Elma City Council Special Meeting

Monday, June 27, 2022 – 6:00 PM
In-person and Zoom Meeting

Agenda

Physical Location: 212 W Main Street, Elma, WA 98541
To join by phone: 1-253-215-8782 US (Tacoma) **Meeting ID:** 971 950 7224 **Passcode:** 379551
Zoom Meeting Link: https://us02web.zoom.us/j/9719507224?pwd=TVg4YkpmZUFLTXVjWktOcFIJVmQxUT09
Zoom Meeting ID: 971 950 7224 **Zoom Passcode:** Elma

Call to Order

Pledge of Allegiance

Roll Call:

Councilmembers Miller, Whipple-Boling, Heater, Cooper, Collette, and Mayor Sorensen

Staff: Chief Shultz, Jim Starks, Wendy Collins, Chief Fulbright, Joe Chrystal, Chris Coker, Dee Depoe, Jillanna Bickford

Public Hearing

Consideration of the annual 6-Year Transportation Improvement Plan (TIP)

Citizen Comment

(Please limit to 3 minutes)

Consent Agenda

Approve Agenda: June 27, 2022

New Business

1.	Agreement Concerning Paid Leave Reimbursement – Richardson	Discussion & Action
2.	Laurie Bremer – Update on the Art Wall and Art Commission	Update
3.	Elma Chamber of Commerce City Wide Garage Sale	Discussion & Action
4.	DK Boos Security Door Bid	Discussion & Action
5.	2021 Annual Financial Report	Discussion & Approval
6.	Revised Remodel Project Budget and Plans	Discussion & Action
7.	Provisional Police Officer Request (Chief Shultz)	Discussion & Approval
8.	Assistant WWTP Operator – New Hire (Jim Starks)	Update
9.	Carolyn Howard Property Line Issue	Discussion
10.	Approval for Training/Travel Reimbursement	Action
11.	Chair of Honor	Discussion & Action

Ordinances and Resolutions

1.	6-Year Street Plan Resolution	Discussion & Adoption
2.	Resolution for In-person Meetings and Public Comment	Discussion & Adoption

Old Business

None

The City of Elma Council reserves the right to take action on any item placed on the agenda regardless of the manner in which it is stated.

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

Elma City Council Special Meeting

Monday, June 27, 2022 – 6:00 PM
In-person and Zoom Meeting

Agenda

Committee Reports.

Parks & Public Works: Miller, Collette, Starks
Public Safety: Miller (Substituting for Cooper), Heater, Shultz
Finance: Collette, Whipple-Boling, Collins
Tourism: Heater
Capital Facilities: Cooper, Whipple-Boling, Starks, Chrystal

Written Staff Reports

Susan Shultz, Police Chief:
Jim Starks, Public Works Director
Wendy Collins, Clerk-Treasurer

Other Staff Reports

Chris Coker, City Attorney
Joe Chrystal, Building Inspector
Adam Fulbright, Fire Chief
Dee Depoe, Librarian
Jillanna Bickford, Elma Chamber

Citizen Comment

City Council Reports

Mayor's Report

Executive Session

None

Next Meeting

Council Meeting, July 18, 2022, 6:00 PM (Summer Schedule)

Adjourn

Adjournment

The City of Elma Council reserves the right to take action on any item placed on the agenda regardless of the manner in which it is stated.

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City of Elma

P.O. Box E – 202 W. Main Street
Elma, WA 98541-0487
(360) 482-2212 / Fax # (360) 482-4960

Notice of Public Hearing

ALL MEMBERS OF THE PUBLIC ARE HEREBY GIVEN NOTICE that the City Council of the City of Elma will conduct a hearing, open to the public, for the purposes of receiving comments, suggestions, recommendations and other material from the public at large and from all interested persons in relation to the matter or matters specified below. The hearing will commence at the hour of **6:00** o'clock P.M., or as soon thereafter as the hearing may be called to order, on **Monday, the 21st day of June, 2022,** in the Council Chambers of the City of Elma, situated at 2nd and Main Streets, Elma, Washington. The meeting may also be attended virtually. A "virtual access invitation" will be available on the City of Elma website- **cityofelma.com** , **after** June 16th, 2022.

The matter or matters subject of the hearing are as follows:

Consideration of the annual 6 Year Transportation Improvement Plan (TIP). Copies of the draft TIP amendment are on file in City Hall.

For further information relative to this matter contact Jim Starks, Dir. Public Works at Elma City Hall, 202 W. Main Street or at (360) 482-2212.

The City Council reserves the right to take such action on the matter or matters heard, including the adoption or the making of the final recommendation thereon as may be allowed by law upon completion of the hearing.

DATED THIS 2nd day of June, 2022.

CITY OF ELMA:

By: Jim Starks-Dir. Public Works

Published: June 2, 2022

ELMA CITY COUNCIL MEETING MINUTES
May 16, 2022
6:00 P.M. 0N ZOOM

CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

Mayor Sorensen called the May 16, 2022, City Council Meeting to order. All stood for the Pledge of Allegiance.

CALL TO ORDER AND ROLL CALL:

Wendy Collins called roll. Mayor Sorensen, Josh Collette, John Heater, Pat Miller, Bethany Whipple-Boling, and Mike Cooper.

CONSENT CALENDAR

Approval of Agenda May 16, 2022.
Approval of Minutes May 2, 2022.
Approval of Handwrites April 29, 2022 Check #59300-59307 in the amount of $20,494.76.
Approval of Handwrites May 2, 2022 Check #59308 in the amount of $18.50.
Approval of Handwrites May 12, 2022 Check #59309 in the amount of $1049.38.
Approval of Accounts Payable for May 17, 2022 in the amount of $126,560.78.
Pat Miller made a motion to approve the consent calendar, seconded by Mike Cooper. All council members voted in favor. Motion carried.

GRAYS HARBOR PUD ANNUAL REPORT

Mayor Sorensen introduced General Manager Schuyler Burkhart, Commissioner Jon Martin and Ian Cope gave a presentation to council on the Grays Harbor PUD annual report.

PURPLE HEART PROCLAMATION

Mayor Sorensen introduced Proclamation 2022-1 and read the proclamation. Mayor Sorensen declared on behalf of the city council and himself that the City of Elma is a Purple Heart city dated on this day May 16, 2022.

REQUEST FOR PUBLIC HEARING REGARDING SIX-YEAR STREET PLAN (STIP)

Mayor Sorensen opened the discussion regarding the request for public hearing regarding the Six-Year Street Plan (STIP). Jim Starks was unable to attend the meeting. Mayor Sorensen requested a motion for a public hearing on June 21, 2022.
Josh Collette made a motion to request a public hearing meeting on June 21, 2022, seconded by Bethany Whipple-Boling. All council members voted in favor. Motion carried.

LAURIE BREMER - ARTS COMMISSION FOR ELMA

Mayor Sorensen introduced Laurie Bremer who presented to the city council potential candidates for the Arts Commission for the City of Elma and presented her vision for what the role of the Arts Commission would be. Council had discussions regarding this topic.

Mike Cooper made a motion to approve the Arts Commission, add the Arts Commission to the code, approve $5,000.00 from the tourism fund, and give Mayor Sorensen the authority to approve the Arts Commission, seconded by Bethany Whipple-Boling. Council had further discussions regarding this topic. All council members voted in favor. Motion carried.

RUDY AMESQUITA-REPLACEMENT SIGN TO DESIGN PROPOSAL

Mayor Sorensen introduced Rudy Amesquita. Mr. Amesquita submitted the sign rendering to the council for their consideration. Joe Chrystal and the council had discussions regarding this topic. Rudy agreed to council and Joe Chrystal's terms. **Pat Miller made a motion to approve the sign at 302 W. Waldrip, seconded by Josh Collette. Council members had further discussions regarding this topic. Upon further discussion Pat Miller amended his motion to approve the sign at 302 W. Waldrip and to apply the Vista Act, seconded by Josh Collette. All council members voted in favor. Motion carried.**

COMMITTEE REPORTS

Parks: Josh Collette informed council the Parks Committee met last Thursday and conveyed to the council they were happy with the nets and that the committee is continuing working on the ongoing issues at 10th Street Park.

Public Works: Pat Miller informed the council that the Public Works Committee will be meeting Thursday at 5:30.

Finance Committee: Josh Collette informed the council that they will be meeting in June and wanted to clear up that the analysis should be the responsibility of the mayor and staff in regard to whether or not they want a minimum fund balance and other policy related items that fall under the Finance Committee. Mayor Sorensen requested to be at the next finance meeting to discuss some policy ideas that he has.

WRITTEN STAFF REPORTS

Chief Shultz informed council that it is Law Enforcement Memorial Week and would like for everyone to give thanks to families and spouses of those who have made the ultimate sacrifice. Chief Shultz is concerned about staffing shortages. One officer is out on a possible long-term injury. E-911 is also experiencing staffing shortages. Code enforcement letters went out.

OTHER STAFF REPORTS

Joe Chrystal informed council the Mini Storage project is wrapping up. The church project has gotten the steel going. The project at the hospital is going on. Regarding the new restaurant coming in, the RB's just need to be picked up. Last year he had 2 or 3 houses that were being built and so far this year, he has six houses.

Dee Depoe informed council that they started on the library project today and thanked Jim and crew for fixing the hole in the hot water tank. The Public Works crew did a great job.

Jillana Bickford, Elma Chamber informed council they have a parade at the end of the month and have over fifty entries. City wide garage sale register sheet forms are ready and there is a $5.00 fee and all forms are due by June 18th. The dates for the city-wide garage sale are June 24th through the 25th. The Farmer's Market will start June 3rd. The Heat on the Street is going pretty fast and people are getting registration forms in. The Street dance will be August 5th.

CITY COUNCIL REPORTS

Mike Cooper: Glad to be here.

Pat Miller: Thanked the Department Heads for doing a great job.

Bethany Whipple-Boling: Welcomed back Mike Cooper.

John Heater: Informed council that some high school kids need to perform community service. He will talk to Jim Starks.

Josh Collette: Happy to see Mike Cooper

MAYOR'S REPORT

Mayor Sorensen brought Mike Cooper up to speed regarding the improvements at the Veteran's Memorial Park. Mayor Sorensen informed the council that he met with Rolling Thunder on Sunday, and they have put together what Long Beach has done to their Veteran's Memorial Park. They scheduled an onsite visit and will be leaving the Montesano VFW at 10:00 a.m. on June 11th to tour the Long Beach Park. Mayor Sorensen would like to put a Chair of Honor at no cost to the city in City Hall and there will be someone who will give a presentation at the June meeting to explain the process. The mayor also brought to the council's attention a memo from Jim Starks regarding amendment #1 to the 12th St. Water and Street Project. The original amount was $24,400.00 for engineering and the amended amount is $34,600, which brings the total agreement to $59,000 for Gibbs and Olson. After discussion, the council decided to table this and discuss it at a Special Meeting on Monday, May 23, 2022, at 6:00 p.m., with the Work Session to follow.

Next council meeting will be Tuesday June 21, 2022, at 6;00 p.m.

ADJOURNMENT

Pat Miller made a motion to adjourn, seconded by John Heater. All council members voted in favor. Motion carried.

Jim Sorensen – Mayor

Wendy Collins – City Clerk/Treasurer

AGREEMENT CONCERNING PAID LEAVE REIMBURSEMENT

THIS AGREEMENT is made and entered into this _____ day of _____, 202__ by and between the City of Elma, herein referred to as "City," and Stephanie Richardson, herein referred to as "Claimant."

WHEREAS, Claimant was an employee with the City from the dates of July 3, 2006, and October 20, 2021; and

WHEREAS, Claimant claims to be entitled paid leave reimbursement up to and including the date of this Agreement, pursuant to the Families First Coronavirus Response Act (FFCRA), for paid leave used between April 1, 2021, and December 31, 2021, because of COVID-related school closure, which required Claimant to instruct and supervise her children at home; and

WHEREAS, the City has inspected its payroll records and reviewed further information provided by Claimant; and

WHEREAS, both Parties wish to resolve any and all potential claims arising out of, or related to, the situation described herein; and

WHEREAS, this matter was approved by the Elma City Council on _____, 2022; and

THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. The parties agree to settle the Claimant's claim in the amount of $823.13 itemized as follows:

a. $664.44 ($31.64 per hour x 21 hours), minus usual withholdings, representing 21 hours of paid leave that employee used instead of FFCRA-qualified leave.

b. $21.19, representing statutory interest of 12% for 97 days between October 29, 2021 and February 2, 2022.

c. $137.50 (Attorney fees of .5 hours)

2. In consideration for the above, Claimant hereby stipulates, agrees, and accepts the settlement amount of $823.13, and said settlement amount constitutes a full and final settlement of all claims, including interest, penalties or attorney fees for said paid leave owed to Claimant. Employee hereby waives, disclaims, and considers satisfied any claim, action, suit, grievance, or cause of action Employee may have, whether known or unknown, arising out of, relating to, or connected with, paid leave reimbursement, arising out of her employment with the City of Elma.

3. Claimant represents that for each day in which she claims entitlement to reimbursement that she was unable to work (or telework) based on a need to care for a child under age 18 due to closure of the child's school or unavailability of the child's childcare provider due to a public health emergency. Claimant understands to submit the claim described herein that does not qualify for reimbursement may have legal consequences. Claimant hereby acknowledges that she has reviewed and understands the content of this Agreement, and that Claimant has consulted with an attorney, and may seek further advice of an

attorney prior to entering this agreement, and that Claimant has had the opportunity to do so. Claimant acknowledges that this Agreement is not binding until signed by both Parties.

DATED this _____ day of _____, 202__.

CLAIMANT

Stephanie Richardson
Stephanie Richardson

STATE OF WASHINGTON)
) ss.
COUNTY OF THURSTON)

On this 5th day of May 2022, personally appeared before me Stephanie Richardson, known to be the individual described, and who executed the foregoing instrument and acknowledged that he signed the same as his free and voluntary act and deed for the uses and purposes therein mentioned.

WITNESS my hand and official seal the day and year first above written.

LINDSAY BLUMBERG
NOTARY PUBLIC
STATE OF WASHINGTON
COMMISSION No. 166780
My Commission Expires: May 6, 2025

Lindsay Blumberg
Signature
Print Name: Lindsay Blumberg
NOTARY PUBLIC in and for the State of Washington, residing at Grays Harbor
My commission expires May 6, 2025

City of Elma

By: _____
Jim Sorensen, Mayor

STATE OF WASHINGTON)
) ss.
COUNTY OF THURSTON)

On this _____ day of _____ 2022, before me, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared before me Wayne Fournier, to me known to be the Mayor of the City of Tenino, a municipal corporation, who executed the foregoing instrument and acknowledged the said instrument to be the free and voluntary act and deed of said municipal corporation for the uses and purposes therein mentioned and on oath states that he/she is authorized to execute the said instrument.

WITNESS my hand and official seal the day and year first above written.

_____
Signature
Print Name:_____
NOTARY PUBLIC in and for the State of Washington, residing at _____
My commission expires_____

CITY OF ELMA

Agenda Request

Date: 5/19/22 for 6/21/22 meeting

Name: Laurie Bremer

Address: 313 W Main St Nellivander's Shoppe
PO BOX 215 Elma 98541

Nature of Request: - update on art wall

- update on art commission

Cost of Request: $ n/a

Source of Funding n/a

fish.in.the.dirt@gmail.com

REQUEST TO BE ON CITY COUNCIL AGENDA

DATE OF COUNCIL MEETING: June 24, 25, 26 2022

DATE OF REQUEST: June 16, 2022

NAME OF PERSON: Jillanna Bickford

ORGANIZATION/COMPANY: Elma Chamber of Commerce

ADDRESS: 222 W. Main St
Elma

TELEPHONE NUMBER: 360 482 3055

NAME OF PERSON TAKING REQUEST: Jillanna Bickford

REASON FOR REQUEST: Elma Chamber of Commerce would like to have Elma City Wide Garage Sale June 24, 25, 26 2022. This event Brings people from all over the county and other towns. They shoppers receive a map with over 50 garage Sales. These people alway eat and shop our Local Businesses also.

ACTION REQUESTED OF COUNCIL: Approval of Elma City Wide Garage Sale June 24, 25 26, 2022

ELMA CITY WIDE GARAGE SALE DAYS

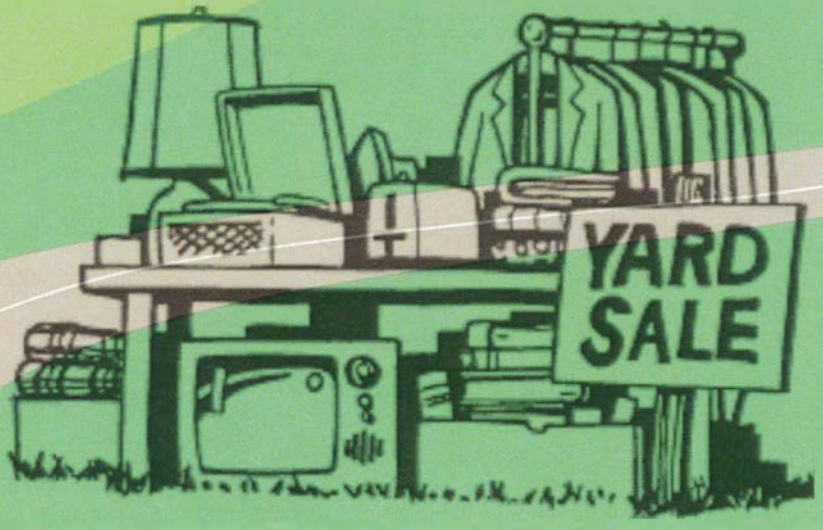
JUNE
24-25-26

Chamber ELMA of Commerce

Register until
June 18.
Maps will be
available June 23.

The fee is only $5.00 to register your sale. If you would like to get your sale on the map please contact:

Elma Chamber of Commerce
222 W. Main St, Elma
360-482-3055
elmachamber@gmail.com
register online at elmachamber.org



Wendy Collins

From: Brad Jennings <brad@dkboosglass.com>
Sent: Thursday, May 26, 2022 8:32 AM
To: Wendy Collins
Cc: Shannan Anderson
Subject: RE: Elma City Hall Quote for security doors
Attachments: Elma City Hall - Printer Drawings - Portrait.pdf; 1FBL5_AS01.jpg

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Yellow category

[External Email]

Wendy,
Please see the attached.

Hallway door
1 custom size dark bronze finish aluminum pair of doors
Standard push pull ADA compliant handles
Cylinder / cylinder lock
Grade 1 door closers
Installed with prevailing wage and letter of intent affidavit $6,321

City Office
1 custom size narrow panel door.
Pull handle / push plate
Magnetic lock (requires low voltage 24v wiring by other)
Installed with prevailing wage and letter of intent $ 1,710

Court Office
1 custom size narrow panel door.
Pull handle / push plate
Magnetic lock (requires low voltage 24v wiring by other)
Installed with prevailing wage and letter of intent $ 1,710

Shannan will send a formal court later today.

Brad Jennings
D.K. BOOS GLASS, INC.
OFFICE: 360-456-0668
FAX: 360-456-0784
ADDRESS: 1206 FRANZ ST SE, LACEY, WA 98503
EMAIL: BRAD@DKBOOSGLASS.COM

D.K. BOOS GLASS, INC.

1206 Franz St.
Lacey, WA 98503
DKBOOGI160NG
(360) 456-0668
(360) 456-0784 Fax
www.dkboosglass.com

Quote # 32756

BID PROPOSAL

DATE: May 26,2022
PROJECT: Elma City Hall
ADDRESS: 202 West Main St.
CONTACT: Wendy
CONTRACTOR: City of Elma
PHONE: (360)482-2212 Ext.6
EMAIL: wendy@cityofelma.com

Scope of work:

Hallway Door

One custom size dark bronze finish aluminum pair of doors.
Standard push/pull A.D.A. compliant handles, cylinder/cylinder lock, Grade I door closers.
Furnished and installed with prevailing wage, Letter of Intent/ Affidavit. $ 6,321.00
+tax

City Office

One custom size narrow panel door.
Push handle/ push plate, magnetic lock (requires low voltage 24v wiring by other)
Furnished and installed with prevailing wage, Letter of Intent/ Affidavit. $ 1,710.00
+tax

Court Office

One custom size narrow panel door.
Push handle/ push plate, magnetic lock (requires low voltage 24v wiring by other)
Furnished and installed with prevailing wage, Letter of Intent/ Affidavit. $ 1,710.00
+tax

***D.K. BOOS GLASS, INC. COMPANY POLICY IS NOT TO DISCLOSE EMPLOYEE PERSONAL MEDICAL INFORMATION.**

PRICE SUBJECT TO CHANGE

At time of bid we will meet all OSHA and WISHA requirements in effect if the GC has higher standards and/or requirements, or the regulations subsequently change, the GC will pay for any additional cost incurred through change order.

EXCLUSIONS:

x	**Breakage Protection**	x	**Submittals/Shop Drawings (Add $500)**
x	**Breakage by Others**	x	**Engineering**
x	**Break Shapes/Flex Flashings**	x	**Testing, calcs, P & E stamp, permits**
x	**Perimeter Caulking**	x	**Tax & Bond**
x	**Temporary Infills/Demo**		**Prevailing Wages**
x	**After hours work**	x	**Weather/Trade Protection of Openings/Final Cleaning**
x	**Security / Electrical Tie-In**	x	**Safety Training Required by Contractor**

Brad Jennings
Brad@dkboosglass.com

D.K. Boos Glass, Inc. company policy is not to disclose employee personal medical information.

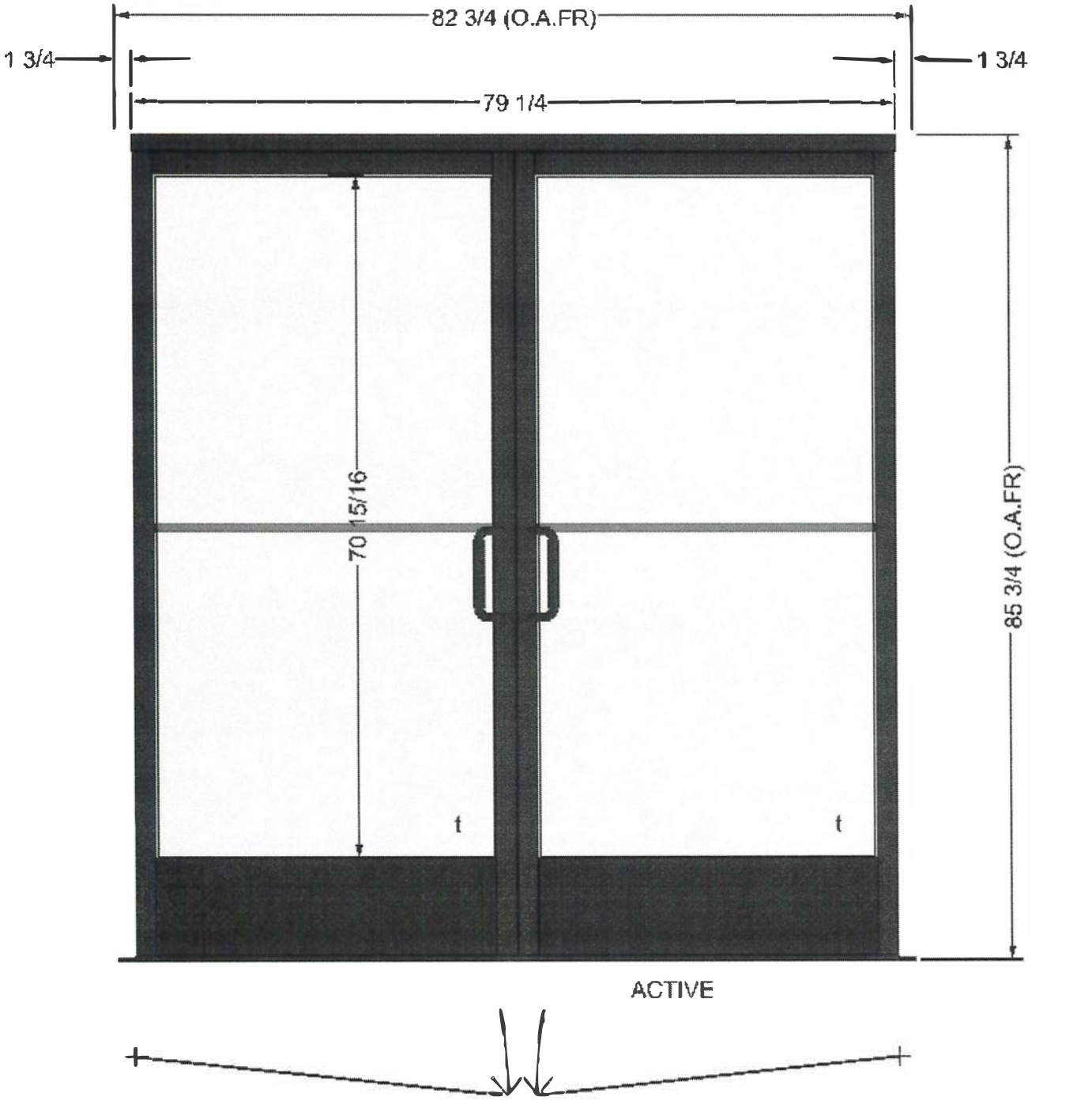
****PRICE SUBJECT TO CHANGE****

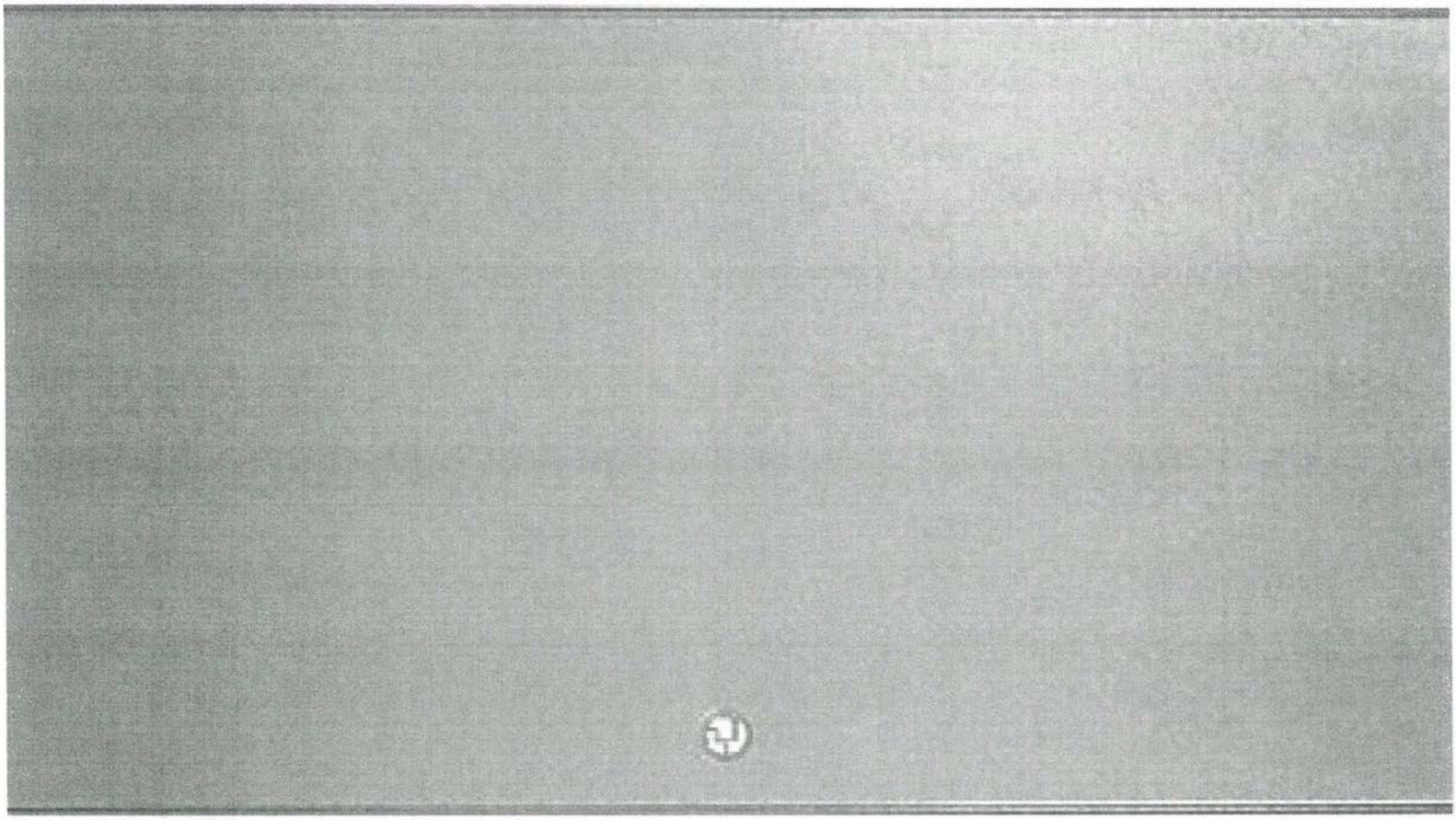
DK BOOS
GLASS

PROUDLY SERVING THURSTON AND PIERCE COUNTIES

Project Name: Elma City Hall

#40 DARK BRONZE





ANNUAL REPORT CERTIFICATION

City of Elma
(Official Name of Government)

