-000-000-514-20-45-00 | Postage Meter Rental | \$348.00 | \$1,100.29 | \$1,452.00 | 75.78% | \$351.71 |
| 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 | \$285.22 | \$2,946.65 | \$3,049.00 | 96.64% | \$102.35 |
| 001-000-000-514-20-47-02 | Water - City Hall | \$53.30 | \$543.07 | \$700.00 | 77.58% | \$156.93 |
| 001-000-000-514-20-47-03 | Sewer - City Hall | \$78.70 | \$809.27 | \$1,440.00 | 56.20% | \$630.73 |
| 001-000-000-514-20-47-04 | Storm Drainage | \$25.12 | \$251.12 | \$300.00 | 83.71% | \$48.88 |
| 001-000-000-514-20-48-00 | Repairs & Maintenance | \$35.00 | \$555.34 | \$700.00 | 79.33% | \$144.66 |
| 001-000-000-514-20-49-00 | Miscellaneous | \$115.41 | \$468.41 | \$2,000.00 | 23.42% | \$1,531.59 |
| Budgeting, Accounting, Auditing (State Auditors) | | | | | | |
| 001-000-000-514-23-41-00 | Audit Costs | \$0.00 | \$26,931.55 | \$27,000.00 | 99.75% | \$68.45 |
| Total Budgeting, Accounting, Auditing (State Auditors) | | \$0.00 | \$26,931.55 | \$27,000.00 | 99.75% | \$68.45 |
| Total Financial Services | | \$7,572.25 | \$103,624.27 | \$115,421.00 | 89.78% | \$11,796.73 |
| Records Services | | | | | | |
| 001-000-000-514-30-50-00 | Records Services | \$0.00 | (\$7.99) | \$1,000.00 | -0.80% | \$1,007.99 |
| 001-000-000-514-31-40-00 | Recording Fees | \$0.00 | \$691.00 | \$0.00 | | (\$691.00) |
| Total Records Services | | \$0.00 | \$683.01 | \$1,000.00 | 68.30% | \$316.99 |
| 001-000-000-514-81-00-00 | Licensing Fees | \$0.00 | \$30.00 | \$0.00 | | (\$30.00) |
| Total Financial and Records Services | | \$7,572.25 | \$104,337.28 | \$116,421.00 | 89.62% | \$12,083.72 |
| Legal | | | | | | |
| 001-000-000-515-30-41-00 | Legal Services | \$2,484.00 | \$20,592.00 | \$26,000.00 | 79.20% | \$5,408.00 |
| Total Legal | | \$2,484.00 | \$20,592.00 | \$26,000.00 | 79.20% | \$5,408.00 |
| 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 | \$0.00 | \$1,500.00 | \$1,500.00 | 100.00% | \$0.00 |
| 001-000-000-519-70-49-02 | Misc General Government | \$0.00 | \$500.00 | \$0.00 | | (\$500.00) |
| 001-000-000-519-70-49-03 | Pacific County EDC | \$0.00 | \$500.00 | \$500.00 | 100.00% | \$0.00 |

| Account Number | Title | Period | Fiscal | Budget | % of Total | Balance |
|---|-----------------------------|--------------------|---------------------|---------------------|----------------|--------------------|
| Total Miscellaneous | | \$0.00 | \$2,973.00 | \$2,720.00 | 109.30% | (\$253.00) |
| Total Other General Government Services | | \$0.00 | \$2,973.00 | \$2,720.00 | 109.30% | (\$253.00) |
| Total General Government Services | | \$13,586.59 | \$184,095.37 | \$210,441.00 | 87.48% | \$26,345.63 |
| Public Safety | | | | | | |
| Law Enforcement Administration | | | | | | |
| 001-000-000-521-10-50-00 | Law Enforcement Contract | \$15,261.69 | \$167,878.59 | \$214,250.00 | 78.36% | \$46,371.41 |
| Total Administration | | \$15,261.69 | \$167,878.59 | \$214,250.00 | 78.36% | \$46,371.41 |
| 001-000-000-521-30-40-00 | Drug Task Force | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| Total Law Enforcement | | \$15,261.69 | \$167,878.59 | \$214,250.00 | 78.36% | \$46,371.41 |
| Fire Control Administration | | | | | | |
| 001-000-000-522-10-10-00 | Salaries & Wages | \$1,507.52 | \$16,062.39 | \$17,600.00 | 91.26% | \$1,537.61 |
| 001-000-000-522-10-20-00 | Personnel Benefits | \$838.52 | \$9,317.16 | \$10,426.00 | 89.36% | \$1,108.84 |
| 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 | \$556.18 | \$5,392.70 | \$7,000.00 | 77.04% | \$1,607.30 |
| 001-000-000-522-10-31-01 | Training/Attendance | \$83.00 | \$2,762.98 | \$9,150.00 | 30.20% | \$6,387.02 |
| 001-000-000-522-10-32-00 | Gasoline | \$112.99 | \$713.08 | \$1,600.00 | 44.57% | \$886.92 |
| 001-000-000-522-10-35-00 | Small Tools & Equipment | \$0.00 | \$219.77 | \$5,000.00 | 4.40% | \$4,780.23 |
| 001-000-000-522-10-42-00 | Communication | \$439.75 | \$4,670.10 | \$5,500.00 | 84.91% | \$829.90 |
| 001-000-000-522-10-49-00 | Miscellaneous | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| Total Administration | | \$3,537.96 | \$40,458.18 | \$61,976.00 | 65.28% | \$21,517.82 |
| Facilities | | | | | | |
| 001-000-000-522-50-46-00 | Insurance | \$2,500.00 | \$12,368.49 | \$13,500.00 | 91.62% | \$1,131.51 |
| 001-000-000-522-50-47-00 | Electricity | \$492.49 | \$5,000.70 | \$6,000.00 | 83.35% | \$999.30 |
| 001-000-000-522-50-47-01 | Water | \$156.10 | \$1,581.79 | \$2,000.00 | 79.09% | \$418.21 |
| 001-000-000-522-50-47-02 | Sewer | \$220.28 | \$2,248.64 | \$2,940.00 | 76.48% | \$691.36 |
| 001-000-000-522-50-47-03 | Storm Drainage | \$70.47 | \$722.19 | \$1,000.00 | 72.22% | \$277.81 |
| 001-000-000-522-50-48-00 | Repair & Maintenance | \$833.77 | \$3,013.99 | \$3,200.00 | 94.19% | \$186.01 |
| Total Facilities | | \$4,273.11 | \$24,935.80 | \$28,640.00 | 87.07% | \$3,704.20 |
| 001-000-000-522-60-48-00 | Vehicle & Equipment | \$1,154.16 | \$4,499.91 | \$5,000.00 | 90.00% | \$500.09 |
| Total Fire Control | | \$8,965.23 | \$69,893.89 | \$95,616.00 | 73.10% | \$25,722.11 |
| Detention and/or Correction Monitoring Of Prisoners | | | | | | |
| 001-000-000-523-20-40-00 | Correctional Institutions | \$0.00 | \$2,961.48 | \$3,500.00 | 84.61% | \$538.52 |
| 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 | \$2,961.48 | \$3,550.00 | 83.42% | \$588.52 |
| Total Detention and/or Correction | | \$0.00 | \$2,961.48 | \$3,550.00 | 83.42% | \$588.52 |
| Emergency Services | | | | | | |
| Emergency Preparedness | | | | | | |
| 001-000-000-525-60-51-00 | Disaster Preparedness | \$0.00 | \$5,902.00 | \$5,753.00 | 102.59% | (\$149.00) |
| Total Emergency Preparedness | | \$0.00 | \$5,902.00 | \$5,753.00 | 102.59% | (\$149.00) |
| Total Emergency Services | | \$0.00 | \$5,902.00 | \$5,753.00 | 102.59% | (\$149.00) |
| Communications, Alarms and Dispatch Operations - Contracted Services | | | | | | |
| 001-000-000-528-60-51-00 | Dispatch Services | \$0.00 | \$32,611.00 | \$37,611.00 | 86.71% | \$5,000.00 |
| Total Operations - Contracted Services | | \$0.00 | \$32,611.00 | \$37,611.00 | 86.71% | \$5,000.00 |
| Total Communications, Alarms and Dispatch | | \$0.00 | \$32,611.00 | \$37,611.00 | 86.71% | \$5,000.00 |
| Total Public Safety | | \$24,226.92 | \$279,246.96 | \$356,780.00 | 78.27% | \$77,533.04 |
| Utilities and Environment | | | | | | |
| Other Environmental Services | | | | | | |
| Other | | | | | | |
| 001-000-000-539-90-41-00 | Environmental Monitoring | \$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 | Iwaco Web Page | \$50.00 | \$850.00 | \$850.00 | 100.00% | \$0.00 |
| Total Information Services | | \$50.00 | \$850.00 | \$850.00 | 100.00% | \$0.00 |
| Total Community Services | | \$50.00 | \$850.00 | \$850.00 | 100.00% | \$0.00 |
| Planning and Community Development | | | | | | |
| Planning | | | | | | |
| 001-000-000-558-60-41-00 | Planner Services | \$135.00 | \$71,734.76 | \$74,000.00 | 96.94% | \$2,265.24 |
| Total Planning | | \$135.00 | \$71,734.76 | \$74,000.00 | 96.94% | \$2,265.24 |
| Total Planning and Community Development | | \$135.00 | \$71,734.76 | \$74,000.00 | 96.94% | \$2,265.24 |
| Total Economic Environment | | \$185.00 | \$73,007.76 | \$75,273.00 | 96.99% | \$2,265.24 |

| Account Number | Title | Period | Fiscal | Budget | % of Total | Balance |
|--|-----------------------------|-------------------|---------------------|---------------------|---------------|--------------------|
| Mental and Physical Health | | | | | | |
| Substance Abuse | | | | | | |
| 001-000-000-566-00-51-00 | Alcohol Program 2% | \$0.00 | \$213.22 | \$250.00 | 85.29% | \$36.78 |
| Total Substance Abuse | | \$0.00 | \$213.22 | \$250.00 | 85.29% | \$36.78 |
| Total Mental and Physical Health | | \$0.00 | \$213.22 | \$250.00 | 85.29% | \$36.78 |
| Culture and Recreation | | | | | | |
| Libraries | | | | | | |
| Facilities | | | | | | |
| 001-000-000-572-50-41-00 | Custodian Library | \$425.00 | \$3,825.00 | \$4,140.00 | 92.39% | \$315.00 |
| 001-000-000-572-50-46-00 | Insurance | \$0.00 | \$2,005.41 | \$3,145.00 | 63.77% | \$1,139.59 |
| 001-000-000-572-50-47-00 | Electricity | \$1,200.11 | \$7,118.51 | \$7,400.00 | 96.20% | \$281.49 |
| 001-000-000-572-50-47-01 | City Water | \$161.50 | \$1,616.30 | \$1,900.00 | 85.07% | \$283.70 |
| 001-000-000-572-50-47-02 | City Sewer | \$232.18 | \$2,324.68 | \$2,700.00 | 86.10% | \$375.32 |
| 001-000-000-572-50-47-03 | Storm Drainage | \$10.99 | \$107.72 | \$120.00 | 89.77% | \$12.28 |
| 001-000-000-572-50-48-00 | Repairs & Maintenance | \$0.00 | \$1,054.60 | \$1,200.00 | 87.88% | \$145.40 |
| 001-000-000-572-50-49-00 | Miscellaneous | \$0.00 | \$10.78 | \$100.00 | 10.78% | \$89.22 |
| Total Facilities | | \$2,029.78 | \$18,063.00 | \$20,705.00 | 87.24% | \$2,642.00 |
| Total Libraries | | \$2,029.78 | \$18,063.00 | \$20,705.00 | 87.24% | \$2,642.00 |
| 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 | \$4,200.00 | 98.20% | \$75.73 |
| 001-000-000-573-90-49-01 | Port of Ilwaco Fireworks | \$0.00 | \$7,500.00 | \$7,500.00 | 100.00% | \$0.00 |
| Total Spectator and Community Events | | \$0.00 | \$11,624.27 | \$11,700.00 | 99.35% | \$75.73 |
| 001-000-000-575-50-40-00 | Community Bldg Other - | \$800.06 | \$4,745.67 | \$6,220.00 | 76.30% | \$1,474.33 |
| 001-000-000-575-50-40-01 | Community Bldg Other-Mntc | \$139.24 | \$3,719.34 | \$4,000.00 | 92.98% | \$280.66 |
| 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 | \$0.00 | \$8,360.00 | \$9,120.00 | 91.67% | \$760.00 |
| Park Facilities | | | | | | |
| General Parks | | | | | | |
| 001-000-000-576-80-10-00 | Parks Salaries and Wages | \$2,963.47 | \$29,689.64 | \$35,334.00 | 84.03% | \$5,644.36 |
| 001-000-000-576-80-20-00 | Parks Benefits | \$933.78 | \$10,158.94 | \$14,969.00 | 67.87% | \$4,810.06 |
| 001-000-000-576-80-31-00 | Office & Operating Supplies | \$550.97 | \$7,852.83 | \$8,300.00 | 94.61% | \$447.17 |
| 001-000-000-576-80-34-00 | Aquatic Weed Treatment | \$0.00 | \$2,057.00 | \$19,519.00 | 10.54% | \$17,462.00 |
| 001-000-000-576-80-34-01 | RCO Expenses | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| 001-000-000-576-80-34-02 | DOE Shoreline Master | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| 001-000-000-576-80-35-00 | Small Tools & Equipment | \$224.81 | \$860.52 | \$1,500.00 | 57.37% | \$639.48 |
| 001-000-000-576-80-46-00 | Insurance | \$0.00 | \$2,182.95 | \$2,500.00 | 87.32% | \$317.05 |
| 001-000-000-576-80-47-00 | Electricity | \$189.10 | \$1,003.88 | \$1,200.00 | 83.66% | \$196.12 |
| 001-000-000-576-80-47-01 | Water-Parks, Sprinklers,Blk | \$189.23 | \$1,896.75 | \$2,600.00 | 72.95% | \$703.25 |
| 001-000-000-576-80-47-02 | Sewer-Parks, Black Lake | \$52.54 | \$727.05 | \$1,000.00 | 72.71% | \$272.95 |
| 001-000-000-576-80-47-03 | Storm Drainage | \$21.98 | \$1,640.83 | \$2,000.00 | 82.04% | \$359.17 |
| 001-000-000-576-80-48-00 | Repairs & Maintenance | \$455.87 | \$1,839.86 | \$4,000.00 | 46.00% | \$2,160.14 |
| 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 |
| 001-000-000-576-80-49-02 | Ilwaco Park From Donations | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| Total General Parks | | \$5,581.75 | \$59,910.25 | \$97,922.00 | 61.18% | \$38,011.75 |
| Total Park Facilities | | \$5,581.75 | \$59,910.25 | \$97,922.00 | 61.18% | \$38,011.75 |
| Total Culture and Recreation | | \$8,550.83 | \$106,422.53 | \$149,667.00 | 71.11% | \$43,244.47 |
| 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 | \$46,695.00 | 100.00% | \$0.38 |
| 001-000-000-591-48-71-01 | John Deer Mower 8157-96 - | \$82.23 | \$10,082.23 | \$12,000.00 | 84.02% | \$1,917.77 |
| 001-000-000-591-73-71-00 | BOP Community Bldg - Prin | \$0.00 | \$18,498.32 | \$18,498.00 | 100.00% | (\$0.32) |
| Total Redemption Of Long-Term Debt - Governmental | | \$82.23 | \$84,389.77 | \$96,525.00 | 87.43% | \$12,135.23 |
| Interest And Other Debt Service Costs | | | | | | |
| 001-000-000-592-13-83-00 | Usda RD #97-09 Bond - | \$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 | \$30,738.00 | 100.00% | \$0.02 |
| 001-000-000-592-48-83-00 | John Deer Mower 8157-96 - | \$1,000.00 | \$1,822.30 | \$2,000.00 | 91.12% | \$177.70 |
| 001-000-000-592-73-83-00 | BOP Community Bldg - | \$0.00 | \$10,528.60 | \$10,529.00 | 100.00% | \$0.40 |
| Total Interest And Other Debt Service Costs | | \$1,000.00 | \$47,238.28 | \$50,462.00 | 93.61% | \$3,223.72 |
| Capital Expenditures | | | | | | |
| 001-000-000-594-14-62-00 | Governmental Facility | \$207.15 | \$10,713.78 | \$14,000.00 | 76.53% | \$3,286.22 |
| 001-000-000-594-14-64-00 | Administrative Equipment | \$0.00 | \$102.51 | \$0.00 | | (\$102.51) |
| 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 | \$0.00 | | \$0.00 |
| Total Equipment | | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| 001-000-000-594-76-64-00 | Parks Vehicles | \$0.00 | \$1,060.38 | \$4,000.00 | 26.51% | \$2,939.62 |
| Total Capital Expenditures | | \$207.15 | \$25,876.67 | \$32,000.00 | 80.86% | \$6,123.33 |
| 001-000-000-597-00-00-00 | Contingency | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |

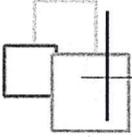
| Account Number | Title | Period | Fiscal | Budget | % of Total | Balance |
|--|-------------------------------|--------------------|---------------------|---------------------|----------------|---------------------|
| Total Debt Service | | \$1,289.38 | \$157,504.72 | \$178,987.00 | 88.00% | \$21,482.28 |
| Total Expenditure | | \$47,838.72 | \$800,490.56 | \$971,398.00 | 82.41% | \$170,907.44 |
| Total General Fund Current Expense | | \$47,838.72 | \$800,490.56 | \$971,398.00 | 82.41% | \$170,907.44 |
| City Streets | | | | | | |
| Expenditure | | | | | | |
| Transportation | | | | | | |
| Road and Street Maintenance | | | | | | |
| Roadway | | | | | | |
| 101-000-000-542-30-10-00 | Salaries & Wages | \$2,560.19 | \$26,733.16 | \$30,601.00 | 87.36% | \$3,867.84 |
| 101-000-000-542-30-20-00 | Benefits | \$811.25 | \$9,277.93 | \$12,837.00 | 72.27% | \$3,559.07 |
| 101-000-000-542-30-35-00 | Roadway Equipment | \$20.79 | \$1,150.45 | \$2,000.00 | 57.52% | \$849.55 |
| Total Roadway | | \$3,392.23 | \$37,161.54 | \$45,438.00 | 81.79% | \$8,276.46 |
| Traffic And Pedestrian Services | | | | | | |
| Street Lighting | | | | | | |
| 101-000-000-542-63-47-00 | Street Light Operating | \$1,256.79 | \$6,945.79 | \$7,500.00 | 92.61% | \$554.21 |
| Total Street Lighting | | \$1,256.79 | \$6,945.79 | \$7,500.00 | 92.61% | \$554.21 |
| 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 | \$74.83 | \$652.09 | \$1,000.00 | 65.21% | \$347.91 |
| Total Street Cleaning | | \$74.83 | \$652.09 | \$1,000.00 | 65.21% | \$347.91 |
| Total Traffic And Pedestrian Services | | \$1,331.62 | \$7,597.88 | \$8,900.00 | 85.37% | \$1,302.12 |
| Roadside | | | | | | |
| 101-000-000-542-70-31-00 | Roadside Operating | \$0.00 | \$3,572.53 | \$5,000.00 | 71.45% | \$1,427.47 |
| Total Roadside | | \$0.00 | \$3,572.53 | \$5,000.00 | 71.45% | \$1,427.47 |
| Total Road and Street Maintenance | | \$4,723.85 | \$48,331.95 | \$59,338.00 | 81.45% | \$11,006.05 |
| Road and Street General Administration / Overhead | | | | | | |
| 101-000-000-543-30-30-00 | Office And Operating | \$176.25 | \$5,204.93 | \$6,200.00 | 83.95% | \$995.07 |
| 101-000-000-543-30-30-01 | Gasoline & Oil Products | \$177.87 | \$2,247.89 | \$3,000.00 | 74.93% | \$752.11 |
| 101-000-000-543-30-30-02 | Small Tools & Equipment | \$0.00 | \$1,621.31 | \$2,000.00 | 81.07% | \$378.69 |
| 101-000-000-543-30-40-00 | Safety Training | \$0.00 | \$174.00 | \$500.00 | 34.80% | \$326.00 |
| 101-000-000-543-30-40-01 | Insurance | \$0.00 | \$1,339.25 | \$1,500.00 | 89.28% | \$160.75 |
| Total Road and Street General Administration / Overhead | | \$354.12 | \$10,587.38 | \$13,200.00 | 80.21% | \$2,612.62 |
| Total Transportation | | \$5,077.97 | \$58,919.33 | \$72,538.00 | 81.23% | \$13,618.67 |
| 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 | \$4,594.37 | \$0.00 | | (\$4,594.37) |
| Total Sidewalks | | \$0.00 | \$4,594.37 | \$0.00 | | (\$4,594.37) |
| Total Traffic And Pedestrian Services | | \$0.00 | \$4,594.37 | \$0.00 | | (\$4,594.37) |
| Total Roads/Streets Construction & Other Infrastructure | | \$0.00 | \$4,746.08 | \$0.00 | | (\$4,746.08) |
| 101-000-000-597-00-00-01 | Contingency | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| 101-000-000-597-00-00-03 | Transfer TO 001-Bldg. | \$5,750.00 | \$11,500.00 | \$11,500.00 | 100.00% | \$0.00 |
| 101-000-000-597-00-00-10 | Transfer TO 408 | \$0.00 | \$8,000.00 | \$8,000.00 | 100.00% | \$0.00 |
| Total Debt Service | | \$5,750.00 | \$24,246.08 | \$19,500.00 | 124.34% | (\$4,746.08) |
| Total Expenditure | | \$10,827.97 | \$83,165.41 | \$92,038.00 | 90.36% | \$8,872.59 |
| Total City Streets | | \$10,827.97 | \$83,165.41 | \$92,038.00 | 90.36% | \$8,872.59 |
| 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 | \$0.00 | \$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 | \$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 | \$1,000.00 | \$1,000.00 | 100.00% | \$0.00 |
| 104-000-000-557-30-46-00 | Heritage Museum - | \$0.00 | \$5,249.64 | \$5,900.00 | 88.98% | \$650.36 |
| Culture and Recreation | | | | | | |
| Spectator and Community Events | | | | | | |
| 104-000-000-573-90-00-00 | Merchants/marketing | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |

| Account Number | Title | Period | Fiscal | Budget | % of Total | Balance |
|---|------------------------------|--------------------|---------------------|---------------------|----------------|--------------------|
| 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 | \$2,500.00 | \$2,500.00 | \$2,500.00 | 100.00% | \$0.00 |
| Total Debt Service | | \$2,500.00 | \$2,500.00 | \$38,500.00 | 6.49% | \$36,000.00 |
| Total Expenditure | | \$2,500.00 | \$27,473.92 | \$69,544.00 | 39.51% | \$42,070.08 |
| Total Tourism | | \$2,500.00 | \$27,473.92 | \$69,544.00 | 39.51% | \$42,070.08 |
| Excise Reserve | | | | | | |
| Expenditure | | | | | | |
| Debt Service | | | | | | |
| 301-000-000-597-00-00-01 | Transfer TO 001 | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| 301-000-000-597-00-00-10 | Transfer TO 408 | \$0.00 | \$20,000.00 | \$20,000.00 | 100.00% | \$0.00 |
| 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 | \$16,563.88 | \$209,558.12 | \$225,634.00 | 92.88% | \$16,075.88 |
| 401-000-000-534-00-20-00 | Benefits | \$5,024.40 | \$66,881.05 | \$76,651.00 | 87.25% | \$9,769.95 |
| 401-000-000-534-00-31-00 | Operation & Maintenance | \$1,219.78 | \$36,576.98 | \$40,000.00 | 91.44% | \$3,423.02 |
| 401-000-000-534-00-31-01 | Chemicals | \$6,937.75 | \$36,546.55 | \$40,000.00 | 91.37% | \$3,453.45 |
| 401-000-000-534-00-31-02 | Monthly Excise Tax Pay | \$3,220.56 | \$33,742.73 | \$37,751.00 | 89.38% | \$4,008.27 |
| 401-000-000-534-00-31-03 | Annual Meter Calibrations | \$0.00 | \$1,583.60 | \$2,000.00 | 79.18% | \$416.40 |
| 401-000-000-534-00-31-04 | Annual Permit Fees | \$0.00 | \$3,723.05 | \$5,000.00 | 74.46% | \$1,276.95 |
| 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 | \$3,844.29 | \$9,625.57 | \$13,000.00 | 74.04% | \$3,374.43 |
| 401-000-000-534-00-32-00 | Gasoline | \$373.29 | \$4,138.71 | \$5,000.00 | 82.77% | \$861.29 |
| 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 | \$707.44 | \$4,669.67 | \$5,000.00 | 93.39% | \$330.33 |
| 401-000-000-534-00-35-01 | Small Tools & Equipment - | \$0.00 | \$6,002.30 | \$7,500.00 | 80.03% | \$1,497.70 |
| 401-000-000-534-00-41-00 | Professional Services | \$0.00 | \$3,912.13 | \$5,000.00 | 78.24% | \$1,087.87 |
| 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 - | \$1,584.23 | \$14,102.66 | \$15,000.00 | 94.02% | \$897.34 |
| 401-000-000-534-00-41-04 | Professional Services - | \$324.65 | \$6,161.61 | \$7,000.00 | 88.02% | \$838.39 |
| 401-000-000-534-00-41-05 | Water Comp. Plan- | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| 401-000-000-534-00-42-00 | Communications | \$441.85 | \$4,956.15 | \$5,500.00 | 90.11% | \$543.85 |
| 401-000-000-534-00-43-00 | Travel/Meals/Lodging | \$400.00 | \$2,986.91 | \$3,500.00 | 85.34% | \$513.09 |
| 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 | \$0.00 | \$17,891.72 | \$19,900.00 | 89.91% | \$2,008.28 |
| 401-000-000-534-00-47-00 | Electricity | \$4,498.36 | \$24,756.53 | \$30,000.00 | 82.52% | \$5,243.47 |
| 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 | \$800.00 | 80.42% | \$156.65 |
| 401-000-000-534-00-48-00 | Vehicle Repairs/Maintenance | \$0.00 | \$1,762.53 | \$2,500.00 | 70.50% | \$737.47 |
| 401-000-000-534-00-48-01 | Water Line Replacement | \$0.00 | \$0.00 | \$3,000.00 | 0.00% | \$3,000.00 |
| 401-000-000-534-00-49-00 | Miscellaneous | \$0.00 | \$169.88 | \$5,000.00 | 3.40% | \$4,830.12 |
| 401-000-000-534-00-49-01 | Safety Training | \$0.00 | \$195.00 | \$500.00 | 39.00% | \$305.00 |
| 401-000-000-534-00-49-02 | Software Upgrade | \$0.00 | \$2,133.10 | \$2,500.00 | 85.32% | \$366.90 |
| Total Water Utilities | | \$45,140.48 | \$492,719.90 | \$557,736.00 | 88.34% | \$65,016.10 |
| Total Utilities and Environment | | \$45,140.48 | \$492,719.90 | \$557,736.00 | 88.34% | \$65,016.10 |
| 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- | \$0.00 | \$16,948.68 | \$16,949.00 | 100.00% | \$0.32 |
| 401-000-000-591-34-72-02 | Principal DWSRF 11-952- | \$0.00 | \$20,475.00 | \$20,475.00 | 100.00% | \$0.00 |
| 401-000-000-591-34-72-03 | Principal DWSRF 11-952- | \$0.00 | \$38,829.06 | \$38,329.06 | 101.30% | (\$500.00) |
| 401-000-000-591-34-72-04 | Principal DWSRF 11-952- | \$0.00 | \$3,465.00 | \$3,465.00 | 100.00% | \$0.00 |
| Total Redemption of Long Term Debt - Proprietary Funds | | \$0.00 | \$79,717.74 | \$79,218.06 | 100.63% | (\$499.68) |
| 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 | \$1,864.35 | \$1,864.35 | 100.00% | \$0.00 |
| 401-000-000-592-34-83-02 | Interest DWSRF 11-952-016 | \$0.00 | \$5,835.37 | \$5,835.37 | 100.00% | \$0.00 |

| Account Number | Title | Period | Fiscal | Budget | % of Total | Balance |
|--|-------------------------------|--------------------|-----------------------|-----------------------|----------------|--------------------|
| 401-000-000-592-34-83-03 | Interest DWSRF 11-952-015 | \$0.00 | \$19,715.11 | \$19,715.11 | 100.00% | \$0.00 |
| 401-000-000-592-34-83-04 | Interest DWSRF 11-952-017 | \$0.00 | \$1,332.66 | \$1,332.66 | 100.00% | \$0.00 |
| Total Interest And Other Debt Service Costs | | \$0.00 | \$28,747.49 | \$28,747.49 | 100.00% | \$0.00 |
| 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 | \$40,400.47 | \$845,999.99 | \$846,000.00 | 100.00% | \$0.01 |
| 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 | \$3,026.81 | \$98,368.15 | \$121,000.00 | 81.30% | \$22,631.85 |
| 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 | \$2,609.50 | \$16,155.88 | \$20,000.00 | 80.78% | \$3,844.12 |
| 401-000-000-594-34-64-02 | Contingency | \$0.00 | \$3,556.25 | \$4,000.00 | 88.91% | \$443.75 |
| Total Capital Expenditures | | \$46,036.78 | \$970,828.22 | \$994,500.00 | 97.62% | \$23,671.78 |
| Transfer Out | | | | | | |
| 401-000-000-597-00-00-02 | Transfer TO 001 | \$6,187.50 | \$12,375.00 | \$12,375.00 | 100.00% | \$0.00 |
| 401-000-000-597-00-00-03 | Transfer TO 403 Usda 91-01 | \$0.00 | \$4,354.00 | \$4,354.00 | 100.00% | \$0.00 |
| 401-000-000-597-00-00-04 | Transfer To403pwtf04-65104- | \$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 | | \$6,187.50 | \$16,729.00 | \$16,729.00 | 100.00% | \$0.00 |
| Total Debt Service | | \$52,224.28 | \$1,096,022.45 | \$1,119,194.55 | 97.93% | \$23,172.10 |
| Total Expenditure | | \$97,364.76 | \$1,588,742.35 | \$1,676,930.55 | 94.74% | \$88,188.20 |
| Total Water | | \$97,364.76 | \$1,588,742.35 | \$1,676,930.55 | 94.74% | \$88,188.20 |
| 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 | \$2,263.59 | \$2,378.00 | 95.19% | \$114.41 |
| 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 | \$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- | \$0.00 | \$133,626.05 | \$133,626.00 | 100.00% | (\$0.05) |
| 403-000-000-591-35-78-01 | DOE SRF L1300003 - | \$18,364.94 | \$36,483.90 | \$38,964.00 | 93.63% | \$2,480.10 |
| 403-000-000-591-35-78-02 | DOE SRF L1300006 - | \$2,313.65 | \$4,611.17 | \$4,892.00 | 94.26% | \$280.83 |
| Total Interest And Other Debt Service Costs | | \$0.00 | \$2,090.41 | \$1,976.00 | 105.79% | (\$114.41) |
| 403-000-000-592-34-80-00 | Usda 91-01 Interest | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| 403-000-000-592-34-80-02 | Pwtf - 2003 Interest | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| 403-000-000-592-34-80-03 | Pwtf 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 | Pwtf - 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 | \$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 | Pwtf 05-691 Interest | \$0.00 | \$4,085.87 | \$4,457.00 | 91.67% | \$371.13 |
| 403-000-000-592-35-80-08 | Pwtf 97-791-007 Interest | \$0.00 | \$1,082.26 | \$1,181.00 | 91.64% | \$98.74 |
| 403-000-000-592-35-80-09 | Pwtf 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- | \$0.00 | \$82,040.65 | \$82,041.00 | 100.00% | \$0.35 |
| 403-000-000-592-35-83-01 | DOE SRF L1300003 - | \$11,881.62 | \$24,009.22 | \$25,641.00 | 93.64% | \$1,631.78 |
| 403-000-000-592-35-83-02 | DOE SRF L1300006 - | \$116.12 | \$248.37 | \$263.00 | 94.44% | \$14.63 |
| Total Interest And Other Debt Service Costs | | \$11,997.74 | \$130,064.64 | \$132,735.00 | 97.99% | \$2,670.36 |
| Total Debt Service | | \$32,676.33 | \$473,984.89 | \$478,950.00 | 98.96% | \$4,965.11 |
| Total Expenditure | | \$32,676.33 | \$473,984.89 | \$478,950.00 | 98.96% | \$4,965.11 |
| Total Water & Sewer Bond Redemption | | \$32,676.33 | \$473,984.89 | \$478,950.00 | 98.96% | \$4,965.11 |
| Stormwater Expenditure | | | | | | |
| Utilities and Environment | | | | | | |
| Flood Control | | | | | | |
| 408-000-000-531-38-10-00 | Salaries & Wages | \$1,258.78 | \$13,527.03 | \$15,107.00 | 89.54% | \$1,579.97 |
| 408-000-000-531-38-20-00 | Benefits | \$421.29 | \$4,564.78 | \$5,335.00 | 85.56% | \$770.22 |
| 408-000-000-531-38-31-01 | Operations & Maintenance | \$1,052.70 | \$9,713.69 | \$11,500.00 | 84.47% | \$1,786.31 |
| 408-000-000-531-38-31-02 | Excise Tax | \$105.26 | \$1,382.13 | \$1,600.00 | 86.38% | \$217.87 |
| 408-000-000-531-38-32-00 | Gas/Oil Products | \$0.00 | \$1,085.09 | \$1,400.00 | 77.51% | \$314.91 |
| 408-000-000-531-38-35-00 | Small Tools | \$0.00 | \$156.56 | \$200.00 | 78.28% | \$43.44 |
| 408-000-000-531-38-43-02 | Training | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| 408-000-000-531-38-46-00 | Insurance | \$0.00 | \$636.13 | \$750.00 | 84.82% | \$113.87 |
| Total Flood Control | | \$2,838.03 | \$31,065.41 | \$35,892.00 | 86.55% | \$4,826.59 |
| Total Utilities and Environment | | \$2,838.03 | \$31,065.41 | \$35,892.00 | 86.55% | \$4,826.59 |
| Debt Service | | | | | | |

| Account Number | Title | Period | Fiscal | Budget | % of Total | Balance |
|---|------------------------------|--------------------|---------------------|---------------------|----------------|---------------------|
| Redemption of Long Term Debt - Proprietary Funds | | | | | | |
| 408-000-000-591-38-72-01 | Strmwater -Principal | \$1,812.34 | \$3,588.27 | \$3,588.00 | 100.01% | (\$0.27) |
| 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 | | \$1,812.34 | \$25,344.97 | \$25,344.00 | 100.00% | (\$0.97) |
| Interest And Other Debt Service Costs | | | | | | |
| 408-000-000-592-31-83-01 | Strmwater - Interest | \$547.10 | \$1,130.61 | \$1,131.00 | 99.97% | \$0.39 |
| 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 | \$4,085.00 | 100.02% | (\$0.86) |
| Total Interest And Other Debt Service Costs | | \$547.10 | \$5,353.63 | \$5,366.00 | 99.77% | \$12.37 |
| Capital Expenditures | | | | | | |
| 408-000-000-594-31-64-00 | Drainage Construction | \$0.00 | \$12,607.70 | \$15,000.00 | 84.05% | \$2,392.30 |
| Total Capital Expenditures | | \$0.00 | \$12,607.70 | \$15,000.00 | 84.05% | \$2,392.30 |
| Transfer Out | | | | | | |
| 408-000-000-597-00-00-03 | Transfer TO 001-Bldg. | \$2,750.00 | \$5,500.00 | \$5,500.00 | 100.00% | \$0.00 |
| Total Transfer Out | | \$2,750.00 | \$5,500.00 | \$5,500.00 | 100.00% | \$0.00 |
| Total Debt Service | | \$5,109.44 | \$48,806.30 | \$51,210.00 | 95.31% | \$2,403.70 |
| Total Expenditure | | \$7,947.47 | \$79,871.71 | \$87,102.00 | 91.70% | \$7,230.29 |
| Total Stormwater | | \$7,947.47 | \$79,871.71 | \$87,102.00 | 91.70% | \$7,230.29 |
| Sewer | | | | | | |
| Expenditure | | | | | | |
| 409-000-000-520-35-83-02 | DOE SRF L1300006 - | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| Utilities and Environment | | | | | | |
| Sewer Utilities | | | | | | |
| 409-000-000-535-00-10-00 | Salaries And Wages | \$3,910.29 | \$126,878.62 | \$145,423.00 | 87.25% | \$18,544.38 |
| 409-000-000-535-00-20-00 | Employee Benefits | \$1,220.47 | \$44,382.03 | \$53,378.00 | 83.15% | \$8,995.97 |
| 409-000-000-535-00-31-01 | Operations And Maintenance | \$655.86 | \$19,069.68 | \$21,000.00 | 90.81% | \$1,930.32 |
| 409-000-000-535-00-31-02 | Chemicals | \$1,374.94 | \$19,716.11 | \$22,000.00 | 89.62% | \$2,283.89 |
| 409-000-000-535-00-31-03 | Excise Tax | \$1,248.88 | \$13,081.54 | \$15,530.00 | 84.23% | \$2,448.46 |
| 409-000-000-535-00-31-04 | Annual Meter Calibrations | \$0.00 | \$1,592.71 | \$2,000.00 | 79.64% | \$407.29 |
| 409-000-000-535-00-31-05 | Doe Annual Permit | \$0.00 | \$10,601.78 | \$12,350.00 | 85.84% | \$1,748.22 |
| 409-000-000-535-00-31-06 | Screen Panels And Brushes | \$559.69 | \$1,084.69 | \$1,500.00 | 72.31% | \$415.31 |
| 409-000-000-535-00-31-07 | Lab Supplies | \$0.00 | \$10,936.13 | \$12,000.00 | 91.13% | \$1,063.87 |
| 409-000-000-535-00-31-08 | Office Supplies & Customer | \$1,270.99 | \$5,134.38 | \$5,700.00 | 90.08% | \$565.62 |
| 409-000-000-535-00-32-00 | Gas/oil Products | \$177.60 | \$2,395.15 | \$3,000.00 | 79.84% | \$604.85 |
| 409-000-000-535-00-35-00 | Small Tools | \$202.79 | \$359.35 | \$500.00 | 71.87% | \$140.65 |
| 409-000-000-535-00-41-00 | Attorney Fees | \$360.00 | \$2,759.40 | \$3,000.00 | 91.98% | \$240.60 |
| 409-000-000-535-00-41-01 | Professional Services - | \$300.01 | \$16,927.35 | \$20,000.00 | 84.64% | \$3,072.65 |
| 409-000-000-535-00-41-02 | Professional Services - | \$377.15 | \$7,663.43 | \$8,500.00 | 90.16% | \$836.57 |
| 409-000-000-535-00-41-04 | Professional Services - | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| 409-000-000-535-00-41-05 | Professional Services | \$4,150.00 | \$22,933.34 | \$0.00 | | (\$22,933.34) |
| 409-000-000-535-00-42-00 | Communications | \$434.16 | \$4,716.78 | \$5,300.00 | 89.00% | \$583.22 |
| 409-000-000-535-00-43-01 | Travel/meals & Lodging | \$579.32 | \$703.73 | \$1,500.00 | 46.92% | \$796.27 |
| 409-000-000-535-00-43-02 | Training | \$0.00 | \$1,787.00 | \$2,500.00 | 71.48% | \$713.00 |
| 409-000-000-535-00-45-00 | Spray Sludge Disposal Site | \$1,300.00 | \$37,934.80 | \$38,000.00 | 99.83% | \$65.20 |
| 409-000-000-535-00-46-00 | Insurance | \$0.00 | \$24,142.41 | \$28,000.00 | 86.22% | \$3,857.59 |
| 409-000-000-535-00-47-01 | Electricity | \$9,778.42 | \$46,442.47 | \$55,000.00 | 84.44% | \$8,557.53 |
| 409-000-000-535-00-47-02 | Water | \$405.67 | \$4,529.12 | \$5,500.00 | 82.35% | \$970.88 |
| 409-000-000-535-00-47-03 | Sewer | \$467.84 | \$5,662.23 | \$7,200.00 | 78.64% | \$1,537.77 |
| 409-000-000-535-00-47-04 | Garbage Services | \$46.51 | \$1,746.52 | \$2,200.00 | 79.39% | \$453.48 |
| 409-000-000-535-00-47-05 | Storm Drainage | \$32.98 | \$435.36 | \$600.00 | 72.56% | \$164.64 |
| 409-000-000-535-00-48-01 | Repairs And Maintenance | \$0.00 | \$12,709.74 | \$14,000.00 | 90.78% | \$1,290.26 |
| 409-000-000-535-00-48-02 | Annual Pipe Clean/tv Inspect | \$0.00 | \$12,182.47 | \$12,200.00 | 99.86% | \$17.53 |
| 409-000-000-535-00-48-03 | Miscellaneous | \$0.00 | \$3,292.42 | \$3,500.00 | 94.07% | \$207.58 |
| Total Sewer Utilities | | \$28,853.57 | \$461,800.74 | \$501,381.00 | 92.11% | \$39,580.26 |
| Other Utilities and Business-Type Activites | | | | | | |
| 409-000-000-538-00-41-00 | Professional Services | \$0.00 | \$0.00 | \$25,000.00 | 0.00% | \$25,000.00 |
| Total Other Utilities and Business-Type Activites | | \$0.00 | \$0.00 | \$25,000.00 | 0.00% | \$25,000.00 |
| Total Utilities and Environment | | \$28,853.57 | \$461,800.74 | \$526,381.00 | 87.73% | \$64,580.26 |
| Debt Service | | | | | | |
| Capital Expenditures | | | | | | |
| 409-000-000-594-35-63-00 | Sewer Line Replace/repair | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| 409-000-000-594-35-63-01 | Engineering - Collection | \$0.00 | \$0.00 | \$285,000.00 | 0.00% | \$285,000.00 |
| 409-000-000-594-35-64-01 | Machinery & Equipment | \$2,265.90 | \$3,075.92 | \$150,000.00 | 2.05% | \$146,924.08 |
| 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 | \$0.00 | | \$0.00 |
| 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 & | \$0.00 | \$12,514.72 | \$15,000.00 | 83.43% | \$2,485.28 |
| 409-000-000-594-64-35-05 | Contingency | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| Total Equipment | | \$0.00 | \$12,514.72 | \$15,000.00 | 83.43% | \$2,485.28 |
| Total Capital Expenditures | | \$2,265.90 | \$15,590.64 | \$450,000.00 | 3.46% | \$434,409.36 |
| Transfer Out | | | | | | |

| Account Number | Title | Period | Fiscal | Budget | % of Total | Balance |
|------------------------------------|---------------------------|---------------------|-----------------------|-----------------------|----------------|---------------------|
| 409-000-000-597-00-00-02 | Transfer TO 001-Bldg. | \$10,137.50 | \$20,275.00 | \$20,275.00 | 100.00% | \$0.00 |
| 409-000-000-597-00-00-04 | Wwtp - TO 403 Srf | \$32,676.33 | \$385,327.24 | \$385,237.00 | 100.02% | (\$90.24) |
| 409-000-000-597-00-00-05 | Wwtp - TO 403 Pwtf | \$0.00 | \$15,427.37 | \$15,427.00 | 100.00% | (\$0.37) |
| 409-000-000-597-00-00-10 | TO 403 Wwtp Pwtf 06-962- | \$0.00 | \$13,249.75 | \$13,249.00 | 100.01% | (\$0.75) |
| 409-000-000-597-00-00-11 | TO 403 Wwtp Pwtf Red05- | \$0.00 | \$24,346.36 | \$24,349.00 | 99.99% | \$2.64 |
| 409-000-000-597-00-00-12 | TO 403 Wwtp Pwtf Red04- | \$0.00 | \$1,633.38 | \$1,633.00 | 100.02% | (\$0.38) |
| 409-000-000-597-00-00-13 | WWTP to 403 PWTF PR09- | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| 409-000-000-597-00-00-14 | TO 404 Wwtp B of P | \$1,482.50 | \$2,965.00 | \$2,965.00 | 100.00% | \$0.00 |
| 409-000-000-597-00-00-15 | TO 403 Wwtp-B of P 2008 | \$0.00 | \$29,646.80 | \$26,948.00 | 110.01% | (\$2,698.80) |
| 409-000-000-597-00-00-16 | Wwtp - TO 404 Srf Reserve | \$8,794.00 | \$17,588.00 | \$17,588.00 | 100.00% | \$0.00 |
| Total Transfer Out | | \$53,090.33 | \$510,458.90 | \$507,671.00 | 100.55% | (\$2,787.90) |
| Total Debt Service | | \$55,356.23 | \$526,049.54 | \$957,671.00 | 54.93% | \$431,621.46 |
| Total Expenditure | | \$84,209.80 | \$987,850.28 | \$1,484,052.00 | 66.56% | \$496,201.72 |
| Total Sewer | | \$84,209.80 | \$987,850.28 | \$1,484,052.00 | 66.56% | \$496,201.72 |
| Payroll Clearing Fund | | | | | | |
| 631-000-000-589-00-00-00 | Payroll System Correction | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| Total Payroll Clearing Fund | | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| Claims Clearing Fund | | | | | | |
| 632-000-000-500-00-00-00 | Expenditure | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| Total Claims Clearing Fund | | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| Grand Totals | | \$283,365.05 | \$4,061,579.12 | \$4,880,014.55 | 83.23% | \$818,435.43 |



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 - November

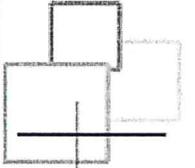
| Account Number | Title | Period | Fiscal | Budget | % of Total | Balance |
|--|-------------------------------|--------------------|---------------------|---------------------|---------------|--------------------|
| General Fund Current Expense | | | | | | |
| Revenue | | | | | | |
| Taxes | | | | | | |
| General Property Taxes | | | | | | |
| 001-000-000-311-10-00-00 | General Property Taxes | \$32,815.94 | \$127,117.63 | \$146,300.00 | 86.89% | \$19,182.37 |
| 001-000-000-311-10-00-01 | General Property-IVFD Truck | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| Total General Property Taxes | | \$32,815.94 | \$127,117.63 | \$146,300.00 | 86.89% | \$19,182.37 |
| Retail Sales and Use Taxes | | | | | | |
| 001-000-000-313-11-00-00 | Local Sales & Use Taxes | \$17,784.52 | \$135,874.89 | \$140,000.00 | 97.05% | \$4,125.11 |
| Total Retail Sales and Use Taxes | | \$17,784.52 | \$135,874.89 | \$140,000.00 | 97.05% | \$4,125.11 |
| Business and Occupation Taxes | | | | | | |
| 001-000-000-316-10-00-00 | Business & Occupation Tax | \$1,860.92 | \$63,100.91 | \$65,000.00 | 97.08% | \$1,899.09 |
| Business and Occupation Taxes on Private Utilites | | | | | | |
| 001-000-000-316-40-01-00 | Garbage 6% Utility Tax | \$0.00 | \$17,153.16 | \$18,000.00 | 95.30% | \$846.84 |
| 001-000-000-316-40-02-00 | Cable 6% Utility Tax | \$844.73 | \$9,305.82 | \$10,000.00 | 93.06% | \$694.18 |
| 001-000-000-316-40-03-00 | Telephone 6% Utility Tax | \$2,083.52 | \$25,831.76 | \$30,000.00 | 86.11% | \$4,168.24 |
| 001-000-000-316-40-04-00 | Electric 6% Utility Tax | \$0.00 | \$65,293.11 | \$70,000.00 | 93.28% | \$4,706.89 |
| 001-000-000-316-40-05-00 | Water Utility Tax | \$3,853.48 | \$48,716.85 | \$52,862.00 | 92.16% | \$4,145.15 |
| 001-000-000-316-40-06-00 | Sewer Utility Tax | \$3,261.59 | \$41,736.35 | \$44,614.00 | 93.55% | \$2,877.65 |
| 001-000-000-316-40-07-00 | Storm Drainage Utility Tax | \$322.77 | \$4,833.53 | \$5,192.00 | 93.10% | \$358.47 |
| 001-000-000-316-40-08-00 | Fire Hydrant Fee | \$0.00 | \$1,795.10 | \$1,800.00 | 99.73% | \$4.90 |
| Total Business and Occupation Taxes on Private Utilites | | \$10,366.09 | \$214,665.68 | \$232,468.00 | 92.34% | \$17,802.32 |
| 001-000-000-316-81-00-00 | Gambling Tax | \$0.00 | \$469.46 | \$0.00 | | (\$469.46) |
| Total Business and Occupation Taxes | | \$12,227.01 | \$278,236.05 | \$297,468.00 | 93.53% | \$19,231.95 |
| Excise Taxes | | | | | | |
| 001-000-000-317-20-00-00 | Local Leasehold Excise Tax | \$3,095.06 | \$23,167.77 | \$30,000.00 | 77.23% | \$6,832.23 |
| 001-000-000-317-40-00-00 | Timber Harvest Excise Tax | \$0.00 | \$105.61 | \$0.00 | | (\$105.61) |
| Total Excise Taxes | | \$3,095.06 | \$23,273.38 | \$30,000.00 | 77.58% | \$6,726.62 |
| Total Taxes | | \$65,922.53 | \$564,501.95 | \$613,768.00 | 91.97% | \$49,266.05 |
| Licenses and Permits | | | | | | |
| Business Licenses and Permits | | | | | | |
| 001-000-000-321-99-00-00 | Other Business Licenses and | \$2,604.17 | \$34,448.82 | \$40,000.00 | 86.12% | \$5,551.18 |
| Total Business Licenses and Permits | | \$2,604.17 | \$34,448.82 | \$40,000.00 | 86.12% | \$5,551.18 |
| Non-Business Licenses and Permits | | | | | | |
| Buildings, Structures and Equipment | | | | | | |
| 001-000-000-322-10-00-01 | Building Permit Fees | \$0.00 | \$1,411.20 | \$5,000.00 | 28.22% | \$3,588.80 |
| Total Buildings, Structures and Equipment | | \$0.00 | \$1,411.20 | \$5,000.00 | 28.22% | \$3,588.80 |
| 001-000-000-322-90-00-01 | Zoning Fees | \$0.00 | \$4,819.13 | \$5,000.00 | 96.38% | \$180.87 |
| Total Non-Business Licenses and Permits | | \$0.00 | \$6,230.33 | \$10,000.00 | 62.30% | \$3,769.67 |
| Total Licenses and Permits | | \$2,604.17 | \$40,679.15 | \$50,000.00 | 81.36% | \$9,320.85 |
| 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 | \$0.00 | \$1,466.16 | \$19,519.00 | 7.51% | \$18,052.84 |
| 001-000-000-334-03-13-00 | DOE Shoreline Master Program | \$753.68 | \$48,501.79 | \$50,000.00 | 97.00% | \$1,498.21 |
| 001-000-000-334-03-14-00 | RCO grant funds | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| Total State Grants | | \$753.68 | \$49,967.95 | \$69,519.00 | 71.88% | \$19,551.05 |
| State Shared Revenues | | | | | | |
| 001-000-000-335-00-91-00 | PUD Privilege Tax | \$0.00 | \$8,798.78 | \$9,500.00 | 92.62% | \$701.22 |
| Total State Shared Revenues | | \$0.00 | \$8,798.78 | \$9,500.00 | 92.62% | \$701.22 |
| 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 | \$1,000.00 | \$1,200.00 | 83.33% | \$200.00 |
| 001-000-000-336-06-25-00 | Criminal Justice - Contracted | \$0.00 | \$1,600.81 | \$1,700.00 | 94.17% | \$99.19 |
| 001-000-000-336-06-26-00 | Criminal Justice - Special | \$0.00 | \$925.20 | \$1,000.00 | 92.52% | \$74.80 |
| 001-000-000-336-06-51-00 | DUI & Other Criminal Justice | \$0.00 | \$143.17 | \$300.00 | 47.72% | \$156.83 |
| 001-000-000-336-06-94-00 | Liquor Excise Tax | \$0.00 | \$2,572.81 | \$4,176.00 | 61.61% | \$1,603.19 |
| 001-000-000-336-06-95-00 | Liquor Board Profits | \$0.00 | \$6,210.97 | \$8,244.00 | 75.34% | \$2,033.03 |
| Total State Entitlements, Impact Payments and Taxes | | \$0.00 | \$12,452.96 | \$16,620.00 | 74.93% | \$4,167.04 |