0338
MCAG No.

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

For the Fiscal Year Ended 12/31/2021

GOVERNMENT INFORMATION:

Official Mailing Address PO Box 3005
Elma, WA 98541

Official Website Address www.cityofelma.com

Official E-mail Address wendy@cityofelma.com

Official Phone Number

AUDIT CONTACT or PREPARER INFORMATION and CERTIFICATION:

Audit Contact or Preparer Name and Title Wendy Collins Clerk Treasurer

Contact Phone Number

Contact E-mail Address wendy@cityofelma.com

I certify 25th day of May, 2022, that annual report information is complete, accurate and in conformity with the Budgeting, Accounting and Reporting Systems Manual, to the best of my knowledge and belief, having reviewed this information and taken all appropriate steps in order to provide such certification. I acknowledge and understand our responsibility for the design and implementation of controls to ensure accurate financial reporting, comply with applicable laws and safeguard public resources, including controls to prevent and detect fraud. Finally, I acknowledge and understand our responsibility for immediately submitting corrected annual report information if any errors or an omission in such information is subsequently identified.

Signatures

Wendy Collins (wendy@cityofelma.com)

City of Elma
Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2021

		Total for All Funds (Memo Only)	001 General Fund	102 Street Maintenance Fund	103 Cemetery Fund
Beginning Cash and Investments					
308	Beginning Cash and Investments	5,462,901	1,719,171	554,603	61,247
388 / 588	Net Adjustments	(2,470)	(2,470)	-	-
Revenues					
310	Taxes	2,745,761	2,215,559	294,513	51,540
320	Licenses and Permits	70,066	70,066	-	-
330	Intergovernmental Revenues	753,005	668,831	84,174	-
340	Charges for Goods and Services	2,309,058	57,327	-	19,178
350	Fines and Penalties	40,096	40,096	-	-
360	Miscellaneous Revenues	35,817	6,163	1,732	5
Total Revenues:		5,953,803	3,058,042	380,419	70,723
Expenditures					
510	General Government	487,976	487,976	-	-
520	Public Safety	1,816,865	1,588,868	-	-
530	Utilities	1,401,501	6,475	-	63,177
540	Transportation	177,222	-	177,222	-
550	Natural/Economic Environment	29,173	29,173	-	-
560	Social Services	753	753	-	-
570	Culture and Recreation	160,555	84,283	-	-
Total Expenditures:		4,074,045	2,197,528	177,222	63,177
Excess (Deficiency) Revenues over Expenditures:		1,879,758	860,514	203,197	7,546
Other Increases in Fund Resources					
391-393, 596	Debt Proceeds	504,551	504,551	-	-
397	Transfers-In	-	-	-	-
385	Special or Extraordinary Items	-	-	-	-
381, 382, 389, 395, 398	Other Resources	862,668	561,677	17,700	-
Total Other Increases in Fund Resources:		1,367,219	1,066,228	17,700	-
Other Decreases in Fund Resources					
594-595	Capital Expenditures	1,974,524	1,106,328	228,626	-
591-593, 599	Debt Service	163,194	28,742	-	-
597	Transfers-Out	-	-	-	-
585	Special or Extraordinary Items	-	-	-	-
581, 582, 589	Other Uses	559,360	278,725	-	250
Total Other Decreases in Fund Resources:		2,697,078	1,413,795	228,626	250
Increase (Decrease) in Cash and Investments:		**549,899**	**512,947**	**(7,729)**	**7,296**
Ending Cash and Investments					
50821	Nonspendable	-	-	-	-
50831	Restricted	2,085,305	824,712	546,875	-
50841	Committed	-	-	-	-
50851	Assigned	2,520,090	-	-	68,543
50891	Unassigned	1,404,944	1,404,944	-	-
Total Ending Cash and Investments		**6,010,339**	**2,229,656**	**546,875**	**68,543**

The accompanying notes are an integral part of this statement.

City of Elma
Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2021

		106 Hotel/Motel Tax	201 G.O. Bonds Fund	302 Real Estate Excise Tax-Cap.imp	401 Water Fund
Beginning Cash and Investments					
308	Beginning Cash and Investments	230,669	8,883	231,789	1,311,474
388 / 588	Net Adjustments	-	-	-	-
Revenues					
310	Taxes	103,327	-	80,822	-
320	Licenses and Permits	-	-	-	-
330	Intergovernmental Revenues	-	-	-	-
340	Charges for Goods and Services	-	-	-	1,026,217
350	Fines and Penalties	-	-	-	-
360	Miscellaneous Revenues	-	-	-	14,942
Total Revenues:		103,327	-	80,822	1,041,159
Expenditures					
510	General Government	-	-	-	-
520	Public Safety	-	-	-	-
530	Utilities	-	-	-	796,705
540	Transportation	-	-	-	-
550	Natural/Economic Environment	-	-	-	-
560	Social Services	-	-	-	-
570	Culture and Recreation	76,272	-	-	-
Total Expenditures:		76,272	-	-	796,705
Excess (Deficiency) Revenues over Expenditures:		27,055	-	80,822	244,454
Other Increases in Fund Resources					
391-393, 596	Debt Proceeds	-	-	-	-
397	Transfers-In	-	-	-	-
385	Special or Extraordinary Items	-	-	-	-
381, 382, 389, 395, 398	Other Resources	-	-	-	280,958
Total Other Increases in Fund Resources:		-	-	-	280,958
Other Decreases in Fund Resources					
594-595	Capital Expenditures	-	-	-	106,630
591-593, 599	Debt Service	-	-	-	-
597	Transfers-Out	-	-	-	-
585	Special or Extraordinary Items	-	-	-	-
581, 582, 589	Other Uses	-	-	-	279,505
Total Other Decreases in Fund Resources:		-	-	-	386,135
Increase (Decrease) in Cash and Investments:		**27,055**	-	**80,822**	**139,277**
Ending Cash and Investments					
50821	Nonspendable	-	-	-	-
50831	Restricted	257,724	8,883	312,611	134,500
50841	Committed	-	-	-	-
50851	Assigned	-	-	-	1,316,251
50891	Unassigned	-	-	-	-
Total Ending Cash and Investments		**257,724**	**8,883**	**312,611**	**1,450,751**

The accompanying notes are an integral part of this statement.

City of Elma
Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2021

		403 Sewer Fund	407 Ambulance Fund
Beginning Cash and Investments			
308	Beginning Cash and Investments	1,297,596	47,469
388 / 588	Net Adjustments	-	-
Revenues			
310	Taxes	-	-
320	Licenses and Permits	-	-
330	Intergovernmental Revenues	-	-
340	Charges for Goods and Services	968,002	238,334
350	Fines and Penalties	-	-
360	Miscellaneous Revenues	12,975	-
Total Revenues:		980,977	238,334
Expenditures			
510	General Government	-	-
520	Public Safety	-	227,997
530	Utilities	535,144	-
540	Transportation	-	-
550	Natural/Economic Environment	-	-
560	Social Services	-	-
570	Culture and Recreation	-	-
Total Expenditures:		535,144	227,997
Excess (Deficiency) Revenues over Expenditures:		445,833	10,337
Other Increases in Fund Resources			
391-393, 596	Debt Proceeds	-	-
397	Transfers-In	-	-
385	Special or Extraordinary Items	-	-
381, 382, 389, 395, 398	Other Resources	2,333	-
Total Other Increases in Fund Resources:		2,333	-
Other Decreases in Fund Resources			
594-595	Capital Expenditures	532,940	-
591-593, 599	Debt Service	134,452	-
597	Transfers-Out	-	-
585	Special or Extraordinary Items	-	-
581, 582, 589	Other Uses	880	-
Total Other Decreases in Fund Resources:		668,272	-
Increase (Decrease) in Cash and Investments:		**(220,106)**	**10,337**
Ending Cash and Investments			
50821	Nonspendable	-	-
50831	Restricted	-	-
50841	Committed	-	-
50851	Assigned	1,077,490	57,806
50891	Unassigned	-	-
Total Ending Cash and Investments		**1,077,490**	**57,806**

The accompanying notes are an integral part of this statement.

City of Elma
Fiduciary Fund Resources and Uses Arising from Cash Transactions
For the Year Ended December 31, 2021

		Custodial
308	Beginning Cash and Investments	3,000
388 & 588	Net Adjustments	-
310-390	Additions	42,798
510-590	Deductions	42,490
	Net Increase (Decrease) in Cash and Investments:	308
508	Ending Cash and Investments	3,308

The accompanying notes are an integral part of this statement.

City of Elma
MCAG No. 0338
Notes to the Financial Statements
For the year ended December 31, 2021

Note 1 - Summary of Significant Accounting Policies

The City of Elma was incorporated in 1889 and operates under the laws of the state of Washington applicable to a city government. The city is a general purpose local government and provides public safety, fire prevention, health and social services, and general administrative services.

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

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

A. Fund Accounting

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

GOVERNMENTAL FUND TYPES:

General Fund

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

Special Revenue Funds

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

Debt Service Funds
These funds account for the financial resources that are restricted, committed, or assigned to expenditures for principal, interest and related costs on general long-term debt.

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

PROPRIETARY FUND TYPES:

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

FIDUCIARY FUND TYPES:

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

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

B. Basis of Accounting and Measurement Focus
Financial statements are prepared using the cash basis of accounting and measurement focus. Revenues are recognized when cash is received, and expenditures are recognized when paid.

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

C. Cash and Investments
See Note 4 - *Deposits and Investments*.

D. Capital Assets
The city has no formal capitalization policy. Capital assets and inventory are recorded as capital expenditures when purchased.

E. Compensated Absences
Vacation leave may be accumulated up to 240 for police per NFOP Contract, and up to 200 hours per Teamsters contract and 320 hours for administrative non-represented employees and is payable upon separation.

Sick leave may be accumulated with a maximum of one third (320 hours) of total of 960 hours. Upon retirement only, employees receive payment for one third of unused sick leave. Payments are recognized as expenditures when paid. The total compensated absence liability as of December 31, 2021 was $186,910.

F. Long-Term Debt

See Note 9 – *Long-Term Debt (formerly Debt Service Requirements)*.

G. Restricted and Committed Portion of Ending Cash and Investments

Beginning and Ending Cash and Investments are reported as restricted or committed when it is subject to restrictions on use imposed by external parties or due to internal commitments established by council. When expenditures that meet restrictions are incurred, the city intends to use the most restricted resources first.

Restrictions and commitments of Ending Cash and Investments consist of:

Fund Name	Portion of Ending Balance Restricted	Portion of Ending Balance Committed	Combined	Reason for Restriction or Commitment
General Fund	824,712		824,712	Revenue Source Restriction
Street Fund	546,875		546,875	Revenue Source Restriction
Hotel/Motel Tax Fund	**257,724**		257,724	Revenue Source Restriction
GO Bond Fund	8,883		8,883	Bond Covenant Restriction
REET Fund	**312,611**		312,611	Revenue Source Restriction
Water Fund	134,500		134,500	Bond Covenant Restriction
Court/State Passthrough Fund	3,308		3,308	Custodial Funds
	$ 2,088,612	$ -	$ 2,088,612	

Note 2 - Budget Compliance

The city adopts annual appropriated budgets for all funds. These budgets are appropriated at the fund level, except the General Fund which is budgeted at the Department level. The budget constitutes the legal authority for expenditures at that level.

Annual appropriations for these funds lapse at the fiscal year end. Annual appropriated budgets are adopted on the same basis of accounting as used for financial reporting.

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

Fund/Department	Final Appropriated Amounts	Actual Expenses	Variance
001 - General Fund	$ 3,333,345	$ 3,052,135	$ 281,210
102 - Street Maintenance Fund	$ 739,100	$ 405,847	$ 333,253
103 - Cemetery Fund	$ 76,650	$ 63,427	$ 13,223
106 - Hotel/Motel Tax	$ 94,800	$ 76,272	$ 18,528
201 - G.O. Bonds Fund	$ 10,985		$ 10,985
Water Fund	801,530	651,453	150,077
Water & Sewer Construct. Fund	620,000	531,387	88,613
Total 401 - Water Fund	$ 1,421,530	$ 1,182,840	$ 238,690
Sewer Fund	640,170	544,124	96,046
Sewer Construction Fund	951,500	659,293	292,207
Total 403 - Sewer Fund	$ 1,591,670	$ 1,203,416	$ 388,254
407 - Ambulance Fund	$ 234,100	$ 227,996	$ 6,104
652 - Court -State Reimbursements	$ 600	$ 42,489	$ (41,889)

Budgeted amounts are authorized to be transferred between departments and funds; however, any revisions that alter the total expenditures of a fund, or that affect the number of authorized employee positions, salary ranges, hours, or other conditions of employment must be approved by the city council.

The City of Elma did not have any budget amendments.

There were no interfund transfers over $1,000.

There were no consolidations, except for $500,000 in appropriations and actual expenditures excluded due to consolidation of funds.

There was a -$41,889 variance in Fund 652, Court/State Reimbursements. This is a pass-through only fund. This fund is not part of the regular budgeting process.

Note 3 – COVID-19 Pandemic

In February 2020, the Governor of the state of Washington declared a state of emergency in response to the spread of the deadly new virus known as COVID-19. In the months following the declaration, precautionary measures to slow the spread of the virus were ordered. These measures included closing schools, cancelling public events, limiting public and private gatherings, and restricting business operations, travel and non-essential activities.

On March 16, 2020, the City of Elma declared an emergency through an emergency executive order, closing City of Elma facilities to the public and discontinued various services during the emergency executive orders that followed as prescribed by Governor Inslee throughout the covid-19 pandemic.

The city affirmed the stay-at-home order, temporarily closing all public buildings to the general public, suspended the penalties for water, sewer and waived water shut offs, and public meetings were temporarily replaced with telephonic meetings. When the governor reopened the State on June 30, 2021, the city followed the recommendations of continuing wearing masks and using covid safety protocols.

Covid-19 was a direct impact on our revenues especially current expense revenues. The city received monies through the federal government distributed by the American Rescue Plan Act (ARPA). The program was intended to provide support to State, territorial, local, and Tribal governments in responding to the economic and public health impacts of COVID-19 and in their efforts to contain impacts on their communities, residents, and businesses. The ARP monies will be distributed in two tranches: one in 2021 and the other in 2022. The city is not required to spend either tranche right away and is allowed to spend the funds until the end of 2024.

The length of time these measures will continue to be in place, and the full extent of the financial impact on the city is unknown at this time.

Note 4 – Deposits and Investments

Investments are reported at amortized cost. Balances by type at December 31, 2021 are as follows:

Type of Deposit or Investment	(City/Town/District)'s own deposits & investments	Deposits & investments held by the (City,Town/District) as custodian for other local governments, individuals, or private organizations.	Combined
Deposits	1,247,517	3,308	1,250,825
LGIP	4,762,821		4,762,821
			0
Totals	$ 6,010,338	$ 3,308	$ 6,013,646

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

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

Investments in the State Local Government Investment Pool (LGIP)

The city is a voluntary participant in the Local Government Investment Pool, an external investment pool operated by the Washington State Treasurer. The pool is not rated and not registered with the SEC. Rather, oversight is provided by the State Finance Committee in accordance with Chapter 43.250 RCW. Investments in the LGIP are reported at amortized cost, which is the same as the value of the pool per share. The LGIP does not impose any restrictions on participant withdrawals.

The Office of the State Treasurer prepares a stand-alone financial report for the pool. A copy of the report is available from the Office of the State Treasurer, PO Box 40200, Olympia, Washington 98504-0200, online at www.tre.wa.gov.

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in event of a failure of a depository financial institution, the city would not be able to recover deposits or would not be able to recover collateral securities that are in possession of an outside party. The city's deposits and certificates of deposit are mostly covered by federal depository insurance (FDIC) or by collateral held in a multiple financial institution collateral pool administered by the Washington Public Deposit Protection Commission (PDPC).

All investments are insured, registered, or held by the city or its agent in the government's name.

Note 5 - Interfund Loans

The following table displays interfund loan activity during 2021:

Borrowing Fund	Lending Fund	Beginning Balance	New Loans	Payments	Ending Balance	Interest Rate
1	401	0	278,625.00	278,625.00	-	0

The General Fund borrowed from the Water Fund for the purpose of bridge financing for a new fire apparatus purchase. The General Fund repaid in full after securing a LOCAL program loan for permanent financing for the vehicle.

Note 6 – Long-Term Debt *(formerly Debt Service Requirements)*

The accompanying Schedule of Liabilities (9) provides more details of the outstanding debt and liabilities of the city and summarizes the city's debt transactions for year ended December 31, 2021.
The debt service requirements for general obligation bonds, and/or revenue bonds are as follows:

Year	Principal	Interest	Total Debt Service
2022	171,575	25,048	196,623
2023	159,746	19,926	179,672
2024	82,226	18,750	100,976
2025	15,000	18,000	33,000
2026	15,000	17,250	32,250
2027-2031	85,000	74,750	159,750
2032-2036	110,000	51,000	161,000
2037-2041	135,000	21,000	156,000
Totals	$ 773,547	$ 245,724	$ 1,019,271

Note 7 – OPEB Plans

The LEOFF I Retiree Medical Plan is a closed, single-employer, defined-benefit OPEB plan administered by the city. The plan pays for 100% of eligible retirees' healthcare costs on a pay-as-you-go basis. As of December 31, 2021, the plan had three (3) members, all retirees. As of December 31, 2021, the city's total OPEB liability was $1,918,611, as calculated using the alternative measurement method. For the year ended December 31, 2021, the city paid $42,289 in benefits.

The City has not previously disclosed OPEB liability for its LEOFF 1 Retirees.

The City maintains an HRA VEBA account for police officers. This is a defined contribution plan that has both employee and employer contributions. The City's responsibility for making contributions ends when the employee separates or retires. The City's contribution to this plan as of December 31, 2021 was $4,200.

Note 8 – Pension Plans

A. State Sponsored Pension Plans

Substantially all the city's full-time and qualifying part-time employees participate in the following statewide retirement systems administered by the Washington State Department of Retirement Systems (DRS), under cost-sharing, multiple-employer public employee defined benefit and defined contribution retirement plans PERS, LEOFF 2, and DCP.

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

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

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

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

The city also participates in the Volunteer Fire Fighters' and Reserve Officers' Relief and Pension Fund (VFFRPF) administered by the State Board for Volunteer Fire Fighters and Reserve Officers. Detailed

information about the plan is included in the State of Washington CAFR available from the Office of Financial Management website at www.ofm.wa.gov.

At June 30, 2021 (the measurement date of the plans), the city's proportionate share of the collective net pension liabilities, as reported on the Schedule of Liabilities (9), was as follows:

Plan Type	Employer Contributions	Allocation Percentage	Plan Liability / Asset	NPL	NPA
PERS 1 UAAL	**42882.49**	**0.00575700%**	**1,221,234,000**	**70,306**	
PERS 2/3	70,107.91	0.00740100%	-9,961,609,000		(737,259)
LEOFF 1		0.00318100%	-3,425,562,000		(108,967)
LEOFF 2	**39,556.82**	**0.00198430%**	**-5,808,414,000**		**(115,256)**
VFFRPF	240	0.120000%	(22,005,000)		(27,150)
		Totals		$ 70,306	$ (988,632)

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

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

Note 9 - Property Tax

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

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

The city's regular levy for the year 2021 was $2.2357257 per $1,000 on an assessed valuation of $325,927,067 for a total levy of $728,684.

The city's police levy for the year 2021 was $0.7749443 per $1,000 on an assessed valuation of $322,550,695 for a total levy of $249,959

Note 10 – Risk Management

WCIA Member Financial Statements

The City of Elma is a member of the Washington Cities Insurance Authority (WCIA). Utilizing Chapter 48.62 RCW (self-insurance regulation) and Chapter 39.34 RCW (Interlocal Cooperation Act), nine cities originally formed WCIA on January 1, 1981. WCIA was created for the purpose of providing a pooling mechanism for jointly purchasing insurance, jointly self-insuring, and / or jointly contracting for risk management services. WCIA has a total of 166 members.

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

Liability coverage is written on an occurrence basis, without deductibles. Coverage includes general, automobile, police, errors or omissions, stop gap, employment practices, prior wrongful acts, and employee benefits liability. Limits are $4 million per occurrence in the self-insured layer, and $16 million in limits above the self-insured layer is provided by reinsurance. Total limits are $20 million per occurrence subject to aggregates and sublimits. The Board of Directors determines the limits and terms of coverage annually.

Insurance for property, automobile physical damage, fidelity, inland marine, and boiler and machinery coverage are purchased on a group basis. Various deductibles apply by type of coverage. Property coverage is self-funded from the members' deductible to $750,000, for all perils other than flood and earthquake, and insured above that to $400 million per occurrence subject to aggregates and sublimits. Automobile physical damage coverage is self-funded from the members' deductible to $250,000 and insured above that to $100 million per occurrence subject to aggregates and sublimits.

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

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

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

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

The City self-insures for Unemployment compensation as a reimbursable entity through the Washington State Employment Security Department. The City had no Unemployment Claims in 2021.

Note 11 – Other Disclosures

Deferred Compensation Plan

The City of Elma offers its employees two deferred compensation plans created in accordance with internal revenue code section 457. These plans are with NRS (Nationwide Retirement System) and the State of Washington Committee for Deferred Compensation. The plan is available to eligible employees and permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency.

The city's Clerk-Treasurer retired in June 2021 and the new Clerk-Treasurer was hired in August.

The city council approved the purchase of new financial, payroll, utility billing, and cash receipting software for 2022. Springbrook Express will begin implantation in January 2022 and will update the cities electronic history back to 2021.

The City of Elma Fire Department annexed into Fire District #5, which will go into effect on January 1, 2022. In anticipation for the loss in revenue, the city budgeted for a loss of $150,000 in tax revenue for the 2022 budget. This was based off an estimate of 2020 figures calculated with an annexation and without. With annexation, the 2020 city tax revenue was estimated to be $590,496, and the 2020 city tax revenues without an annexation would be $719,088, making the potential loss $128,592. The city increased the estimated loss to $150,000 until actual numbers will be available in 2023.

City of Elma

Schedule 01

For the year ended December 31, 2021

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
0338	001	General Fund	3089100	Unassigned Cash and Investments - Beginning	$1,719,171
0338	001	General Fund	3111000	Property Tax	$455,388
0338	001	General Fund	3111000	Property Tax	$220
0338	001	General Fund	3111000	Property Tax	$251,621
0338	001	General Fund	3131100	Local Retail Sales and Use Tax	$860,895
0338	001	General Fund	3131500	Special Purpose Sales and Use Tax	$133,763
0338	001	General Fund	3137100	Criminal Justice Sales and Use Tax	$66,774
0338	001	General Fund	3164100	Business and Occupation Taxes on Utilities	$255,038
0338	001	General Fund	3164200	Business and Occupation Taxes on Utilities	$30
0338	001	General Fund	3164300	Business and Occupation Taxes on Utilities	$33,295
0338	001	General Fund	3164600	Business and Occupation Taxes on Utilities	$56,159
0338	001	General Fund	3164700	Business and Occupation Taxes on Utilities	$17,334
0338	001	General Fund	3164700	Business and Occupation Taxes on Utilities	$16,988
0338	001	General Fund	3164800	Business and Occupation Taxes on Utilities	$48,196
0338	001	General Fund	3168100	Gambling Tax - Punch Boards and Pull Tabs	$9,809
0338	001	General Fund	3168300	Gambling Tax - Amusement Games	$393
0338	001	General Fund	3183400	REET 1 - First Quarter Percent	$9,656
0338	001	General Fund	3219100	Franchise Fees and Royalties	$923
0338	001	General Fund	3219900	Other Business Licenses and Permits	$8,489
0338	001	General Fund	3221000	Buildings, Structures and Equipment	$54,653
0338	001	General Fund	3221000	Buildings, Structures and Equipment	$46
0338	001	General Fund	3221000	Buildings, Structures and Equipment	$302
0338	001	General Fund	3221000	Buildings, Structures and Equipment	$642
0338	001	General Fund	3221000	Buildings, Structures and Equipment	$1,024
0338	001	General Fund	3223000	Animal Licenses	$330

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
0338	001	General Fund	3229000	Other Non-Business Licenses and Permits	$3,657
0338	001	General Fund	3329210	COVID-19 Non-Grant Assistance	$468,169
0338	001	General Fund	3350091	PUD Privilege Tax	$39,157
0338	001	General Fund	3350401	2022-2023 biennium one-time allocations	$13,586
0338	001	General Fund	3360071	Multimodal Transportation - Cities	$1,142
0338	001	General Fund	3360098	City-County Assistance	$79,077
0338	001	General Fund	3360621	Criminal Justice - Violent Crimes/Population	$1,121
0338	001	General Fund	3360626	Criminal Justice - Special Programs	$3,991
0338	001	General Fund	3360642	Marijuana Excise Tax Distribution	$11,234
0338	001	General Fund	3360651	DUI and Other Criminal Justice Assistance	$558
0338	001	General Fund	3360694	Liquor/Beer Excise Tax	$23,854
0338	001	General Fund	3360695	Liquor Control Board Profits	$26,942
0338	001	General Fund	3413300	District/Municipal Court - Administrative Fees	$1,464
0338	001	General Fund	3413300	District/Municipal Court - Administrative Fees	$393
0338	001	General Fund	3413300	District/Municipal Court - Administrative Fees	$613
0338	001	General Fund	3416200	Word Processing, Printing and Duplicating Services - Municipal/District Court	$3
0338	001	General Fund	3422100	Fire Protection and Emergency Medical Services	$4,800
0338	001	General Fund	3423300	Detention and Correction Services	$12,565
0338	001	General Fund	3423300	Detention and Correction Services	$698
0338	001	General Fund	3423600	Detention and Correction Services	$278
0338	001	General Fund	3425000	Disaster Preparation Services	$739
0338	001	General Fund	3458300	Plan Checking Services	$30,135
0338	001	General Fund	3458300	Plan Checking Services	$358
0338	001	General Fund	3458300	Plan Checking Services	$2,234
0338	001	General Fund	3479000	Other Fees	$3,047
0338	001	General Fund	3523000	Proof of Motor Vehicle Insurance	$326
0338	001	General Fund	3531000	Traffic Infraction Penalties	$229
0338	001	General Fund	3531000	Traffic Infraction Penalties	$499
0338	001	General Fund	3531000	Traffic Infraction Penalties	$3,854
0338	001	General Fund	3531000	Traffic Infraction Penalties	$1,403

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
0338	001	General Fund	3531000	Traffic Infraction Penalties	$20,134
0338	001	General Fund	3531000	Traffic Infraction Penalties	$83
0338	001	General Fund	3537000	Non-Traffic Infraction Penalties	$125
0338	001	General Fund	3540000	Civil Parking Infraction Penalties	$20
0338	001	General Fund	3552000	Driving Under Influence (DUI) Fines	$243
0338	001	General Fund	3552000	Driving Under Influence (DUI) Fines	$53
0338	001	General Fund	3552000	Driving Under Influence (DUI) Fines	$11
0338	001	General Fund	3552000	Driving Under Influence (DUI) Fines	$162
0338	001	General Fund	3558000	Other Criminal Traffic Misdemeanor Fines	$6,341
0338	001	General Fund	3558000	Other Criminal Traffic Misdemeanor Fines	$574
0338	001	General Fund	3569000	Other Criminal Non-Traffic Fines	$3,062
0338	001	General Fund	3569000	Other Criminal Non-Traffic Fines	$281
0338	001	General Fund	3569000	Other Criminal Non-Traffic Fines	$260
0338	001	General Fund	3573300	Public Defense Cost	$2,311
0338	001	General Fund	3573700	District/Municipal Court Cost Recoupments	$125
0338	001	General Fund	3611100	Investment Earnings	$1,276
0338	001	General Fund	3614000	Other Interest	$572
0338	001	General Fund	3614000	Other Interest	$1,190
0338	001	General Fund	3670000	Contributions and Donations from Nongovernmental Sources	$655
0338	001	General Fund	3699100	Miscellaneous Other, Operating	$1,784
0338	001	General Fund	3699100	Miscellaneous Other, Operating	$281
0338	001	General Fund	3699100	Miscellaneous Other, Operating	$97
0338	001	General Fund	3699100	Miscellaneous Other, Operating	$197
0338	001	General Fund	3699100	Miscellaneous Other, Operating	$68
0338	001	General Fund	3699100	Miscellaneous Other, Operating	$41
0338	001	General Fund	3699100	Miscellaneous Other, Operating	$2
0338	102	Street Maintenance Fund	3083100	Restricted Cash and Investments - Beginning	$554,603
0338	102	Street Maintenance Fund	3111000	Property Tax	$294,513
0338	102	Street Maintenance Fund	3340380	State Grant from Transportation Improvement Board (TIB)	$15,819

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
0338	102	Street Maintenance Fund	3360071	Multimodal Transportation - Cities	$3,432
0338	102	Street Maintenance Fund	3360087	Motor Vehicle Fuel Tax - City Streets	$64,923
0338	102	Street Maintenance Fund	3611100	Investment Earnings	$1,732
0338	103	Cemetery Fund	3083100	Restricted Cash and Investments - Beginning	$61,247
0338	103	Cemetery Fund	3111000	Property Tax	$51,540
0338	103	Cemetery Fund	3436000	Cemetery Sales and Services	$19,178
0338	103	Cemetery Fund	3611100	Investment Earnings	$5
0338	106	Hotel/Motel Tax	3083100	Restricted Cash and Investments - Beginning	$230,669
0338	106	Hotel/Motel Tax	3133100	Hotel/Motel Sales and Use Tax	$103,327
0338	201	G.O. Bonds Fund	3083100	Restricted Cash and Investments - Beginning	$8,883
0338	302	Real Estate Excise Tax-Cap.imp	3083100	Restricted Cash and Investments - Beginning	$231,789
0338	302	Real Estate Excise Tax-Cap.imp	3183400	REET 1 - First Quarter Percent	$80,822
0338	401	Water Fund	3085100	Assigned Cash and Investments - Beginning	$681,966
0338	401	Water Fund	3085100	Assigned Cash and Investments - Beginning	$629,508
0338	401	Water Fund	3434000	Water Sales and Services	$1,008,420
0338	401	Water Fund	3434100	Water Sales and Services	$17,797
0338	401	Water Fund	3611100	Investment Earnings	$1,580
0338	401	Water Fund	3611100	Investment Earnings	$1,923
0338	401	Water Fund	3699100	Miscellaneous Other, Operating	$4,749
0338	401	Water Fund	3699100	Miscellaneous Other, Operating	$6,577
0338	401	Water Fund	3699100	Miscellaneous Other, Operating	$113
0338	403	Sewer Fund	3085100	Assigned Cash and Investments - Beginning	$629,508
0338	403	Sewer Fund	3085100	Assigned Cash and Investments - Beginning	$668,088
0338	403	Sewer Fund	3435000	Sewer/Reclaimed Water Sales and Services	$953,563
0338	403	Sewer Fund	3435100	Sewer/Reclaimed Water Sales and Services	$14,439
0338	403	Sewer Fund	3611100	Investment Earnings	$1,580
0338	403	Sewer Fund	3611100	Investment Earnings	$1,923
0338	403	Sewer Fund	3699100	Miscellaneous Other, Operating	$3,166
0338	403	Sewer Fund	3699100	Miscellaneous Other, Operating	$6,193
0338	403	Sewer Fund	3699100	Miscellaneous Other, Operating	$113
0338	407	Ambulance Fund	3085100	Assigned Cash and Investments - Beginning	$47,469

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
0338	407	Ambulance Fund	3426000	Ambulance Services	$238,334
0338	652	Court -State Reimbursements	3083100	Restricted Cash and Investments - Beginning	$3,000
0338	001	General Fund	5116010	Legislative Activities	$21,000
0338	001	General Fund	5116020	Legislative Activities	$1,607
0338	001	General Fund	5116020	Legislative Activities	$41
0338	001	General Fund	5116040	Legislative Activities	$100
0338	001	General Fund	5125010	Municipal Court	$70,309
0338	001	General Fund	5125010	Municipal Court	$18,612
0338	001	General Fund	5125020	Municipal Court	$6,656
0338	001	General Fund	5125020	Municipal Court	$6,646
0338	001	General Fund	5125020	Municipal Court	$18,636
0338	001	General Fund	5125020	Municipal Court	$309
0338	001	General Fund	5125030	Municipal Court	$1,092
0338	001	General Fund	5125040	Municipal Court	$1,565
0338	001	General Fund	5125040	Municipal Court	$2,398
0338	001	General Fund	5125040	Municipal Court	$11
0338	001	General Fund	5125040	Municipal Court	$1,500
0338	001	General Fund	5125040	Municipal Court	$217
0338	001	General Fund	5125040	Municipal Court	$148
0338	001	General Fund	5131010	Executive Office	$7,200
0338	001	General Fund	5131020	Executive Office	$551
0338	001	General Fund	5131020	Executive Office	$8
0338	001	General Fund	5131040	Executive Office	$420
0338	001	General Fund	5131040	Executive Office	$15
0338	001	General Fund	5142310	Financial Services	$99,557
0338	001	General Fund	5142320	Financial Services	$6,649
0338	001	General Fund	5142320	Financial Services	$9,116
0338	001	General Fund	5142320	Financial Services	$18,652
0338	001	General Fund	5142320	Financial Services	$187
0338	001	General Fund	5142330	Financial Services	$4,414
0338	001	General Fund	5142340	Financial Services	$3,880
0338	001	General Fund	5142340	Financial Services	$456
0338	001	General Fund	5142340	Financial Services	$7,527
0338	001	General Fund	5142340	Financial Services	$29
0338	001	General Fund	5142340	Financial Services	$1,200
0338	001	General Fund	5142340	Financial Services	$410
0338	001	General Fund	5142340	Financial Services	$6,738
0338	001	General Fund	5153140	Internal Legal Services - Advice	$26,733
0338	001	General Fund	5153140	Internal Legal Services - Advice	$16,600
0338	001	General Fund	5159140	General Indigent Defense	$36,000
0338	001	General Fund	5181010	Personnel Services	$1,861
0338	001	General Fund	5181020	Personnel Services	$107
0338	001	General Fund	5181020	Personnel Services	$139

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
0338	001	General Fund	5181020	Personnel Services	$206
0338	001	General Fund	5181020	Personnel Services	$2
0338	001	General Fund	5181040	Personnel Services	$55
0338	001	General Fund	5181040	Personnel Services	$217
0338	001	General Fund	5182030	Property Management Services	$500
0338	001	General Fund	5182030	Property Management Services	$2,333
0338	001	General Fund	5182040	Property Management Services	$3,389
0338	001	General Fund	5182040	Property Management Services	$240
0338	001	General Fund	5182040	Property Management Services	$12,000
0338	001	General Fund	5182040	Property Management Services	$14,072
0338	001	General Fund	5182040	Property Management Services	$40,923
0338	001	General Fund	5182040	Property Management Services	$4,947
0338	001	General Fund	5182040	Property Management Services	$433
0338	001	General Fund	5182040	Property Management Services	$5,288
0338	001	General Fund	5182040	Property Management Services	$4,075
0338	001	General Fund	5211010	Administration	$108,960
0338	001	General Fund	5211020	Administration	$8,335
0338	001	General Fund	5211020	Administration	$5,791
0338	001	General Fund	5211020	Administration	$23,209
0338	001	General Fund	5211020	Administration	$1,942
0338	001	General Fund	5211020	Administration	$304
0338	001	General Fund	5211030	Administration	$384
0338	001	General Fund	5211040	Administration	$481
0338	001	General Fund	5211040	Administration	$959
0338	001	General Fund	5211040	Administration	$4,000
0338	001	General Fund	5211040	Administration	$58
0338	001	General Fund	5211040	Administration	$1,225
0338	001	General Fund	5212140	Police Operations	$327
0338	001	General Fund	5212210	Police Operations	$503,773
0338	001	General Fund	5212210	Police Operations	$80,761
0338	001	General Fund	5212210	Police Operations	$22,272
0338	001	General Fund	5212210	Police Operations	$3,546
0338	001	General Fund	5212220	Police Operations	$40,245
0338	001	General Fund	5212220	Police Operations	$6,254
0338	001	General Fund	5212220	Police Operations	$26,324
0338	001	General Fund	5212220	Police Operations	$4,217
0338	001	General Fund	5212220	Police Operations	$102,465
0338	001	General Fund	5212220	Police Operations	$19,901
0338	001	General Fund	5212220	Police Operations	$42,298

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
0338	001	General Fund	5212220	Police Operations	$12,719
0338	001	General Fund	5212220	Police Operations	$1,836
0338	001	General Fund	5212220	Police Operations	$12,423
0338	001	General Fund	5212220	Police Operations	$2,797
0338	001	General Fund	5212230	Police Operations	$7,740
0338	001	General Fund	5212230	Police Operations	$20,686
0338	001	General Fund	5212240	Police Operations	$5,354
0338	001	General Fund	5212240	Police Operations	$3,000
0338	001	General Fund	5212240	Police Operations	$34,000
0338	001	General Fund	5212240	Police Operations	$10,910
0338	001	General Fund	5212240	Police Operations	$1,882
0338	001	General Fund	5212240	Police Operations	$1,611
0338	001	General Fund	5212510	Police Operations	$4,487
0338	001	General Fund	5212510	Police Operations	$197
0338	001	General Fund	5212520	Police Operations	$347
0338	001	General Fund	5212520	Police Operations	$234
0338	001	General Fund	5212520	Police Operations	$805
0338	001	General Fund	5212520	Police Operations	$102
0338	001	General Fund	5212540	Police Operations	$577
0338	001	General Fund	5213030	Crime Prevention	$67
0338	001	General Fund	5213040	Crime Prevention	$242
0338	001	General Fund	5214030	Training	$11,929
0338	001	General Fund	5214030	Training	$3,489
0338	001	General Fund	5214040	Training	$1,915
0338	001	General Fund	5215030	Facilities	$996
0338	001	General Fund	5215030	Facilities	$765
0338	001	General Fund	5215040	Facilities	$2,210
0338	001	General Fund	5215040	Facilities	$937
0338	001	General Fund	5215040	Facilities	$5,676
0338	001	General Fund	5215040	Facilities	$3,220
0338	001	General Fund	5221010	Administration	$23,230
0338	001	General Fund	5221020	Administration	$1,777
0338	001	General Fund	5221020	Administration	$459
0338	001	General Fund	5221020	Administration	$158
0338	001	General Fund	5221020	Administration	$690
0338	001	General Fund	5221030	Administration	$31
0338	001	General Fund	5221030	Administration	$3,068
0338	001	General Fund	5221040	Administration	$4,409
0338	001	General Fund	5221040	Administration	$1,356
0338	001	General Fund	5221040	Administration	$1,572
0338	001	General Fund	5221040	Administration	$954
0338	001	General Fund	5221040	Administration	$1,041
0338	001	General Fund	5221040	Administration	$5,000
0338	001	General Fund	5221040	Administration	$6,801
0338	001	General Fund	5221040	Administration	$17,917

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
0338	001	General Fund	5221040	Administration	$232
0338	001	General Fund	5221040	Administration	$4,534
0338	001	General Fund	5232240	Monitoring of Prisoners	$310
0338	001	General Fund	5236040	Care and Custody of Prisoners	$3,518
0338	001	General Fund	5242010	Inspections, Permits, Certificates and Licenses	$74,172
0338	001	General Fund	5242020	Inspections, Permits, Certificates and Licenses	$5,631
0338	001	General Fund	5242020	Inspections, Permits, Certificates and Licenses	$8,611
0338	001	General Fund	5242020	Inspections, Permits, Certificates and Licenses	$10,416
0338	001	General Fund	5242020	Inspections, Permits, Certificates and Licenses	$1,101
0338	001	General Fund	5242030	Inspections, Permits, Certificates and Licenses	$784
0338	001	General Fund	5242030	Inspections, Permits, Certificates and Licenses	$319
0338	001	General Fund	5242040	Inspections, Permits, Certificates and Licenses	$384
0338	001	General Fund	5242040	Inspections, Permits, Certificates and Licenses	$1,461
0338	001	General Fund	5242040	Inspections, Permits, Certificates and Licenses	$150
0338	001	General Fund	5242040	Inspections, Permits, Certificates and Licenses	$1,964
0338	001	General Fund	5280010	Dispatch Services	$108,018
0338	001	General Fund	5280020	Dispatch Services	$7,771
0338	001	General Fund	5280020	Dispatch Services	$12,537
0338	001	General Fund	5280020	Dispatch Services	$44,823
0338	001	General Fund	5280020	Dispatch Services	$393
0338	001	General Fund	5280030	Dispatch Services	$10
0338	001	General Fund	5280040	Dispatch Services	$48,495
0338	001	General Fund	5280040	Dispatch Services	$23,587
0338	001	General Fund	5393010	Irrigation/Reclamation Utilities	$4,487
0338	001	General Fund	5393010	Irrigation/Reclamation Utilities	$197
0338	001	General Fund	5393020	Irrigation/Reclamation Utilities	$347
0338	001	General Fund	5393020	Irrigation/Reclamation Utilities	$234
0338	001	General Fund	5393020	Irrigation/Reclamation Utilities	$1,108
0338	001	General Fund	5393020	Irrigation/Reclamation Utilities	$102
0338	001	General Fund	5537040	Pollution Control and Remediation	$2,777
0338	001	General Fund	5572040	Community Services	$4,139
0338	001	General Fund	5572040	Community Services	$2,200
0338	001	General Fund	5586030	Planning	$145
0338	001	General Fund	5586040	Planning	$3,935

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
0338	001	General Fund	5586040	Planning	$4,236
0338	001	General Fund	5586040	Planning	$921
0338	001	General Fund	5586040	Planning	$10,820
0338	001	General Fund	5670040	Children Services	$753
0338	001	General Fund	5722030	Library Services	$429
0338	001	General Fund	5722040	Library Services	$1,912
0338	001	General Fund	5722040	Library Services	$12,400
0338	001	General Fund	5722040	Library Services	$2,973
0338	001	General Fund	5722040	Library Services	$8,000
0338	001	General Fund	5722040	Library Services	$8,818
0338	001	General Fund	5722040	Library Services	$366
0338	001	General Fund	5752510	Stadiums and Auditoriums	$17,468
0338	001	General Fund	5752520	Stadiums and Auditoriums	$1,336
0338	001	General Fund	5752520	Stadiums and Auditoriums	$1,719
0338	001	General Fund	5752520	Stadiums and Auditoriums	$3,678
0338	001	General Fund	5752520	Stadiums and Auditoriums	$452
0338	001	General Fund	5752530	Stadiums and Auditoriums	$700
0338	001	General Fund	5752540	Stadiums and Auditoriums	$6
0338	001	General Fund	5752540	Stadiums and Auditoriums	$3,000
0338	001	General Fund	5752540	Stadiums and Auditoriums	$6,994
0338	001	General Fund	5752540	Stadiums and Auditoriums	$10,980
0338	001	General Fund	5752540	Stadiums and Auditoriums	$3,052
0338	001	General Fund	5083100	Restricted Cash and Investments - Ending	$824,712
0338	001	General Fund	5089100	Unassigned Cash and Investments - Ending	$1,404,944
0338	102	Street Maintenance Fund	5423020	Roadway	$12
0338	102	Street Maintenance Fund	5423040	Roadway	$6,445
0338	102	Street Maintenance Fund	5423040	Roadway	$10,000
0338	102	Street Maintenance Fund	5423040	Roadway	$25,016
0338	102	Street Maintenance Fund	5423040	Roadway	$29,761
0338	102	Street Maintenance Fund	5424020	Drainage	$2
0338	102	Street Maintenance Fund	5424040	Drainage	$16,617
0338	102	Street Maintenance Fund	5426120	Sidewalks	$2
0338	102	Street Maintenance Fund	5426140	Sidewalks	$3,172
0338	102	Street Maintenance Fund	5426420	Traffic Control Devices	$2
0338	102	Street Maintenance Fund	5426430	Traffic Control Devices	$6,509
0338	102	Street Maintenance Fund	5426620	Snow and Ice Control	$2
0338	102	Street Maintenance Fund	5426630	Snow and Ice Control	$544
0338	102	Street Maintenance Fund	5426720	Street Cleaning	$2

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
0338	102	Street Maintenance Fund	5426740	Street Cleaning	$5,945
0338	102	Street Maintenance Fund	5429010	Maintenance Administration and Overhead	$52,963
0338	102	Street Maintenance Fund	5429020	Maintenance Administration and Overhead	$4,032
0338	102	Street Maintenance Fund	5429020	Maintenance Administration and Overhead	$5,875
0338	102	Street Maintenance Fund	5429020	Maintenance Administration and Overhead	$9,142
0338	102	Street Maintenance Fund	5429020	Maintenance Administration and Overhead	$851
0338	102	Street Maintenance Fund	5429040	Maintenance Administration and Overhead	$10
0338	102	Street Maintenance Fund	5429040	Maintenance Administration and Overhead	$318
0338	102	Street Maintenance Fund	5083100	Restricted Cash and Investments - Ending	$546,875
0338	103	Cemetery Fund	5362010	Cemetery	$20,280
0338	103	Cemetery Fund	5362020	Cemetery	$1,538
0338	103	Cemetery Fund	5362020	Cemetery	$2,332
0338	103	Cemetery Fund	5362020	Cemetery	$3,626
0338	103	Cemetery Fund	5362020	Cemetery	$312
0338	103	Cemetery Fund	5362040	Cemetery	$33,502
0338	103	Cemetery Fund	5362040	Cemetery	$1,000
0338	103	Cemetery Fund	5362040	Cemetery	$269
0338	103	Cemetery Fund	5362040	Cemetery	$318
0338	103	Cemetery Fund	5085100	Assigned Cash and Investments - Ending	$68,543
0338	106	Hotel/Motel Tax	5739040	Other Cultural and Community Events	$901
0338	106	Hotel/Motel Tax	5739040	Other Cultural and Community Events	$75,371
0338	106	Hotel/Motel Tax	5083100	Restricted Cash and Investments - Ending	$257,724
0338	201	G.O. Bonds Fund	5083100	Restricted Cash and Investments - Ending	$8,883
0338	302	Real Estate Excise Tax-Cap.imp	5083100	Restricted Cash and Investments - Ending	$312,611
0338	401	Water Fund	5341010	Water Utilities	$241,212
0338	401	Water Fund	5341020	Water Utilities	($50,921)
0338	401	Water Fund	5341020	Water Utilities	$49,893
0338	401	Water Fund	5341020	Water Utilities	$79,610
0338	401	Water Fund	5341020	Water Utilities	$5,401
0338	401	Water Fund	5341020	Water Utilities	$1,358
0338	401	Water Fund	5341030	Water Utilities	$1,722
0338	401	Water Fund	5341030	Water Utilities	$5,811
0338	401	Water Fund	5341040	Water Utilities	$15,135

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
0338	401	Water Fund	5341040	Water Utilities	$118
0338	401	Water Fund	5341040	Water Utilities	$123
0338	401	Water Fund	5341040	Water Utilities	$848
0338	401	Water Fund	5341040	Water Utilities	$180
0338	401	Water Fund	5341040	Water Utilities	$2,025
0338	401	Water Fund	5341040	Water Utilities	$8,328
0338	401	Water Fund	5341040	Water Utilities	$293
0338	401	Water Fund	5341040	Water Utilities	$16,000
0338	401	Water Fund	5341040	Water Utilities	$13,180
0338	401	Water Fund	5341040	Water Utilities	$33,438
0338	401	Water Fund	5341040	Water Utilities	$9,322
0338	401	Water Fund	5341040	Water Utilities	$37,694
0338	401	Water Fund	5341040	Water Utilities	$66,808
0338	401	Water Fund	5341040	Water Utilities	$1,237
0338	401	Water Fund	5341040	Water Utilities	$4,168
0338	401	Water Fund	5341040	Water Utilities	$228,366
0338	401	Water Fund	5341040	Water Utilities	$10,955
0338	401	Water Fund	5341040	Water Utilities	$261
0338	401	Water Fund	5341040	Water Utilities	$1,518
0338	401	Water Fund	5341040	Water Utilities	$12,463
0338	401	Water Fund	5341040	Water Utilities	$159
0338	401	Water Fund	5083100	Restricted Cash and Investments - Ending	$134,500
0338	401	Water Fund	5085100	Assigned Cash and Investments - Ending	$804,284
0338	401	Water Fund	5085100	Assigned Cash and Investments - Ending	$511,967
0338	403	Sewer Fund	5351010	Sewer/Reclaimed Water Utilities	$222,657
0338	403	Sewer Fund	5351020	Sewer/Reclaimed Water Utilities	$85,341
0338	403	Sewer Fund	5351030	Sewer/Reclaimed Water Utilities	$1,722
0338	403	Sewer Fund	5351030	Sewer/Reclaimed Water Utilities	$5,811
0338	403	Sewer Fund	5351040	Sewer/Reclaimed Water Utilities	$15,135
0338	403	Sewer Fund	5351040	Sewer/Reclaimed Water Utilities	$118
0338	403	Sewer Fund	5351040	Sewer/Reclaimed Water Utilities	$123
0338	403	Sewer Fund	5351040	Sewer/Reclaimed Water Utilities	$848
0338	403	Sewer Fund	5351040	Sewer/Reclaimed Water Utilities	$180
0338	403	Sewer Fund	5351040	Sewer/Reclaimed Water Utilities	$2,025
0338	403	Sewer Fund	5351040	Sewer/Reclaimed Water Utilities	$8,328
0338	403	Sewer Fund	5351040	Sewer/Reclaimed Water Utilities	$293