| Account Number | Title | Period | Fiscal | Budget | % of Total | Balance |
|---|----------------------------------|-------------------|---------------------|---------------------|------------------|--------------------|
| 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 |
| Total Interlocal Grants, Entitlements, Payments, and Tax | | \$0.00 | \$43,979.00 | \$43,979.00 | 100.00% | \$0.00 |
| Total Intergovernmental Revenues | | \$753.68 | \$115,198.69 | \$139,618.00 | 82.51% | \$24,419.31 |
| Charges for Goods and Services | | | | | | |
| General Government | | | | | | |
| 001-000-000-341-81-00-00 | Photocopying | \$0.00 | \$34.73 | \$50.00 | 69.46% | \$15.27 |
| Other General Government Services | | | | | | |
| 001-000-000-341-96-00-00 | Other General Government | \$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 | \$709.73 | \$50.00 | 1,419.46% | (\$659.73) |
| Public Safety | | | | | | |
| 001-000-000-342-21-00-00 | Fire Protection Services | \$0.00 | \$1,915.64 | \$8,000.00 | 23.95% | \$6,084.36 |
| Total Public Safety | | \$0.00 | \$1,915.64 | \$8,000.00 | 23.95% | \$6,084.36 |
| Total Charges for Goods and Services | | \$0.00 | \$2,625.37 | \$8,050.00 | 32.61% | \$5,424.63 |
| Fines and Penalties | | | | | | |
| Civil Infraction Penalties | | | | | | |
| 001-000-000-353-10-00-00 | Traffic Infraction Penalties | \$11.00 | \$209.29 | \$0.00 | | (\$209.29) |
| 001-000-000-353-10-03-01 | Municipal Court Fines | \$287.40 | \$6,462.55 | \$7,000.00 | 92.32% | \$537.45 |
| 001-000-000-353-70-00-00 | Non-Traffic Infraction Penalties | \$5.42 | \$84.88 | \$300.00 | 28.29% | \$215.12 |
| Total Civil Infraction Penalties | | \$303.82 | \$6,756.72 | \$7,300.00 | 92.56% | \$543.28 |
| 001-000-000-357-39-00-01 | Misc Revenue-Court | \$0.00 | \$17.80 | \$0.00 | | (\$17.80) |
| Total Fines and Penalties | | \$303.82 | \$6,774.52 | \$7,300.00 | 92.80% | \$525.48 |
| Miscellaneous Revenues | | | | | | |
| Interest and Other Earnings | | | | | | |
| Total Investment Interest | | | | | | |
| 001-000-000-361-11-00-00 | Investment Interest | \$20.38 | \$201.93 | \$200.00 | 100.97% | (\$1.93) |
| Total Total Investment Interest | | \$20.38 | \$201.93 | \$200.00 | 100.97% | (\$1.93) |
| 001-000-000-361-40-00-00 | Other Interest | \$0.00 | \$42.77 | \$40.00 | 106.93% | (\$2.77) |
| Total Interest and Other Earnings | | \$20.38 | \$244.70 | \$240.00 | 101.96% | (\$4.70) |
| Rents, Leases and Concessions | | | | | | |
| 001-000-000-362-40-00-00 | Space & Facility Rental | \$0.00 | \$1,481.00 | \$1,500.00 | 98.73% | \$19.00 |
| 001-000-000-362-50-00-04 | Community Building - Rent | \$385.00 | \$3,090.00 | \$3,250.00 | 95.08% | \$160.00 |
| 001-000-000-362-50-01-00 | Community Building - Electricity | \$0.00 | \$7,240.11 | \$8,000.00 | 90.50% | \$759.89 |
| 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 | \$0.00 | \$2,433.00 | \$3,000.00 | 81.10% | \$567.00 |
| Total Rents, Leases and Concessions | | \$385.00 | \$14,244.11 | \$15,750.00 | 90.44% | \$1,505.89 |
| 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 | \$0.00 | \$5,373.25 | \$5,400.00 | 99.50% | \$26.75 |
| 001-000-000-367-19-00-01 | Ilwaco Park Fund Donations | \$5,500.00 | \$21,428.27 | \$36,784.00 | 58.25% | \$15,355.73 |
| 001-000-000-367-19-00-03 | Fireworks Donation | \$0.00 | \$8,870.00 | \$9,000.00 | 98.56% | \$130.00 |
| Total Contributions and Donations From Private Sources | | \$5,500.00 | \$49,671.52 | \$65,184.00 | 76.20% | \$15,512.48 |
| Other Miscellaneous Revenues | | | | | | |
| 001-000-000-369-10-00-00 | Sale of Scrap And Junk | \$0.00 | \$0.00 | \$2,800.00 | 0.00% | \$2,800.00 |
| 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 | \$0.00 | \$2,762.79 | \$0.00 | | (\$2,762.79) |
| 001-000-000-369-80-00-00 | Cash Adjustment | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| Total Other Miscellaneous Revenues | | \$0.00 | \$2,762.79 | \$2,800.00 | 98.67% | \$37.21 |
| Total Miscellaneous Revenues | | \$5,905.38 | \$66,923.12 | \$83,974.00 | 79.70% | \$17,050.88 |
| Nonrevenues | | | | | | |
| State Remittances - Courts | | | | | | |
| 001-000-000-386-83-08-00 | Trauma Care | \$2.89 | \$95.72 | \$100.00 | 95.72% | \$4.28 |
| 001-000-000-386-83-31-00 | Auto Theft | \$5.50 | \$190.76 | \$220.00 | 86.71% | \$29.24 |
| 001-000-000-386-83-32-00 | Brain Trauma | \$0.68 | \$34.58 | \$40.00 | 86.45% | \$5.42 |
| 001-000-000-386-88-00-00 | ST Gen Fund 54 | \$1.34 | \$29.68 | \$0.00 | | (\$29.68) |
| Total State Remittances - Courts | | \$10.41 | \$350.74 | \$360.00 | 97.43% | \$9.26 |
| State Remittances-Courts | | | | | | |
| 001-000-000-386-91-00-00 | ST Gen Fund 40 | \$73.67 | \$951.87 | \$1,300.00 | 73.22% | \$348.13 |
| 001-000-000-386-92-00-00 | ST Gen Fund 50 | \$45.42 | \$508.81 | \$700.00 | 72.69% | \$191.19 |
| 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 | \$9.59 | \$342.17 | \$350.00 | 97.76% | \$7.83 |
| Total State Remittances-Courts | | \$128.68 | \$1,802.85 | \$2,350.00 | 76.72% | \$547.15 |
| Total Nonrevenues | | \$139.09 | \$2,153.59 | \$2,710.00 | 79.47% | \$556.41 |
| 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 | | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| 001-000-000-397-00-00-01 | Transfer From 101-Bldg. Rental | \$5,750.00 | \$11,500.00 | \$11,500.00 | 100.00% | \$0.00 |
| 001-000-000-397-00-00-02 | Transfer From 401-Bldg. Rental | \$6,187.50 | \$12,375.00 | \$12,375.00 | 100.00% | \$0.00 |
| 001-000-000-397-00-00-03 | Transfer From 409-Bldg. Rental | \$10,137.50 | \$20,275.00 | \$20,275.00 | 100.00% | \$0.00 |

| Account Number | Title | Period | Fiscal | Budget | % of Total | Balance |
|--|--------------------------------|---------------------|---------------------|---------------------|----------------|---------------------|
| 001-000-000-397-00-00-06 | Transfer From 104 | \$2,500.00 | \$2,500.00 | \$2,500.00 | 100.00% | \$0.00 |
| 001-000-000-397-00-00-07 | Transfer from 408 | \$2,750.00 | \$5,500.00 | \$5,500.00 | 100.00% | \$0.00 |
| 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 | | \$27,325.00 | \$52,150.00 | \$52,150.00 | 100.00% | \$0.00 |
| Total Revenue | | \$102,953.67 | \$851,006.39 | \$957,570.00 | 88.87% | \$106,563.61 |
| Total General Fund Current Expense | | \$102,953.67 | \$851,006.39 | \$957,570.00 | 88.87% | \$106,563.61 |
| City Streets | | | | | | |
| Revenue | | | | | | |
| Taxes | | | | | | |
| General Property Taxes | | | | | | |
| 101-000-000-311-10-00-00 | General Property Tax | \$14,063.98 | \$54,462.06 | \$62,700.00 | 86.86% | \$8,237.94 |
| Total General Property Taxes | | \$14,063.98 | \$54,462.06 | \$62,700.00 | 86.86% | \$8,237.94 |
| Total Taxes | | \$14,063.98 | \$54,462.06 | \$62,700.00 | 86.86% | \$8,237.94 |
| 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 | \$1,658.19 | \$18,046.93 | \$19,073.00 | 94.62% | \$1,026.07 |
| Total State Entitlements, Impact Payments and Taxes | | \$1,658.19 | \$18,046.93 | \$19,073.00 | 94.62% | \$1,026.07 |
| 101-000-000-337-00-00-00 | MV Fuel Tax - County | \$24,869.00 | \$24,869.00 | \$24,869.00 | 100.00% | \$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 | | \$26,527.19 | \$42,915.93 | \$43,942.00 | 97.66% | \$1,026.07 |
| Miscellaneous Revenues | | | | | | |
| Interest and Other Earnings | | | | | | |
| Total Investment Interest | | | | | | |
| 101-000-000-361-11-00-00 | Investment Interest | \$8.56 | \$98.44 | \$0.00 | | (\$98.44) |
| Total Total Investment Interest | | \$8.56 | \$98.44 | \$0.00 | | (\$98.44) |
| Total Interest and Other Earnings | | \$8.56 | \$98.44 | \$0.00 | | (\$98.44) |
| Other Miscellaneous Revenues | | | | | | |
| 101-000-000-369-30-00-00 | Misc Rev. | \$1,087.50 | \$1,117.31 | \$0.00 | | (\$1,117.31) |
| Total Other Miscellaneous Revenues | | \$1,087.50 | \$1,117.31 | \$0.00 | | (\$1,117.31) |
| Total Miscellaneous Revenues | | \$1,096.06 | \$1,215.75 | \$0.00 | | (\$1,215.75) |
| 101-000-000-395-10-00-00 | Proceeds From Sales of Capital | \$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 | | \$41,687.23 | \$98,593.74 | \$106,642.00 | 92.45% | \$8,048.26 |
| Total City Streets | | \$41,687.23 | \$98,593.74 | \$106,642.00 | 92.45% | \$8,048.26 |
| Tourism | | | | | | |
| Revenue | | | | | | |
| Taxes | | | | | | |
| Retail Sales and Use Taxes | | | | | | |
| 104-000-000-313-31-00-00 | Hotel-Motel Tax | \$3,095.06 | \$43,569.64 | \$44,000.00 | 99.02% | \$430.36 |
| Total Retail Sales and Use Taxes | | \$3,095.06 | \$43,569.64 | \$44,000.00 | 99.02% | \$430.36 |
| Total Taxes | | \$3,095.06 | \$43,569.64 | \$44,000.00 | 99.02% | \$430.36 |
| Miscellaneous Revenues | | | | | | |
| Interest and Other Earnings | | | | | | |
| Total Investment Interest | | | | | | |
| 104-000-000-361-11-00-00 | Investment Interest | \$8.72 | \$72.08 | \$70.00 | 102.97% | (\$2.08) |
| Total Total Investment Interest | | \$8.72 | \$72.08 | \$70.00 | 102.97% | (\$2.08) |
| Total Interest and Other Earnings | | \$8.72 | \$72.08 | \$70.00 | 102.97% | (\$2.08) |
| Total Miscellaneous Revenues | | \$8.72 | \$72.08 | \$70.00 | 102.97% | (\$2.08) |
| Total Revenue | | \$3,103.78 | \$43,641.72 | \$44,070.00 | 99.03% | \$428.28 |
| Total Tourism | | \$3,103.78 | \$43,641.72 | \$44,070.00 | 99.03% | \$428.28 |
| Excise Reserve | | | | | | |
| Revenue | | | | | | |
| Taxes | | | | | | |
| Other Taxes | | | | | | |
| 301-000-000-318-34-00-00 | Real Estate Excise Tax -REET | \$198.00 | \$15,487.36 | \$16,000.00 | 96.80% | \$512.64 |
| Total Other Taxes | | \$198.00 | \$15,487.36 | \$16,000.00 | 96.80% | \$512.64 |
| Total Taxes | | \$198.00 | \$15,487.36 | \$16,000.00 | 96.80% | \$512.64 |
| Miscellaneous Revenues | | | | | | |