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
0338	403	Sewer Fund	5351040	Sewer/Reclaimed Water Utilities	$16,000
0338	403	Sewer Fund	5351040	Sewer/Reclaimed Water Utilities	$13,180
0338	403	Sewer Fund	5351040	Sewer/Reclaimed Water Utilities	$50,156
0338	403	Sewer Fund	5351040	Sewer/Reclaimed Water Utilities	$9,322
0338	403	Sewer Fund	5351040	Sewer/Reclaimed Water Utilities	$50,834
0338	403	Sewer Fund	5351040	Sewer/Reclaimed Water Utilities	$1,237
0338	403	Sewer Fund	5351040	Sewer/Reclaimed Water Utilities	$1,518
0338	403	Sewer Fund	5351040	Sewer/Reclaimed Water Utilities	$37,694
0338	403	Sewer Fund	5351040	Sewer/Reclaimed Water Utilities	$12,463
0338	403	Sewer Fund	5351040	Sewer/Reclaimed Water Utilities	$159
0338	403	Sewer Fund	5085100	Assigned Cash and Investments - Ending	$802,332
0338	403	Sewer Fund	5085100	Assigned Cash and Investments - Ending	$275,158
0338	407	Ambulance Fund	5222010	Fire Suppression and Emergency Medical Services	$4,933
0338	407	Ambulance Fund	5222020	Fire Suppression and Emergency Medical Services	$372
0338	407	Ambulance Fund	5222020	Fire Suppression and Emergency Medical Services	$549
0338	407	Ambulance Fund	5222020	Fire Suppression and Emergency Medical Services	$1,129
0338	407	Ambulance Fund	5222020	Fire Suppression and Emergency Medical Services	$15
0338	407	Ambulance Fund	5222030	Fire Suppression and Emergency Medical Services	$470
0338	407	Ambulance Fund	5222040	Fire Suppression and Emergency Medical Services	$220,529
0338	407	Ambulance Fund	5085100	Assigned Cash and Investments - Ending	$57,806
0338	652	Court -State Reimbursements	5083100	Restricted Cash and Investments - Ending	$3,308
0338	001	General Fund	3811000	Interfund Loans Received	$278,625
0338	001	General Fund	3881000	Prior Period Adjustment (s)	($2,470)
0338	001	General Fund	3899100	Holding and Clearing Account Transactions	$4,427
0338	001	General Fund	3919000	Other Long-Term Debt Issued	$395,000

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
0338	001	General Fund	3920000	Premiums on Bonds Issued	$109,551
0338	001	General Fund	3951000	Proceeds from Sales of Capital Assets (Cash Basis Only)	$278,625
0338	102	Street Maintenance Fund	3899100	Holding and Clearing Account Transactions	$17,700
0338	401	Water Fund	3812000	Interfund Loan Repayment Received	$278,625
0338	401	Water Fund	3899100	Holding and Clearing Account Transactions	$2,333
0338	403	Sewer Fund	3899100	Holding and Clearing Account Transactions	$2,333
0338	652	Court -State Reimbursements	3861200	Court Remittances	$69
0338	652	Court -State Reimbursements	3861200	Court Remittances	$628
0338	652	Court -State Reimbursements	3868300	Court Remittances	$1,153
0338	652	Court -State Reimbursements	3868300	Court Remittances	$51
0338	652	Court -State Reimbursements	3868300	Court Remittances	$85
0338	652	Court -State Reimbursements	3868300	Court Remittances	$2,396
0338	652	Court -State Reimbursements	3868300	Court Remittances	$1,033
0338	652	Court -State Reimbursements	3868800	Court Remittances	$416
0338	652	Court -State Reimbursements	3868900	Court Remittances	$386
0338	652	Court -State Reimbursements	3868900	Court Remittances	$324
0338	652	Court -State Reimbursements	3868900	Court Remittances	$68
0338	652	Court -State Reimbursements	3869000	Court Remittances	$85
0338	652	Court -State Reimbursements	3869100	Court Remittances	$17,866
0338	652	Court -State Reimbursements	3869200	Court Remittances	$11,072
0338	652	Court -State Reimbursements	3869700	Court Remittances	$6,230
0338	652	Court -State Reimbursements	3869900	Court Remittances	$936
0338	001	General Fund	5812000	Interfund Loan Repayments	$278,625
0338	001	General Fund	5899100	Holding and Clearing Account Transactions	$100
0338	001	General Fund	5912170	Debt Repayment - Law Enforcement Services	$10,711
0338	001	General Fund	5912170	Debt Repayment - Law Enforcement Services	$10,642
0338	001	General Fund	5922180	Interest and Other Debt Service Cost - Law Enforcement Services	$1,496

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
0338	001	General Fund	5922180	Interest and Other Debt Service Cost - Law Enforcement Services	$1,342
0338	001	General Fund	5922180	Interest and Other Debt Service Cost - Law Enforcement Services	$4,551
0338	001	General Fund	5941460	Capital Expenditures/Expenses - Financial, Recording, and Election Services	$8,226
0338	001	General Fund	5941860	Capital Expenditures/Expenses - Centralized/General Services	$11,546
0338	001	General Fund	5942160	Capital Expenditures/Expenses - Law Enforcement Services	$566,218
0338	001	General Fund	5942160	Capital Expenditures/Expenses - Law Enforcement Services	$10,575
0338	001	General Fund	5942160	Capital Expenditures/Expenses - Law Enforcement Services	$345
0338	001	General Fund	5942260	Capital Expenditures/Expenses - Fire Suppression and EMS Services	$500,679
0338	001	General Fund	5942260	Capital Expenditures/Expenses - Fire Suppression and EMS Services	$7,230
0338	001	General Fund	5942460	Capital Expenditures/Expenses - Protective Inspection Services	$1,509
0338	102	Street Maintenance Fund	5944260	Capital Expenditures/Expenses - Roads/Streets Ordinary Maintenance	$228,626
0338	103	Cemetery Fund	5821000	Refund of Deposits	$250
0338	401	Water Fund	5811000	Interfund Loans	$278,625
0338	401	Water Fund	5899100	Holding and Clearing Account Transactions	$880
0338	401	Water Fund	5943460	Capital Expenditures/Expenses - Water Utilities	$96,226
0338	401	Water Fund	5943460	Capital Expenditures/Expenses - Water Utilities	$6,015
0338	401	Water Fund	5943460	Capital Expenditures/Expenses - Water Utilities	$628
0338	401	Water Fund	5943460	Capital Expenditures/Expenses - Water Utilities	$3,761
0338	403	Sewer Fund	5899100	Holding and Clearing Account Transactions	$880

MCAG	Fund #	Fund Name	BARS Account	BARS Name	Amount
0338	403	Sewer Fund	5913570	Debt Repayment - Sewer/Reclaimed Water Utilities	$134,452
0338	403	Sewer Fund	5943560	Capital Expenditures/Expenses - Sewer/Reclaimed Water Utilities	$2,445
0338	403	Sewer Fund	5943560	Capital Expenditures/Expenses - Sewer/Reclaimed Water Utilities	$22,130
0338	403	Sewer Fund	5943560	Capital Expenditures/Expenses - Sewer/Reclaimed Water Utilities	$487,086
0338	403	Sewer Fund	5943560	Capital Expenditures/Expenses - Sewer/Reclaimed Water Utilities	$10,875
0338	403	Sewer Fund	5943560	Capital Expenditures/Expenses - Sewer/Reclaimed Water Utilities	$6,015
0338	403	Sewer Fund	5943560	Capital Expenditures/Expenses - Sewer/Reclaimed Water Utilities	$628
0338	403	Sewer Fund	5943560	Capital Expenditures/Expenses - Sewer/Reclaimed Water Utilities	$3,761
0338	652	Court -State Reimbursements	5861200	Court Remittances	$628
0338	652	Court -State Reimbursements	5868300	Court Remittances	$1,204
0338	652	Court -State Reimbursements	5868300	Court Remittances	$2,396
0338	652	Court -State Reimbursements	5868300	Court Remittances	$1,033
0338	652	Court -State Reimbursements	5868800	Court Remittances	$416
0338	652	Court -State Reimbursements	5868900	Court Remittances	$386
0338	652	Court -State Reimbursements	5868900	Court Remittances	$324
0338	652	Court -State Reimbursements	5868900	Court Remittances	$68
0338	652	Court -State Reimbursements	5869000	Court Remittances	$85
0338	652	Court -State Reimbursements	5869100	Court Remittances	$17,181
0338	652	Court -State Reimbursements	5869200	Court Remittances	$11,758
0338	652	Court -State Reimbursements	5869700	Court Remittances	$6,084
0338	652	Court -State Reimbursements	5869900	Court Remittances	$936
0338	652	Court -State Reimbursements	5894000	Custodial Type Disbursements	($9)

MCAG No 0338

City of Elma

SCHEDULE SUMMARY OF BANK RECONCLIATION

For the Fiscal Year ended December 31, 2021

CASH BARS Schedule 06 Instructions Link

	FROM BANK STATEMENTS					
Bank & Investment Account name	Beginning Bank Balance	Deposits		Withdrawals		Ending Bank Balance
		Receipts	Inter-bank transfers In	Disbursements	Inter-bank transfers out	
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1 - 6818 Timberland Checking	525186.71	6715460.82	961990.03	6406083.11	850000	946554.45
3 - LGIP	4708129.16	4691.4	800000	0	750000	4762820.56
4 - 4200 Regular Savings	12758.43	3.83	0	0	0	12762.26
10 - 2951 Fire Equip Fund	148655.97	46.01	50000	0	198701.98	0
11 - 0278 Arterial Street	12760.78	12.76	0	0	0	12773.54
12 - 0617 W/S Cap. Imp.	217621.53	217.73	0	0	0	217839.26
13 - Cash Drawers	150	0	0	0	0	150
14 - 3595 Cemetery	521.67	0.01	0	0	521.68	0
16 - 2597 Street	34051.05	34.07	0	0	0	34085.12
17 - 0237 Current Expense	88659.78	88.71	0	0	0	88748.49
18 - 2639 Current Exp. Interfunds	13216.03	13.22	0	0	0	13229.25
19 - 0534 G.O. Bonds	12760.78	5.59	0	0	12766.37	0
Bank Totals	**$ 5,774,472**	**$ 6,720,574**	**$ 1,811,990**	**$ 6,406,083**	**$ 1,811,990**	**$ 6,088,963**

	RECONCILING ITEMS					
Beginning Deposits in Transit (8)	156.29	-156.29				
Year-end Deposits in Transit (9)		89273.95				89273.95
Beginning Outstanding & Open Period Items (10)	-311196.77			-311196.77		
Year-end Outstanding & Open Period Items (11)				164590.59		-164590.59
NSF Checks (12)		$ -		$ -		
Cancellation of unredeemed checks/warrants (13)		$ -				
Interfund transactions (14)		$ -		$ -		
Netted Transactions (15)		$ -		$ -		
Authorized balance of revolving, petty cash and change funds (16)	$ -					$ -
Other Reconciling Items, net (17)		554128.21		554128.21		$ -
Reconciling Items Totals	**$ (311,040)**	**$ 643,246**		**$ 407,522**		**$ (75,317)**

	FROM GENERAL LEDGER					
	Beginning Cash & Investment Balance	Revenues & Other Increases		Expenditures & Other Decreases		Ending Cash & Investment Balance
	(19)	(20)		(21)		(22)
C4/C5 or Trial Balance Totals (18)	5463431	7363820.02		6813605.14		6013646.29
Unreconciled Variance (23)	$ 0	$ -		$ -		$ -

City of Elma
Schedule of Liabilities
For the Year Ended December 31, 2021

ID. No.	Description	Due Date	Beginning Balance	Additions	Reductions	Ending Balance
General Obligation Debt/Liabilities						
263.96	316 W Young Building Purchase	12/1/2041	-	395,000	-	395,000
	Total General Obligation Debt/Liabilities:		**-**	**395,000**	**-**	**395,000**
Revenue and Other (non G.O.) Debt/Liabilities						
263.82	DOE Sewer Plant Loan	10/31/2024	470,582	-	134,452	336,130
264.30	Net Pension Liability	12/31/2021	280,897	-	210,591	70,306
263.52	Police SUV (1)	3/6/2023	32,748	-	14,218	18,530
263.52	Police Charger (1) Lease/Purchase	3/6/2023	35,472	-	11,585	23,887
259.12	Compensated Absences	12/31/2021	150,704	32,206	-	182,910
264.40	OPEB Liabilities	12/31/2021	-	1,921,578	2,967	1,918,611
	Total Revenue and Other (non G.O.) Debt/Liabilities:		**970,403**	**1,953,784**	**373,813**	**2,550,374**
	Total Liabilities:		**970,403**	**2,348,784**	**373,813**	**2,945,374**

City of Elma

SCHEDULE OF STATE FINANCIAL ASSISTANCE (unaudited)

For Fiscal Year ended December 31, 2021

Grantor	Program Title	Identificaton Number	Amount
State Grant from Transportation Improvement Board (TIB)			
	12th St. Improvements	Fund NamePortion of Ending Balance RestrictedPor	29,761
		Sub-total:	**29,761**
		Grand total:	**29,761**

Labor Relations Consultant(S)
For the Year Ended December 31, 2021

Has your government engaged labor relations consultants? ___ Yes _X__ No

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

Name of firm:
Name of consultant:
Business address:
Amount paid to consultant during fiscal year:
Terms and conditions, as applicable, including: Rates (e.g., hourly, etc.) Maximum compensation allowed Duration of services Services provided

CITY OF ELMA
(City)

Local Government Risk Assumption
For the Year Ended December 31, 20 21

1. Self-Insurance Program Manager: WCIA
2. Manager Phone: 206-575-6046
3. Manager Email: AnnB@wciapool.org
4.
5. How do you insure property and liability risks, if at all?
   a. Formal self-insurance program for some or all perils/risks
   b. **Belong to a public entity risk pool**
   c. Purchase private insurance
   d. Retain risk internally without a self-insurance program (i.e., risk assumption)

6. How do you provide health and welfare insurance (e.g., medical, dental, prescription drug, and/or vision benefits) to employees, if at all?
   a. Self-insure some or all benefits
   b. Belong to a public entity risk pool
   c. All benefits provided by health insurance company or HMO
   d. Not applicable – no such benefits offered

7. How do you insure unemployment compensation benefits, if any?
   a. Self-insured ("Reimbursable")
   b. Belong to a public entity risk pool
   c. Pay taxes to the Department of Employment Security ("Taxable")
   d. Not applicable – no employees

8. How do you insure workers compensation benefits, if any?
   a. Self-insured ("Reimbursable")
   b. Belong to a public entity risk pool
   c. Pay premiums to the Department of Labor and Industries
   d. Not applicable – no employees

9. How do you participate in the Washington Paid Family & Medical Leave Program?
   a. Self-insured ("Voluntary Plan") for one or both program benefits
   b. Pay premiums to the State's program for both benefits
   c. Not Applicable – No Employees

If the local government DID NOT answer (a) to any of the above questions, then there is no need to complete the rest of this schedule.

If the local government answered (a) to any of the above questions, then answer the rest of the form in relation to the government's self-insured risks and copy the table below as needed.

	Please list the title of the self-insurance program or type of risk covered by self-insurance:				
	Program/Risk 1	*Program/Risk 2*	*Program/Risk 3*	*Program/Risk 4*	*Program/Risk 5*
Self-Insurance as a *formal* program?	**Unemployment Compensation**				
If yes, do other governments participate?	**No**				
If yes, please list participating governments.					
Self-Insure as part of a joint program?	**No**				
Does a Third-Party Administer manage claims?	**No**				
If no, does an employee or official reconcile claims payments to the information in the claims management software or other records of approved claims? (Not applicable for self-insured unemployment compensation.)					
Has program had a claims audit in last three years?	**No**				
Are program resources sufficient to cover expenses?	**Yes**				
Does an actuary estimate program liability?	**No**				
Number of claims paid during the period?	**0**				
Total amount of paid claims during the period?	**0**				
Total amount of recoveries during the period?	**0**				

Provide any other information necessary to explain answers to the Schedule 21 questions above.

City of Elma
PO BOX 3005
202 W. Main Street
Elma, WA 98541-0487

DATE: July 18, 2022

TO: Mayor Sorensen and Elma City Council

FROM: Susan J. Shultz, Chief of Police

SUBJECT: Outstanding Remodel Rough Estimates

I am providing this information based on our Capital Facility Committee requests of June 15th, 2022.

Additional *estimated* costs to police relocation to 316 W. Young include the following.

Upon Occupancy

IT outfitting and equipment video included- $8800.00
$1000.00 (per new PC if needed)
Total Estimate (no more than) $15000.00

Furnishing based on $1000.00 per employee to include acquiring furniture through Federal and State programs specific to Law Enforcement
Total Estimate (no more than) $10000.00

Future Additional Costs

Fencing/ securing of the PD parking lot, for security and evidence storage purposes. Based on current 2022 pricing.

Chain link Fencing	$14000.00
Electronic Gate	$8000.00
Barbwire addition	$2000.00
Total Estimate	$24000.00

PROJECT BUDGET DEVELOPMENT
Police Station Remodel
City of Elma

21-45

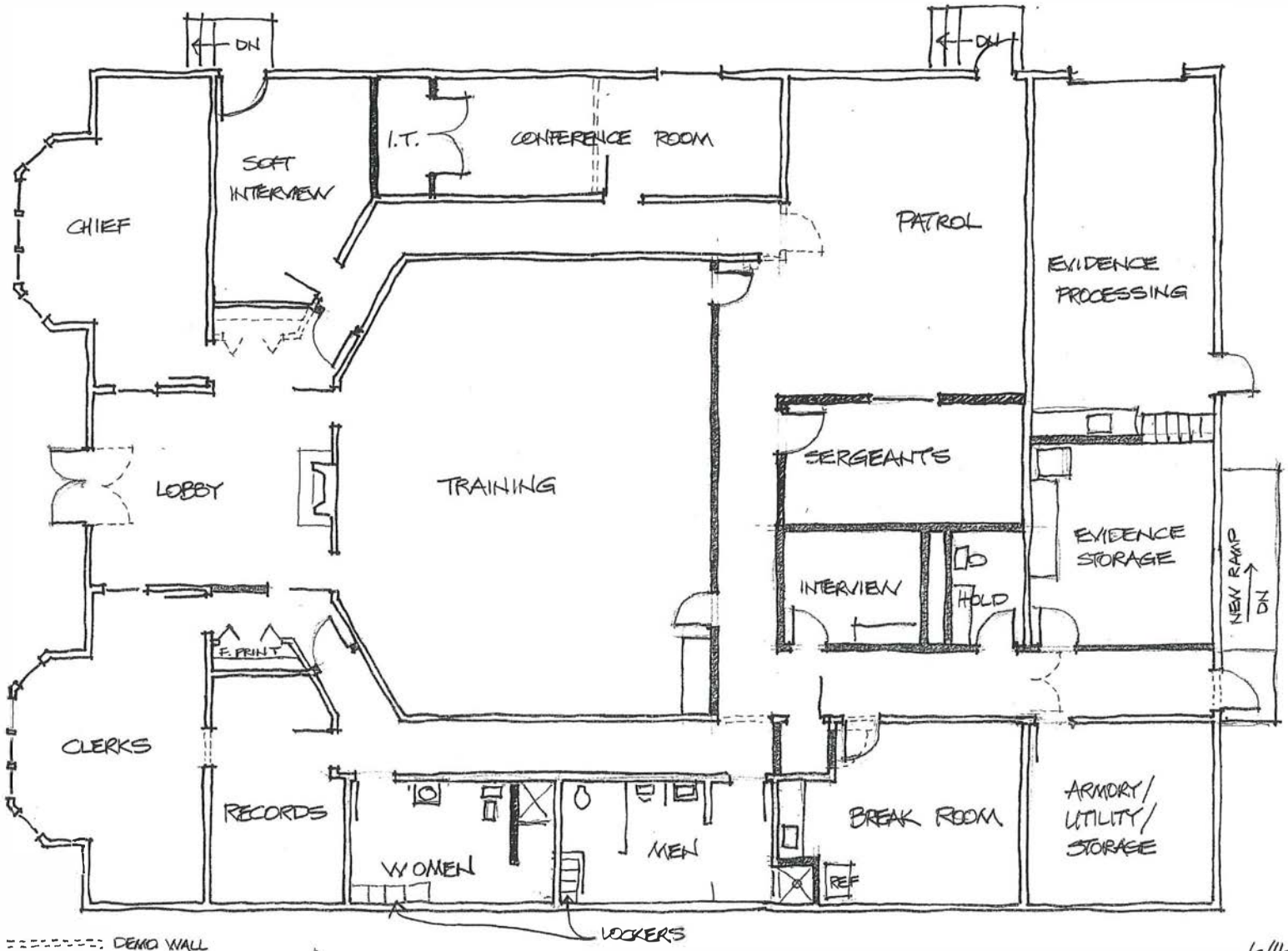
Assumptions:
Hazardous materials are not present in the building.
Site improvemants will be limited to new ramp at rear EPD entry.
City will waive permit fees.
New interior doors, frames and hardware will match existing residential quality.
Existing floor finishes shall remain to greatest extent possible.
Minimal HVAC system provided.
New fixtures, furnishings and equipment will be provided outside of the construction project.
Inflation factor of 10% has been included in this cost opinion.

ITEM	% of CONST		COSTS	% of TOTAL	REMARKS
CONSTRUCTION COSTS					
Remodel Existing Building		$	420,000		Plemmons Consulting LLC - 6/09/2022
Sgt. Office/Women RR Changes		$	12,200		Harbor Architects LLC - 6/16/2022
Site Improvements		$	0		
Hazmat Removal		$	0		Assuming non-detect.
Subtotal			432,200		
Construction Contingency	10.0	%	43,220		
Total Const. w/o Sales Tax			$475,420		
Inflation Factor	10.0	%	47,542		
State Sales Tax	8.90	%	42,312		
Total Const. w/ Sales Tax			$565,274	82	
PROFESSIONAL SERVICES					
Pre-Design Services					
Preliminary Planning & Estimating			20,144		Phase 1 A/E Agreement
Subtotal	4.2		$20,144		
A/E Basic Services					
Remodeled Construction	12.0	%	57,050		
A/E Additional Services					
Extra Meetings			0		
Project Phasing			0		
Civil Engineering			0		
Landscape			0		
Seismic Analysis			0		
SEPA			0		
Value Engineering Support			0		
Energy Conservation Support			0		
Models/Renderings			0		
Reimbursables			1,500		Printing, postage, mileage, etc.
Subtotal	0.3		$1,500		

PROJECT BUDGET DEVELOPMENT
Police Station Remodel
City of Elma

21-45

ITEM	% of CONST	COSTS	% of TOTAL	REMARKS
Technical Consultants				
Geotechnical Engineering Report		0		
Topographical Survey		0		
Hazmat Investigation & Admin.		2,500		Allowance
Constructability Review		0		
Value Engineering		0		
Building Envelope		0		
Building Commissioning		0		
Special Inspection & Testing		0		
Miscellaneous		500		Allowance
Subtotal	0.6	$3,000		
Total Professional Services	17.2	$81,694	12	
OWNER COSTS				
Bond Election		0		
Project Admin, Legal & Audit	1.0	4,754		Allowance
Building Permits/Plan Review		0		
Bidding Advertisements		600		
Documents Printing		100		
Insurance		0		
Miscellaneous		500		
Total Owner	1.3	$5,954	1	
MISCELLANEOUS				
Interim Accommodations		0		
Moving Costs		0		
Furniture & Fixed Equipment		0		
Communications Equipment		0		
Total Miscellaneous	0.0	$0	0	
PROPERTY ACQUISITION				
Purchase Costs		0		
Appraisal & Closing Costs		0		
Real Estate Research		0		
Mitigation		0		
Total Acquisition	0.0	$0	0	
Total Project w/o Reserves		$652,923		
PROJECT RESERVES		$34,000	5	
Total Project		**$686,923**	100	
BUDGET SUMMARY				
Total Hard Costs		$565,274	82	
Total Soft Costs		$87,649	13	
Property Acquisition		$0	0	
Project Reserves		$34,000	5	
Total		$686,923	100	



PROPOSED FLOOR PLAN

1/8" = 1'-0"

ELMA POLICE STATION REMODEL

6/16/2022

HARBOR ARCHITECTS LLC

Elma Police Department

124 North 3rd Street, PO Box 3011, Elma WA 98541
Emergency Dial 911 · Office (360) 482-3131 · Fax (360) 482-3717

June 16, 2022

Elma City Council
City of Elma
202 W Main Street
Elma, WA 98541

Dear Elma City Council Members,

As you may be aware, one of the sergeants of the police department is out of service for the unknown future. He is out on an L & I injury and awaiting surgery to repair the issue.

In his absence, we have been short one officer for shift coverage. We have readjusted the schedule to accommodate as much as possible. As we are approaching the summer months, many of my team members look forward to vacations. In the absence of full coverage, this often leads to the use of overtime and the overextension of staff.

I am respectfully requesting the consideration of allowing me the option of hiring a provisional officer or reserve officer to alleviate the need for overtime and or excessive work schedules. This would provide the option of hiring a temporary officer at a rate of $33.00-37.00 an hour with no benefits attached. The assignment of a provisional officer would be no longer than 6 months pending a request for extension.

Thank you all for your Consideration,

Susan Shultz
Chief of Police

CITY OF ELMA

Agenda Request

Date: 10-21-22

Name: Carolyn Howard.

Address: 1717 W Young St Elma

Nature of Request: Property Line.

I Along with A Neighbor Friend would Like to Address the Cancel Reguarding the Property Line Issues.

~~Cost of Request~~: $_____

~~Source of Funding~~ _____

City of Elma, 6-12-2022

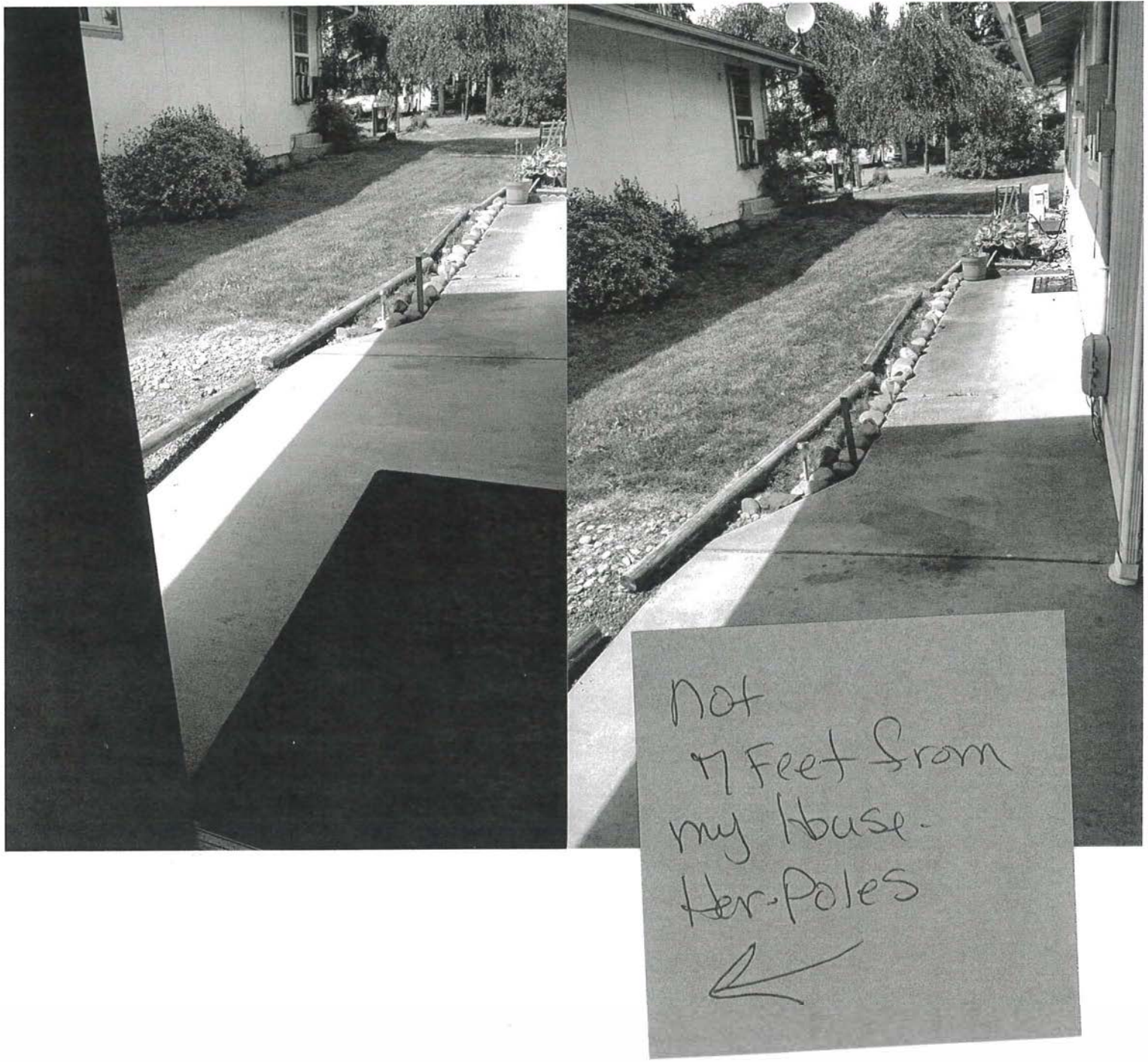
This has been an ongoing issue for Two years. It all started when Noram Huisingh purchased a small plot of land adjacent to his Residence, which is located on the west side of Candy Pittman Residence I am to the East of her.

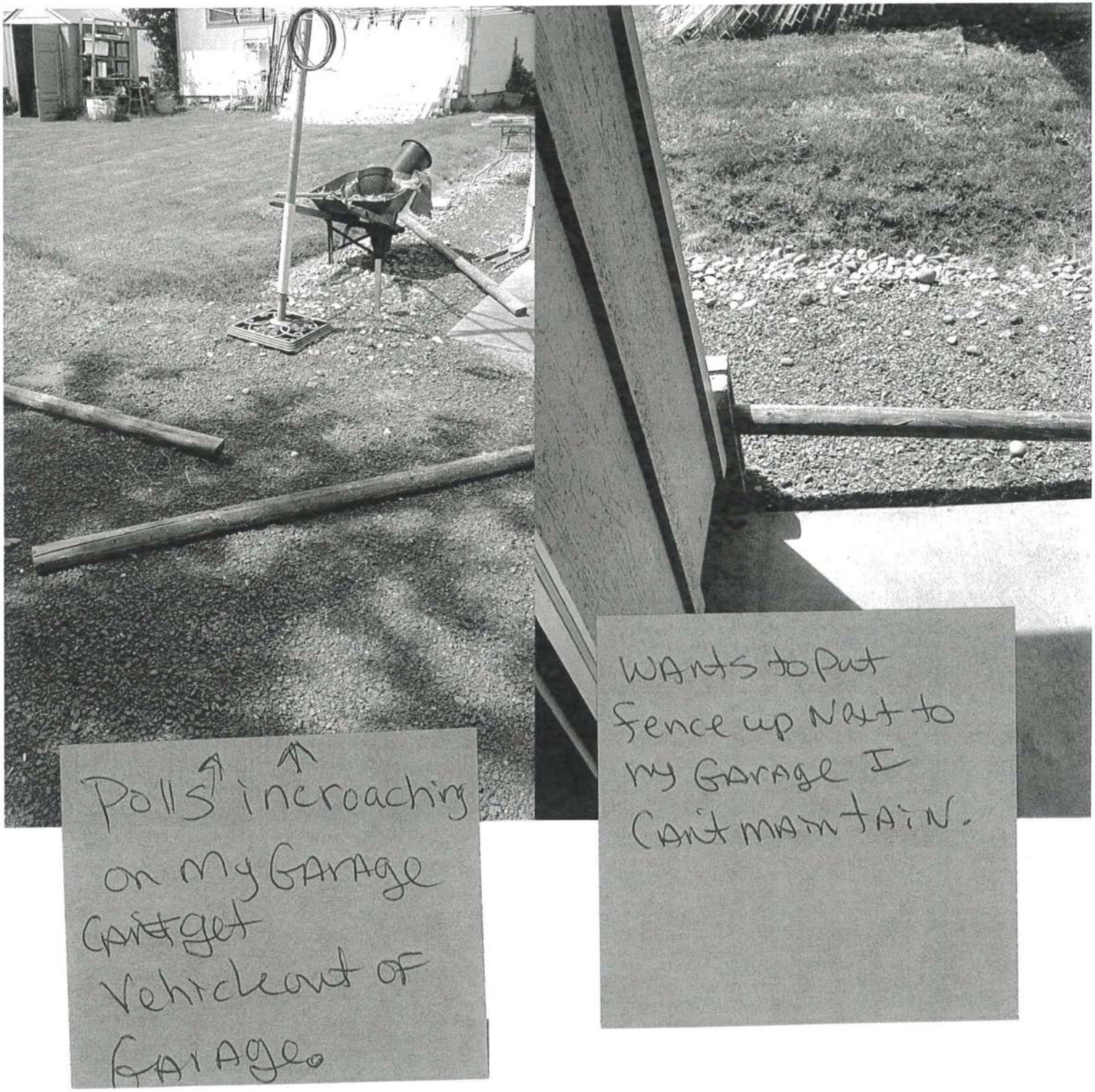
When Norman had a Survey done for the purpose of putting up a fence. this ~~Revealed~~ Revealed the Property Line Issue. I have Inclosed the Communications between All three Parties. All the map's And document's protaining to this Issue. Norman After a long Legal Battle with Candy Pittman Ended In Her Aquiring 8 feet of His property Adverse (historical) posession Due to Lack resolve on his Attorney's part.

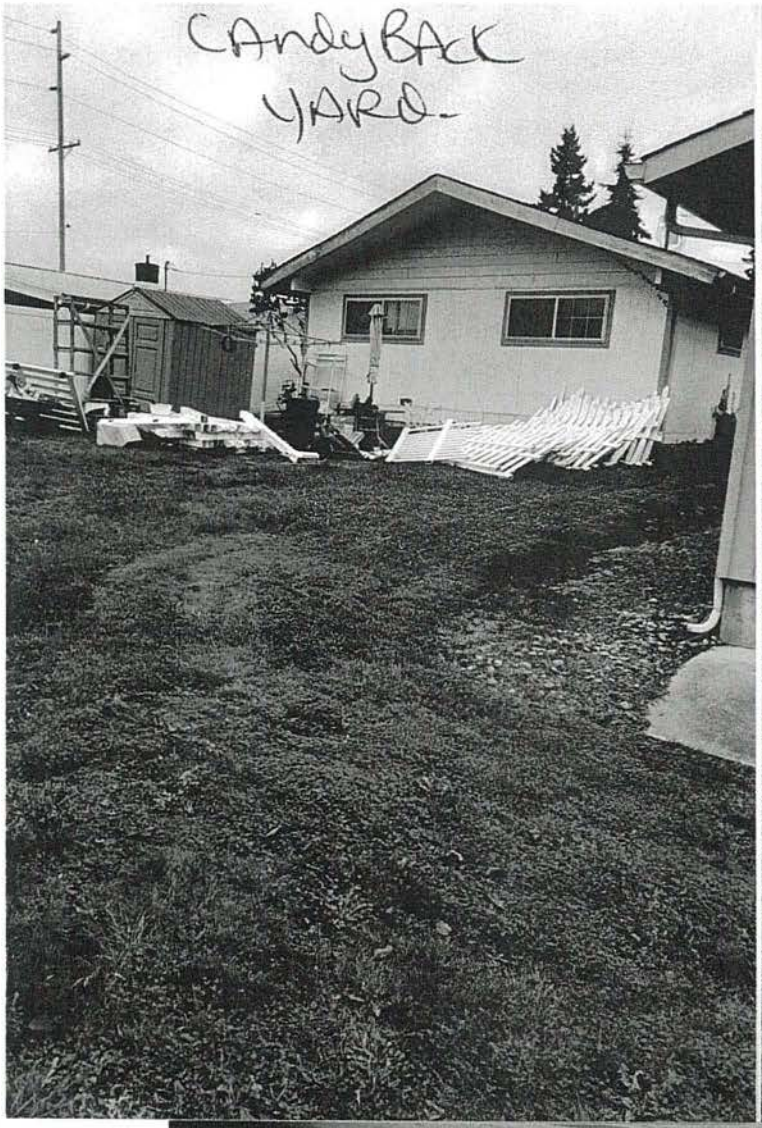
This same Rule Should Apply to my Adverse posession (Historial) use of the 8 feet that my Building Sit on.

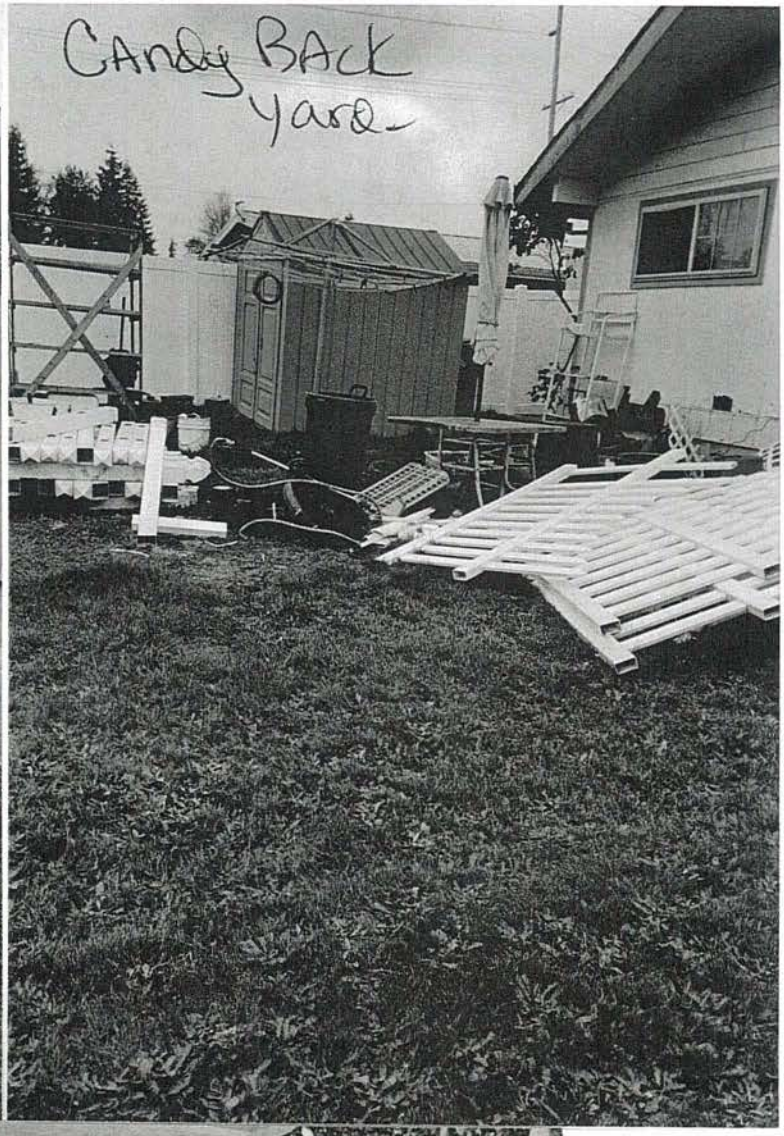
The City to pay for Reboundary And Advise her that her fence has to be 7 feet from my Premises Pure the Fire Code.

Carolyn Howard.


Not
7 Feet from
my House.
Her-Poles


Polls incroaching
on my Garage
Can't get
Vehicle out of
Garage.
Wants to put
fence up Next to
my Garage I
Can't maintain.


CAndy BACK
YARD-


CAndy BACK
yard-

CAndy
CArolyn

May 22 2022

Carolyn,

Thank you for your responce to my request made in June 2020, in which I requested to work out a plan to resolve the issue of your mower and garage being placed on my property. Although your responce is not helpful.

In your note you referance a fire code, would you share that code with me please. Regadless, the Elma Building Inspector in a conversation regarding my plans for a fence asked me to give you 18" (1 foot 6 inches) of space along your garage for you to maintain your wall, and I agreed to do that (although not required).

Some of the projects I'm hoping to get done this year are:

- More my shed which will be to the south of your garage. This will require you to move anything that would obstruct.
- I'm going to even out the property in preperation for my fence. Any hardscape or property you have in that area needs to be moved. Your lilac bush could also be moved.

Again, any suggestions on solving the matter, as long as they are constructive, are welcome. And again, you may want to consult an attorney as to your rights.

Thanks for your time and consideration

Cindy

8-27-20

Carolyn

Here's a copy of my survey and a couple of extra sheets I had drawn up to show more specifics as to the encroachment issue with your garage.

My kids don't want me to lose any property which is about 5% of my total.

Leaving as is, is not an option. It's been over 45 days since my pins were set in my yard so if you could get back to me on your thoughts on how to solve this issue within the next 10 days, would be great.

With any option we agree upon you will need to prepare and file a boundry line ajustment with the County.

Thanks
Carolyn

Candy,

Just a Quick Note:

Per your Conversation with My Daughter I know what your intentions for the stakes in the yard.

Once Again: You know there is A 7 foot variance Between Any fence And Building, this IS A Fire Code Policy AS you have Already been Informed.

In Reference too: the Letter you Sent me I did Complain to the City of Elma Thats Why you got A Visit.

IF you have Any Issues Your Attorny Should Contact the City of Elma Attorney.

Regretfully

Carolyn Howard

GARY A. MOREAN
STEPHEN P. NATWICK
ERIK M. KUPKA
ZACHARY D. EDWARDS
PAMELLA NOGUEIRA
KILLIAN C. DUNKESON
GABRIEL GAMBEE
RICHARD VROMAN *Of Counsel*
ARTHUR A. BLAUVELT III *Of Counsel*

ERNEST M. INGRAM (1926 - 2011)
TED F. ZELASKO (1925 - 2000)
RICHARD E. GOODWIN - *Retired*
DENNIS R. COLWELL (1942 - 2014)

INGRAM, ZELASKO & GOODWIN, LLP
ATTORNEYS AT LAW

120 East First Street
Aberdeen, Washington 98520

TELEPHONE
360.533.2865

TELEFAX
360.538.1511

WEBSITE
www.izglaw.com

EMAIL
izglaw@izglaw.com

October 15, 2020

Mr. Norman Huisingh
P.O. Box 331
Elma, WA 98541

RE: Boundary Line Issues
Our File Number: O515

Dear Mr. Huisingh:

I write to you as the attorney for Candy Pittman. I reviewed your letter to Ms. Pittman dated September 6, 2020 and I have also reviewed the survey you obtained from Wynooche Mapping and Surveying as well as the survey my client obtained from Chehalis Valley Associates.

This is clearly a unique situation. My understanding is that the homes owned by you, Carolyn Howard, and Ms. Pittman were all constructed nearly 50 years ago. I have no idea why, but each of your homes was built at a diagonal angle relative to your boundary lines. As disclosed by the surveys, Ms. Howard's home encroaches onto Ms. Pittman's property. Ms. Pittman's driveway and shed encroach onto your property.

Regardless of where the legal boundary lines are located, this appears to be a clear cut case of adverse possession. The historic use of your respective properties demonstrates a mutual recognition of and acquiescence to boundary lines that mirror how the improvements on the respective properties were constructed.

To establish a claim of ownership by adverse possession, a party must show that possession lasted for 10 years and was (1) exclusive, (2) actual and uninterrupted, (3) open and notorious, and (4) hostile. *Acord v. Pettit*, 174 Wn. App. 95, 103, 302 P.3d 1265 (2013). Here, all of the respective homes and associated improvements were constructed nearly 50 years ago. I have viewed historic aerial photographs of the properties going back more than 10 years, and the encroachments are open and obvious in all of the photographs.

If this matter proceeds to court, then I am confident that any judge reviewing this matter will redraw the boundary lines to conform to the historic use. However, I would propose that the parties voluntarily agree to a boundary line adjustment to avoid the time and expense of a lawsuit.

Enclosed with this letter is a map of the properties where I have drawn two red lines indicating the approximate location where the boundary lines should be moved to conform to the historic use.

There would be several steps required to complete a boundary line adjustment. First, the parties would have to agree where the new boundary lines should be located. Second, the parties would need to hire a surveyor to create new legal descriptions for the three lots as well as a revised survey map. Third, a boundary line adjustment application will need to be submitted to the city and county for approval. The total cost for this process, including the survey work, will likely be in the range of $2,500 - $3,500. I would propose that this cost be split equally among the three owners.

Please consider this proposal and advise whether you are agreeable. As discussed above, I think it is a foregone conclusion that a judge will redraw the boundary lines if we are forced to litigate this matter. Furthermore, if a lawsuit becomes necessary the judge has discretion to award attorney fees to the prevailing party. RCW 7.28.083(3). It is in everyone's best interest to avoid the needless time and expense of trial and agree to a boundary line adjustment. I would strongly encourage you to review this matter with an attorney. My expectation is that the attorney will confirm the legal opinions I have set forth in this letter and advise you to agree to the boundary line adjustment.

I respectfully request that you provide a response to this letter by November 30, 2020 advising how you wish to proceed. Thank you in advance for your prompt attention to this matter.

Very truly yours,

INGRAM, ZELASKO & GOODWIN

ZACHARY D. EDWARDS
zedwards@izglaw.com

ZDE:hs
Enclosure

cc: ✓ Ms. Carolyn Howard
Ms. Candy Pittman

H:\P PA-PN PITTMAN, CANDY 0515 LTR HUISINGH.DOCX

TO:

CANDY PITTMAN
1719 W. YOUNG ST
ELMA, WA 98541

September 6, 2020

CC:

CAROLYN HOWARD
1717 W. YOUNG ST
ELMA, WA 98541

Dear Candy
I am going to put this in writing to avoid confusion, misunderstandings and attitudes.

October of 2019, I put up a temporary cinder block & cherry tone boarder about a foot off the ground to outline approximately my property lines. This was only placed in position to keep people from driving or riding bicycles through my yard and over the building pad. You immediately go down to city hall and complain to the building inspector. Then the Building inspector had to come to the house and tell me 'not' to do anything permanent until we knew where the corner markers were. I had no intentions of putting up anything until property was surveyed. When I arrived back from Arizona in May 2020, you tore down and moved my blocks away from my property line. I asked you why, and you proceeded with an attitude to say my measurements were not accurate.

So, to solve this problem, I paid $1400 for the survey and filed it legally with the county. Once I found out that your shed was on my property and Carolyn's garage is on your property, I offered you 12 ft of the South East corner so that the two of you would not lose ground. But only if You and Carolyn would pay for half the survey and pay for the boundary adjustments. At this point, you said 'No', plus Carolyn would have to pay it all.

Then,I gave you 30 days to remove your items from my property because I was putting up a fence. Again, with the attitude, that I was wrong, and plenty of text messages, you said you were going to have it surveyed one more time. However, your surveyor used my corner markers which would constitute you owing me $350. The bottom line is that we now know the legal boundary between us. Because of your attitude and lack of willingness to work together with this issue, you and Carolyn will have to battle the boundary lines and her garage situation amongst yourselves.

I put up a perfectly brand-new fence and within three days there was damage only on your side. The three-man crew all said that each panel placed was in good condition at the time of installment. Once this fence is repaired, any further damage on the east side will be your full responsiblity.

Besides the harassment you did through text messages, you have put up No Trespassing signs on each end of the fence. By Washington state law, if you deny me access for maintenance it will determine that you have to maintain the fence. It will also constitute usage by your part and therefore you will have to split the cost of the fence. Your amount will be $2100.

Please note:

RCW 16.60.020

Partition fence—Reimbursement.

When any fence has been, or shall hereafter be, erected by any person on the boundary line of his or her land and the person owning land adjoining thereto shall make, or cause to be made, an enclosure, so that such fence may also answer the purpose of inclosing [enclosing] his or her ground, he or she shall pay the owner of such fence already erected one-half of the value of so much thereof as serves for a partition fence between them:

Before we continue to argue and act foolhardily, please think about us as neighbors for the duration. Also, considered where the boundary markers are and that I am legal in everything I have done. I did not deserve your sarcasm or harassment and therefore should get an apology. Although you don't like the white fence, I have recently noticed that you are enjoying the sunshade it has provided along with the privacy.

One major thing you have failed to address is that your water line sits on my side of the markers. If you want to put up No Trespassing signs to keep me from maintaining my fence, then I should put up No Trespassing signs to keep you from fixing your water line.??

So, By the law, I can legally take you to court to collect half the cost of the fence and part of the survey, or you can voluntarily pay me $2450 without any further questions or additional expense and I will allow access to your water line.

If you choose 'not' to pay your half, then I will give you a 30- day notice to remove your water line and you can incur that cost, plus the future court cost.

Your decision, your next move and your attitude will set the platform for us as neighbors.

Sincerely,

Norman Huisingh
P.O Box 331
1721 W. Young St.
Elma, WA 98541

APPLICATION/PERMIT

CITY OF ELMA P.O. BOX E ELMA, WASHINGTON 98541 482-2212

No 1508

LOCATION OF JOB

STREET ADDRESS: 1717 W Young St.
SUBDIVISION | LOT | BLOCK
PARCEL NUMBER | SECTION | TOWNSHIP | RANGE

OWNER

NAME: Brent Tuttle PHONE: 482-2214
ADDRESS: 1717 W young. ZIP

CONTRACTOR

NAME: Self. PHONE
ADDRESS ZIP
LICENSE NUMBER

DESIGNER

NAME PHONE
ADDRESS ZIP

TYPE OF JOB

BUILDING

- ☐ NEW
- ☐ ALTERATION
- ☐ ADDITION
- ☐ REPAIR
- ☐ MOVE
- ☒ RESIDENTIAL
- ☐ COMMERCIAL
- ☐ INDUSTRIAL
- ☐ AGRICULTURAL
- ☐ OTHER—SPECIFY

New garage

TYPE CONST. | OCCUPANCY | NO. OF DWELLING UNITS
DWELLING AREA | BASEMENT AREA | GARAGE AREA | MOBILE HOME
BUILDING AREA: 780 # VALUATION: 10,000

PLUMBING

NO. OF TRAPS | WATER HEATERS | GAS OUTLETS | M.H. NO. OF UNITS
OTHER—SPECIFY

MECHANICAL

SPECIFY EQUIPMENT

PLAN CHECK

REQ'D ✓ | NOT REQ'D | APPROVED Peter | DATE 4-15-97

ZONING AND ENVIRONMENTAL REVIEW

DISTRICT | REQUIRED SETBACKS IN FEET: FRONT | SIDE | REAR
PARCEL SIZE | CLUP NO. | VARIANCE NO.
ENVIRONMENTAL CHECK LIST | REQ'D | NOT REQ'D | FINAL DEC. ISSUED
SHORELINE MANAGEMENT | ENVIRONMENT | PERMIT NO. | EXEMPT
SEWER HOOK-UP | APPROVAL | INSPECTION APPROVAL
NOTES
WATER HOOK-UP | APPROVAL | INSPECTION APPROVAL
NOTES
ENVIRONMENTAL HEALTH | PERMIT NO. | DATE OBTAINED
NOTES
OTHER APPROVALS REQUIRED

FEES COLLECTED

BUILDING $ 163.00
PLUMBING $
MECHANICAL $
PLAN CHECK $ 105.95
ENVIRONMENTAL CHECKLIST $
SBCC OTHER $ 4.50
TOTAL FEES $ 273.45

SPECIAL CONDITIONS OR NOTES:

DATE 4-15-97
CITY CLERK B. May - Deputy Clerk
OFFICIAL Peter Delaney
APPROVED FOR ISSUANCE

I hereby certify that I have read and examined this application and am aware that no concrete shall be placed without first obtaining an inspection of formwork and that all framing or structural work must be inspected prior to covering. All provisions of laws and ordinances applicable to this type of work will be complied with whether specified herein or not. The granting of a permit does not grant authority to violate or cancel the provisions of any state or local law regulating construction or the performance of construction.

DATE SIGNATURE Brent Tuttle

WHEN SIGNED BY CITY CLERK OR REPRESENTATIVE AND BUILDING INSPECTOR, THIS BECOMES A PERMIT.