| Account Number | Title | Period | Fiscal | Budget | % of Total | Balance |
|--|--------------------------------|--------------------|-----------------------|-----------------------|----------------|--------------------|
| Interest and Other Earnings | | | | | | |
| Total Investment Interest | | | | | | |
| 301-000-000-361-11-00-00 | Investment Interest | \$0.82 | \$10.76 | \$0.00 | | (\$10.76) |
| Total Total Investment Interest | | \$0.82 | \$10.76 | \$0.00 | | (\$10.76) |
| Total Interest and Other Earnings | | | | | | |
| Total Miscellaneous Revenues | | \$0.82 | \$10.76 | \$0.00 | | (\$10.76) |
| Total Revenue | | \$198.82 | \$15,498.12 | \$16,000.00 | 96.86% | \$501.88 |
| Total Excise Reserve | | \$198.82 | \$15,498.12 | \$16,000.00 | 96.86% | \$501.88 |
| Water | | | | | | |
| Revenue | | | | | | |
| Intergovernmental Revenues | | | | | | |
| Indirect Federal Grants | | | | | | |
| 401-000-000-333-66-46-00 | Indirect Federal Grant from | \$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 | \$0.00 | \$827,751.69 | \$827,752.00 | 100.00% | \$0.31 |
| Total State Grants | | \$0.00 | \$827,751.69 | \$827,752.00 | 100.00% | \$0.31 |
| Total Intergovernmental Revenues | | | | | | |
| Total Intergovernmental Revenues | | \$0.00 | \$827,751.69 | \$827,752.00 | 100.00% | \$0.31 |
| Charges for Goods and Services | | | | | | |
| Physical Environment | | | | | | |
| 401-000-000-343-40-00-00 | Water Sales | \$47,869.53 | \$607,453.81 | \$660,790.00 | 91.93% | \$53,336.19 |
| 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 | \$1,127.66 | \$31,646.76 | \$33,000.00 | 95.90% | \$1,353.24 |
| Total Physical Environment | | \$48,997.19 | \$639,100.57 | \$693,790.00 | 92.12% | \$54,689.43 |
| Total Charges for Goods and Services | | \$48,997.19 | \$639,100.57 | \$693,790.00 | 92.12% | \$54,689.43 |
| Miscellaneous Revenues | | | | | | |
| Interest and Other Earnings | | | | | | |
| Total Investment Interest | | | | | | |
| 401-000-000-361-11-00-00 | Investment Interest | \$31.18 | \$301.21 | \$300.00 | 100.40% | (\$1.21) |
| Total Total Investment Interest | | \$31.18 | \$301.21 | \$300.00 | 100.40% | (\$1.21) |
| Total Interest and Other Earnings | | | | | | |
| Total Miscellaneous Revenues | | \$31.18 | \$301.21 | \$300.00 | 100.40% | (\$1.21) |
| 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 | \$3,750.00 | 100.00% | \$0.00 |
| Total Capital Contributions | | \$0.00 | \$3,750.00 | \$3,750.00 | 100.00% | \$0.00 |
| Total Proprietary Funds Revenues | | \$0.00 | \$4,476.67 | \$3,750.00 | 119.38% | (\$726.67) |
| Other Financing Sources | | | | | | |
| 401-000-000-391-80-00-00 | Intergovernmental Loan | \$0.00 | \$3,417.50 | \$3,418.00 | 99.99% | \$0.50 |
| Disposition of Capital Assets | | | | | | |
| 401-000-000-395-10-00-00 | Proceeds From Sales of Capital | \$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 | \$3,418.00 | 99.99% | \$0.50 |
| Total Revenue | | \$49,028.37 | \$1,475,047.64 | \$1,529,010.00 | 96.47% | \$53,962.36 |
| Total Water | | \$49,028.37 | \$1,475,047.64 | \$1,529,010.00 | 96.47% | \$53,962.36 |
| 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 | | | | | | |
| 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 | \$4,354.00 | \$4,354.00 | 100.00% | \$0.00 |
| 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 | \$32,676.33 | \$281,019.36 | \$285,424.00 | 98.46% | \$4,404.64 |
| 403-000-000-397-00-00-08 | Transfer from Sewer PC13-961- | \$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- | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| 403-000-000-397-00-72-04 | Tran From Sewer Pwtf06-962- | \$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- | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| Total Other Financing Sources | | \$32,676.33 | \$473,984.90 | \$478,949.00 | 98.96% | \$4,964.10 |
| Total Revenue | | \$32,676.33 | \$473,984.90 | \$478,949.00 | 98.96% | \$4,964.10 |
| Total Water & Sewer Bond Redemption | | \$32,676.33 | \$473,984.90 | \$478,949.00 | 98.96% | \$4,964.10 |
| Water & Sewer Bond Reserve | | | | | | |

| Account Number | Title | Period | Fiscal | Budget | % of Total | Balance |
|---|-----------------------------|---------------------|-----------------------|-----------------------|----------------|---------------------|
| 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 | \$2,334.00 | \$4,668.00 | \$4,668.00 | 100.00% | \$0.00 |
| 404-000-000-397-35-70-02 | Wwtp Srf Reserve- First | \$6,460.00 | \$12,920.00 | \$12,920.00 | 100.00% | \$0.00 |
| 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 | \$1,482.50 | \$2,965.00 | \$2,965.00 | 100.00% | \$0.00 |
| Total Transfers-In | | \$10,276.50 | \$20,553.00 | \$20,553.00 | 100.00% | \$0.00 |
| Total Other Financing Sources | | \$10,276.50 | \$20,553.00 | \$20,553.00 | 100.00% | \$0.00 |
| Total Revenue | | \$10,276.50 | \$20,553.00 | \$20,553.00 | 100.00% | \$0.00 |
| Total Water & Sewer Bond Reserve | | \$10,276.50 | \$20,553.00 | \$20,553.00 | 100.00% | \$0.00 |
| Stormwater | | | | | | |
| Revenue | | | | | | |
| Charges for Goods and Services | | | | | | |
| Physical Environment | | | | | | |
| 408-000-000-343-10-00-00 | Storm Drainage | \$5,407.51 | \$80,747.03 | \$86,538.00 | 93.31% | \$5,790.97 |
| Total Physical Environment | | \$5,407.51 | \$80,747.03 | \$86,538.00 | 93.31% | \$5,790.97 |
| Total Charges for Goods and Services | | \$5,407.51 | \$80,747.03 | \$86,538.00 | 93.31% | \$5,790.97 |
| Miscellaneous Revenues | | | | | | |
| Interest and Other Earnings | | | | | | |
| Total Investment Interest | | | | | | |
| 408-000-000-361-11-00-00 | Investment Interest | \$5.84 | \$44.90 | \$0.00 | | (\$44.90) |
| Total Total Investment Interest | | \$5.84 | \$44.90 | \$0.00 | | (\$44.90) |
| Total Interest and Other Earnings | | \$5.84 | \$44.90 | \$0.00 | | (\$44.90) |
| Total Miscellaneous Revenues | | \$5.84 | \$44.90 | \$0.00 | | (\$44.90) |
| 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 | | \$5,413.35 | \$108,791.93 | \$114,538.00 | 94.98% | \$5,746.07 |
| Total Stormwater | | \$5,413.35 | \$108,791.93 | \$114,538.00 | 94.98% | \$5,746.07 |
| Sewer | | | | | | |
| Revenue | | | | | | |
| Charges for Goods and Services | | | | | | |
| Physical Environment | | | | | | |
| 409-000-000-343-50-00-00 | Sewer Service Charges | \$55,482.75 | \$687,569.78 | \$743,569.00 | 92.47% | \$55,999.22 |
| 409-000-000-343-51-00-00 | Seaview Sewer District Fees | \$19,246.38 | \$159,531.31 | \$265,672.00 | 60.05% | \$106,140.69 |
| Total Physical Environment | | \$74,729.13 | \$847,101.09 | \$1,009,241.00 | 83.93% | \$162,139.91 |
| 409-000-000-345-52-00-00 | Seaview - SRF Loan Match | \$0.00 | \$94,282.06 | \$94,282.00 | 100.00% | (\$0.06) |
| Total Charges for Goods and Services | | \$74,729.13 | \$941,383.15 | \$1,103,523.00 | 85.31% | \$162,139.85 |
| Miscellaneous Revenues | | | | | | |
| Interest and Other Earnings | | | | | | |
| Total Investment Interest | | | | | | |
| 409-000-000-361-11-00-00 | Investment Income | \$73.71 | \$735.02 | \$700.00 | 105.00% | (\$35.02) |
| Total Total Investment Interest | | \$73.71 | \$735.02 | \$700.00 | 105.00% | (\$35.02) |
| 409-000-000-361-40-00-00 | Other Revenue Sources | \$280.08 | \$11,083.60 | \$11,250.00 | 98.52% | \$166.40 |
| Total Interest and Other Earnings | | \$353.79 | \$11,818.62 | \$11,950.00 | 98.90% | \$131.38 |
| Total Miscellaneous Revenues | | \$353.79 | \$11,818.62 | \$11,950.00 | 98.90% | \$131.38 |
| 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 | \$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 | | \$75,082.92 | \$953,201.77 | \$1,400,473.00 | 68.06% | \$447,271.23 |
| Total Sewer | | \$75,082.92 | \$953,201.77 | \$1,400,473.00 | 68.06% | \$447,271.23 |
| Claims Clearing Fund | | | | | | |
| 632-000-000-300-00-00-00 | Revenue | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| Total Claims Clearing Fund | | \$0.00 | \$0.00 | \$0.00 | | \$0.00 |
| Grand Totals | | \$320,420.97 | \$4,040,319.21 | \$4,667,805.00 | 86.56% | \$627,485.79 |



Cash and Investment Activity

Period: 2015 - November
 Period Totals

| Funds | Beginning | | Activity In | Activity Out | Ending | | Ending Balance |
|-----------------------------------|---------------------|-----------------------|---------------------|-----------------------------|---------------------|-----------------------|-----------------------|
| | Cash | Investments | | | Cash | Investments | |
| 001 General Fund Current Expense | \$174,579.71 | \$0.00 | \$102,953.67 | \$47,838.72 | \$229,694.66 | \$0.00 | \$229,694.66 |
| 101 City Streets | \$73,312.82 | \$0.00 | \$41,687.23 | \$10,827.97 | \$104,172.08 | \$0.00 | \$104,172.08 |
| 104 Tourism | \$74,724.33 | \$0.00 | \$3,103.78 | \$2,500.00 | \$75,328.11 | \$0.00 | \$75,328.11 |
| 301 Excise Reserve | \$7,029.27 | \$0.00 | \$198.82 | \$0.00 | \$7,228.09 | \$0.00 | \$7,228.09 |
| 401 Water | \$267,133.12 | \$0.00 | \$49,028.37 | \$97,364.76 | \$218,796.73 | \$0.00 | \$218,796.73 |
| 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 | \$10,276.50 | \$0.00 | \$368,284.55 | \$0.00 | \$368,284.55 |
| 408 Stormwater | \$50,010.90 | \$0.00 | \$5,413.35 | \$7,947.47 | \$47,476.78 | \$0.00 | \$47,476.78 |
| 409 Sewer | \$273,534.15 | \$0.00 | \$75,082.92 | \$84,209.80 | \$264,407.27 | \$0.00 | \$264,407.27 |
| 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 | (\$1,080,290.28 | \$1,080,290.28 | \$28,386.21 | \$28,386.21(\$1,108,676.49) | \$0.00 | \$1,108,676.49 | \$0.00 |
| | \$198,042.20 | \$1,080,290.28 | \$287,744.64 | \$250,688.72 | \$206,711.91 | \$1,108,676.49 | \$1,315,388.40 |



14 December 2015

Ariel Smith
Treasurer
City of Ilwaco
P.O. Box 548
Ilwaco, WA 98624
Via email: treasurer@ilwaco-wa.gov

Re: On-call Planning and Environmental Services

Dear Ariel:

This letter provides for on-call planning and environmental services by The Watershed Company for the City of Ilwaco. Under the enclosed Professional Services Agreement, the City may hire The Watershed Company for such services on an as-needed basis.

We look forward to the opportunity to continue to work with the City. Please feel free to contact me with any questions.

Sincerely,

Mark J. Daniel, AICP
Associate Planner

Enclosures

Agreement for Professional Services

This Agreement, dated as of _____, is entered into by and between the City of Ilwaco (“client”) and The Watershed Company, (“consultant”).

Section 1. The Services

- 1.1 Consultant shall perform the services as requested by the client in a Task Order.
- 1.2 Except as otherwise specifically provided in this Agreement, consultant shall furnish the following, all as the same may be required to perform the services described in paragraph 1.1 in accordance with this Agreement; personnel, labor and supervision; technical, professional and other services. All such services, property and other items furnished or required to be furnished, together with all other obligations performed or required to be performed, by the consultant under this Agreement are sometime collectively referred to in this Agreement as “Services”.
- 1.3 All provisions of this Agreement are intended to be complementary, and any services required by one and not mentioned in another shall be performed, to the same extent as though required by all. Details of the Services are not necessary to carry out the intent of this Agreement, but that are not expressly required, shall be performed or furnished by consultant as part of the Services, without any increase in the compensation otherwise payable under this Agreement.

Section 2. Schedule

- 2.1 Consultants shall commence, prosecute and complete such Services on a schedule as directed by client.

Section 3. Compensation

- 3.1 Client shall pay Consultant for each Task Order on a time and expense basis per the “Hourly Rates Effective July 2015” schedule that accompanies this Agreement. The Client may request or the Consultant may provide a written budget estimate to complete each Task Order. The costs in the “Hourly Rates Effective July 2015” schedule are valid for two years from the date this Agreement goes into effect; after those two years, a new agreement must be signed for additional services.
- 3.2 Consultant shall submit each calendar month; invoice for the compensation payable under this Agreement for the Services performed during the preceding period. Each of Consultant’s invoices shall set forth a detailed description of Services performed during the applicable month, the number of hours spent performing such Services and any reimbursable costs and expenses incurred in connection with such Services.
- 3.3 Client shall pay each of consultant’s invoices within thirty (30) days.

Section 4. Performance by Consultant

- 4.1 Consultant shall not (by contract, operation of law or otherwise) delegate or subcontract performance of any Services to any other person or entity without the prior written consent of Client. Any such delegation or subcontracting without Client's prior written consent shall be voidable at Client's option.
- 4.2 No delegation of subcontracting of performance of any of the Services, with or without Client's prior written consent, shall relieve Consultant of its responsibility to perform the Services in accordance with this Agreement. Consultant shall be fully responsible for the performance, acts and other omissions of Consultant's employees, Consultant's subcontractors and any other person or furnishes any services (collectively, the "Support").
- 4.3 Consultants shall at all times be an independent contractor and not an agent or representative of Client with regard to performance of Services. Consultant shall not represent that it is, or hold itself out as, an agent or representative of Client. In no event shall Consultant be authorized to enter into any agreement or undertaking for or on behalf of Client.
- 4.4 Consultant shall perform the Services in a timely manner and in accordance with the standards of the profession. At the time of performance, Consultant shall be properly licensed, equipped, organized, and financed to perform the Services in accordance with this Agreement. Subject to compliance with the requirements of this Agreement, Consultant shall perform the Services in accordance with its own methods.
- 4.5 Consultants shall take all reasonable precautions to protect against any bodily injury (including death) or property damage that may occur in connection with the Services.

Section 5. Compliance with Laws

- 5.1 Consultant shall comply with all applicable laws, ordinances, rules, regulations, orders, licenses, permits, and other requirements, now in effect, of any governmental authority (including, but not limited to, such requirements as may be imposed upon Client and applicable to the Services). Consultant shall furnish such documents as may be required to effect or evidence such compliance. All laws, rules, orders, required to be incorporated in agreement of this character are incorporated in this Agreement by this reference.

Section 6. Inspection: Examination of Records

- 6.1 The services shall, at all times, be subject to inspection by and with the approval of client, but the making of (or failure or delay in making) such inspection or approval shall not relieve Consultant of responsibility for performance of the Services in accordance with this Agreement, notwithstanding client's knowledge of defective or noncomplying performance, its substantiality or the ease of its discovery. Consultant shall provide

client sufficient, safe, and proper facilities and equipment for such inspection and free access to such facilities.

- 6.2 Consultant shall promptly furnish client with such information related in Service as may be requested consultant.

Section 7. Proprietary and Confidential Information

- 7.1 Consultant shall not, without the prior written consent of client disclose to third parties any information received in connection with the Services unless:
- (a) the information is known to Consultant prior to receiving the same directly or indirectly in connection with the Services.
 - (b) the information is in the public domain at the time of disclosure by Consultant; or
 - (c) the information is received by Consultant from a third party who does not have an obligation to keep the same confidence.

Section 8. Indemnities and Hold Harmless

- 8.1 Subject to the limitations set forth in paragraph 8.2, Consultant releases and shall defend, indemnify, and hold harmless client from and against all claims, cost liabilities, damages, and expenses, (including, but not limited to, reasonable attorney's fees) arising directly out of or in connection with:
- (a) any fault, negligence, strict liability of Consultant in connection with the Services of this Agreement;
 - (b) any lien asserted upon any property of client in connection with the Services or this Agreement;
 - (c) any failure of Consultant, or the Services to comply with any applicable law, ordinance, rule, regulation, order, license, permit and other requirement, now or hereafter in effect, of any governmental authority; or
 - (d) any breach of or default under this Agreement by Consultant.
- 8.2 As permitted by applicable law, paragraph 8.1 shall apply. However, paragraph shall not require Consultant to indemnify client against any liability for damages arising out of bodily injury or property damages caused by or resulting from negligence of client. Further, in the case of concurrent negligence of Consultant on the one hand and client on the other hand, Consultant shall be required to indemnify client only to the extent of the negligence of the Consultant.

Section 9. Workers' Compensation and Insurance

- 9.1 With respect to all persons performing the Services, Consultant shall secure and maintain in effect at all times during performance of Services coverage or insurance in accordance with applicable laws relating to workers' compensation and employer's liability insurance (including, but not limited to, the Washington Industrial Insurance Act and

laws of the state in which any such person was hired), regardless of whether such coverage or insurance is mandatory or merely elective under the law.

Consultant shall furnish to client such assurance and evidence of such coverage or insurance (such copies of insurance policies and Certificates of Compliance issued by the Washington State department of Labor and Industries) as Client may request.