Dan Lindgren
Grays Harbor County Assessor 100 W. Broadway Ave Montesano, WA 98563

Parcel

Parcel#:	045002000700	Owner Name:	HOWARD CAROLYN S
DOR Code:	11 - Residential - Single Family	Address1:	PO BOX 432
Situs:	1717 W YOUNG ST	Address2:	
Map Number:	1806-34	City, State:	ELMA WA
Status:		Zip:	98541
Description:	LEYBOLD & ASCHEBERGS LOTS 7 & 8 BLK 20		
Comment:			

Land

Land

Land Code	Unit Type	Units	Land Shape	Width	Depth
SqFt	Square Feet	6250.00000000		6250.00	1.00

Single Family Residence

One Story - Single-family Residence

Total Area	Year Built	Remodel Year	Quality	Condition
912	1971		2.5 - Fair/Average	3.5 - Average/Good

Components

Code	Description	Units	Percent
108	Frame, Siding, Wood	0	100%
208	Composition Shingle	0	100%
309	Forced Air Furnace	0	100%
601	Plumbing Fixtures (#)	7	0%
602	Plumbing Rough-ins (#)	1	0%
622	Raised Subfloor (% or SF)	0	100%
641	Single 1-Story Fireplace (#)	1	0%
706	Detached Garage (SF)	780	0%
721	Carport, Flat Roof (SF)	320	0%
954	Slab Breezeway (SF) with Roof	300	0%

Building Data

Architecture	
Bedrooms	
Bathrooms	
Total Rooms	
Foundation	Concrete
Garage Stalls	

Property Images

Click on an image to enlarge it.

Dan Lindgren
Grays Harbor County Assessor 100 W. Broadway Ave Montesano, WA 98563

Parcel

Parcel#:	045002000700	Owner Name:	HOWARD CAROLYN S
DOR Code:	11 - Residential - Single Family	Address1:	PO BOX 432
Situs:	1717 W YOUNG ST	Address2:	
Map Number:	1806-34	City, State:	ELMA WA
Status:		Zip:	98541
Description:	LEYBOLD & ASCHEBERGS LOTS 7 & 8 BLK 20		
Comment:			

2022 Market Value		2022 Taxable Value		2022 Assessment Data	
Land:	$44,688	Land:	$44,688	District:	EL068 EGHFR H1 - EL068 EGHFR H1
Improvements:	$161,184	Improvements:	$161,184	Current Use/DFL:	No
Permanent Crop:	$0	Permanent Crop:	$0		
Total	$205,872	Total	$205,872	Total Acres:	0.00000

Ownership

Owner's Name	Ownership %	Owner Type
HOWARD CAROLYN S	100%	Owner

Sales History

Sale Date	Sales Document	# Parcels	Excise #	Grantor	Grantee	Price
04/18/14		1	E212101	T2-Conversion Seller	HOWARD CAROLYN S	$95,685
07/26/13		1	E209585	T2-Conversion Seller	FEDERAL HOME LOAN MORTGAGE CORP	$126,773
08/10/07		1	E187424	T2-Conversion Seller	x	$0
08/10/07		1	E187425	T2-Conversion Seller	x	$165,000

Building Permits

No Building Permits Available

Historical Valuation Info

Year	Billed Owner	Land	Impr.	Farm/Crop Value	Total	Exempt	Taxable
2022	HOWARD CAROLYN S	$44,688	$161,184	$0	$205,872	$50,000	$79,424
2021	HOWARD CAROLYN S	$31,719	$141,965	$0	$173,684	$50,000	$79,424
2020	HOWARD CAROLYN S	$21,875	$129,059	$0	$150,934	$50,000	$79,424
2019	HOWARD CAROLYN S	$21,875	$107,549	$0	$129,424	$50,000	$79,424
2018	HOWARD CAROLYN S	$21,875	$86,867	$0	$108,742	$0	$108,742

View Taxes

Dan Lindgren
Grays Harbor County Assessor 100 W. Broadway Ave Montesano, WA 98563

Parcel

Parcel#:	045002000500	Owner Name:	PITTMAN CANDY L
DOR Code:	11 - Residential - Single Family	Address1:	1719 W YOUNG
Situs:	1719 W YOUNG ST	Address2:	
Map Number:	1806-34	City, State:	ELMA WA
Status:		Zip:	98541
Description:	LEYBOLD & ASCHEBERGS LOT B OF BLA 21-08020097 BLK 20		
Comment:			

2022 Market Value		2022 Taxable Value		2022 Assessment Data	
Land:	$48,198	Land:	$48,198	District:	EL068 EGHFR H1 - EL068 EGHFR H1
Improvements:	$105,924	Improvements:	$105,924		
Permanent Crop:	$0	Permanent Crop:	$0	Current Use/DFL:	No
Total	$154,122	Total	$154,122		
				Total Acres:	0.15000

Ownership

Owner's Name	Ownership %	Owner Type
PITTMAN CANDY L	100%	Owner

Sales History

Sale Date	Sales Document	# Parcels	Excise #	Grantor	Grantee	Price
04/26/02		1	E156471	T2-Conversion Seller	x	$55,000
04/26/02		1	E156472	T2-Conversion Seller	x	$0

Building Permits

No Building Permits Available

Historical Valuation Info

Year	Billed Owner	Land	Impr.	PermCrop Value	Total	Exempt	Taxable
2022	PITTMAN CANDY L	$48,198	$105,924	$0	$154,122	$0	$154,122
2021	PITTMAN CANDY L	$31,719	$103,921	$0	$135,640	$0	$135,640
2020	PITTMAN CANDY L	$21,875	$94,474	$0	$116,349	$0	$116,349
2019	PITTMAN CANDY L	$21,875	$78,728	$0	$100,603	$0	$100,603
2018	PITTMAN CANDY L	$21,875	$63,588	$0	$85,463	$0	$85,463

View Taxes

Parcel

Parcel#:	045002000500	Owner Name:	PITTMAN CANDY L
DOR Code:	11 - Residential - Single Family	Address1:	1719 W YOUNG
Situs:	1719 W YOUNG ST	Address2:	
Map Number:	1806-34	City, State:	ELMA WA
Status:		Zip:	98541
Description:	LEYBOLD & ASCHEBERGS LOT B OF BLA 21-08020097 BLK 20		
Comment:			

Land

Land

Land Code	Unit Type	Units	Land Shape	Width	Depth
SqFt	Square Feet	6741.00000000		6741.00	1.00

Single Family Residence

One Story - Single-family Residence

Total Area	Year Built	Remodel Year	Quality	Condition
1056	1971		2.0 - Fair	2.5 - Fair/Average

Components

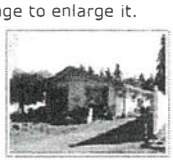
Code	Description	Units	Percent
108	Frame, Siding, Wood	0	100%
208	Composition Shingle	0	100%
304	Electric Baseboard	0	100%
601	Plumbing Fixtures (#)	7	0%
602	Plumbing Rough-ins (#)	1	0%
622	Raised Subfloor (% or SF)	0	100%
641	Single 1-Story Fireplace (#)	1	0%

Building Data

Architecture	
Bedrooms	
Bathrooms	
Total Rooms	
Foundation	Concrete
Garage Stalls	

Property Images

Click on an image to enlarge it.



Dan Lindgren
Grays Harbor County Assessor 100 W. Broadway Ave Montesano, WA 98563

Parcel

Parcel#:	045002000200	Owner Name:	HUISINGH NORMAN L
DOR Code:	11 - Residential - Single Family	Address1:	251 TANGLEWOOD LN
Situs:	1721 YOUNG	Address2:	
Map Number:	1806-34	City, State:	BULLHEAD CITY AZ
Status:		Zip:	86442-4627
Description:	LEYBOLD & ASCHEBERGS LOT A OF BLA 21-08020097 BLK 20		
Comment:			

2022 Market Value		2022 Taxable Value		2022 Assessment Data	
Land:	$53,435	Land:	$53,435	District:	EL068 EGHFR H1 - EL068 EGHFR H1
Improvements:	$163,381	Improvements:	$163,381	Current Use/DFL:	No
Permanent Crop:	$0	Permanent Crop:	$0		
Total	$216,816	Total	$216,816	Total Acres:	0.27000

Ownership

Owner's Name	Ownership %	Owner Type
HUISINGH NORMAN L	100%	Owner

Sales History

Sale Date	Sales Document	# Parcels	Excise #	Grantor	Grantee	Price
08/31/21		1	E245344	HUISINGH NORMAN L	PITTMAN CANDY L	$0
08/31/21		1	E245344	HUISINGH NORMAN L	PITTMAN CANDY L	$0
06/30/05		1	E175544	T2-Conversion Seller	x	$95,000

Building Permits

No Building Permits Available

Historical Valuation Info

Year	Billed Owner	Land	Impr.	PermCrop Value	Total	Exempt	Taxable
2022	HUISINGH NORMAN L	$53,435	$163,381	$0	$216,816	$0	$216,816
2021	HUISINGH NORMAN L	$55,503	$97,289	$0	$152,792	$50,000	$67,252
2020	HUISINGH NORMAN L	$32,812	$88,444	$0	$121,256	$50,000	$59,320
2019	HUISINGH NORMAN L	$32,812	$73,704	$0	$106,516	$50,000	$56,516
2018	HUISINGH NORMAN L	$32,812	$59,530	$0	$92,342	$60,000	$32,342

View Taxes

25.00
N 02°10'15" W 124.94
25.00
8
HOUSE
A
24.95
7
25.01
S 02°08'47" E 124.93
51.66
15.83
5.33
38.67
9.91
18.58
25.00
6
HOUSE
25.02
5
25.00
19.97
25.41
2.25
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6.65
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7.91
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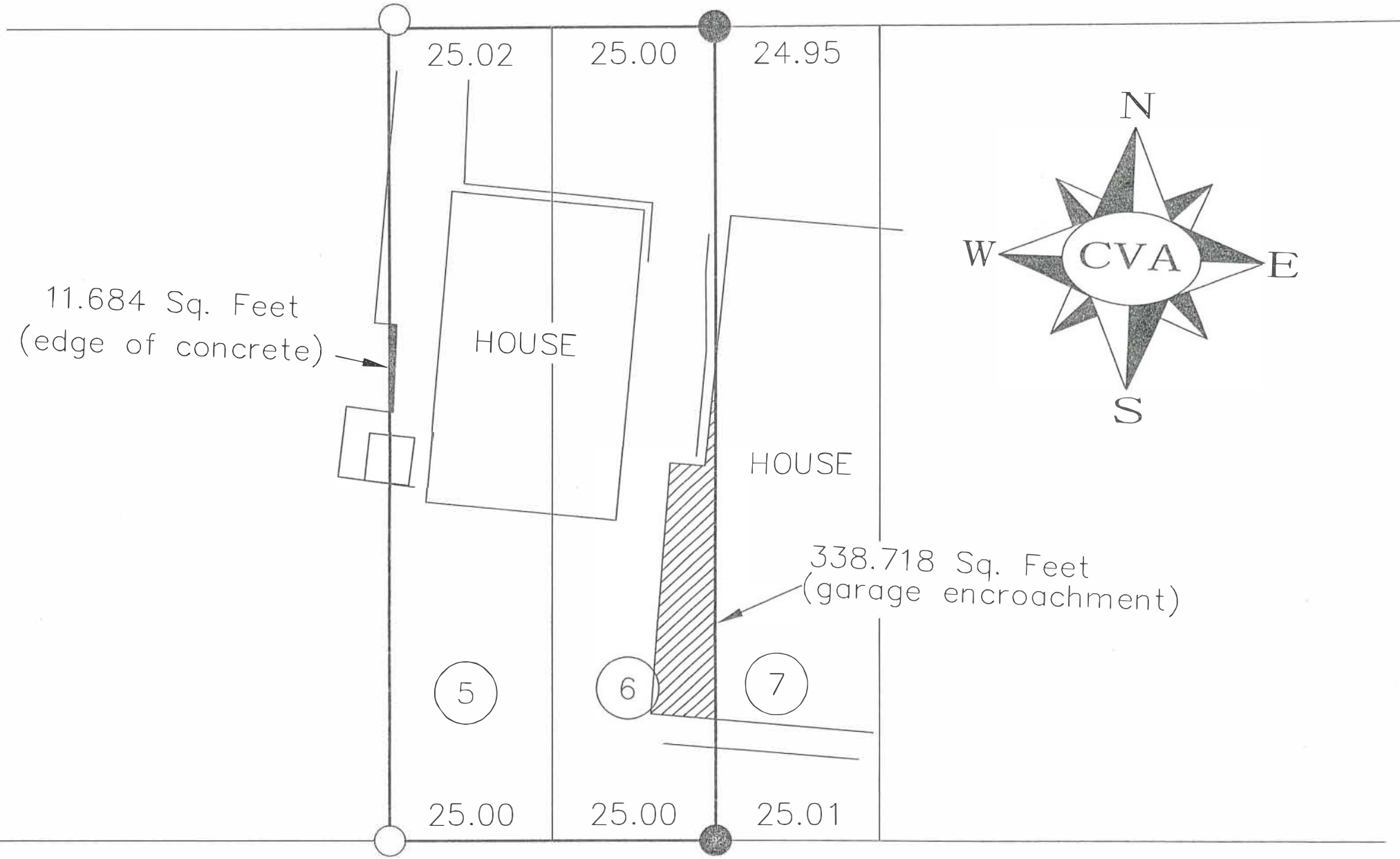
Vol 55 pg 29
Reference only



N 18TH ST
W YOUNG ST
N 18TH ST
Distance:
71.51 feet
SHERRY PL
W MAIN ST

Norm
Candy
Mike
1719 W Young St
Google Earth
100 ft
N

GRAYS HARBOR COUNTY
WASHINGTON

Aumentum TECHNOLOGIES
TAXSIFTER

Dan Lindgren
Grays Harbor County Assessor 100 W. Broadway Ave Montesano, WA 98563

Assessor **Treasurer** **Appraisal** **MapSifter**

Parcel

Parcel#:	045002000700	**Owner Name:**	HOWARD CAROLYN S
DOR Code:	11 - Residential - Single Family	**Address1:**	PO BOX 432
Situs:	1717 W YOUNG ST	**Address2:**	
Map Number:	1806-34	**City, State:**	ELMA WA
Status:		**Zip:**	98541
Description:	LEYBOLD & ASCHEBERGS LOTS 7 & 8 BLK 20		
Comment:			

Land

Land

Land Code	Unit Type	Units	Land Shape	Width	Depth
SqFt	Square Feet	6250.00000000		6250.00	1.00

Single Family Residence

One Story - Single-family Residence

Total Area	Year Built	Remodel Year	Quality	Condition
912	1971		2.0 - Fair	2.0 - Fair

Components

Code	Description	Units	Percent
208	Composition Shingle	0	100%
304	Electric Baseboard	0	100%
601	Plumbing Fixtures (#)	6	
602	Plumbing Rough-ins (#)	1	
622	Raised Subfloor (% or SF)	1	100%
641	Single 1-Story Fireplace (#)	1	
706	Detached Garage (SF)	780	
722	Carport, Shed Roof (SF)	320	
901	Open Slab Porch (SF)	300	

Building Data

Architecture	
Bedrooms	
Bathrooms	
Total Rooms	
Foundation	Concrete
Garage Stalls	

Property Images

Click on an image to enlarge it.

1.0.7424.24455 Data current as of: 9/17/2020 4:20 PM TX_RollYear_Search: 2020

GRAYS HARBOR COUNTY
WASHINGTON
1854

Aumentum TECHNOLOGIES
TAXSIFTER

Dan Lindgren
Grays Harbor County Assessor 100 W. Broadway Ave Montesano, WA 98563

Assessor Treasurer Appraisal MapSifter

Parcel

Parcel#:	045002000700	**Owner Name:**	HOWARD CAROLYN S
DOR Code:	11 - Residential - Single Family	**Address1:**	PO BOX 432
Situs:	1717 W YOUNG ST	**Address2:**	
Map Number:	1806-34	**City, State:**	ELMA WA
Status:		**Zip:**	98541
Description:	LEYBOLD & ASCHEBERGS LOTS 7 & 8 BLK 20		
Comment:			

2020 Market Value		2020 Taxable Value		2020 Assessment Data	
Land:	$21,875	Land:	$21,875	District:	EL068 H1 - EL068 H1
Improvements:	$129,059	Improvements:	$129,059	Current Use/DFL:	No
Permanent Crop:	$0	Permanent Crop:	$0		
Total	$150,934	Total	$150,934	Total Acres:	0.00000

Ownership

Owner's Name	Ownership %	Owner Type
HOWARD CAROLYN S	100 %	Owner

Sales History

Sale Date	Sales Document	# Parcels	Excise #	Grantor	Grantee	Price
04/18/14		1	E212101	T2-Conversion Seller	HOWARD CAROLYN S	$95,685
07/26/13		1	E209585	T2-Conversion Seller	FEDERAL HOME LOAN MORTGAGE CORP	$126,773
08/10/07		1	E187424	T2-Conversion Seller		$0
08/10/07		1	E187425	T2-Conversion Seller		$165,000

Building Permits

No Building Permits Available

Historical Valuation Info

Year	Billed Owner	Land	Impr.	PermCrop Value	Total	Exempt	Taxable
2020	HOWARD CAROLYN S	$21,875	$129,059	$0	$150,934	$50,000	$79,424
2019	HOWARD CAROLYN S	$21,875	$107,549	$0	$129,424	$50,000	$79,424
2018	HOWARD CAROLYN S	$21,875	$86,867	$0	$108,742	$0	$108,742
2017	HOWARD CAROLYN S	$21,875	$82,730	$0	$104,605	$0	$104,605
2016	HOWARD CAROLYN S	$21,875	$82,730	$0	$104,605	$0	$104,605

View Taxes

Parcel Comments

GRAYS HARBOR WASHINGTON

Self Service Government MapSifter

Search

Examples:

Parcel: 767700000100

Name: SMITH JOHN

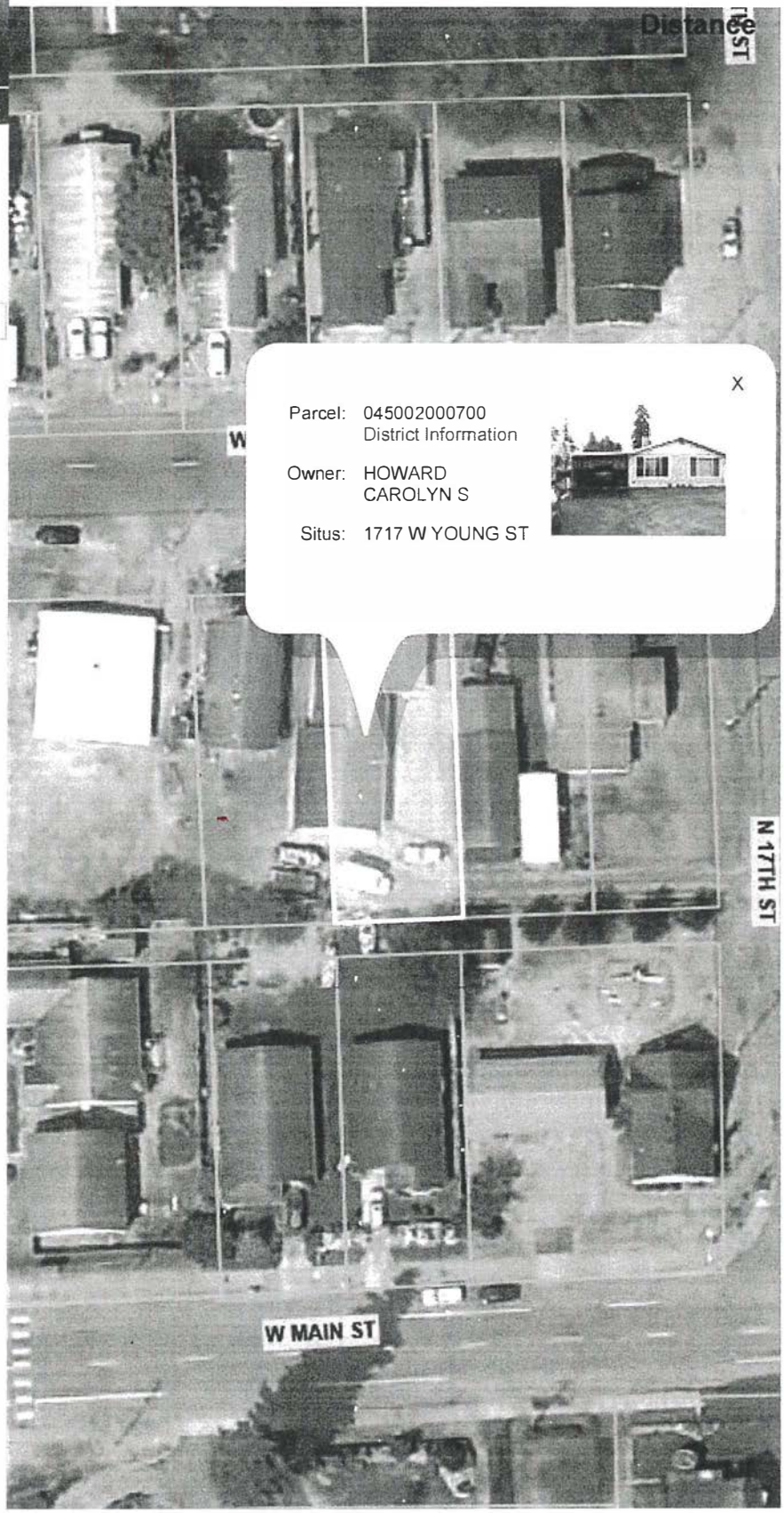
Address: 273 MAIN ST or %MAIN

045002000700

MAP IS FOR INFORMATIONAL PURPOSES ONLY. DATA MAY NOT BE CURRENT.

045002000700
HOWARD CAROLYN S
1717 W YOUNG ST

<< < > >> Area Edit Last Clear Distance



Legend

< 47.0047N, 123.4236W Scale: 1: 770 Print Zoom

Grandfathered in - definition of Grandfathered in by The Free Dictionary

https://www.thefreedictionary.com/Grandfathered+in

48% more likely for Sales Navigator users to connect with decision makers
Learn More
LinkedIn Sales Navigator

grandfather clause (redirected from *Grandfathered in*)

Also found in: **Thesaurus**, **Medical**, **Legal**, **Financial**, **Idioms**, **Encyclopedia**.
Related to Grandfathered in: **grandfather clause**, **Grandfather provision**

grandfather clause

n.

1. A provision in a statute that exempts an activity or item from new regulations that would otherwise prevent engagement in that activity or use of that item.
2. A clause in some southern state constitutions that exempted descendants of persons allowed to vote prior to the Civil War from subsequent voting restrictions, meaning that such restrictions disfranchised many African Americans while not applying to many whites.

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grandfather clause

n

1. (Historical Terms) *history US* a clause in the constitutions of several Southern states that waived electoral literacy requirements for lineal descendants of people voting before 1867, thus ensuring the franchise for illiterate White people: declared unconstitutional in 1915
2. (Law) a clause in legislation that forbids or regulates an activity so that those engaged in it are exempted from the ban

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grand'father clause`

n.

1. a clause in the constitutions of some Southern states before 1915 intended to permit whites to vote while disfranchising blacks: it exempted the descendants of those who voted before 1867 from new rigid qualifications.
2. any legal provision that exempts a business, class of persons, etc., from a new regulation that would affect prior rights and privileges.

[1895–1900, *Amer.*]

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Thesaurus

Legend: ≡ Synonyms ↔ Related Words ≠ Antonyms

Switch to **new thesaurus**

Noun 1. grandfather clause - an exemption based on circumstances existing prior to the adoption of some policy; used to enfranchise illiterate whites in south after the American Civil War

↔ **exemption**, **freedom** - immunity from an obligation or duty

Based on WordNet 3.0, Farlex clipart collection. © 2003-2012 Princeton University, Farlex Inc.

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Rent Now

FROM DOING TO DONE.

RENTAL

Norman Huisingh
PO Box 331
Elma WA 98541

May 25 2022

I have pictures of you trespassing on my property. On May 10, 2022 @ 3:42 pm you were weed eating and today @ 9:22 am spraying a VERY STRONG chemical (that when I arrived there at 9:40 am permeated the air.)

I'm going to make this as simple as I can so you understand.

STAY OFF MY PROPERTY!

If you are unable to understand consult your attorney.

Candy Louise Pittman
#04500200500

WAC 173-425-060 (5)

Candy's Burn pit

My Vinyl Fence, North to South Boundry fence.

WEST SIDE OF FENCE

WEST SIDE OF FENCE

Investopedia

SMALL BUSINESS › SMALL BUSINESS REGULATIONS

Grandfather Clause

By WILL KENTON | Updated Feb 8, 2020

What Is a Grandfather Clause?

A grandfather clause is an exemption that allows persons or entities to continue with activities or operations that were approved before the implementation of new rules, regulations, or laws. Generally speaking, a grandfather clause only exempts people or entities engaged in specified activities before new rules being put in place, while all other parties must abide by the new rules. However, these clauses effectively place two sets of rules or regulations on otherwise similar businesses or circumstances, which can create unfair competitive advantages for grandfathered parties. In these situations, grandfather clauses may only be granted for a set period.

Investopedia

KEY TAKEAWAYS

- A grandfather clause is a provision that allows people or entities to follow old rules that once governed their activity instead of newly implemented ones, often for a limited time.
- The term originated during the US Civil War era and referred to statutes enacted in the South to suppress African American voting.
- Grandfather clauses can be permanent, temporary, or instituted with limits.
- Grandfather clauses often apply to zoning laws, when the purpose of a development changes.

Understanding the Grandfather Clause

The origin of the term refers to statutes put in place after the Civil War by seven Southern states in an attempt to block African Americans from voting while exempting white voters from taking literacy tests and paying poll taxes required to vote. In the statutes, white voters whose grandfathers had voted before the end of the Civil War were

Investopedia

exempt from taking the tests and paying the taxes under the grandfather clause. The statute was deemed to be unconstitutional by the Supreme Court in 1915 because it violated equal voting rights, but the use of the term indicating rights prior to rule changes carries on.

1965

The year that Lyndon B. Johnson introduced the Voting Rights Act, which enabled Congress to end discriminatory voting practices, such as the grandfather clause.

Types of Grandfather Clauses

Depending on specific circumstances, grandfather clauses can be implemented in perpetuity, for a specified amount of time, or with specific limitations. In situations where this clause creates a competitive advantage for the grandfathered party, exemptions are usually granted for a specified period to allow existing businesses to make the changes necessary to comply with new rules and regulations. Clauses with specific

limitations may also be put in place to prevent unfair competition, such as prohibitions on the expansion, remodeling, or retooling of an existing facility.

Examples of Grandfather Clauses

One of the most common uses of grandfather clauses is found in changing zoning laws. For example, in situations where changes in zoning laws prohibit new retail establishments, the existing stores are typically granted grandfather clauses allowing them to stay in business if they abide by specified limitations. A common limitation in these circumstances is the sale of a business, which can void the grandfather clause.