9.2 Consultant shall secure and maintain insurance with provisions, coverage, and limits substantially as specified in the attached certificate of insurance, endorsement and/or schedule of insurance requirement or, if none is attached, with such provisions, coverage, and limits as Client may from time to time specify to protect Client its successors and assigns, (collectively, the “ Additional Insured”) from any claims, losses, harms, costs, liabilities, damages, and expenses (including, but not limited to, reasonable attorney’s fees) that may arise out of any property damage, bodily injury (including death) or professional liability related to the Services. Upon Client’s request, Consultant shall furnish Client with such additional assurance and evidence of such insurance (such as copies of all insurance policies) as Client may request. Within thirty (30) days after any renewal or any notice of termination, cancellation, expiration, or alteration in any policy of insurance required under this Agreement, Consultant shall deliver to Client a certificate of insurance acceptable to Client with respect to any replacement policy.

9.3 All policies of insurance required under this Agreement shall:

- (a) Be placed with such insurers and under such forms of policies as may be acceptable to Client;
- (b) With the exception of workers’ compensation, employer’s liability and professional liability insurance, be endorsed to name the Additional Insured as additional insureds;
- (c) With the exception of workers’ compensation, employer’s liability and professional liability insurance, apply severally and not collectively to each insured against whom any claim is made or suit is brought, except that the inclusion of more than one insured shall not operate to increase the insurance company’s limits of liability as set forth in the insurance policy; and
- (d) Provide that the policies shall not be cancelled or their limits or coverage reduced or restricted without giving at least 30 days prior written notice to the appropriate contract services personnel of Client.

Section 10. Changes

10.1 Client may, at any time by written notice thereof to Consultant, make changes in the Services within the general scope of this Agreement (including, but not limited to, additions to or deletions from any Services, suspension of performance and change in Schedule A and location of performance).

10.2 If any changes under paragraph 10.1 causes an increase or decrease in cost of the time required for performance of the Services an equitable adjustment in the compensation and schedules under this Agreement shall be made to reflect such increase or decrease, and

this Agreement shall be modified in writing accordingly. Such equitable adjustment shall constitute full compensation to Consultant for such change. If any change under paragraph 10.1 results in a decrease in the Services to be performed, Consultant shall not be entitled to anticipated profit on Services not performed and the loss anticipated profit shall not reduce the decrease in compensation under this Agreement resulting from such exchange. Further, Consultant shall not be entitled to any relocation of cost, profit, or overhead.

- 10.3 Notwithstanding any dispute or delay in arriving at a mutually acceptable equitable adjustment under paragraph 10.2, Consultant shall immediately proceed with performance of the Services as change pursuant to paragraph 10.1. If Consultant intends to assert a claim for equitable adjustment under paragraph 10.2, Consultant must, within sixty (60) days after Consultant's receipt of any notice under paragraph 10.1 that does not set forth an acceptable adjustment, submit to Client a written statement of the basis and nature of the adjustment claimed. Consultant shall not be entitled to any adjustment unless such written statement is submitted by Consultant to Client within the applicable period.

Section 11. Termination

- 11.1 Client may, by written notice thereof to Consultant, terminate this Agreement as to all or any portion of the Services not performed, whether or not Consultant is in breach or default. Upon receipt of any such notice of termination, Consultant shall, except as otherwise directed by client, immediately stop performance of the Services to the extent specified in such notice. Consultant shall have the same termination rights as Client in Section 11.
- 11.2 In the event of termination pursuant to paragraph 11.1, an equitable adjustment shall be made in the compensation payable to Consultant under this Agreement, provided that such compensation as so adjusted shall in no event exceed a percentage of the total compensation otherwise payable under this Agreement equal to the percentage of the Services satisfactorily completed at the time of termination. Further, Consultant shall not be entitled to any reallocation of cost, profit or overhead. Consultant shall not in any event be entitled to anticipate profit on Services not performed on account of such termination. Consultant shall use its best efforts to minimize the compensation payable under this Agreement in event of such termination.
- 11.3 If Client purports to terminate or cancel all or any part of this Agreement for Consultant's breach or default when Consultant is not in breach or default which would permit such termination or cancellation, such termination or cancellation shall be deemed to have been terminated by Client pursuant to paragraph 11.1 and the rights of the parties shall be determined accordingly.

Section 12. Miscellaneous

- 12.1 Any notice, request, designation, direction, statement or other communication under this Agreement shall be in writing and shall be delivered in person or mailed, properly addressed and stamped with the required postage, to the attention of:

The Watershed Company
750 6th Street South
Kirkland, WA 98033
(425) 822-5242
(425) 827-8136

- 12.2 Consultant shall not (by contract, operation of law or otherwise) assign this Agreement or any right or interest in this Agreement without the prior written consent of Client. For the purposes of the foregoing, any transfer of a controlling interest in Consultant (e.g., by a transfer of Securities or otherwise) shall be deemed an assignment of this Agreement. Any assignment without Client's prior written consent, shall relieve Consultant from its responsibilities to perform the Services in accordance, this Agreement. Subject to the foregoing restriction on assignment by Consultant, this Agreement shall be fully binding upon, and be enforceable by the successors, assigns, and legal representatives of the respective parties to this Agreement.
- 12.3 The obligation of consultant under Section 6, 7, 8, 11, and 12, and all provisions of this Agreement which may reasonably be interpreted or construed as surviving the completion, termination, or cancellation of this Agreement, shall survive the completion, termination, or cancellation of this Agreement.
- 12.4 The rights and remedies of the Client or the Consultant set forth in any provision of this Agreement are in addition to and do not in any way limit any other rights or remedies afforded to the Client or the Consultant by any other provision of this Agreement or by law.
- 12.5 This Agreement sets forth the entire agreement of the parties, and supersedes any and all prior agreements, with respect to the Services. No amendment or modification of any provisions of this Agreement (other than changes pursuant to Section 10) shall be valid unless set forth in a written amendment to this Agreement signed by both parties.
- 12.6 The invalidity or unenforceability of any provision of this Agreement shall not affect the other provisions hereof, and this Agreement shall be construed in all respects as if such invalid or unenforceable provisions were omitted. The headings of sections of this Agreement are of any weight in the interpretation or construction of the provisions of such sections.
- 12.7 Consultant shall not commence or prosecute any suit, proceeding, or claim to enforce the provisions of this Agreement, to recover damages for breach of or default in this Agreement, or otherwise arising under or by reason of this Agreement, other than in the courts of the State of Washington or the District Court of the United States, Western Division, State of Washington. Consultant hereby irrevocably consents to the jurisdiction

of the courts of the State of Washington with venue laid in Clients County and of the District Court of the United States, Western Division, State of Washington.

- 12.8 This Agreement shall be interpreted, construed, and enforced in all respects in accordance with laws of the State of Washington.

City of Ilwaco:

Printed Name: _____Mike Cassinelli_____

Title: _____Mayor_____

Signature: _____

Dated: _____

The Watershed Company:

Printed Name: A. William Way_____

Title: President_____

Signature: _____

Dated: _____



Hourly Rates Effective July 2015*

| | | |
|--------------------------------|----------------------------------|-------|
| A. William Way, PWS | President | \$180 |
| Ed McCarthy, PE, PhD | Senior Water Resources Engineer | \$170 |
| Dan Nickel, MSc | Environmental Engineer | \$160 |
| Hugh Mortensen, PWS | Senior Ecologist | \$160 |
| Jennifer Creveling, PWS | Senior Biologist | \$160 |
| Nancy Way | V.P. - Operations | \$160 |
| J. Kenny Booth, AICP | Senior Planner | \$150 |
| Greg Johnston, EIT, CFP, MSc | Senior Fisheries Biologist | \$140 |
| Sarah Sandstrom, MSc, CFP, PWS | Fisheries Biologist | \$140 |
| Nell Lund, PWS | Ecologist | \$125 |
| Amber Raynsford, PLA, GISP | Landscape Architect/GIS Analyst | \$115 |
| Mark Daniel, AICP | Associate Planner/GIS Specialist | \$115 |
| Betsy Mann | Marketing Manager | \$110 |
| J. Mike Foster | Ecologist/Arborist | \$110 |
| Marina French | Senior Landscape Designer | \$110 |
| Ryan Kahlo, PWS | Ecologist | \$110 |
| Tess Brandon | Environmental Planner | \$105 |
| Christi Hallman | Project Administrator | \$100 |
| Malia Bassett | Planner | \$95 |
| Clover Muters | Environmental Planner | \$95 |
| Cayce James | Landscape Designer | \$90 |
| Lucas Vannice | Landscape Designer/Arborist | \$85 |
| Katy Crandall | Ecologist | \$80 |
| Andy Noone | Assistant Planner | \$80 |
| Anna Hoenig | Ecologist | \$75 |
| Rose Whitson | Ecologist | \$75 |
| Jasmine Palmer | Ecologist | \$75 |
| Yelena Chuprina | Administrative | \$60 |

Acronym Key:

CFP = Certified Fisheries Professional as certified by the American Fisheries Society
 PE = Professional Engineer
 EIT = Engineer In Training
 GIS = Geographic Information System
 PWS = Professional Wetland Scientist as certified by the Society of Wetland Scientists
 ASLA = American Society of Landscape Architects
 PLA = State of Washington Professional Landscape Architect
 AICP = American Institute of Certified Planners
 MSc = Master of Science degree
 GISP = GIS Professional

*Rates for 2015 only; escalator clause for cost of living may apply in future years



Direct Costs:

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|---|--|-----------------------------|------------|--------|---------|--------|---------|--------|------------------------------|-----------------------------|------------------------------|-----------------------------|------------|--------|---------|--------|--|------------------------|--|------------------------|---------------------------|------------|--------|------------|---------|--------------|---------|--------------|---------|
| <p><u>Auto Mileage</u> Maximum standard rate allowable by IRS</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p><u>Reproduction:</u></p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <table border="0"> <tr> <td><u>Black & White Printing</u></td> <td style="text-align: right;"><u>Rate per Page</u></td> </tr> <tr> <td>8 1/2 x 11</td> <td style="text-align: right;">\$0.10</td> </tr> <tr> <td>11 x 17</td> <td style="text-align: right;">\$0.20</td> </tr> <tr> <td>12 x 18</td> <td style="text-align: right;">\$0.30</td> </tr> <tr> <td colspan="2"> </td> </tr> <tr> <td><u>Color Printing</u></td> <td style="text-align: right;"><u>Rate per Page</u></td> </tr> <tr> <td>8 1/2 x 11</td> <td style="text-align: right;">\$1.00</td> </tr> <tr> <td>11 x 17</td> <td style="text-align: right;">\$2.00</td> </tr> <tr> <td>12 x 18</td> <td style="text-align: right;">\$2.50</td> </tr> </table> </td> <td style="width: 50%; vertical-align: top;"> <table border="0"> <tr> <td><u>Plotting</u></td> <td style="text-align: right;"><u>Rate per SF</u></td> </tr> <tr> <td>B&W Bond</td> <td style="text-align: right;">\$1.05</td> </tr> <tr> <td>Color Bond</td> <td style="text-align: right;">\$1.18</td> </tr> <tr> <td>B&W Glossy</td> <td style="text-align: right;">\$12.18</td> </tr> <tr> <td>Color Glossy</td> <td style="text-align: right;">\$13.76</td> </tr> </table> </td> </tr> </table> | | <table border="0"> <tr> <td><u>Black & White Printing</u></td> <td style="text-align: right;"><u>Rate per Page</u></td> </tr> <tr> <td>8 1/2 x 11</td> <td style="text-align: right;">\$0.10</td> </tr> <tr> <td>11 x 17</td> <td style="text-align: right;">\$0.20</td> </tr> <tr> <td>12 x 18</td> <td style="text-align: right;">\$0.30</td> </tr> <tr> <td colspan="2"> </td> </tr> <tr> <td><u>Color Printing</u></td> <td style="text-align: right;"><u>Rate per Page</u></td> </tr> <tr> <td>8 1/2 x 11</td> <td style="text-align: right;">\$1.00</td> </tr> <tr> <td>11 x 17</td> <td style="text-align: right;">\$2.00</td> </tr> <tr> <td>12 x 18</td> <td style="text-align: right;">\$2.50</td> </tr> </table> | <u>Black & White Printing</u> | <u>Rate per Page</u> | 8 1/2 x 11 | \$0.10 | 11 x 17 | \$0.20 | 12 x 18 | \$0.30 | | | <u>Color Printing</u> | <u>Rate per Page</u> | 8 1/2 x 11 | \$1.00 | 11 x 17 | \$2.00 | 12 x 18 | \$2.50 | <table border="0"> <tr> <td><u>Plotting</u></td> <td style="text-align: right;"><u>Rate per SF</u></td> </tr> <tr> <td>B&W Bond</td> <td style="text-align: right;">\$1.05</td> </tr> <tr> <td>Color Bond</td> <td style="text-align: right;">\$1.18</td> </tr> <tr> <td>B&W Glossy</td> <td style="text-align: right;">\$12.18</td> </tr> <tr> <td>Color Glossy</td> <td style="text-align: right;">\$13.76</td> </tr> </table> | <u>Plotting</u> | <u>Rate per SF</u> | B&W Bond | \$1.05 | Color Bond | \$1.18 | B&W Glossy | \$12.18 | Color Glossy | \$13.76 |
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| <u>Black & White Printing</u> | <u>Rate per Page</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| B&W Glossy | \$12.18 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Color Glossy | \$13.76 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Outside Reproduction | At cost | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Electrofishing Equipment Fee | \$100.00/day | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Trimble Geo XH - GPS Equipment Fee | \$190.00/day | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Solomat Water Quality Testing Equipment Fee | \$50.00/day | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| YSI Salinity pH Meter | \$50.00/day | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lodging and per diem | Reimbursement will be at a rate not to exceed the WA State OFM per diem rate for location services are provided. Out-of-State locations will be reimbursed at the current GSA rate for location services are provided. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Other Direct Costs At Cost | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

CITY OF ILWACO
CITY COUNCIL AGENDA ITEM BRIEFING

A. Meeting Dates: Council Workshop: Public Hearing:
Council Discussion Item: 12/28/15 Council Business Item:

B. Issue/Topic: **Public Records Act Rules of Procedure**

C. Sponsor(s):

1. Cassinelli
- 2.

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

1. Extensive Public Record requests have been consuming the time and resources of the City of Ilwaco for the last two months, to the point where essential functions of the City have been affected. The City has not been faced with requests of this magnitude before, and has not adopted policies regarding appropriate response. It is essential that the City adopt a policy to allocate resources for records responses in an effective manner; in compliance with the Public Records Act and without interfering with the city's essential services.

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

1. Since October 13, 2015, the City of Ilwaco has received nine public records requests, several of which are for many thousands of documents. Responses are being made to most of these requests in installments. Responses are made in the time currently determined by the Clerk, subject to Washington Administrative Rules, since the City has no policy on the matter. The Clerk has thus far spent approximately 20% of her time on these requests, in addition to the time spent by other staff, and the City has expended approximately 17% of its annual city attorney budget and a significant amount of its technology budget responding to the public records responses made thus far (8 of the 9 requests remain open). The City has not received records requests of this magnitude before, and has not adopted a formal process for responding to them.
2. Pursuant to state law, any request for public documents must be complied with fully and in the "most timely possible" manner. However, the law provides that fulfilling requests should not be an "excessive interference" with the agency's "other essential functions". RCW 42.17.290/42.56.100. A public entity found to have not complied properly with a request is liable for the requester's attorneys fees, and up to \$100 per day in penalties for non-compliance. A penalty may be imposed even if there was a good faith attempt to comply with the request by the public entity but a court, with 20/20 hindsight, disagrees with the action taken. A requester does not have to provide his/her/it's identity or provide a reason for the request made.
3. The public records law has become a way for some activists to challenge the operation of a government they are dissatisfied with. In the case of Forbes v. Gold Bar, 171 Wa. App 857, 288 P.3d 384 (2012) one requester made numerous requests for extensive records to the City of Gold Bar. The city hired extra staff, and spent

12% of its income responding to the requests. The requester sued and claimed the city's response was not timely or reasonable. The court said it was. However, in *Zink v. City of Mesa*, 140 Wn App. 328, 166 P.2d 738 (2007) the city clerk restricted the requester to looking at records one hour per day because the requests were overwhelming her and prohibiting her from getting other work done. The Court struck down the city's actions, and awarded the requester fees and penalties, because the city did not have rules adopted by its governing body. The court said that rules adopted to prevent excessive interference by public records requests with essential government functions, must be reasonable and equally applied, formally adopted, and consonant with the intent of the Washington Public Records Law.