Grandfather clauses are also common in the embattled coal industry. For example, new regulations on carbon emissions are being applied to proposed plants, while grandfather clauses for specified time frames have been granted to existing coal-powered facilities. In part, the clauses are being put in place to allow coal-powered plants time to integrate emission controls and to allow workers and communities enough time to transition away from the industry.

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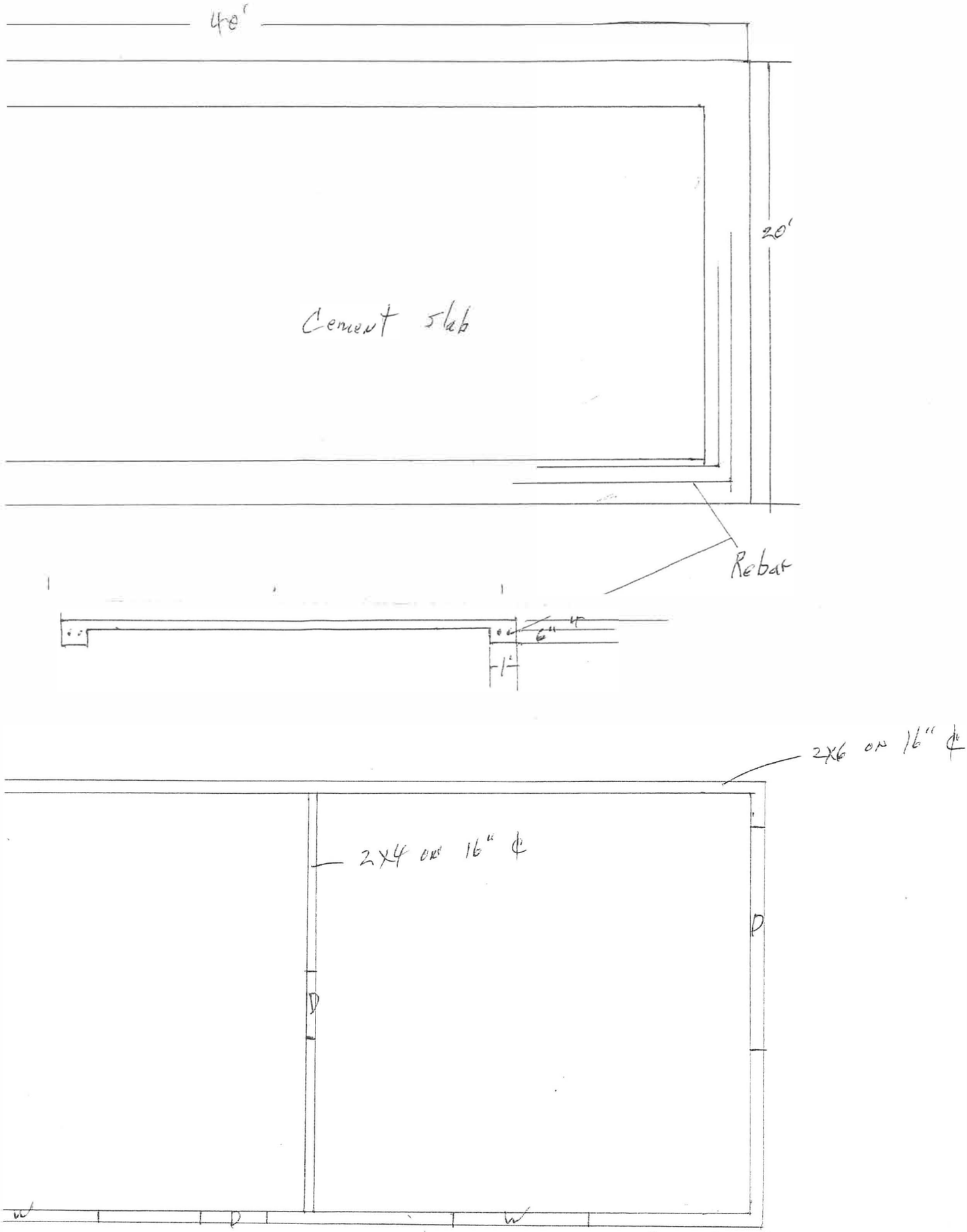
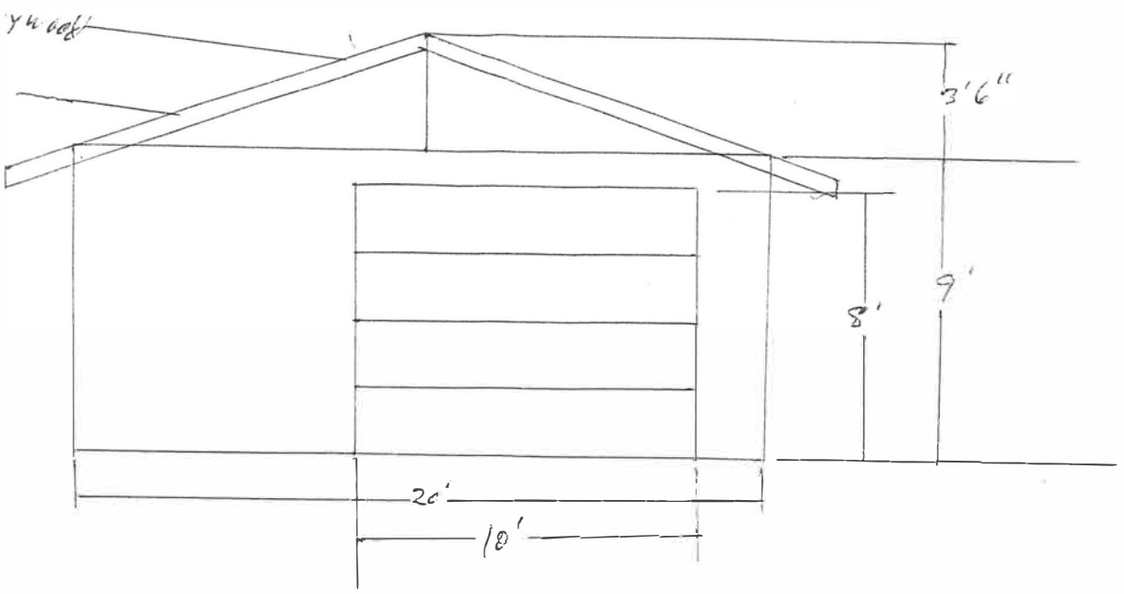


JOHN FRENCH
1/4" = 1 Foot

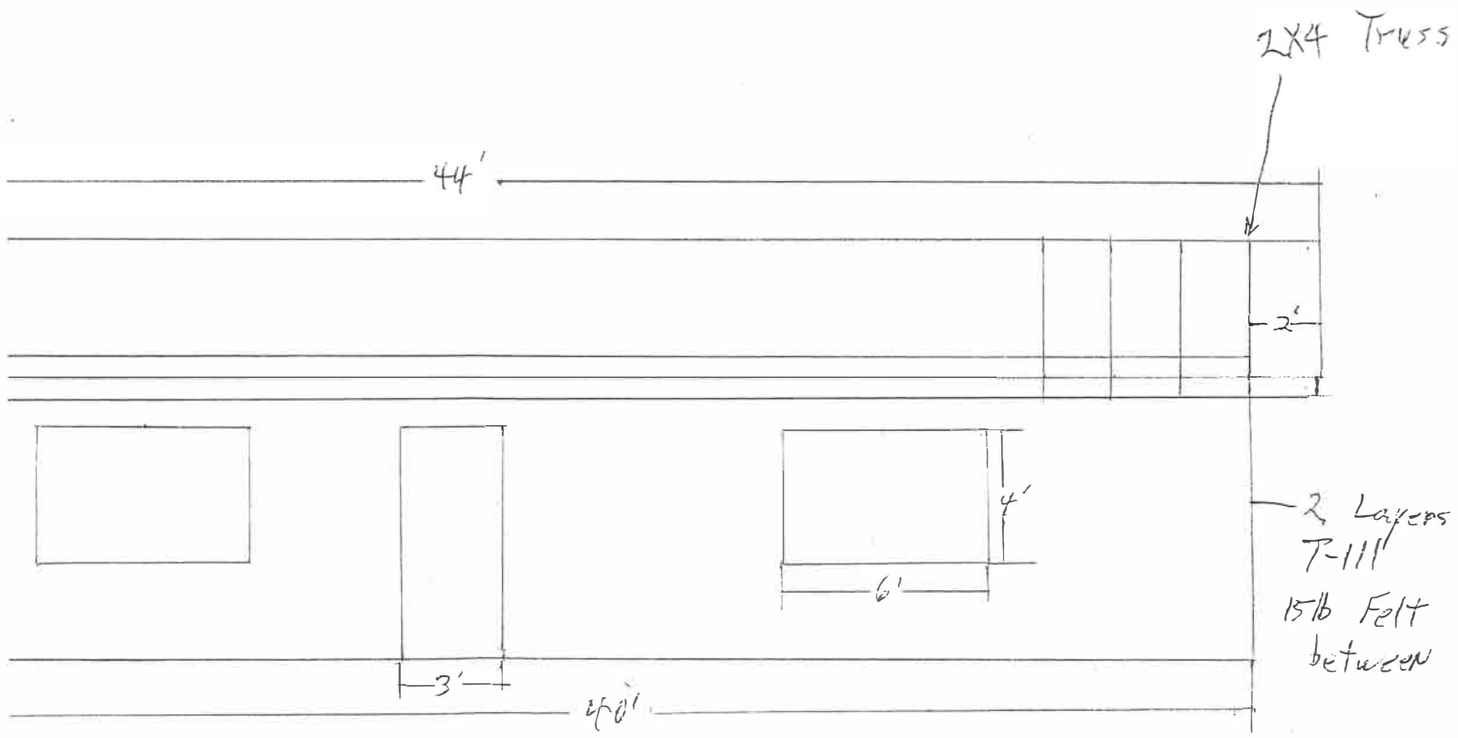


John French
1717 W Young
Elma WA-

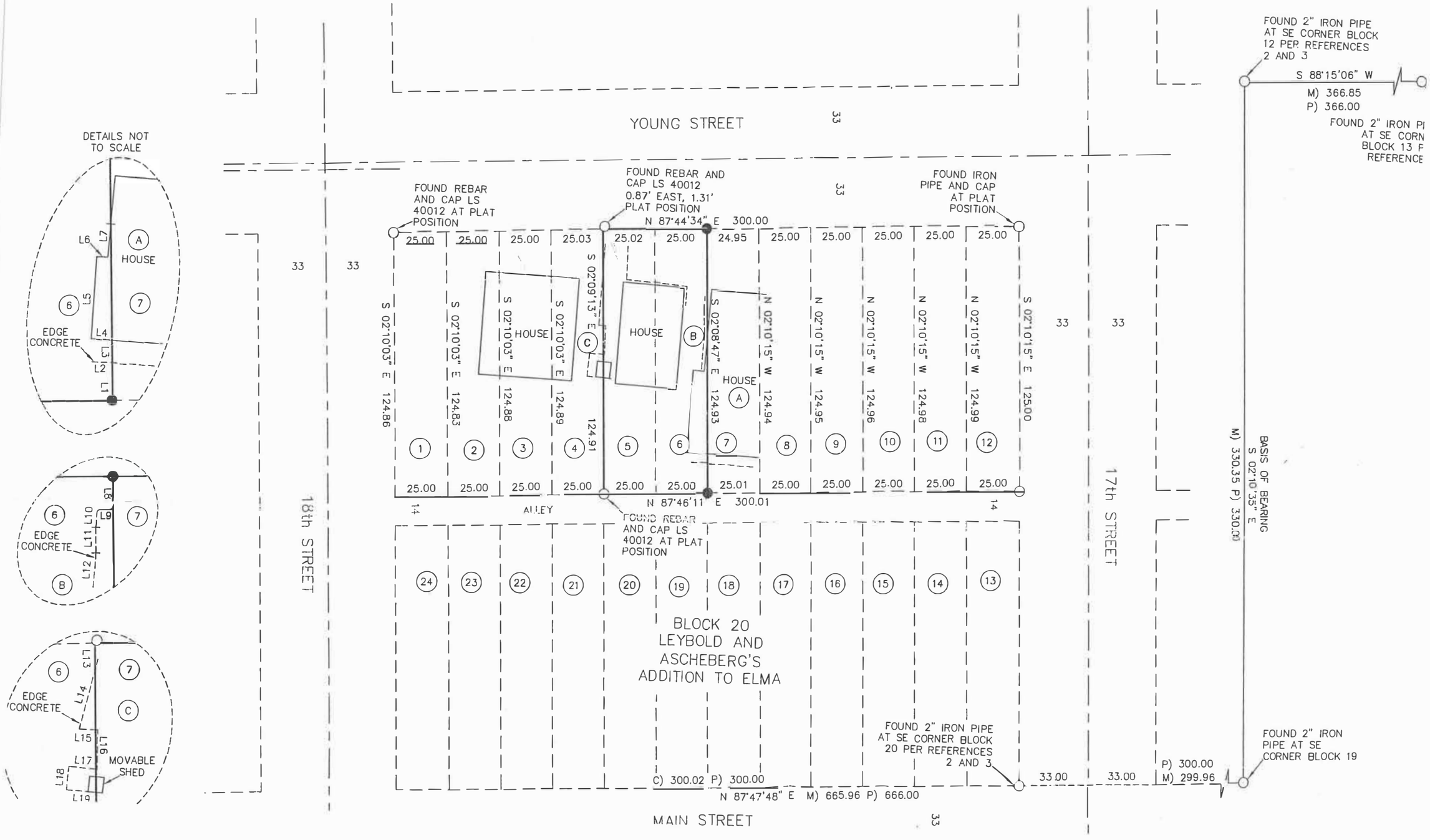
1/4" = 1 Foot

Drawn by
Bob McAllister

APPROVAL
BUILDING INSPECTOR
482 2584



GRAYS HARBOR COUNTY, WASHINGTON



June 15, 2022

Carolyn Howard
PO Bx 432
Elma WA 98541

Re: Pittman Property (Lot 6)

I have yet to receive the copy of the Fire code you refer to in your note of May 19, 2022. I also requested that the City provide me a copy, which is over a week ago. My only conclution is this code does not exist. Therefore I plan to preceed to protect my property rights.

I do however give you my permission to use my property which is located in your home and garage and concrete area on the west side which also includes 18"

along the garage west wall.

This permission is meant to interup any claim to Adverse Possesion.

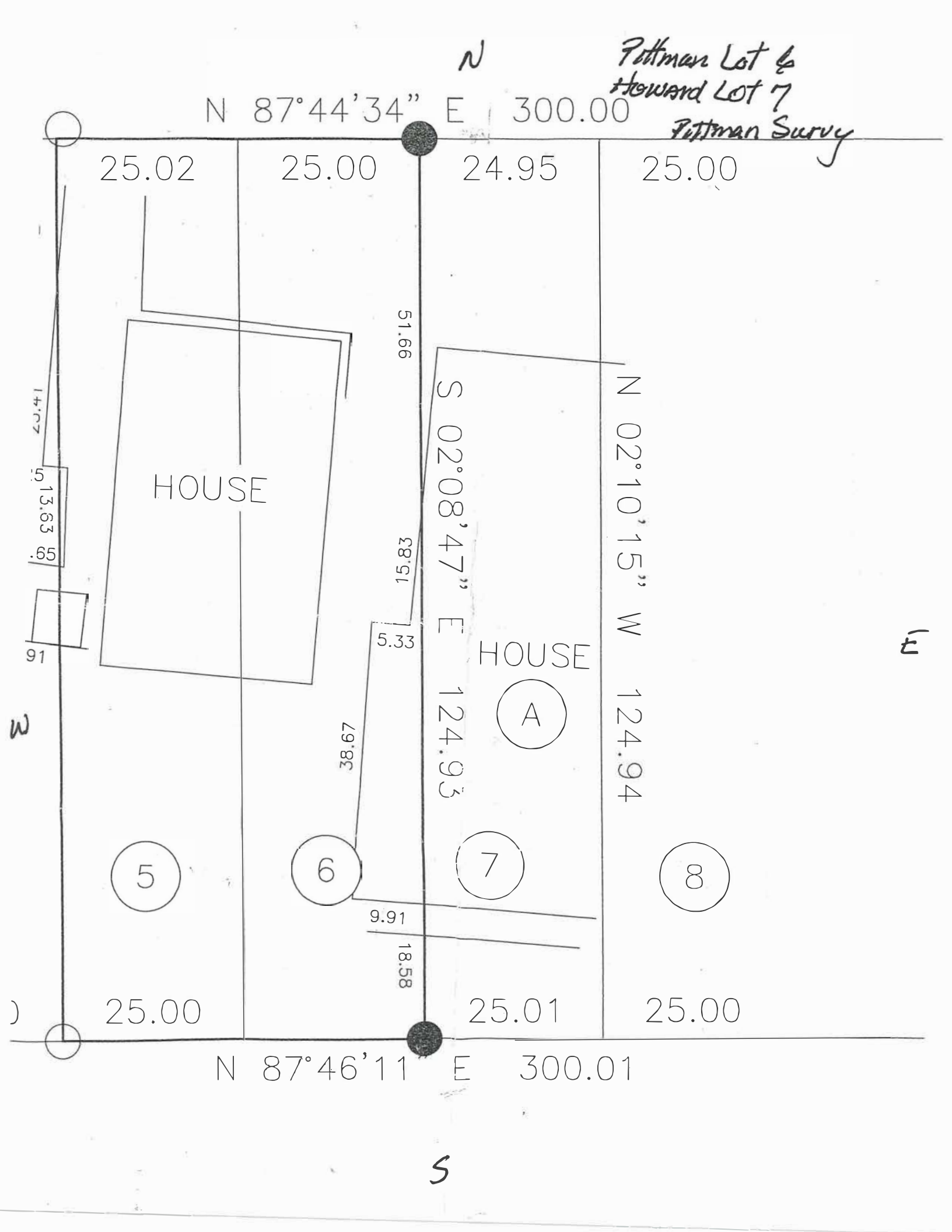
I am asking that you, your guests etc. respect my property and my right to it. Hopefully this will stop any further attacks on me or my guests like the one that happened on June 8 2022.

It is truly a shame you didn't join my Action Against Norm because this issue would have been solved by now!

Again, I will remind you, you may want to consult an Attorney as to any rights you may have.

I have included another copy of my Survey.

Candy L. Pittman


N
Pittman Lot 6
Howard Lot 7
Pittman Survy
N 87°44'34" E 300.00
25.02
25.00
24.95
25.00
51.66
S 02°08'47" E 124.93
N 02°10'15" W 124.94
HOUSE
HOUSE
A
13.63
.65
91
15.83
5.33
38.67
W
E
5
6
7
8
9.91
18.58
25.00
25.01
25.00
N 87°46'11" E 300.01
S

Wendy Collins

From: Position 5
Sent: Monday, June 13, 2022 9:42 PM
To: Wendy Collins
Subject: FW: AWC Order Confirmation

Follow Up Flag: Follow up
Flag Status: Flagged

I registered to attend the AWC annual conference next Thursday. I am hoping to get reimbursed for the registration fee.

From: AWC Orders <orders@awcnet.org>
Sent: Friday, June 10, 2022 4:54 PM
To: Position 5 <position5@cityofelma.com>
Cc: Position 5 <position5@cityofelma.com>
Subject: AWC Order Confirmation

[External Email]

AWC Order Receipt & Confirmation

AWC Order Receipt & Confirmation
Association of Washington Cities
1076 Franklin ST SE, Olympia, WA 98501
Phone: 360-753-4137 Fax: 360-753-0149

If you have any questions, please contact orders@awcnet.org.

Order #	98195
Date Received	6/10/2022
Grand Total	$225.00
Amount Paid	$225.00
Balance Due	$0.00

Description	Quantity	Price	Discount	Extended
AWC Annual Conference 2022 - Thursday only registration for Josh Collette	1.00	225.00	0.00	225.00

Association of Washington Cities
1076 Franklin ST SE
Olympia, WA 98501

Web:
wacities.org

Phone:
(360) 753-4137

RESOLUTION NO . 700

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELMA AUTHORIZING REIMBURSEMENT FOR TRAVEL AND MEALS WHEN CONDUCTING OFFICIAL CITY BUSINESS

RECITALS:

WHEREAS, City of Elma employees, Mayor, and council members may occasionally need to travel on official City business; and

WHEREAS, in order to assure the property expenditures of public funds, the City Council needs to enact a policy to govern the manner and amount that expenses incurred for such travel will be reimbursed by the City; and

WHEREAS, it is the Council's intent to adopt a "per diem" policy to reimburse City Council members, the Mayor, and employees for bona-fide City related meal expenses incurred while traveling on City business; and

WHEREAS, the Washington Office of Financial Management (OFM) has adopted per diem reimbursement rates for State of Washington employees; and

WHEREAS, the Internal Revenue Service annually adopts a motor vehicle mileage rate that is widely used by government agencies; and

WHEREAS, it is in the best interest of the City to adopt OFM per diem rates and the IRS mileage schedules for City travel cost reimbursement purposes, as these rates may be amended from time to time; and

WHEREAS, the purpose of this Policy is to adopt schedules by reference and to set forth a policy that governs travel reimbursement generally.

NOW, THEREFORE, THE ELMA CITY COUNCIL DOES HEREBY RESOLVE to adopt the following travel reimbursement policy:

The Washington Office of Financial Management per diem rates for lodging and meals, and the IRS rates for mileage reimbursement, and updates thereto, are hereby adopted by reference, and shall be used to calculate the amount of reimbursement to council members, the Mayor, and city employees for official city business.

Bona fide travel expenses not covered by OFM or IRS per diem rates will be paid at actual cost, provided they are clearly related to city business and are adequately documented, as determined by the Mayor. Certain items will be reimbursed without documentation, if clearly related to city business and those items normally do not produce documentation, such as parking meter expenses.

No employee may authorize the reimbursement of their own expenses. In the case of a city council member's reimbursement request, or the mayor's reimbursement request, the Council must approve the request. All other expenses may be approved by the Mayor.

In extraordinary circumstances, actual expense may be approved instead of per diem provided an detailed explanation of the situation warranting use of actual expense is submitted with the reimbursement request and adequate documentation of the expense incurred is submitted.

Any request for reimbursement of expenses shall be prepared by the requestor on a travel expense reimbursement form approved by the Mayor, and signed by the requestor, Mayor, or Mayor pro tem, as the case may be. All requests must include a detailed explanation of the items to be reimbursed and a statement that sufficiently describes the City business for which the expense was incurred. Reimbursement requests may not be made until after travel is complete.

This resolution replaces any other travel expense resolution or policy previously approved by the City.

PASSED THIS 7th DAY OF FEBRUARY 2022, by the City Council of the City of Elma, and signed in authentication thereof this 7th day of ~~September~~ February 2022.

CITY OF ELMA:

Pat Miller

Pat Miller, Mayor Pro Tem

ATTEST:

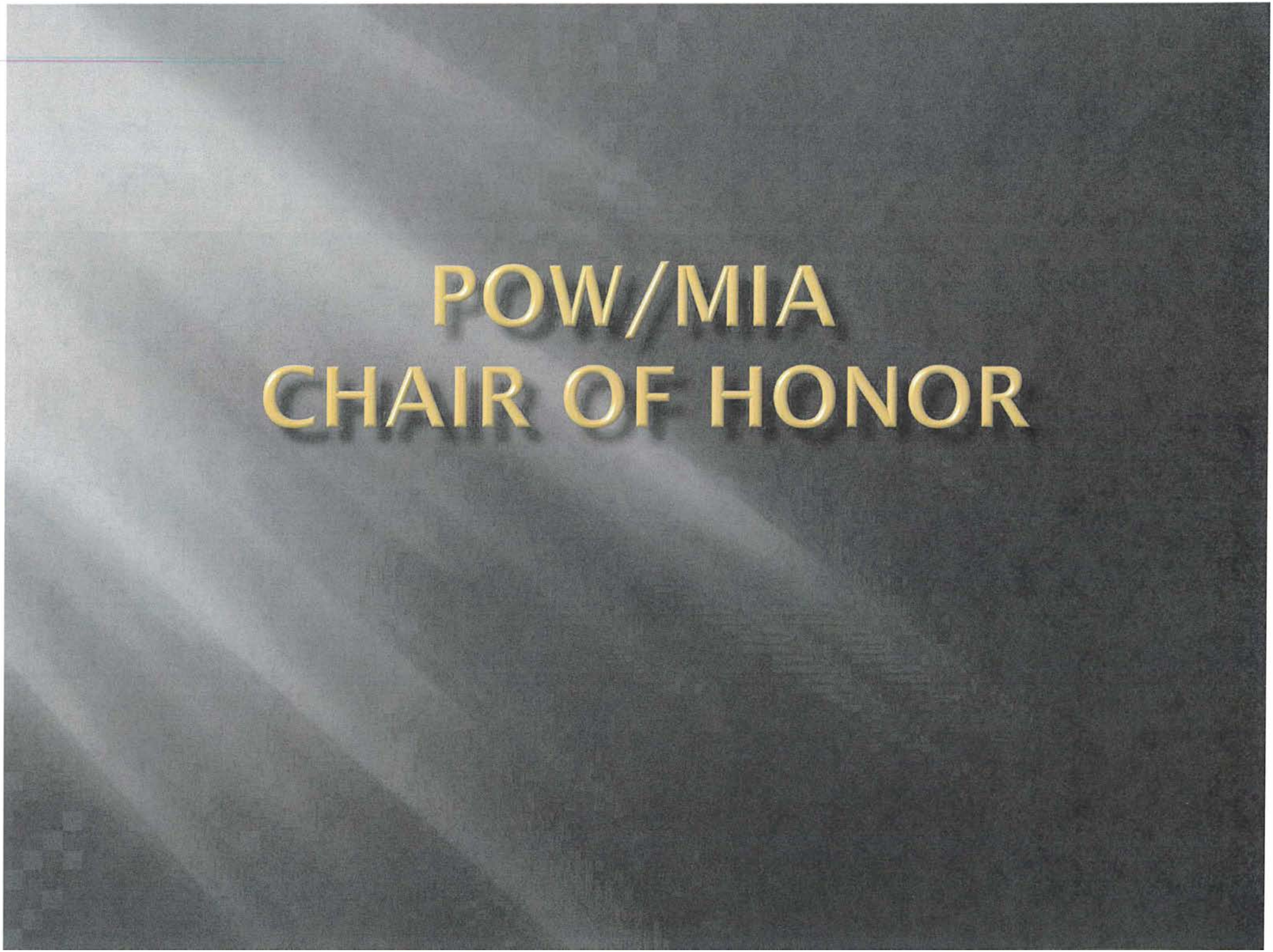
Wendy Collins

Wendy Collins, Clerk-Treasurer

APPROVED AS TO FORM:

R L Hughes

Richard L. Hughes, City Attorney


POW/MIA
CHAIR OF HONOR

Rolling Thunder Chair of Honor Program

- The Rolling Thunder®, Inc. National POW-MIA Chair of Honor Program is intended to support Rolling Thunder's main mission by bringing daily reminders of the POW-MIA issue to cities and towns, big and small, across the nation

- A POW-MIA chair in any location is to remain perpetually empty to help people remember that even though our soldiers are not here, there is still a space for them.