4. Thus, for the City of Ilwaco to respond appropriately to all requests, and not impact the ability to the Clerk to perform her other essential duties, it is important to have rules for responding to requests. Since "Zink", the State has adopted generic Model Rules in WAC 44-14, which provide substantial guidance. However, these rules do not address the way a small public entity will respond to a large volume of extensive requests. The proposed resolution in your packet includes provisions to address that concern.
5. It is also important to provide an appeal process (to someone other than the Clerk) so as to be sure that the decision on a document is carefully thought out and consequences understood (in a review and release of over 7,000 documents in a period of a few weeks, it is possible that a mistake can occur). Some public records (such as personnel files, bank account numbers and passwords, legal advice from attorneys, trade secrets) are exempt from disclosure. Most appeals are about whether a particular document should be exempt or not. The City Council should decide whether the city attorney (which is currently the reviewing person) a city staff member, or a City board should hear appeals.
6. It is recommended that the City, as expediently as possible, adopt rules to govern public records act requests. However, it is also recommended that the City Council carefully consider what resources it can afford to allocate to the important service of responding to public records requests, but not negatively impact the other essential services it provides. A proposed Resolution with a policy for Public Records Requests is submitted with this memo. This Resolution, in Section 6A, provides that the City will allocate up to 22 hours of staff time per month to public records responses. The City Council needs to decide whether that is sufficient, or whether more resources should be allocated to this government function. The city attorney suggests the Council review this document in light of the City's financial condition and staffing levels, and advise of changes desired, so that changes can be made and the Resolution approved at the next council meeting.

F. Impacts:

1. Fiscal: \$6,000 in legal and IT fees (in two months)
2. Legal: 17% of budget
3. Personnel: 20% of clerk's time

4. Service/Delivery: Public availability of city records

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

H. Staff Comments:

1.

I. Time Constraints/Due Dates: None, but some urgency is beneficial to the City.

J. Proposed Motion: **I move to enact this resolution establishing rules and procedures for Public Record Requests for the City of Ilwaco.**

**CITY OF ILWACO
RESOLUTION NO. 2015-XX**

A RESOLUTION OF THE CITY OF ILWACO, WASHINGTON, CONCERNING PUBLIC RECORDS REQUESTS AND ALLOCATION OF CITY RESOURCES IN RESPONSE TO PUBLIC RECORDS REQUESTS.

WHEREAS, the City of Ilwaco has an obligation to respond in a timely manner to Public Record Requests; and

WHEREAS, the City Clerk and other city staff have been spending approximately nine (9) hours per week on Public Record Requests since October 13, 2015, which negatively impacts the City's ability to manage City administration and planning support, utility accounts, and council briefings; and

WHEREAS, the City has brought in technical consultants to assist in responding to the numerous Public records Requests; and

WHEREAS, the fees for said technical consultants are estimated at \$1,000; and

WHEREAS, the City has spent in excess of \$4,500 in attorney fees related to Public Record Requests alone since October 13, 2015; or 17% of its total City Attorney cost for 2015, and

WHEREAS, such expenditures impact the City general funds available for essential government services; and

WHEREAS, under RCW 42.56.100, Ilwaco can adopt and enforce reasonable rules to avoid excessive interference with the essential functions of the City and establish the process for responding to public records requests, and

WHEREAS, The City of Ilwaco has determined that it is necessary to adopt rules allocating the resources that the city can currently devote to processing Public Record Requests so as to not interfere excessively with the City's essential functions or funds available to pay for essential services;

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

Section 1. The City hereby adopts Exhibit A as the Public Records Policy for the City of Ilwaco.

Section 2. The City will continue to process Public Records Requests in accordance with the Public Records Act (RCW 42.56), the Model Rules (WAC 44-14), and case law.

Section 3. Effective Date. This resolution, being an exercise of power specifically delegated to the city legislative body, is not subject to referendum and shall take effect five (5) days after passage by the City Council.

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 | | | | | | |

EFFECTIVE:

EXHIBIT A

CITY OF ILWACO PUBLIC RECORDS ACT POLICY

The Public Records Act, RCW 42.56, requires public agencies to make identifiable, non-exempt public records available for inspection and copying upon request and to publish rules of procedure to inform the public how access to public records will be accomplished. The purpose of these rules is to provide the public full and timely access to information concerning the conduct of government, mindful of individuals' privacy rights and the desirability of efficient administration of our City government. The Act and these Rules will be interpreted in favor of disclosure. In carrying out its responsibilities under the Act, the City shall abide by the provisions of the Act describing its purposes and interpretation.

Section 1. Definitions

- a. **Public record.** A writing, regardless of physical form, containing information relating to the conduct of government or the performance of any governmental or proprietary function, prepared, owned, used or retained by the City.
- b. **Writing.** Broadly defined, a writing means handwriting, typewriting, printing, photostating, photographing, and any other means of recording any form of communication, including, but not limited to, letters, words, pictures, sounds or symbols or their combinations; papers, maps, magnetic or paper tapes, photographic films and prints, motion picture, film and video recordings, magnetic or punched cards, discs, drums, diskettes, sound recordings, and other documents including data compilations from which information may be obtained or translated. An email is a "writing."
- c. **Identifiable record.** An identifiable record is one in existence at the time the records request is made and that City staff can reasonably locate.
- d. **Exempt record.** All agency records are available for review by the public unless they are specifically exempted or prohibited from disclosure by state law, either directly in RCW 42.56 or in other statutes.
- e. **Counter document.** A frequently requested document retained at City Hall or within departments that is known to be public information and may be released without need to file a written public disclosure request.
- f. **Email.** Electronic mail is an informational transfer system which uses computers for sending and receiving messages. It is comprised of individual units of information divided into an "envelope" and the message contents. The envelope, or message header, contains the mailing address, routing instructions, transmission and receipt information, and other information the system needs to deliver the mail item correctly. Classification of emails as public records is dependent on the content of the message. Email messages are public records when they are created or received in the transaction of public business and retained as evidence of official

actions.

Section 2. Description of City Services and City Hall Location

The City of Ilwaco is a Municipal Corporation in the State of Washington that provides many of municipal services, including maintaining public records. The Public Records Officer shall maintain the process through which the public may obtain information from the City. The City of Ilwaco's City Hall is located 120 First Ave N. Ilwaco, WA 98624.

Section 3. Public Records Officer

Any person wishing to request access to public records or seeking assistance in making a request should contact the City's Public Records Officer. The City Clerk is designated as the City's Public Records Officer. The Public Records Officer will oversee compliance with the Public Records Act. The Public Records Officer shall provide the fullest assistance to requestors, ensure that public records are protected from damage or disorganization, and prevent fulfilling public records requests from causing excessive interference with the essential functions of the City.

Section 4. Availability of public records

- a. **Hours for inspection.** Public records are available for inspection during the City's regular business hours: Monday through Friday, 8:00 a.m. to 5:00 p.m., excluding legal holidays. City staff and the requestor may make mutually agreeable arrangements for times of inspection and copying. However, the City shall have final say regarding hours for inspection.
- b. **Place of inspection.** Records will typically be made available for inspection at City Hall. Records must be inspected at the City offices; however, City staff and the requestor may make mutually agreeable arrangements for inspection if the particular records being sought are maintained at field offices of the City. A requestor shall not take City records from City offices without the permission of the Public Records Officer.
- c. **Internet access to records.** A variety of records are available on the City of Ilwaco web site at www.ilwaco-wa.gov. Requestors are encouraged to use the search function and view documents available on the website.
- d. **Records index.** The City has determined by Resolution 2007-07 that maintaining a central index of City records is unduly burdensome, costly, and would interfere with City operations due to the number and complexity of records generated as a result of the wide range of City activities.
- e. **Organization of records.** City departments will maintain records in a reasonably organized manner and the City will take reasonable actions to protect records from damage and disorganization.
- f. **Retention of records.** The City is not required to retain all records it creates or uses. The

Washington State Archives (a division of the Washington Secretary of State's Office) approves a general retention schedule for local agency records (including cities) that is common to most agencies. When reference is made to retention schedule within these Rules, it should be interpreted to reference this schedule. The retention schedule for local agencies is available at: www.sos.wa.gov/archives/RecordsRetentionSchedules.aspx

Section 5. Making a request for public records

a. **Reasonable notice that the request is for public records.** A requestor must provide the City with reasonable notice that the request being made is for public records. If a request is contained in a larger document unrelated to a public records request, the requestor should point out the public records request by labeling the front page of the document as containing a public records request or otherwise calling the request to the attention of the Public Records Officer to facilitate timely response to the request. A request should be for an identifiable record. A request for information is not subject to the Public Records Act.

b. **Form.** Any person who wants to inspect or copy identifiable public records of the City is encouraged to make the request using the City's Public Records Request form or in writing in one of the following ways:

1. By using the City's request form available for pickup at City Hall or, by downloading it.
2. By letter, fax, or e-mail addressed to the Public Records Officer.

The following information should be included in the request:

- Name and address of requestor;
- Other contact information, including telephone number and email address;
- Identification of the requested records adequate for the Public Records Officer to locate the records;
- The date and time of day of the request.

c. **Prioritization of records.** The Public Records Officer may ask a requestor to prioritize the records he or she is requesting so that the most important records may be provided first.

d. **Copies.** If the requestor wishes to have copies of the records made, he or she should so indicate and make arrangements to make a deposit or pay for the copies, as further discussed in Section 10 below.

e. **Oral Requests.** While the City's Public Records Request form is encouraged, the Public Records Officer shall accept requests for public records by telephone or in person. If an oral request is made, the Public Records Officer will record the substance of the request on the City's form.

f. **Requests made directly to City departments.** Requests for public records other than identified "counter documents" that are made directly to departments shall be delivered to the Public Records Officer immediately upon receipt for coordinated processing.

g. **Purpose of request.** A requestor need not state the purpose of the request. However, in an effort to clarify or prioritize a request and provide responsive records, the Public Records Officer may inquire about the nature or scope of the request. If the request is for a list of individuals, the Public Records Officer may ask the requestor if he/she intends to use the records for a commercial purpose. The City is not authorized to provide lists of individuals for commercial purposes. The Public Records Officer may also seek sufficient information to determine if another statute may prohibit disclosure.

h. **Overbroad requests.** The City may not deny a request for identifiable public records solely because the request is overbroad. However, the City may seek clarification, ask the requestor to prioritize the request so that the most important records are provided first, and/or communicate with the requestor to limit the size and complexity of the request. The City may also provide the responsive records in installments over time. When a request uses an inexact phrase such as “all records relating to”, the Public Records Officer may interpret the request to be for records which directly and fairly address the topic. When the requestor has found the records he or she is seeking, the requestor should advise the Public Records Officer that the requested records have been provided and the remainder of the request may be cancelled.

Section 6. Processing public records requests

a. **Providing “fullest assistance.”** These rules and any related policies or procedures identify how the City will provide full access to public records, protect records from damage or disorganization, prevent excessive interference with other essential functions of the agency, provide fullest assistance to requestors and provide timely possible action on public records requests. All assistance necessary to help requestors locate particular responsive records shall be provided by the Public Records Officer, provided that the giving of such assistance does not unreasonably disrupt the daily operations of City Hall or other duties of any assisting employee(s) in other City departments. The City Clerk is designated the Public Records Officer. The City Clerk is one of 2.5 FTE City administrative employees, and is also charged with management of water and sewer billings as well as general administrative functions. The time allocated by the City staff, including the City Clerk as Public Records Officer, to public records requests will be restricted to 22 hours per month.

b. **Order for processing requests.** The Public Records Officer will process requests in the order that allows the most requests to be processed in the most efficient manner.

c. **Acknowledging receipt and fulfilling requests.** Within five business days of receipt of the request, the Public Records Officer will do one or more of the following:

- Make the record available for inspection or copying;
- Respond to a request to provide access to a public record by providing the requestor with a link to the City’s website containing an electronic copy of that record if it can be determined that the requestor has agreed and has internet access;
- If copies are requested and payment of a deposit for the copies, if any, is made or terms of payment are agreed upon, send the copies to the requestor;

- Acknowledge that the request has been received and provide a reasonable estimate of when records will be available;
- If the request is unclear or does not sufficiently identify the requested records, request clarification from the requestor. Such clarification may be requested and provided by telephone;
- Deny the request and provide the statutory authority for such denial.

d. **Reasonable estimate of time to fully respond.** If not able to respond within the five business day period, the Public Records Officer must provide a reasonable estimate of the time it will take to fully respond to the request. Additional time may be needed to clarify the scope of the request, locate and assemble the records, redact confidential information, prepare a withholding index, notify third party persons or agencies affected by the request and/or consult with the City Attorney about whether the records are exempt from disclosure. The Public Records Officer should briefly explain the basis for the time estimated to respond. Should an extension of time be necessary to fulfill the request, the Public Records Officer will provide a revised estimate and explain the circumstances that make it necessary.

e. **Notification that records are available.** If the requestor has sought to inspect the records, the Public Records Officer will notify him or her that the entire response or an installment is available for inspection and ask the requestor to contact the City to arrange a mutually agreeable time for inspection. If the requestor seeks copies, the Public Records Officer should notify him or her of the projected costs and whether a deposit is required before making the copies.

f. **Delayed response from the City.** If the City does not respond in writing within five business days of receipt of the request for disclosure, the requestor should contact the Public Records Officer to determine the reason for the delay.

g. **Consequences of requestor's failure to clarify a request.** If the requestor does not respond to the City's request for clarification within 30 days of the City's request, the Public Records Officer may consider the request abandoned, send a letter closing the response to the requestor, and re-file the records.

h. **Good faith compliance with the Public Records Act.** The City, and its officials or employees are not liable for loss or damage based on release of a public record if the City, official or employee acted in good faith in attempting to comply with the Public Records Act.

i. **Searching for records.** The City must conduct an objectively reasonable search for responsive records. The Public Records Officer will determine where responsive records are likely to be located and involve Records Coordinators in other departments, as needed, to assemble the records. After the records are located, the Public Records Officer should take reasonable steps to narrow down the number of records assembled to those that are responsive.

j. **Preserving requested records.** Upon receipt of a public records request the Public Records Officer will notify each department that may have records associated with the records request. If a requested record is scheduled shortly for destruction under the City's records retention schedule, the record cannot be destroyed until the public disclosure request has been

resolved. Once a request has been closed, the Public Records Officer can destroy the record or will notify the department that the record can be destroyed in accordance with the retention schedule.

k. **Inspection of records.** To the extent possible due to other demands, the Public Records Officer shall promptly provide space to inspect public records at City Hall. The requestor must claim or review the assembled records within thirty days of the Public Records Officer's notification that the records are available for inspection or copying. The Public Records Officer will notify the requestor in writing of this requirement and suggest that he or she contact the agency to make arrangements to claim or review the records. If the requestor or a representative of the requestor fails to claim or review the records within the thirty-day period, or make other arrangements, the Public Records Officer may close the request and re-file the assembled records. Members of the public may not remove documents from the viewing area or disassemble or alter any document.

l. **Providing copies of records.** The requestor shall indicate which documents he or she wishes to have copied using a mutually agreed upon non-permanent method of marking the desired records. After inspection is complete, the Public Records Officer will arrange for copying. Making a copy of an electronic record is considered copying and not creation of a new record.

m. **Providing records in installments.** When the request is for a large number of records, the Public Records Officer will provide access for inspection and copying in installments if he or she reasonably determines that it would be practical to provide the records in that way. If the requestor fails to inspect the entire set of records of one or more of the installments within 30 days, the Public Records Officer may stop searching for the remaining records and close the request. The Public Records Officer will provide the requestor a description of what documents are included in each installment and notice when each installment is available.

n. **Completion of inspection.** When the inspection of the requested records is complete and all requested copies are provided, the Public Records Officer will indicate that the City has completed a diligent search for the requested records and made any located non-exempt records available for inspection.

o. **Closing withdrawn or abandoned requests.** If the requestor withdraws the request, fails to fulfill his or her obligations to inspect the records, or fails to pay the deposit or final payment for the requested copies, the Public Records Officer will close the request and indicate to the requestor that the City has closed the request. The Public Records Officer will document closure of the request and the conditions that led to closure.

p. **Later discovered documents.** If, after the Public Records Officer has informed the requestor that the City has provided all available records, the City becomes aware of additional responsive documents that existed on the date of the request, the Public Records Officer will promptly inform the requestor of the additional documents and provide them on an expedited basis.

q. **No duty to create records.** The City is not obligated to create a new record to satisfy a records request; however, the City may, in its discretion, create such a new record to fulfill the request where it may be easier for the City to create a record responsive to the request than to collect and make available voluminous records that contain small pieces of information responsive to the request.

r. **No duty to supplement responses.** The City is not obligated to hold current records requests open to respond to requests for records that may be created in the future. If a public record is created or comes into the possession of the City after a request is received by the City, it is not responsive to the request and will not be provided. A new request must be made to obtain later-created public records.

Section 7. Processing requests for electronic records.

The process for requesting electronic public records is the same as for requesting paper public records.

a. **Format.** When a requestor requests records in an electronic format, the City will provide the nonexempt records or portions of such records that are reasonably locatable in an electronic format, or in a format that is reasonably translatable from the format in which the City keeps the record.

b. **Electronic copy of record.** The City may provide access to public records by providing links to the web site containing an electronic copy of the record, provide records on disk, or transmit the responsive record via e-mail. The Public Records Officer will work with the requestor to determine the most appropriate method for providing electronic copies of responsive records.

Section 8. Retention of records.

The City will retain its records in accordance with retention schedules approved by the State Local Records Committee. Public records may not be destroyed per a retention schedule if a public records request or actual or anticipated litigation is pending.

Section 9. Redactions, exempt from disclosure, personal privacy and protecting rights of others

a. **Redactions.** If only a portion of a record is exempt from disclosure, but the remainder is not exempt, the Public Records Officer will redact (strike out) the exempt portions, provide the nonexempt portions, and indicate to the requestor why portions of the record are being redacted. For example, to prevent an unreasonable invasion of personal privacy, the Public Records Officer shall redact identifying details such as social security numbers when she makes available or publishes any public record. In each case, the justification for the deletion shall be explained in writing in a redaction log.

b. **Exempt from disclosure.** Some records are exempt from disclosure, in whole or in part. The City is not required to permit public inspection and/or copying of records for which

public disclosure of the record is prohibited, restricted or limited by state or federal statute or regulation. If the City believes that a record is exempt from disclosure and should be withheld, the Public Records Officer will state the specific exemption and provide a brief explanation of why the record or a portion of the record is being withheld in an exemption log. If only a portion of the record is determined to be exempt, the Public Records Officer will redact the exempt portions and provide the non-exempt portions.

c. **Commercial Purposes.** Pursuant to RCW 42.56.070(9), the City of Ilwaco is prohibited from disclosing lists of individuals for commercial purposes.

d. **List of Exemptions.** The Public Records Act, RCW 42.56, provides that a number of document types and information are prohibited from being disclosed or are exempt from public inspection and copying. In addition, there are other statutes not listed in Chapter 42.56 RCW which may exempt or prohibit disclosure of certain documents (see Attachment C). The Public Records Officer upon request can provide current lists of these prohibitions and exemptions.

e. **Personal privacy.** When a public record is exempt from disclosure under the Public Records Act, the exemption does not apply if the information that might violate personal privacy or vital government interests can be deleted from the records being sought.

f. **Protecting rights of others.** If the requested records contain information that may affect rights of others and may be exempt from disclosure, prior to providing the records the Public Records Officer may give notice to those whose rights may be affected by the disclosure. Generally two weeks notice will be given in order to make it possible to contact the requestor and ask him or her to revise the request or, if necessary, allow affected individuals to seek an order from a court to prevent or limit the disclosure. The notice to the affected person(s) will include a copy of the request.

Section 10. Costs of providing copies of public records

Per RCW 42.56, the City can not charge for locating a public record or for making records available for review or inspection. The City may charge, however, for the actual costs of copying public records, including the staff time spent making the copies. This provision includes responses to public records requests for electronic records.

a. **Fee schedule.** Pursuant to State Statute the current charge for standard black-and-white photocopies is fifteen cents per page. If the City has to pay an outside firm for duplicating records in non-routine formats such as photographs, blueprints or tape recordings, the actual cost will be passed along to the requestor.

b. **Certified copies.** Where the request is for certified copies, an additional charge may be applied.

c. **Costs for copies of electronic records.** The actual cost to the City for scanning and producing electronic documents on various media shall be charged to the requester. There will be no charge for emailing electronic records to a requestor, unless other costs apply, such as a

scanning fee.

d. **Faxing and mailing charges.** The City may also charge actual costs of long distance facsimile transmission and/or mailing, including the cost of the shipping container.

e. **Sales tax.** The City will not charge sales tax on copies of records.

f. **Use of other copying services.** The City is not required to copy records at its own facilities and may determine to use a commercial copying center. The City may request a deposit and will bill the requestor for the amount charged by the vendor.

g. **Deposit or payment by installments.** Before beginning to copy records, the Public Records Officer may require a deposit of up to ten percent (10%) of the estimated costs of copying the records selected by a requestor. The Public Records Officer may also require the payment of the remainder of the copying costs before providing all the records, or the payment of the costs of copying an installment before providing that installment.

h. **Method of payment.** Payment may be made by cash, check, or money order to the City of Ilwaco.

i. **Waiver of copying charges.** The Public Records Officer has the discretion to waive copying charges for small requests, or for individuals or government agencies doing business with the City if the Public Records Officer determines that this action is in the best interest of the City.

Section 11. Denials of requests for public records

a. **Petition for internal administrative review of denial of access.** Any person who objects to the initial denial or partial denial of a records request may petition in writing (including by e-mail) to the Public Records Officer for a review of that decision. The petition shall include a copy of or reasonably identify the written statement by the Public Records Officer or designee denying the request.

b. **Consideration of petition for review.** The Public Records Officer shall promptly provide the petition and any other relevant information to the City Attorney or his or her designee to conduct the review. The City Attorney will promptly consider the petition and either affirm or reverse the denial within two business days following the City's receipt of the petition, or within such other time to which the City and the requestor mutually agree.

c. **Judicial review.** Any person may obtain court review of denials of public records requests pursuant to RCW 42.56.550 at the conclusion of two business days after the initial denial regardless of any internal administrative appeal.

Appendix C: Exemption and Prohibition Statutes Not Listed in Chapter 42.56 RCW

RCW 42.56.070(2):

For informational purposes, each agency shall publish and maintain a current list containing every law, other than those listed in this chapter, that the agency believes exempts or prohibits disclosure of specific information or records of the agency. An agency's failure to list an exemption shall not affect the efficacy of any exemption.

MRSC will keep updating this list on our website. If you become aware of additions or corrections that should be made to the list, please notify one of the staff attorneys at MRSC. Some of the exemptions and prohibitions on the list concern public record information that may not be relevant for your jurisdiction. For instance, cities would not normally have records regarding marriage license applications or adoption records.

Washington State Statutes

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| RCW 2.64.111 | Documents regarding discipline/retirement of judges |
| RCW 2.64.113 | Confidentiality – violations |
| RCW 4.24.550 | Information on sex offenders |
| RCW 5.60.060 | Privileged communications |
| RCW 5.60.070 | Court-ordered mediation records |
| RCW 7.68.140 | Victims' compensation claims |
| RCW 7.69A.030(4) | Child victims and witnesses – protection of identity |
| RCW 7.69A.050 | Rights of child victims and witnesses – addresses |
| RCW 7.75.050 | Records of Dispute Resolution Centers |
| RCW 9.02.100 | Reproductive privacy |
| RCW 9A.82.170 | Financial institution records – wrongful disclosure |
| RCW 9.51.050 | Disclosing transaction of grand jury |
| RCW 9.51.060 | Disclosure of grand jury deposition |
| RCW 9.73.090(1)(c) | Prohibition regarding specified emergency response personnel recordings |
| RCW 10.27.090 | Grand jury testimony/evidence |
| RCW 10.27.160 | Grand jury reports – release to public only by judicial order |
| RCW 10.29.030 | Organized crime special inquiry judge |
| RCW 10.29.090 | Records of special inquiry judge proceedings |
| RCW 10.52.100 | Records identifying child victim of sexual assault |
| RCW 10.77.210 | Records of persons committed for criminal insanity |
| RCW 10.97.040 | Criminal history information released must include disposition |

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| <u>RCW 10.97.050</u> | Conviction and criminal history information |
| <u>RCW 10.97.060</u> | Deletion of certain criminal history record information, conditions |
| <u>RCW 10.97.070</u> | Disclosure of identity of suspect to victim |
| <u>RCW 10.97.080</u> | Inspection of criminal record by subject |
| <u>RCW 13.32A.090</u> | Crisis residential centers notice to parent about child |
| <u>RCW 13.34.115</u> | Court dependency proceedings |
| <u>RCW 13.40.217</u> | Juveniles adjudicated of sex offenses – release of information |
| <u>RCW 13.50.010</u> | Maintenance of and access to juvenile records |
| <u>RCW 13.50.050</u> | Juvenile offenders |
| <u>RCW 13.50.100</u> | Juvenile/children records not relating to offenses |
| <u>RCW 13.60.020</u> | Missing children information |
| <u>RCW 13.70.090</u> | Citizen juvenile review board – confidentiality |
| <u>RCW 18.04.405</u> | Confidentiality of information gained by CPA |
| <u>RCW 18.19.060</u> | Notification to clients by counselors |
| <u>RCW 18.19.180</u> | Confidential communications with counselors |
| <u>RCW 19.215.020</u> | Destruction of personal health and financial information |
| <u>RCW 19.34.240(3)</u> | Private digital signature keys |
| <u>RCW 19.215.030</u> | Compliance with federal rules |
| <u>RCW 26.04.175</u> | Name and address of domestic violence victim in marriage records |
| <u>RCW 26.12.170</u> | Reports of child abuse/neglect with courts |
| <u>RCW 26.23.050</u> | Child support orders |
| <u>RCW 26.23.120</u> | Child support records |
| <u>RCW 26.26.041</u> | Uniform Parentage Act – protection of participants |
| <u>RCW 26.26.450</u> | Confidentiality of genetic testing |
| <u>RCW 26.33.330</u> | Sealed court adoption records |
| <u>RCW 26.33.340</u> | Agency adoption records |
| <u>RCW 26.33.343</u> | Access to adoption records by confidential intermediary |
| <u>RCW 26.33.345</u> | Release of name of court for adoption or relinquishment |
| <u>RCW 26.33.380</u> | Adoption – identity of birth parents confidential |
| <u>RCW 26.44.010</u> | Privacy of reports on child abuse and neglect |
| <u>RCW 26.44.020(19)</u> | Unfounded allegations of child abuse or neglect |
| <u>RCW 26.44.030</u> | Reports of child abuse/neglect |
| <u>RCW 26.44.125</u> | Right to review and amend abuse finding – confidentiality |
| <u>RCW 27.53.070</u> | Records identifying the location of archaeological sites |
| <u>RCW 29A.08.720</u> | Voter registration records – place of registration confidential |
| <u>RCW 29A.08.710</u> | Voter registration records – certain information exempt |

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| <u>RCW 35.102.145</u> | Municipal business and occupation tax – Confidentiality, privilege, and disclosure |
| <u>Chapter 40.14 RCW</u> | Preservation and destruction of public records |
| <u>RCW 42.23.070(4)</u> | Municipal officer disclosure of confidential information prohibited |
| <u>RCW 42.41.030(7)</u> | Identity of local government whistleblower |
| <u>RCW 42.41.045</u> | Non-disclosure of protected information (whistleblower) |
| <u>RCW 46.52.080</u> | Traffic accident reports – confidentiality |
| <u>RCW 46.52.083</u> | Traffic accident reports – available to interested parties |
| <u>RCW 46.52.120</u> | Traffic crimes and infractions – confidential use by police and courts |
| <u>RCW 46.52.130(2)</u> | Abstract of driving record |
| <u>RCW 48.62.101</u> | Local government insurance transactions – access to information |
| <u>RCW 50.13.060</u> | Access to employment security records by local government agencies |
| <u>RCW 50.13.100</u> | Disclosure of non-identifiable information or with consent |
| <u>RCW 51.28.070</u> | Worker’s compensation records |
| <u>RCW 51.36.060</u> | Physician information on injured workers |
| <u>RCW 60.70.040</u> | No duty to disclose record of common law lien |
| <u>RCW 68.50.105</u> | Autopsy reports |
| <u>RCW 68.50.320</u> | Dental identification records – available to law enforcement agencies |
| <u>Chapter 70.02 RCW</u> | Medical records – access and disclosure – entire chapter (HC providers) |
| <u>RCW 70.05.170</u> | Child mortality reviews by local health departments |
| <u>RCW 70.24.022</u> | Public health agency information regarding sexually transmitted disease investigations - confidential |
| <u>RCW 70.24.024</u> | Transcripts and records of hearings regarding sexually transmitted diseases |
| <u>RCW 70.24.105</u> | HIV/STD records |
| <u>RCW 70.28.020</u> | Local health department TB records – confidential |
| <u>RCW 70.41.200</u> | Hospital quality improvement committee records and accreditation reports |
| <u>RCW 70.48.100</u> | Jail records and booking photos |
| <u>RCW 70.58.055</u> | Birth certificates – certain information confidential |
| <u>RCW 70.58.104</u> | Vital records, research confidentiality safeguards |
| <u>RCW 70.94.205</u> | Washington Clean Air Act – confidentiality of data. |
| <u>RCW 70.96A.150</u> | Alcohol and drug abuse treatment programs |
| <u>RCW 70.123.075</u> | Client records of domestic violence programs |

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| <u>RCW 70.125.065</u> | Records of rape crisis centers in discovery |
| <u>RCW 71.05.390</u> | Information about mental health consumers |
| <u>RCW 71.05.395</u> | Chapter 70.02 RCW applies to mental health records |
| <u>RCW 71.05.400</u> | Information to next of kin or representative |
| <u>RCW 71.05.425</u> | Notice of release or transfer of committed person after offense dismissal |
| <u>RCW 71.05.427</u> | Information that can be released |
| <u>RCW 71.05.430</u> | Statistical data |
| <u>RCW 71.05.440</u> | Penalties for unauthorized release of information |
| <u>RCW 71.05.445</u> | Release of mental health information to Dept. of Corrections |
| <u>RCW 71.05.620</u> | Authorization requirements and access to court records |
| <u>RCW 71.05.630</u> | Release of mental health treatment records |
| <u>RCW 71.05.640</u> | Access to treatment records |
| <u>RCW 71.05.650</u> | Accounting of disclosures |
| <u>RCW 71.24.035(5)(g)</u> | Mental health information system – state, county and regional support networks – confidentiality of client records |
| <u>RCW 71.34.200</u> | Mental health treatment of minors – records confidential |
| <u>RCW 71.34.210</u> | Court records for minors related to mental health treatment |
| <u>RCW 71.34.225</u> | Release of mental health services information |
| <u>RCW 71A.14.070</u> | Records regarding developmental disability – confidentiality |
| <u>RCW 72.09.345</u> | Notice to public about sex offenders |
| <u>RCW 72.09.585(3)</u> | Disclosure of inmate records to local agencies – confidentiality |
| <u>RCW 73.04.030</u> | Veterans discharge papers exemption (see related RCW 42.56.440) |
| <u>RCW 74.04.060</u> | Applicants and recipients of public assistance |
| <u>RCW 74.04.520</u> | Food stamp program confidentiality |
| <u>RCW 74.09.900</u> | Medical assistance |
| <u>RCW 74.13.121</u> | Financial information of adoptive parents |
| <u>RCW 74.13.280</u> | Children in out-of-home placements - confidentiality |
| <u>RCW 74.20.280</u> | Child support enforcement – local agency cooperation, information |
| <u>RCW 74.34.095</u> | Abuse of vulnerable adults - confidentiality of investigations and reports |
| <u>RCW 82.32.330</u> | Disclosure of tax information |
| <u>RCW 84.36.389</u> | Confidential income data in property tax records held by assessor |
| <u>RCW 84.40.020</u> | Confidential income data supplied to assessor regarding real property |
| Selected Federal Confidentiality Statutes and Rules | |
| 18 USC § 2721 - 2725 | Driver and License Plate Information |

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| 20 USC § 1232g | Family Education Rights and Privacy Act |
| 23 USC § 409 | Evidence of certain accident reports |
| 42 USC 290dd-2 | Confidentiality of Substance Abuse Records |
| 42 USC § 405(c)(2)(C)(viii)(I) | Limits on Use and Disclosure of Social Security Numbers. |
| 42 USC 654(26) | State Plans for Child Support |
| 42 USC 671(a)(8) | State Plans for Foster Care and Adoption Assistance |
| 42 USC 1396a(7) | State Plans for Medical Assistance |
| 7 CFR 272.1(c) | Food Stamp Applicants and Recipients |
| 34 CFR 361.38 | State Vocational Rehabilitation Services Programs |
| 42 CFR Part 2 (2.1 - 2.67) | Confidentiality of Alcohol and Drug Abuse Patient Records |
| 42 CFR 431.300 - 307 | Safeguarding Information on Applicants and Recipients of Medical Assistance |
| 42 CFR 483.420 | Client Protections for Intermediate Care Facilities for the Mentally Retarded |
| 42 CFR 5106a(b)(2)(A) | Grants to States for Child Abuse and Neglect Prevention and Treatment Programs |
| 45 CFR 160-164 | HIPAA Privacy Rule |
| 46 CFR 40.321 | USCG regulations regarding confidentiality of drug and alcohol test results done by marine employers |