- POW/MIA Chairs of Honor can be found in public spaces ranging from professional sports stadiums to small town city halls, and everywhere in between. Rolling Thunder®, Inc. chapters nationwide also have portable POW-MIA Chairs of Honor for their individual chapter activities, like VA facility visits and local veterans' events.

Rolling Thunder
Chair of Honor Program

- The Chair of Honor can be an stadium chair, for a permanent display location, indoors or outdoors, along with a plaque about the Chair of Honor, or

- The Chair of Honor can be the "temporary", folding chair model, with the POW/MIA logo and Chair information embossed/screenprinted on the Chair.

- The folding chair model normally has a semi-permanent display location, and then is moved to temporary locations for display during Veterans/Memorial events, such as rallies or parades.

POW/MIAs

- 82,205 POW/MIAs from all conflicts
- WWII – 72,802
- Korean War – 7,677
- Vietnam War – 1,594
- Cold War – 126
- Gulf War – 5
- El Dorado Canyon – 1

(source: http://www.dpaa.mil/Our-Missing/Past-Conflicts/)

Washington State POW/MIAs

- WWII – 1,342
- Korea - 126
- Vietnam – 38

Chair of Honor examples

- The following slides show just a few examples of some indoor displays done by other Government entities.
- It should be noted that in some of the displays, custom Chairs were used.
- Also, for more examples, visit the website by Rolling Thunder, Inc. Chair of Honor National Photographer, Patrick Hughes for many more examples of Chair of Honor displays.
- https://patrickjhughes.com/galleries/5_pownmia/01_OES/

Chair of Honor examples

City of Philidelphia, PA

Chair of Honor examples

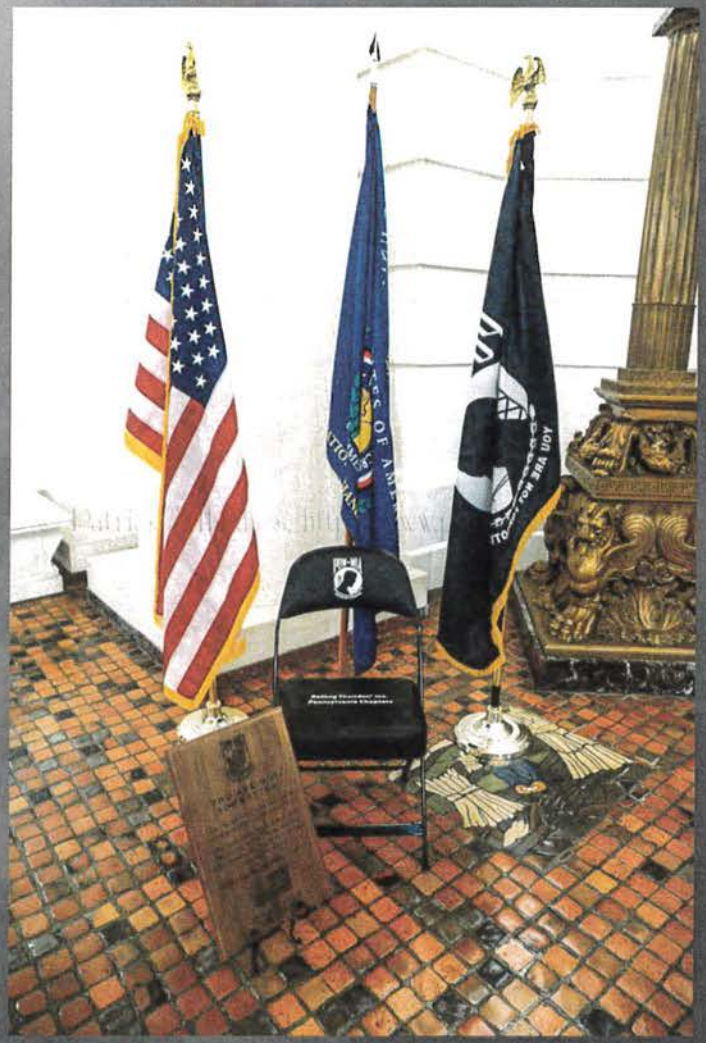
Rosemont College, PA

Chair of Honor examples

Delaware Legislative Hall

Chair of Honor examples

Pennsylvania State Capitol



Chair of Honor examples

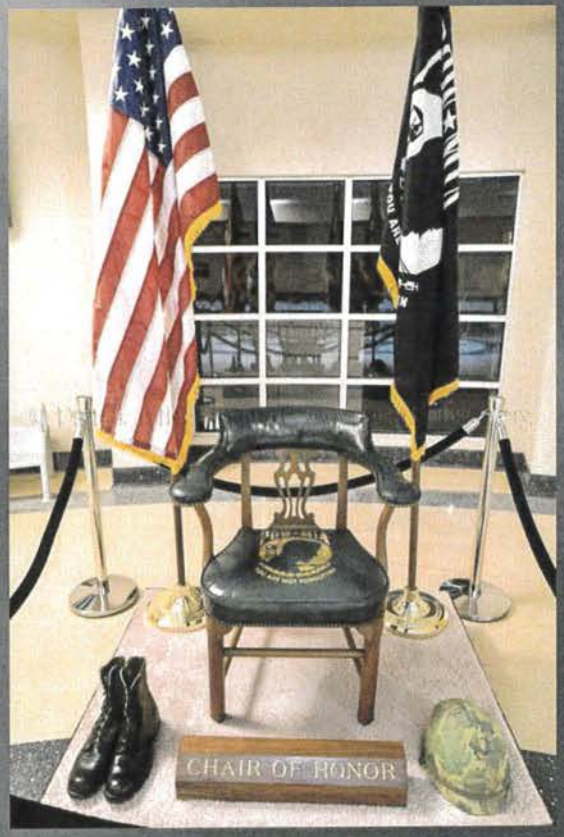
Media Court House

Chair of Honor examples

St. Joe's University

Chair of Honor examples

Kent County Courthouse



Chair of Honor examples

- The following slides show the permanent Chair of Honor display, that was dedicated at Toledo High School, in December 2021.

TOLEDO HIGH SCHOOL CHAIR OF HONOR

TOLEDO HIGH SCHOOL CHAIR OF HONOR

RESOLUTION NO. _____

A RESOLUTION ADOPTING A SIX-YEAR STREET PLAN FOR THE CITY OF ELMA.

R E C I T A L S:

1. The City Council and Mayor have received the recommendations of the Public Works Director in relation to the requirements and programming involved with the six-year street plan. The most recent update was accomplished by the adoption of Resolution 689.

2. A public hearing requesting input from the citizens was held on June 21,2022, after the provision of appropriate notice.

3. The Council wishes to formally adopt those recommendations as they have been recommended by the Director subject to retained authority to authorize any modifications and expansions subsequently authorized by the Council as the result of changes in condition.

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

SECTION I: That certain listing of streets and the priorities established thereon, attached hereto as Attachment Number 1 and incorporated by this reference, shall be and is

CITY OF ELMA
P.O. BOX 3005
ELMA, WA 98541

hereby adopted as the Six-Year Street Plan for the City of Elma, as that plan is required and designated by the appropriate divisions and agencies of the State of Washington, including but not limited to the Department of Transportation. This plan shall remain in effect until subsequently amended or succeeded.

SECTION II: The provisions of Resolution 689 shall be deemed superseded by the adoption of this resolution.

SECTION III: The Clerk-Treasurer and the Director of Public Works shall provide such distribution of this Resolution as may be required by law or is found to be in the City's best interests from time-to-time.

PASSED THIS_____ DAY OF JUNE 2022, by the City Council of the City of Elma, and signed in authentication thereof this__day of____, 2022.

CITY OF ELMA:

_____
JAMES SORENSEN, Mayor

ATTEST:

_____
Wendy Collins, Clerk-Treasurer

APPROVED AS TO FORM:

_____
Chris Coker, City Attorney

CITY OF ELMA
P.O. BOX 3005
ELMA, WA 98541

City of Elma

P.O. Box E – 202 W. Main Street
Elma, WA 98541-0487
(360) 482-2212 / Fax # (360) 482-4960

Notice of Public Hearing

ALL MEMBERS OF THE PUBLIC ARE HEREBY GIVEN NOTICE that the City Council of the City of Elma will conduct a hearing, open to the public, for the purposes of receiving comments, suggestions, recommendations and other material from the public at large and from all interested persons in relation to the matter or matters specified below. The hearing will commence at the hour of **6:00** o'clock P.M., or as soon thereafter as the hearing may be called to order, on **Monday, the 21st day of June, 2022,** in the Council Chambers of the City of Elma, situated at 2nd and Main Streets, Elma, Washington. The meeting may also be attended virtually. A "virtual access invitation" will be available on the City of Elma website- **cityofelma.com** , **after** June 16th, 2022.

The matter or matters subject of the hearing are as follows:

Consideration of the annual 6 Year Transportation Improvement Plan (TIP). Copies of the draft TIP amendment are on file in City Hall.

For further information relative to this matter contact Jim Starks, Dir. Public Works at Elma City Hall, 202 W. Main Street or at (360) 482-2212.

The City Council reserves the right to take such action on the matter or matters heard, including the adoption or the making of the final recommendation thereon as may be allowed by law upon completion of the hearing.

DATED THIS 2nd day of June, 2022.

CITY OF ELMA:

By: Jim Starks-Dir. Public Works

Published: June 2, 2022

Washington State Department of Transportation

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Elma
County: Grays Harbor
MPO/RTPO: SWW RTPO Y Inside N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
06	12	N. F St. Improvements North F St. E. Young St. to Oakhurst Dr. Full depth reconstruction, new curb & gutter-both sides, 5 ft. sidewalk-one side, storm improvements	WA-13634	06/21/22	06/21/22			04	C G P S T W	0.130	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2023		0	TIB	550,000	144,000	694,000
			Totals	**0**		**550,000**	**144,000**	**694,000**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
ALL	694,000	0	0	0	0
Totals	**694,000**	**0**	**0**	**0**	**0**

	Federal Funds		State Funds	Local Funds	Total Funds
Grand Totals for Elma	**0**		**550,000**	**144,000**	**694,000**

Washington State Department of Transportation

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Elma

County: Grays Harbor

MPO/RTPO: SWW RTPO N Inside Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	2	3rd St. - Waldrip St. to Young St. - original 3rd St. Waldrip St. to Young St. Plane, Overlay, update pedestrian facilities, update traffic	WA-00930	06/21/22	06/21/22			04	C G P S T W	0.070	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2024		0	TIB	123,900	20,000	143,900
			Totals	**0**		**123,900**	**20,000**	**143,900**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	143,900	0	0	0
Totals	**0**	**143,900**	**0**	**0**	**0**

Washington State Department of Transportation

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Elma

County: Grays Harbor

MPO/RTPO: SWW RTPO N Inside Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	3	Young St. west side of "A" St. to E. Main St. E. Young St. A St. to E. Main St. Plane,widen,improve pedestrian facilities,improve drainage	WA-00923	06/21/22	06/21/22			03	C G P S T W	0.360	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2023		0	TIB	526,000	58,500	584,500
			Totals	**0**		**526,000**	**58,500**	**584,500**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
ALL	584,500	0	0	0	0
Totals	**584,500**	**0**	**0**	**0**	**0**

Washington State Department of Transportation

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Elma
County: Grays Harbor
MPO/RTPO: SWW RTPO N Inside Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	4	3rd St. - Anderson St. to Pine St. 3rd St. Anderson St. to Pine St. Plane, resurface, reconstruct storm drainage,curb,gutter, and sidewalk	WA-00938	06/21/22	06/21/22			04	C G O P S T W	0.200	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2024		0	TIB	600,000	125,000	725,000
			Totals	**0**		**600,000**	**125,000**	**725,000**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	725,000	0	0	0
Totals	**0**	**725,000**	**0**	**0**	**0**

Washington State Department of Transportation

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Elma

County: Grays Harbor

MPO/RTPO: SWW RTPO N Inside Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
19	5	Martin St.- 3rd St. to N.Division St. Martin St. 3rd St. to 17th St. Widen, improve storm drainage, resurface, install pedestrian facilities	WA-00944	06/21/22	06/21/22			03	C G P S T W	0.280	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2025		0	TIB	478,000	53,000	531,000
			Totals	**0**		**478,000**	**53,000**	**531,000**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	531,000	0	0
Totals	**0**	**0**	**531,000**	**0**	**0**

Washington State Department of Transportation

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Elma

County: Grays Harbor

MPO/RTPO: SWW RTPO N Inside Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
19	6	Anderson St. - Division St. to 18th St. Anderson St. Division St. to 18th St. Widen, overlay with raised edge, storm improvements	WA-00948	06/21/22	06/21/22			06	C G P S T W	0.650	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2026		0	TIB	787,500	42,000	829,500
			Totals	**0**		**787,500**	**42,000**	**829,500**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	0	829,500	0
Totals	**0**	**0**	**0**	**829,500**	**0**

Washington State Department of Transportation

Six Year Transportation Improvement Program
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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
19	7	Anderson St. - "A" St. - Division St. Anderson St. "A" St. to Division St. Minor dig-outs, Chipseal	WA-00949	06/21/22	06/21/22			06	C G P S T W	0.460	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2026		0	TIB	40,000	10,000	50,000
			Totals	**0**		**40,000**	**10,000**	**50,000**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	0	50,000	0
Totals	**0**	**0**	**0**	**50,000**	**0**

Washington State Department of Transportation

Six Year Transportation Improvement Program
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MPO/RTPO: SWW RTPO N Inside Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
09	8	Elma Heights Skyline,Heritage, Hillcrest and Evergreen Dr.'s N/A to N/A Minor digout, crackseal, and chipseal	WA-00950	06/21/22	06/21/22			06	C G P S T W	0.930	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2027		0	TIB	81,000	5,000	86,000
			Totals	**0**		**81,000**	**5,000**	**86,000**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	0	0	86,000
Totals	**0**	**0**	**0**	**0**	**86,000**

Washington State Department of Transportation

Six Year Transportation Improvement Program
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County: Grays Harbor

MPO/RTPO: SWW RTPO N Inside Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
19	9	Pine St.- East City Limits to 5th St. Pine St. East City Limits to 5th St. Chipseal from east city limits to 5th St. Minor dig-out repair.	WA-00951	06/21/22	06/21/22		649	03	C G P S T W	0.280	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2027		0	TIB	24,000	2,900	26,900
			Totals	**0**		**24,000**	**2,900**	**26,900**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	0	0	26,900
Totals	**0**	**0**	**0**	**0**	**26,900**

Washington State Department of Transportation

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Elma

County: Grays Harbor

MPO/RTPO: SWW RTPO N Inside Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
09	10	Garden Hill Rd.- W. Garden Hill Rd. to Harding Rd. Garden Hill Rd. W. Garden Hill Rd. to Harding Rd. chipseal	WA-00953	06/21/22	06/21/22		649	04	C P S T W	0.380	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2026		0	TIB	20,000	6,400	26,400
			Totals	**0**		**20,000**	**6,400**	**26,400**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	0	26,400	0
Totals	**0**	**0**	**0**	**26,400**	**0**

Washington State Department of Transportation

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Elma

County: Grays Harbor

MPO/RTPO: SWW RTPO N Inside Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
19	11	Waldrip St. - 3rd St. to 5th St. Waldrip St. 3rd St. to 5th St. Overlay, widen ,install raised edge, replace sidewalk, improve storm drainage	WA-00956	06/21/22	06/21/22			04	C G O P T W	0.120	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2025		0	TIB	436,900	50,000	486,900
			Totals	**0**		**436,900**	**50,000**	**486,900**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	486,900	0	0
Totals	**0**	**0**	**486,900**	**0**	**0**

Washington State Department of Transportation

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Elma

County: Grays Harbor

MPO/RTPO: SWW RTPO N Inside Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
06	13	Oakhurst Drive-Phase 1 Oakhurst Dr. N. F St. to 700 Block Oakhurst Dr. full depth reconstruction, new curb & gutter-both sides, 5 ft. sidewalk-one side storm water improvements	WA-13635	06/21/22	06/21/22			04	C G P S T W	0.230	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2025		0	TIB	600,000	615,500	1,215,500
			Totals	**0**		**600,000**	**615,500**	**1,215,500**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	1,215,000	0	0
Totals	**0**	**0**	**1,215,000**	**0**	**0**

Washington State Department of Transportation

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Elma

County: Grays Harbor

MPO/RTPO: SWW RTPO N Inside Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
06	14	Oakhurst Drive-Phase 2 700 Block Oakhurst Dr. to Stamper Rd. Full depth reconstruction, curb & gutter, new 5 ft. sidewalk-one side, storm water improvements.	WA-13636	06/21/22	06/21/22			04	C G P S T W	0.270	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2027		0	TIB	500,000	875,500	1,375,500
			Totals	**0**		**500,000**	**875,500**	**1,375,500**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	0	0	1,375,500
Totals	**0**	**0**	**0**	**0**	**1,375,500**

Washington State Department of Transportation

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Elma

County: Grays Harbor

MPO/RTPO: SWW RTPO N Inside Y Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
06	15	Menzo-Haverly Rd. Improvements Main St. to Stamper Rd. Full depth reconstruction, new curg & gutter, 5 ft sidewalk-one side, storm water improvements.	WA-13637	06/21/22	06/21/22			04	C G P S T W	0.270	CE	No

Funding

Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2028		0	TIB	500,000	871,500	1,371,500
			Totals	**0**		**500,000**	**871,500**	**1,371,500**

Expenditure Schedule

Phase	1st	2nd	3rd	4th	5th & 6th
ALL	0	0	0	0	1,371,500
Totals	**0**	**0**	**0**	**0**	**1,371,500**

	Federal Funds		State Funds	Local Funds	Total Funds
Grand Totals for Elma	**0**		**4,717,300**	**2,735,300**	**7,452,600**

		Year of Review	
Title 1	General Provisions	2022	Chapter 1.16 - Precincts needs to be updated
Title 2	Administration and Personnel	2022 & 2023	Chapter 2.12 - Officers needs to be updated to remove reference to Fire Chief Chapter 2.32 - Volunteer Fire Department needs to be removed since it no longer exists Chapter 2.72 - Emergency Medical Services needs to be removed since we do not provide such services Chapter 2.98 - Art Commission will need to be updated to reflect current practice *- Several other possible revisions to municipal code, and some chapters to be reviewed by departments*
Title 3	Revenue and Finance	2023	
Title 4	(Reserved)		
Title 5	Business License and Regulations	2024	
Title 6	Animals	2024	Likely need input from Police Department
Title 7	(Reserved)		
Title 8	Health and Safety	2024	We should consider updating Chapter 8.24.032 - Ability to Suspend Use of Fireworks in 2022. We should consider updating Chapter 8.24.035 - Enforcement Fire Chief Authority in 2022. We should consider updating Chapter 8.28 - Hazardous Materials Incidents in 2022.
Title 9	Public Peace, Morals and Welfare	2025 & 2026	Law Enforcement - may need review by consultant and/or Police Department
Title 10	Vehicles and Traffic	2025 & 2026	Law Enforcement - may need review by consultant and/or Police Department
Title 12	Streets and Sidewalks		Public Works - may need review by consultant and/or PW Director & Community Development
Title 13	Water and Sewer		Public Works - may need review by consultant and/or PW Director & Community Development
Title 14	Environmental Protection		Public Works - may need review by consultant and/or PW Director & Community Development
Title 15	Building and Construction		Public Works - may need review by consultant and/or PW Director & Community Development
Title 16	Subdivisions		Public Works - may need review by consultant and/or PW Director & Community Development
Title 17	Zoning		Public Works - may need review by consultant and/or PW Director & Community Development

Elma Police Department

Monthly Report May 2022

Police Activity	2022	2020	2019	2018	2017	2016
Calls for service-	**416**	**424**	**508**	**452**	**458**	**415**
Agency assist-	27	58	57	84	53	72
Types of calls						
Crime against Persons	91	104	122	95	75	64
Property	28	46	57	56	52	49
Drug/Alcohol related	59	51	89	99	124	118
Arrests-	9	25	27	22	19	25
Felony-	2	2	5	8	7	
Misdemeanor-	7	23	17	11	18	
Traffic Stops-	**72**	**131**	**146**	**82**	**122**	**121**
Criminal Traffic-	3	15	11	5	8	8
Infractions-	8	25	34	21	38	28
Verbal Warning-	61	91	101	56	6	85
Community Policing Activity						
Office Assistance-	95	61	209	216	168	
CPL	12	1	11	8	5	
Pistol Transfers	18	20	7	4	4	

Average response time- 3.01 minutes

CODE ENFORCEMENT CORNER

100 blk W. Martin	Garbage/ Grass/vehicles	Posted Property
300 blk N. 17th	Overgrown Grass/Debris	In progress
200 blk. E. Young	Overgrown Grass	In progress
100 blk S. 12th	Overgrown Grass	In progress
100 blk N. Division	Overgrown Grass/vehicles	In progress
600 blk W. Main	Overgrown Grass	Addressed
500 blk W. Anderson	Overgrown Grass	In progress
200 blk W. Young	Overgrown Grass	Addressed
1200 blk W. Young	Overgrown Grass	Addressed
1600 blk W. Main	Overgrown Grass	Addressed
600 blk W. Martin	Vehicles/ Debris	Complete
1500 blk W. Anderson	Overgrown Grass/ Debris	In progress
1300 W. Waldrip	Overgrown Grass/Debris	Addressed
Division & Martin	Debris	In progress
400 blk N. 13th	Overgrown Grass	In progress

City of Elma
PO BOX 3005
202 W. Main Street
Elma, WA 98541-0487

DATE: June 20, 2022

TO: Mayor Sorensen and Elma City Council

FROM: Wendy Collins, Clerk-Treasurer

SUBJECT: Finance Department Staff Report

On April 29, Governor Inslee issued Proclamation 20-28.16, rescinding the Proclamation 20-28 series (which affects open public meeting requirements and public records requests) effective at 12:01 AM on June 1, 2022. Effective June 1, meetings subject to the Open Public Meetings Act (OPMA) are no longer required to be held remotely. The default is that meetings will again be held at a physical location. Telephonic or video access to public meetings is no longer required once the proclamation expires, though it is encouraged by ESHB 1329. However, if the agency allows verbal public comment during a regular meeting, ESHB 1329 *requires* the agency — "when feasible" — to provide an option for verbal public comment to be submitted by telephonic or videoconferencing means during the meeting to: "any individual who will have difficulty attending a meeting of the governing body of a public agency by reason of disability, limited mobility, or for any other reason that makes physical attendance at a meeting difficult."

The annual report is completed and uploaded on the State Auditor's website on May 26th. A copy of the report is provided in the packet for your review, and I am requesting the council to approve the final copy that was submitted. One of the biggest challenges in the report this year was separating the water/sewer combined fund and the water/sewer construction combined fund into individual funds. The State Auditor's Office required this to be completed or the website would reject the entire financial report.

Washington Cities Insurance Authority (WCIA) is the city's insurance carrier. They have requirements the city must meet to remain in compliance. The requirements include trainings and meeting attendance, which help keep the city updated on changes and important updates. One of the requirements is attendance, via Zoom, at a full board meeting. I attended the full board meeting on May 20, 2022.

On May 26, 2022, Jim Starks and I attended an AWC webinar titled, "Cities and the Bipartisan Infrastructure Law 2022", to stay informed on law pertaining to infrastructure. As billions of dollars become available through the federal Bipartisan Infrastructure Law (BIL) passed last fall, cities have a historic opportunity to fund much-needed infrastructure projects in their communities. The webinar addressed large projects and repairs and had a panel of federal and state experts that spoke about what to expect from the BIL and how to prepare for upcoming funding opportunities. Since this is Mr. Starks's area of expertise, I am certain he had a better understanding of the information provided.

On June 16, 2022, I attended MRSC's Legislative Update on 2022 Public Records Bill for an update on new legislative changes and requirements regarding public records. Since January 1, 2022, I have received 13 requests for public records. An update that impacts all cities is that public comment is now mandatory when action on an item will be taken. The City of Elma has always encouraged and provided opportunities for public comment, so this will not require any significant change in our meeting structure.

City of Elma

Public Works

Memo

June 16, 2022

To: Mayor & City Council

From: Jim Starks

Re: Staff Report

The 12th St. water and street project is starting this week and will hopefully be all wrapped by the time school starts in late August.

The 11th St. Lift Station is operational, the third pump has been installed there is some remaining warranty work to be completed on the 3rd pump. We are awaiting all the State wage affidavits to be approved before requesting final acceptance and payment.

The park netting has been installed. We are moving forward on the batting cage siding replacement, door replacements and exploring the lighting upgrade issues.

East Main St. Intersection Eval. The RFQ was issued and we have received only one Statement of Qualifications; that being from our current consulting firm. I have submitted the SOQ to WSDOT Local Programs for their review. I have yet to hear back from them as to next allowable steps.

I have been asked to provide more content in the request for proposal by asphalt contractors for the city funded, proposed milling/grinding and overlay project. I hope to have the RFP refined and re-distributed very soon. Again, each street will be addressed as separate schedules and the final selection based on available funding.

Theater Demo, The Dept. of Commerce is rolling out a program for abatement and site clean-up that provides low-interest loan and /or small grants. The Stantec folks are submitting some early paperwork for us as to what type of help Commerce may be able to provide.

As previously provided, please see below:

the consultants working with us on the EPA Brownfield Grant Program -Area-Wide Planning effort has informed us that EPA has announced new funding limits for the Cleanup Grants, up to $5 Million dollars per grant (previously $500,00.00).
However, the applications are not being accepted until Fall 2022 and funds would not be available until late Spring of 2023. Currently we are looking at approximately $600,000 for demolition.

We have hired a replacement for the Assistant Wastewater operator. First day on the job is Tuesday June 21st.